



# **RĀRANGI TAKE AGENDA**

## **Grants Allocation Subcommittee (Community Grants) Meeting**

**I hereby give notice that a Meeting of the Te Komiti Tuku Tahua Pūtea | Grants Allocation Committee (Community Grants) will be held on:**

**Te Rā | Date: Thursday, 1 June 2023**

**Te Wā | Time: 9.30am**

**Te Wāhi | Location: Council Chamber  
Ground Floor, 175 Rimu Road  
Paraparaumu**

**Janice McDougall  
Group Manager People and Partnerships**

**Kāpiti Coast District Council**

**Notice is hereby given that a meeting of the Te Komiti Tuku Tahua Pūtea | Grants Allocation Committee (Community Grants) will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Thursday 1 June 2023, 9.30am.**

**Te Komiti Tuku Tahua Pūtea | Grants Allocation Committee (Community Grants)  
Members**

Cr Nigel Wilson	Chair
Cr Glen Cooper	Deputy
Mayor Janet Holborow	Member
Cr Rob Kofoed	Member
Cr Shelly Warwick	Member
Mr John Hayes	Member
Ms Sarah Yuile	Member

## Te Raupapa Take | Order Of Business

1	<b>Nau Mai   Welcome</b> .....	5
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	8.1 Confirmation of Minutes .....	17



**1 NAU MAI | WELCOME**

**2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING**

I a mātou e whiriwhiri ana i ngā take kei mua i ō mātou aroaro, e pono ana mātou ka kaha tonu ki te whakapau mahara huapai mō ngā hapori e mahi nei mātou. Me kaha hoki mātou katoa kia whaihua, kia tōtika tā mātou mahi, ā, mā te māia, te tiro whakamua me te hihiri ka taea te arahi i roto i te kotahitanga me te aroha.

“As we deliberate on the issues before us, we trust that we will reflect positively on the communities we serve. Let us all seek to be effective and just, so that with courage, vision and energy, we provide positive leadership in a spirit of harmony and compassion.”

**3 WHAKAPĀHA | APOLOGIES**

**4 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE |  
DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Notification from Elected Members of:

4.1 – any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting, and

4.2 – any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

**5 HE WĀ KŌRERO KI TE MAREA MŌ NGĀ MEA E HĀNGAI ANA KI TE RĀRANGI  
TAKE | PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA**

**6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS**

(a) Leave of Absence

(b) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

## 7 PŪRONGO | REPORTS

### 7.1 COMMUNITY GRANTS 2023

Kaituhi | Author: **Aaron Cronin, Connected Communities Advisor**

Kaiwhakamana | Authoriser: **Janice McDougall, Group Manager People and Partnerships**

### TE PŪTAKE | PURPOSE

- 1 This report provides a summary of the 42 applications received for the Community Grants Scheme 2023.

### HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 The Community Grants Scheme is only available to not-for-profit organisations, groups, and projects that provide community and social services to Kāpiti residents. The maximum amount available is \$2,000 per application.

### TE TUKU HAEPAPA | DELEGATION

- 3 The Grants Allocation Committee has delegated authority to consider this matter.

### TAUNAKITANGA | RECOMMENDATIONS

- A. That the Grants Allocation Subcommittee grants \$.....to **Actively Coping with Cancer** for assistance towards their weekly meetings.
- B. That the Grants Allocation Subcommittee grants \$.....to **Age Concern Horowhenua** for costs associated with running the Elder Safety Service.
- C. That the Grants Allocation Subcommittee grants \$.....to **Age Concern Kapiti** for help with costs of production of a monthly newsletter.
- D. That the Grants Allocation Subcommittee grants \$.....to **Benefit Advocacy Kapiti** for costs associated with providing benefit advocacy services.
- E. That the Grants Allocation Subcommittee grants \$.....to **Cross Roads Christian Community Trust** for help with costs of stationary, photocopying, and fuel costs.
- F. That the Grants Allocation Subcommittee grants \$.....to **Ellie's Canine Rescue and Rehome** for free desexing and dog food services to Kapiti families.
- G. That the Grants Allocation Subcommittee grants \$.....to **Friends of the Wharemauku Stream Work Ready Kāpiti** for Native Trees and Shrubs to support their desilting activity.
- H. That the Grants Allocation Subcommittee grants \$.....to **Good Bitches Trust** for costs associated with their Baking it Better Kāpiti programme.
- I. That the Grants Allocation Subcommittee grants \$.....to **He Tangata Village Trust** for nine raised garden beds to promote self-sufficiency.
- J. That the Grants Allocation Subcommittee grants \$.....to **Heart Kids Wellington** for contribution towards costs of providing care packs, grocery and petrol vouchers, and counselling services for Kāpiti families in need.
- K. That the Grants Allocation Subcommittee grants \$.....to **HELD – by The Real Motherhood** for production and distribution of a free 'Well-Being Journal' for all Kāpiti births.
- L. That the Grants Allocation Subcommittee grants \$.....to **KapiMana Multiples** for household hampers and essential baby items.
- M. That the Grants Allocation Subcommittee grants \$.....to **Kapiti Autism Parent Support Group** for room rental for the regular meetings.

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- N. That the Grants Allocation Subcommittee grants \$.....to **Kapiti Coast WEA Inc** for administration costs.
- O. That the Grants Allocation Subcommittee grants \$.....to **Kapiti Community Foodbank** for administration costs.
- P. That the Grants Allocation Subcommittee grants \$.....to **Kapiti Horticultural Society** for improvements to their school tree planting programme.
- Q. That the Grants Allocation Subcommittee grants \$.....to **Kāpiti Kindness Trust** for hot water bottles and slow cookers and meal tuition to families living on a challenging budget.
- R. That the Grants Allocation Subcommittee grants \$.....to **Kāpiti Vaulting Club Incorporated** for staff and volunteers to complete or revalidate a Comprehensive First Aid Course.
- S. That the Grants Allocation Subcommittee grants \$.....to **Kapiti Water Polo Club** for Coaching and Administration support.
- T. That the Grants Allocation Subcommittee grants \$.....to **Kapiti Women’s Health Collective** for worker volunteer training.
- U. That the Grants Allocation Subcommittee grants \$.....to **L'Arche Kapiti** for Washing Whiffs Social Enterprise.
- V. That the Grants Allocation Subcommittee grants \$.....to **Life Education Trust Kapiti and Horowhenua** for printing booklets for a Vaping Education initiative.
- W. That the Grants Allocation Subcommittee grants \$.....to **Moore’s Meadow Trust** for a woodchipper and paper shredder.
- X. That the Grants Allocation Subcommittee grants \$.....to **New Zealand National Refugee Youth Council** for assistance towards costs of running a Kapiti Coast Refugee Youth leadership camp.
- Y. That the Grants Allocation Subcommittee grants \$.....to **Ngā Manu Trust** for wet weather clothing for their Volunteer Programme.
- Z. That the Grants Allocation Subcommittee grants \$.....to **Otaki Stroke Support and Wellness Centre** for costs associated with their weekly Sit and Be Fit classes.
- AA. That the Grants Allocation Subcommittee grants \$.....to **Otaki-Waikanae Presbyterian Parish** for a new BBQ.
- BB. That the Grants Allocation Subcommittee grants \$.....to **Ōtaki Montessori** for resources to increase their environmental sustainability practices.
- CC. That the Grants Allocation Subcommittee grants \$.....to **Ōtaki Toy Library** for improving their toy collection.
- DD. That the Grants Allocation Subcommittee grants \$.....to **Ōtaki Promotions Group (OPG)** for improvement to their Community Christmas Wonderland Project.
- EE. That the Grants Allocation Subcommittee grants \$.....to **Our Lady of Kapiti St Vincent de Paul Society** for a Freezer replacement.
- FF. That the Grants Allocation Subcommittee grants \$.....to **Paekākāriki Community Trust** for contribution towards piano installation and music lessons for youth.
- GG. That the Grants Allocation Subcommittee grants \$.....to **Paraparaumu Kindergarten** for a collaborative mural project.
- HH. That the Grants Allocation Subcommittee grants \$.....to **Parent to Parent Wellington** for costs associated with holding monthly support group meets.
- II. That the Grants Allocation Subcommittee grants \$.....to **Resolute** for assistance towards a launch event.

- JJ. That the Grants Allocation Subcommittee grants \$.....to **Soroptimists International Kapiti Coast** for contribution towards the costs of holding a series of networking hui
- KK. That the Grants Allocation Subcommittee grants \$.....to **Te Aukaha / Ngatiawa Retreat Trust** for holding two hui reo programmes.
- LL. That the Grants Allocation Subcommittee grants \$.....to **The Nest Collective NZ Charitable Trust** for essentials packs for vulnerable young families.
- MM. That the Grants Allocation Subcommittee grants \$.....to **The Shed Project Kapiti** for a screen-printing capability.
- NN. That the Grants Allocation Subcommittee grants \$.....to **The Wellington Multiple Sclerosis Society Inc** for administration costs.
- OO. That the Grants Allocation Subcommittee grants \$.....to **Volunteer Kāpiti** for to establish an Emergency Volunteer Plan.
- PP. That the Grants Allocation Subcommittee grants \$.....to **Work Ready Kāpiti** for translation and printing of the Work Ready Kāpiti Passport in Te Reo Māori.

## TŪĀPAPA | BACKGROUND

- 4 The Community Grant Scheme, in its current contestable format, has been available to the community since 1998. The Scheme aims to provide financial support for community-based projects and programmes that contribute to positive social outcomes for Kāpiti communities.
- 5 The Scheme is only available to not-for-profit organisations and groups that provide community and social services to Kāpiti residents. The maximum amount available is \$2,000 per application.
- 6 The funds must be used for eligible purposes as set out in the criteria (attached as Appendix A) and must be responsive to an identified social need. Each applicant's activity or project must contribute to supporting community wellbeing and development through the following outcomes:
- building resilient, sustainable communities
  - encouraging greater community participation
  - improving the quality of life of the participants
  - working in partnership with a range of community groups, including iwi/hapū.

## HE KŌRERORERO | DISCUSSION

- 7 This year the Community Grants opened on 6 April 2023, with the applications closing four weeks later on 5 May 2022. **42** applications were received.
- 8 This year the Community Grants migrated from the **Jotform** Online Forms system to the **SmartyGrants** cloud-based application.
- 9 2023 Applications Summaries.
- **Actively Coping with Cancer** provides fellowship and support to those affected by cancer. Funding is requested for assistance towards their weekly meetings. Amount requested \$1600.
  - **Age Concern Horowhenua** promotes the wellbeing, rights, respect, and dignity for older people in the Horowhenua (Including Ōtaki and Te Horo). Funding is



requested for costs associated with running the Elder Safety Service in the Otaki Region. Amount requested \$2000.

- **Age Concern Kapiti** provides services to older people living in Kāpiti. Funding is requested to help with costs of production of a monthly newsletter 'Senior Times'. Amount requested \$2000.
- **Benefit Advocacy Kapiti** is a startup community group looking to provide Benefit Advocacy Services in Waikanae. Funding is requested for costs associated with providing these services – room hire, promotional material, cell phone plan. Amount requested \$1000.
- **Cross Roads Christian Community Trust** provides counselling and residential addiction/compulsion treatment services. Funding is requested to help with costs of stationary, photocopying, and fuel costs. Amount requested \$2000.
- **Ellie's Canine Rescue and Rehome** provides free canine desexing services to families on limited incomes. Funding is requested for free desexing and dog food services to Kapiti families. Amount requested \$2000.
- **Friends of the Wharemauku Stream** is a local volunteer group committed to the conservation of the wetland areas of the Wharemauku Stream. Funding is requested for Native Trees and Shrubs to support their desilting activity. Amount requested \$2000.
- **Good Bitches Trust** is a network of volunteers who provide kindness to those in need by providing home baking. Funding is requested for costs associated with their Baking it Better Kāpiti programme. Amount requested \$2000.
- **He Tangata Village Trust** provide affordable social housing to young whānau on the Kāpiti Coast. Funding is requested for 9 raised garden beds to promote self-sufficiency. Amount requested \$1880.
- **Heart Kids Wellington** is the local branch of a national charity dedicated to improving the lives of Kiwis with Childhood Heart Defects (CHD). Funding is requested for contribution towards costs of providing care packs, grocery and petrol vouchers, and counselling services for Kāpiti families in need. Amount requested \$2000.
- **HELD – by The Real Motherhood** is an initiative by a local business providing maternity support services. Funding is requested for production and distribution of a free 'Well-Being Journal' for all Kāpiti births. Amount requested \$2000.
- **KapiMana Multiples** is a not-for-profit support service for families who experience life with multiples (twins and triplets). Funding is requested for household hampers and essential baby items. Amount requested \$1396.
- **Kapiti Autism Parent Support Group** provides a peer support group to Kapiti families living with autism. Funding is requested for room rental for the regular meetings. Amount requested \$200.
- **Kapiti Coast WEA Inc** is a community-based adult education provider. Funding is requested for administration costs. Amount requested \$2000.

- **Kapiti Community Foodbank** provides emergency food to residents in need from Paekākāriki to Te Horo. Funding is requested for administration costs. Amount requested \$2000.
- **Kapiti Horticultural Society** is a local garden club. Funding has been requested to improve their tree-planting in school initiative. Amount requested \$2000.
- **Kāpiti Kindness Trust** is a community initiative that facilitates kindness within the Kāpiti community. Funding is requested to provide hot water bottles to families struggling to heat their homes and to provide slow cookers and meal tuition to families living on a challenging budget. Amount requested \$2000.
- **Kāpiti Vaulting Club Incorporated** – A not-for-profit charity that runs the Kāpiti Equestrian & Vaulting Centre. Funding has been requested for staff and volunteers to complete or revalidate a Comprehensive First Aid Course. Amount requested \$1220.
- **Kapiti Water Polo Club** is a local sports club. Funding is requested for Coaching and Administration support. Amount requested \$2000.
- **Kapiti Women's Health Collective** is a service that provides a friendly, safe, and caring environment for women and includes a range of services including counselling, life-skills courses, and advocacy. Funding is requested for worker volunteer training. Amount requested \$2000.
- **L'Arche Kapiti** community encompasses two homes and a day activity centre where people with disabilities, and those who assist them, live together in homes, sharing life with one another and building community as responsible adults. Funding is requested for their Washing Whiffs Social Enterprise. Amount requested \$600.
- **Life Education Trust Kapiti and Horowhenua** is a charitable organisation that inspires youth to make positive choices. Funding requested for printing booklets for their Vaping Education initiative. Amount requested \$1980.
- **Moore's Meadow Trust** is a charitable trust run from Te Horo School and Community to facilitate the provision of beneficial services to Te Horo. They are seeking to establish a community garden. Funding is requested for a woodchipper and paper shredder. Amount requested \$2000.
- **New Zealand National Refugee Youth Council** is a youth-led NGO who advocate, support, and engage refugee-background youth. Funding is requested towards the cost of running a Kapiti Coast Refugee Youth leadership camp. Amount requested \$2000.
- **Ngā Manu Trust** run the Ngā Manu Reserve and through conservation seek to preserve and enhance the reserve and provide connection to the community for this taonga. Funding is requested to purchase wet weather clothing for their Volunteer Programme. Amount requested \$1735.
- **Otaki Stroke Support and Wellness Centre** provides support for those affected by a stroke. Funding is requested for costs associated with their weekly Sit and Be Fit classes, aimed at increasing cognitive, sensory, and physical function. Amount requested \$2000.

- **Otaki-Waikanae Presbyterian Parish** is a local church providing local community services such as Mainly Music, Community Lunch, and a Sausage Sizzle. Funding is requested for a new BBQ. Amount requested \$919.
- **Ōtaki Montessori** is a parent run Early Childhood Education provider. Funding is requested for resources to increase their environmental sustainability practices at their centre. Amount requested \$301.30.
- **Ōtaki Toy Library** is a non-profit volunteer organisation offering affordable toy hire. Funding is requested for improving their toy collection. Amount requested \$2000.
- **Ōtaki Promotions Group (OPG)** are responsible for organising several community events (Kite Festival, Ōtaki Community Expo). Funding is requested for improvement to their Community Christmas Wonderland Project. Amount requested \$2000.
- **Our Lady of Kapiti St Vincent de Paul Society** provides social services to the community, working in partnership with other community agencies to alleviate poverty. Funding is requested for a Freezer Replacement. Amount requested \$1468.
- **Paekākāriki Community Trust** is a charity whose purpose is to support the economic and social development of the Paekākāriki community. Funding is requested to contribute towards piano installation and music lessons for youth. Amount requested \$2000.
- **Paraparaumu Kindergarten** is a not-for-profit teaching and learning hub for pre-schoolers. Funding is requested for a collaborative mural project. Amount requested \$1800.
- **Parent to Parent Wellington** is a not-for-profit organisation focused on empowering families and whānau of people with disabilities and health impairments. Funding is requested for costs associated with holding monthly support group meets. Amount requested \$2000.
- **Resolute** is a startup non-denominational Christian Youth group. Funding is requested for assistance towards a launch event. Amount requested \$2000.
- **Soroptimists International Kapiti Coast** is the local branch of a global volunteer network that aims to help women and girls achieve their individual and collective potential, realise aspirations, and have an equal voice in communities. Funding is requested to contribute towards the costs of holding a series of networking hui for local community organisations to facilitate more collaboration between them. Amount requested \$2000.
- **Te Aukaha / Ngatiawa Retreat Trust** provides regular hui rumaki reo in Waikanae – weekends at Ngatiawa River Monastery, where people can learn Te Reo through total immersion. Funding is requested for holding two hui reo programmes. Amount requested \$2000.
- **The Nest Collective NZ Charitable Trust** provides essentials packs (clothing, toys, nappies, bedding, books, and more) to vulnerable young families. Funding is requested to contribute towards the costs of providing these packs. Amount requested \$2000.

- **The Shed Project Kapiti** is a local organisation working to improve the lives of differently abled people through employment and vocational opportunities in Kāpiti. Funding is requested to setup a screen-printing capability. Amount requested \$2000.
- **The Wellington Multiple Sclerosis Society Inc** is a free service formed to provide ongoing support, education, and advocacy for people with Multiple Sclerosis. Funding is requested for administration costs (salary/vehicle/office/telecommunications). Amount requested \$2000.
- **Volunteer Kāpiti** is a local not-for-profit whose mission is to build the capability of the Kāpiti Community Sector through connection, collaboration, and volunteering expertise. Funding is requested to establish an Emergency Volunteer Plan. Amount requested \$2000.
- **Work Ready Kāpiti** is a not-for-profit charitable trust supporting rangatahi in the Kāpiti region to become work ready. Funding requested for translation and printing of the Work Ready Kāpiti Passport in Te Reo Māori. Amount requested \$2000.

### He take | Issues

- 10 Some applicants had issues using SmartyGrants on a mobile device. This was due to design layout of the application form as well as the application not having specific mobile friendly views. These issues have been raised with the product vendor and are expected to be resolved.

### Ngā kōwhiringa | Options

- 11 The Grants Allocation Committee will determine the options available during the review of applications received.

### Tangata whenua

- 12 The Scheme recognises the significance of a Māori worldview to support social and equitable outcomes for Kāpiti. The Scheme includes an outcome of partnering with iwi and local Māori communities to support community wellbeing.

### Panonitanga āhuarangi | Climate change

- 13 There are no climate change considerations.

### Ahumoni me ngā rawa | Financial and resourcing

- 14 A total of \$40,000 is available in the 2022/23 financial year.  
15 This year, 42 applications were received requesting a combined total of \$74099.30.

### Ture me ngā Tūraru | Legal and risk

- 16 There are no legal considerations.

### Ngā pānga ki ngā kaupapa here | Policy impact

- 17 There are no policy impact considerations.

## TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

### Te mahere tūhono | Engagement planning

- 18 An engagement plan is not needed to implement the decisions.

## Whakatairanga | Publicity

- 19 The appropriate Council communication channels will be used to publicise the successful organisations and groups.
- 20 Applicants will be informed of the Grants Allocation Committee's final decision by email or letter.

## NGĀ ĀPITI HANGA | ATTACHMENTS

1. Community Grants Criteria 2023 [↓](#)
2. Actively Coping with Cancer (under separate cover) [⇄](#)
3. Age Concern Horowhenua (under separate cover) [⇄](#)
4. Age Concern Kapiti (under separate cover) [⇄](#)
5. Benefit Advocacy Kapiti (under separate cover) [⇄](#)
6. Cross Roads Christian Community Trust (under separate cover) [⇄](#)
7. Ellie's Canine Rescue and Rehome (under separate cover) [⇄](#)
8. Friends of the Wharemauku Stream (under separate cover) [⇄](#)
9. Good Bitches Trust (under separate cover) [⇄](#)
10. He Tangata Village (under separate cover) [⇄](#)
11. Heart Kids Wellington (under separate cover) [⇄](#)
12. HELD - By The Real Motherhood (under separate cover) [⇄](#)
13. KapiMana Multiples (under separate cover) [⇄](#)
14. Kapiti Autism Parent Support Group (under separate cover) [⇄](#)
15. Kapiti Coast WEA Inc (under separate cover) [⇄](#)
16. Kapiti Community Foodbank Inc (under separate cover) [⇄](#)
17. Kapiti Horticultural Society (under separate cover) [⇄](#)
18. Kapiti Kindness Trust (under separate cover) [⇄](#)
19. Kapiti Vaulting Club Inc (under separate cover) [⇄](#)
20. Kapiti Water Polo Club (under separate cover) [⇄](#)
21. Kapiti Women's Centre (under separate cover) [⇄](#)
22. Larche Kapiti (under separate cover) [⇄](#)
23. Life Education Trust Kapiti and Horowhenua (under separate cover) [⇄](#)
24. Moore's Meadow Trust (under separate cover) [⇄](#)
25. New Zealand National Refugee Youth Council (under separate cover) [⇄](#)
26. Ngā Manu Trust (under separate cover) [⇄](#)
27. Ōtaki Montessori Pre-School (under separate cover) [⇄](#)
28. Ōtaki Promotions Group (under separate cover) [⇄](#)
29. Otaki Stroke Support (under separate cover) [⇄](#)
30. Ōtaki Toy Library (under separate cover) [⇄](#)
31. Otaki-Waikanae Presbyterian Parish (under separate cover) [⇄](#)
32. Our Lady of Kapiti St Vincent de Paul Society (under separate cover) [⇄](#)
33. Paekakariki Community Trust (under separate cover) [⇄](#)
34. Paraparaumu Kindergarten (under separate cover) [⇄](#)
35. Parent to Parent Wellington (under separate cover) [⇄](#)
36. Resolute (under separate cover) [⇄](#)
37. Soroptomists International Kapiti Coast (under separate cover) [⇄](#)
38. Te Aukaha Ngatiawa Retreat Trust (under separate cover) [⇄](#)
39. The Nest Collective NZ (under separate cover) [⇄](#)
40. The Shed Project Kapiti (under separate cover) [⇄](#)
41. The Wellington Multiple Sclerosis Society Inc (under separate cover) [⇄](#)
42. Volunteer Kāpiti (under separate cover) [⇄](#)
43. Work Ready Kāpiti (under separate cover) [⇄](#)



Community Grants Criteria 2023

**Funds available.**

There is \$40,000 available to support community-based projects, programmes and events that contribute to positive social outcomes in Kāpiti.

**The Community Grant will be designated to the purpose of one or more of the following outcomes:**

- building resilient, sustainable communities
- encouraging greater community participation
- improving the quality of life of the participants
- working in partnership with a range of community groups, including iwi/hapū.

**Fund open to.**

Any organisation or group applying for the grant must;

- be not-for-profit and/or must not make a profit from the project;
- provide a local service that contributes to community wellbeing and development;
- be responsive to an identified need

**Funds can be used for:**

- new programmes, projects or events
- improvements or enhancements to existing programmes
- skill development of programme participants
- training needs of workers
- publicity or education material directly related to the aim of the programme
- equipment which is necessary to achieve the outcomes of the programme, specified in the application
- transport services where some disability is involved
- administration costs to support a community-led or social service for community benefit.

**Funds cannot be used for:**

- purposes that do not directly relate to the social activity/programme or event outlined in the application
- projects and events where sports, fitness, leisure and arts activities are the primary purpose of the organisation or group
- significant capital expenditure and infrastructure costs (ie, buildings and facility improvements) that are subject to depreciation
- ongoing costs where the applicant is not meeting any of the costs
- rent, subscriptions or wages not directly related to the project, programme or event

- travel expenses
- debt servicing
- project or programmes that have already occurred
- catering and alcohol costs.

**Projects to take place**

July 2023–June 2024



**8 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**

**8.1 CONFIRMATION OF MINUTES**

**Author:** Kate Coutts, Democracy Services Advisor

**Authoriser:** Janice McDougall, Group Manager People and Partnerships

**Taunakitanga | Recommendations**

That the minutes of the Grants Allocation Committee – Creative Communities Scheme meeting of 4 May 2023 be accepted as a true and correct record.

**APPENDICES**

1. Confirmation of Grants Allocation Committee - Creative Communities Scheme Minutes 4 May 2023 [↓](#)

GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES  
NEW ZEALAND) MEETING MINUTES

4 MAY 2023

MINUTES OF KAPITI COAST DISTRICT COUNCIL  
GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES NEW ZEALAND)  
MEETING  
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON THURSDAY, 4 MAY 2023 AT 9.35AM

**PRESENT:** Cr Nigel Wilson, Cr Rob Kofoed, Mr Tama Porter, Ms Michelle Scullion, Ms Jennifer Turnbull, Mr Grant Stevenson

**IN ATTENDANCE:** Mr Mike Mendonça, Ms Nerita Clark, Ms Steffi Haefeli, Ms Anna Smith, Ms Jessica Mackman, Ms Kate Coutts

**APOLOGIES:** Nil

**LEAVE OF ABSENCE:** Nil

**1 WELCOME**

Cr Wilson welcomed everyone to the meeting and asked Mike Mendonça to read the Council blessing.

**2 APPOINTMENT OF THE CHAIR**

**APPOINTMENT OF THE CHAIR**

**COMMITTEE RESOLUTION GACC2023/1**

Moved: Ms Michelle Scullion  
Seconder: Ms Jennifer Turnbull

That Grant Stevenson be appointed as Chair of the Grants Allocation Subcommittee (Creative Communities NZ).

**CARRIED**

**3 COUNCIL BLESSING**

Tama Porter read the council blessing.

**4 APOLOGIES**

There were none.

**7 MEMBERS' BUSINESS**

There were no leaves of absence applied for.

**GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES  
NEW ZEALAND) MEETING MINUTES**

**4 MAY 2023**

No matters of an urgent nature were raised.

**5 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Jennifer Turnbull declared an interest related to application CCS0013 – Kapiti Women’s Health Collective Incorporated as a component of item 8.1 on the agenda.

Tama Porter declared an interest related to applications CCS0007 – Zeal Education Trust – Kapiti and CCS0025 – Mr Phillips Simmonds as a component of item 8.1 on the agenda.

**6 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA**

Sarah Burren spoke via Zoom on behalf of Little Green Man Productions’ application under Item 8.1 on the agenda for funds to assist with the project “Wonderland Show” and answered questions from members.

Sonya Forbes spoke regarding her application application under Item 8.1 on the agenda for funds to assist with the project “Poetry on the Coast” and answered questions from members.

Shona Jaunas spoke regarding her application under Item 8.1 on the agenda for funds to assist with the project “Shakespeare in the park- Romeo and Juliet” and answered questions from members.

Megan Northcott spoke via Zoom on behalf of The Social Scent application under Item 8.1 on the agenda for funds to assist with the project “Candle making classes for rangatahi” and answered questions from members.

Chris Craddock spoke on behalf of the Music Festivals and Events NZ application under Item 8.1 on the agenda for funds to assist with the project “Music in Maclean Park ‘23” and answered questions from members.

Jess Rosson spoke on behalf of the Kapiti Ballet Society’s application under Item 8.1 on the agenda for funds to assist with the project “Dance Kapiti 2023” and answered questions from members.

Louise Waterworth spoke on behalf of Kapiti Women’s Health Collective Incorporated’s application under Item 8.1 on the agenda for funds to assist with the project “‘Have a Go’ Arts Programme” and answered questions from members.

Tony Fuell spoke on behalf of Mulled Wine’s application under Item 8.1 on the agenda for funds to assist with the project “Rodger Fox and pianist Nikolai Saratovsky” and answered questions from members.

Petra Aregger spoke on behalf of Kapiti Youth Support’s application under Item 8.1 on the agenda for funds to assist with the project “Materials and staff costs for the 2023 Kāpiti Art Trail” and answered questions from members.

Florence McNeil spoke on behalf of Kapiti Youth Orchestra’s application under Item 8.1 on the agenda for funds to assist with the project “End of Year Concert” and answered questions from members.

Chloe Willetts spoke regarding her application under Item 8.1 on the agenda for funds to assist with the project “Children’s Creative Writing Workshop” and answered questions from members.

Meg Stone spoke regarding her application under Item 8.1 on the agenda for funds to assist with the project “Waiata Mai Whaanau” and answered questions from members.

Jo Picot spoke behalf of The Shed Project Kapiti’s application under Item 8.1 on the agenda for funds to assist with the project “Growing Community Connections for Youth through the Arts” and answered questions from members.

**GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES  
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**4 MAY 2023**

Hannah Neman spoke on behalf of Wellington Regional Orchestra Foundation’s application under Item 8.1 on the agenda for funds to assist with the project “Orchestra Wellington 2023 Education Programme” and answered questions from members.

Caroline Beaufort-Puna spoke regarding her application under Item 8.1 on the agenda for funds to assist with the project “Creative Well-being Workshops” and answered questions from members.

Sarah Shaw spoke regarding Kapiti Art Studio’s application under Item 8.1 on the agenda for funds to assist with the projects “The Butterfly Effect” and “The Butterfly Effect Installation” and answered questions from members.

Les Church spoke regarding Kapiti Chorale Inc’s application under Item 8.1 on the agenda for funds to assist with the project “World Premiere Performance of ‘Pirate Girls’” and answered questions from members.

Item 7 was moved to an earlier part of the agenda.

The Te Komiti Tuku Tahua Pūtea | Grants Allocation Committee (Creative Communities Scheme) meeting went into public excluded session at 12:02 pm.

**PUBLIC EXCLUDED RESOLUTION GACC2023/2**

Moved: Cr Nigel Wilson  
 Seconder: Ms Michelle Scullion

That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public now be excluded from the meeting for the reasons given below, while the following matters are considered.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>8.1 – Creative Communities Scheme – Consideration of Applications for Funding</b>	Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	Section 48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

**MOVE OUT OF PUBLIC EXCLUDE BUSINESS**

**GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES  
NEW ZEALAND) MEETING MINUTES**

**4 MAY 2023**

**COMMITTEE RESOLUTION GACC2023/3**

Moved: Mr Grant Stevenson  
Seconder: Cr Nigel Wilson

That the meeting moves out of public excluded business.

**CARRIED**

The Te Komiti Tuku Tahua Pūtea | Grants Allocation Committee (Creative Communities Scheme) meeting came out of the public excluded session at 2:54 pm.

**8 PŪRONGO | REPORTS**

**8.1 CREATIVE COMMUNITIES SCHEME - CONSIDERATION OF APPLICATIONS FOR FUNDING**

**COMMITTEE RESOLUTION GACC2023/4**

Moved: Cr Nigel Wilson  
Seconder: Ms Michelle Scullion

That the Grant Allocation Committee grants Little Green Man Productions \$1,500.00 from the Creative Communities Scheme to assist with the project "Wonderland Show".

That the Grant Allocation Committee grants Mrs Sonya Forbes \$1,500.00 from the Creative Communities Scheme to assist with the project "Poetry on the Coast".

That the Grant Allocation Committee grants Mrs Shona Jaunas \$1500.00 from the Creative Communities Scheme to assist with the project "Shakespeare in the park - Romeo and Juliet".

That the Grant Allocation Committee declines the application from The Social Scent Company to assist with the project "Candle making classes for rangatahi".

That the Grant Allocation Committee grants Music Festivals and Events NZ Board \$1200.00 from the Creative Communities Scheme to assist with the project "Music in Maclean Park '23".

That the Grant Allocation Committee grants Kapiti Ballet Society \$800.00 from the Creative Communities Scheme to assist with the project "Dance Kapiti 2023".

That the Grant Allocation Committee grants Kapiti Illustration School \$200 from the Creative Communities Scheme to assist with the project "Art class start up".

That the Grant Allocation Committee declines the application from Dr Michael O'Leary to assist with the project "Transported by Poetry".

That the Grant Allocation Committee grants Mr Andrew Thomson \$500.00 from the Creative Communities Scheme to assist with the project "The Gingerbread Twins!".

That the Grant Allocation Committee declines the application from Mr Andrew Thomson to assist with the project "Resource short scene theatre scripts for children".

That the Grant Allocation Committee declines the application from Mrs Mary Gow to assist with the project "Rodger Fox and pianist Nikolai Saratovsky".

That the Grant Allocation Committee grants Kāpiti Youth Support \$2500.00 from the Creative Communities Scheme to assist with the project "Materials and staff costs for the 2023 Kāpiti Art Trail".

That the Grant Allocation Committee grants Kapiti Youth Orchestra \$1000.00 from the Creative Communities Scheme to assist with the project "End of Year Concert".

That the Grant Allocation Committee grants Miss Cloe Willetts \$1500.00 from the Creative

**GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES  
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Communities Scheme to assist with the project "Children's Creative Writing Workshop".

That the Grant Allocation Committee grants Ms Meg Stone \$1500.00 from the Creative Communities Scheme to assist with the project "Waiata Mai Whaanau".

That the Grant Allocation Committee grants The Shed Project Kapiti Limited \$1800.00 from the Creative Communities Scheme to assist with the project "Growing Community Connections for Youth through the Arts".

That the Grant Allocation Committee grants Wellington Regional Orchestra Foundation Inc (trading as Orchestra Wellington) \$1000.00 from the Creative Communities Scheme to assist with the project "Orchestra Wellington 2023 Education Programme".

That the Grant Allocation Committee grants Otaki Primary School \$700.00 from the Creative Communities Scheme to assist with the project "Te Po Kanikani".

That the Grant Allocation Committee grants Mr Rangi Halbert \$500.00 from the Creative Communities Scheme to assist with the project "Te Ao Māori".

That the Grant Allocation Committee grants The StarJam Charitable Trust \$1500.00 from the Creative Communities Scheme to assist with the project "StarJam Kāpiti Programme 2023".

That the Grant Allocation Committee grants Kapiti Art Studio \$1000.00 from the Creative Communities Scheme to assist with the project "Print making workshop".

That the Grant Allocation Committee grants The CanInspire Charitable Trust \$500.00 from the Creative Communities Scheme to assist with the project "Kāpiti Coast CanBead Workshops".

That the Grant Allocation Committee grants Mrs Caroline Beaufort-Puna \$1436.00 from the Creative Communities Scheme to assist with the project "Creative Well-being workshops".

That the Grant Allocation Committee grants Kapiti Art Studio \$2000.00 from the Creative Communities Scheme to assist with the project "The Butterfly Effect".

That the Grant Allocation Committee grants Kapiti Art Studio \$1000.00 from the Creative Communities Scheme to assist with the project "The Butterfly Effect Installation".

That the Grant Allocation Committee declines the application from Miss Rebecca Bond to assist with the project "Kāpiti Art Trail preparation".

That the Grant Allocation Committee grants Kapiti Chorale Inc. \$1200.00 from the Creative Communities Scheme to assist with the project "World Premiere Performance of "Pirate Girls".

**CARRIED**

**Tama Porter had declared an interest in the Zeal Education Trust's application and removed himself from the table.**

**COMMITTEE RESOLUTION GACC2023/5**

Moved: Cr Nigel Wilson  
Seconder: Ms Jennifer Turnbull

That the Grant Allocation Committee grants Zeal Education Trust - Kapiti \$400.00 from the Creative Communities Scheme to assist with the project "Zeal Kapiti End of Year Exhibition and Showcase Event".

**CARRIED**

**Jennifer Turnbull had declared an interest in the Kāpiti Women's Health Collective Incorporated's application and removed herself from the table.**

**COMMITTEE RESOLUTION GACC2023/6**

