



AGENDA

Grants Allocation Subcommittee (Community Grants) Meeting

I hereby give notice that a Meeting of the Grants Allocation Subcommittee (Community Grants) will be held on:

Date: Thursday, 16 June 2022

Time: 9.30am

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

**Janice McDougall
Group Manager People and Partnerships**

Kapiti Coast District Council

Notice is hereby given that a meeting of the Grants Allocation Subcommittee (Community Grants) will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Thursday 16 June 2022, 9.30am.

Grants Allocation Subcommittee (Community Grants) Members

Cr Jackie Elliott	Chair
Mayor K Gurunathan	Member
Deputy Mayor Janet Holborow	Member
Cr Robert McCann	Member
Mr John Hayes	Member
Ms Sarah Yuile	Member

Order Of Business

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1 WELCOME

2 COUNCIL BLESSING

“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.”

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.

3 APOLOGIES

4 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 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA

6 MEMBERS' BUSINESS

- (a) Public Speaking Time Responses
- (b) Leave of Absence
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

7 REPORTS

7.1 COMMUNITY GRANTS 2022

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 31 applications received for the Community Grants Scheme 2022.

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 **Age Concern Kapiti** for costs of producing their monthly newsletter.
- B. That the Grants Allocation Subcommittee grants \$.....to **Cross Roads Christian Community Trust** to help with costs of stationary, photocopying, and fuel costs.
- C. That the Grants Allocation Subcommittee grants \$.....to **Friends of Queen Elizabeth Park** to produce a documentary on park restoration.
- D. That the Grants Allocation Subcommittee grants \$.....to **Heart Kids Wellington** for grocery vouchers and counselling fund.
- E. That the Grants Allocation Subcommittee grants \$.....to **KapiMana Multiples** for household hampers and essential baby items.
- F. That the Grants Allocation Subcommittee grants \$.....to **Kapiti Autism Parent Support Group** for room rental.
- G. That the Grants Allocation Subcommittee grants \$.....to **Kapiti Coast WEA Inc** for administration costs.
- H. That the Grants Allocation Subcommittee note the application from **Kapiti College Careers** has been withdrawn by the applicant.
- I. That the Grants Allocation Subcommittee grants \$.....to **Kapiti Community Kapa Haka** for projector and room hire.
- J. That the Grants Allocation Subcommittee grants \$.....to **Kapiti Grey Power Association** for 6 'Meet the Candidates' events.
- K. That the Grants Allocation Subcommittee grants \$.....to **Kapiti Horticultural Society** for improvements to tree-planting in schools initiative.
- L. That the Grants Allocation Subcommittee grants \$.....to **Kāpiti Kindness Trust** for slowcookers and hotwater bottles.

- M. That the Grants Allocation Subcommittee grants \$.....to **Kāpiti Vaulting Club Incorporated** towards an entertainment show.
- N. That the Grants Allocation Subcommittee grants \$.....to **Kapiti Women's Health Collective** for volunteer recruitment and training.
- O. That the Grants Allocation Subcommittee grants \$.....to **Kapiti Youth Employment Foundation** for production of marketing material.
- P. That the Grants Allocation Subcommittee grants \$.....to **Kids Need Dadz** for an event, room hire, and salary contribution.
- Q. That the Grants Allocation Subcommittee grants \$.....to **Kiribati Horowhenua Community** for volleyball equipment.
- R. That the Grants Allocation Subcommittee grants \$.....to **L'Arche Kapiti** for Soy Candle Social Enterprise.
- S. That the Grants Allocation Subcommittee grants \$.....to **Loss & Grief Centre Kapiti** for companion training.
- T. That the Grants Allocation Subcommittee grants \$.....to **Men's Group Kāpiti** for website creation and facilitator.
- U. That the Grants Allocation Subcommittee grants \$.....to **Nature-full ecotherapy programmes** for 6 placements.
- V. That the Grants Allocation Subcommittee grants \$.....to **Ōtaki Montessori** for rainwear and parachute.
- W. That the Grants Allocation Subcommittee grants \$.....to **Ōtaki Promotions Group** to improve Community Christmas Lights Project.
- X. That the Grants Allocation Subcommittee grants \$.....to **Paekākāriki Community Trust** to help with costs of stationary, photocopying, and fuel costs.
- Y. That the Grants Allocation Subcommittee grants \$.....to **Parent to Parent Wellington** for support groups.
- Z. That the Grants Allocation Subcommittee grants \$.....to **Te Waka Rākau Charitable Trust** for rongoā workshops and supplies.
- AA. That the Grants Allocation Subcommittee grants \$.....to **The Nest Collective NZ Charitable Trust** for essentials packs for newborns.
- BB. That the Grants Allocation Subcommittee grants \$.....to **Victim Support Kapiti** for volunteer recruitment and training.
- CC. That the Grants Allocation Subcommittee grants \$.....to **Wellington Multiple Sclerosis Society Inc** for administration costs.
- DD. That the Grants Allocation Subcommittee grants \$.....to **Whareroa Guardians Community Trust** for blackberry eradication.
- EE. That the Grants Allocation Subcommittee grants \$.....to **Zero Waste Ōtaki** for planter barrel workshops.

TŪĀPAPA | BACKGROUND

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.

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.

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

- 4 This year the Community Grants opened on 7 April 2022, with the applications closing 4 weeks later on 5 May 2022. **31** applications were received.
- 5 The application from **Kapiti College Careers** has been withdrawn by the applicant Tracey O'Connor. The Kapiti Coast Youth Council are collaborating with the College Careers Advisors on this event and funding is available for this.
- 6 2022 Applications Summaries.
 - **Age Concern Kapiti** provides services to older people living in Kāpiti. Funding is requested to help with costs of production of a monthly newsletter. Amount requested \$2000.
 - **Cross Roads Christian Community Trust** provides counselling and residential addiction/compulsion treatment services. Funding is requested to help with costs of stationary/photocopying/fuel costs. Amount requested \$2000.
 - **Friends of Queen Elizabeth Park** is a local volunteer group dedicated to the restoration of the Queen Elizabeth Park. Funding is requested to produce a documentary highlighting the importance of the restoration work. Amount requested is \$1663.
 - **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 their counselling fund, and for grocery vouchers for families in need. Amount requested \$2000.
 - **KapiMana Multiples** is a support service for families who experience life with multiples (twins and triplets). Funding is requested for household hampers and essential baby items. Amount requested \$1200.
 - **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 \$300.

- **Kapiti Coast WEA Inc** is a community-based adult education provider. Funding is requested for administration costs. Amount requested \$2000.
- **Kapiti College Careers** advisors are collaborating with Paraparaumu and Otaki Colleges to put on a Careers Expo for secondary school students in the Kāpiti area. Funding is requested to cover costs of transporting students to and from the event. Amount requested \$1391. Application withdrawn.
- **Kapiti Community Kapa Haka** is a community group open to Kapiti resident wanting to learn kapa haka, waiata, and te reo Maori. Funding requested for a Projector and for Room Hire fees. Amount requested \$1900.
- **Kapiti Grey Power Assn** is an advocacy organisation promoting the welfare and well-being of all those citizens in the 50 plus age group. Funding requested to hold six 'Meet the Candidates' events. 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 to help put on an entertainment show. 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.
- **Kapiti Youth Employment Foundation** provides a local service helping Youth prepare for and enter the workforce. Funding requested for creation of visual content to promote their services. Amount requested \$2000.
- **Kids Need Dadz** provide a parental peer support service with the mission "Strengthening father/child relationships through support, education and fun." Funding is requested to assist with community activities (Ten Pin Bowling Event), Dadz Kare meetings (room hire) and Kids Kare and social worker services (salary contribution). Amount requested \$2000.
- **Kiribati Horowhenua Community** is a community group who utilises volleyball games as a means of coming together and socialising. Funding is requested to purchase more volleyball equipment. Amount requested \$1500.
- **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 Soy Candle Social Enterprise. Amount requested \$600.
- **Loss & Grief Centre Kapiti** provide support services for people struggling with bereavement and associated loss and trauma. Funding requested for running companion training. Amount requested \$1280.

- **Men's Group Kāpiti** is a start-up initiative aiming to create an intergenerational men's peer support group. Funding requested for website creation and six months of professional facilitation. Amount requested \$1978.
- **Nature-full ecotherapy programmes** are for children aged 7-12 years in the Kapiti Community who may be experiencing challenges with emotional/social issues. Funding is requested to provide a 6-week fully funded ecotherapy programme for 6 local children referred by local health and social services. Amount requested \$1960.
- **Ōtaki Montessori** is a parent run Early Childhood Education provider. Funding is requested for rainwear and a parachute toy. Amount requested \$1551.01.
- **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 Lights Project. Amount requested \$2000.
- **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 website upgrade and inclusion in paekakariki.nz. Amount requested \$2000.
- **Parent to Parent Wellington** is a disability organisation focused on empowering families and whānau of people with disabilities and health impairments. Funding is requested for costs associated with holding support group meets. Amount requested \$2000.
- **Te Waka Rākau Charitable Trust** provide rongoā māori (traditional plant-based medicine) for the community. Funding is requested for costs of running workshops and purchasing supplies. 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.
- **Victim Support Kapiti** is a community-based organisation that provides emotional and practical support to people affected by crime and trauma. Funding is requested to contribute towards local volunteer recruitment, training, and supervision. Amount requested \$2000.
- **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.
- **Whareroa Guardians Community Trust** assist Department of Conservation (DOC) to increase biodiversity, enable education and access to green space at Whareroa Farm Reserve. Funding is requested for a blackberry eradication project. Amount requested \$2000.
- **Zero Waste Ōtaki** is a community group that is committed to diverting waste from landfills. Funding is requested to support a new project running a workshop to teach how to build planter barrels. Amount requested \$1125.

He take | Issues

- 7 Applications – In previous years, the applications have been paper based. This year the application process was changed to allow for online applications. This method of application was used by 27 of the 31 applicants.
- 8 Of the 27 online applications, 5 applicants did not receive a confirmation email on submission of application. This is being investigated by council staff and the Vendor responsible for the online forms technology, as a technical issue. This issue did not materially affect any application.

Ngā kōwhiringa | Options

- 9 The Grants Allocation Subcommittee will determine the options available during the review of applications received.

Tangata whenua

- 10 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

- 11 There are no climate change considerations.

Ahumoni me ngā rawa | Financial and resourcing

- 12 A total of \$33,800 is available in the 2021/22 financial year.
- 13 This year, 31 applications were received requesting a combined total of \$54448.01

Ture me ngā Tūraru | Legal and risk

- 14 There are no legal considerations.

Ngā pānga ki ngā kaupapa here | Policy impact

- 15 There are no policy impact considerations.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

Te mahere tūhono | Engagement planning

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

Whakatairanga | Publicity

- 17 The appropriate Council communication channels will be used to publicise the successful organisations and groups.
- 18 Applicants will be informed of the Subcommittee's final decision by email or letter.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Appendix A - Community Grant Criteria [↓](#)
2. Age Concern Kapiti (under separate cover) [⇒](#)
3. Cross Roads Christian Community Trust (under separate cover) [⇒](#)
4. Friends Of Queen Elizabeth Park (under separate cover) [⇒](#)

5. Heart Kids Wellington (under separate cover) ➡
6. KapiMana Multiples (under separate cover) ➡
7. Kapiti Autism Parent Support Group (under separate cover) ➡
8. Kapiti Coast WEA Inc (under separate cover) ➡
9. Kapiti College Careers (under separate cover) ➡
10. Kapiti-Community-Kapa-Haka (under separate cover) ➡
11. Kapiti Grey Power Assn (under separate cover) ➡
12. Kapiti Horticulture Society (under separate cover) ➡
13. Kapiti Kindness Trust (under separate cover) ➡
14. Kapiti Vaulting Club Inc (under separate cover) ➡
15. Kapiti Womens Centre (under separate cover) ➡
16. Kapiti Youth Employment Foundation (under separate cover) ➡
17. Kidz Need Dadz (under separate cover) ➡
18. Kiribati-horowhenua-community (under separate cover) ➡
19. Larche Kapiti (under separate cover) ➡
20. Loss and Grief Centre Kapiti (under separate cover) ➡
21. Men's Group Kapiti (under separate cover) ➡
22. Nature Full Ecotherapy (under separate cover) ➡
23. Otaki Montessori (under separate cover) ➡
24. Otaki Promotions Group (under separate cover) ➡
25. Paekakariki Community Trust (under separate cover) ➡
26. Parent to Parent Wellington (under separate cover) ➡
27. Te Waka Rakau Charitable Trust (under separate cover) ➡
28. The Nest Collective (under separate cover) ➡
29. Victim Support Kapiti (under separate cover) ➡
30. Wellington Multiple Sclerosis Society (under separate cover) ➡
31. Whareroa-Guardians-Community-Trust (under separate cover) ➡
32. Zero Waste Otaki (under separate cover) ➡

Community Grant Criteria

Funds available.

There is \$33,800 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 2022–June 2023

8 CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES

Author: Fiona Story, Senior Advisor Democracy Services

Authoriser: Janice McDougall, Group Manager People and Partnerships

Taunakitanga | Recommendations

That the minutes of the Grants Allocation Subcommittee – Waste Levy meeting of 12 December 2019 be accepted as a true and correct record.

That the minutes of the Grants Allocation Subcommittee – Creative Communities New Zealand meeting of 11 June 2020 be accepted as a true and correct record.

That the minutes of the Grants Allocation Subcommittee – Creative Communities New Zealand meeting of 22 October 2020 be accepted as a true and correct record.

That the minutes of the Grants Allocation Subcommittee – Waste Levy meeting of 18 February 2021 be accepted as a true and correct record.

That the minutes of the Grants Allocation Subcommittee – Creative Communities New Zealand meeting of 31 March 2022 be accepted as a true and correct record.

APPENDICES

1. Minutes - Grants Allocation Subcommittee - Waste Levy 12 December 2019 [↓](#)
2. Minutes - Grants Allocation Subcommittee - Creative Communities New Zealand 11 June 2020 [↓](#)
3. Minutes - Grants Allocation Subcommittee - Creative Communities New Zealand 22 October 2020 [↓](#)
4. Minutes - Grants Allocation Subcommittee - Waste Levy 18 February 2021 [↓](#)
5. Minutes - Grants Allocation Subcommittee - Creative Communities New Zealand 31 March 2022 [↓](#)

**ADDITIONAL GRANTS ALLOCATION SUBCOMMITTEE (WASTE
LEVY) MEETING MINUTES**

12 DECEMBER 2019

**MINUTES OF KAPITI COAST DISTRICT COUNCIL
ADDITIONAL GRANTS ALLOCATION SUBCOMMITTEE (WASTE LEVY) MEETING
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON THURSDAY, 12 DECEMBER 2019 AT 1.36PM**

PRESENT: Deputy Mayor Janet Holborow, Cr Jackie Elliott (Chair), Cr Bernie Randall, Cr Robert McCann, Ms Grace Lindsay, Ms Margaret Stevenson-Wright, Cr Martin Halliday

IN ATTENDANCE: Sean Mallon (Mr), Adrian Mitchell (Mr), Katharina Kennedy (Ms), Vyvien Starbuck-Maffey (Ms)

APOLOGIES: Grace Lindsay

**LEAVE OF
ABSENCE:** Nil

1 WELCOME

The Chair Cr Elliott welcomed everyone to the meeting, noting that the Subcommittee for the purposes of considering these grant applications included two Community Board representatives.

2 COUNCIL BLESSING

The Chair read out the Council blessing.

3 APOLOGIES

MOVED (MCCANN/RANDALL)

That apologies be received from Grace Lindsay and the Mayor.

CARRIED

4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Cr McCann and Cr Elliott declared interests in specific applications (item 7 and item 2 respectively).

5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA

Nil

6 MEMBERS' BUSINESS

- (a) Public Speaking Time Responses - nil
- (b) Leave of Absence - nil
- (c) Matters of an Urgent Nature (advise to be provided to the Chair prior to the commencement of the meeting) nil

7 UPDATES

There were no updates.

ADDITIONAL GRANTS ALLOCATION SUBCOMMITTEE (WASTE
LEVY) MEETING MINUTES

12 DECEMBER 2019

8 REPORTS

8.1 RECOMMENDATIONS ON WASTE LEVY GRANT APPLICATIONS

Katharina Kennedy spoke to the report and provided some background information about the levy, the two categories for grants and the process of considering applications against key criteria. A slight overallocation was being recommended which could be covered from the budget. All applicants will be required to report back to Council. As the current policy is dated 2011 it is on the work programme to be reviewed.

Elected Members commended the thoroughness of the report.

MOVED (RANDALL/MCCANN)

That the Grants Allocation Committee allocates levy funding under Category 3 of the Waste Levy Policy 2011 as set out in **Table 1** this report (Recommendations on Waste Levy Grant applications) totalling **\$20,909.14**.

APPLICATIONS RECOMMENDED FOR FULL FUNDING			
No	Applicant	Requested	Recommended
1	Paekākāriki Playcentre	\$275.00	\$275.00
2	Te Horo School	\$970.43	\$970.43
3	Waikanae School	\$434.78	\$434.78
APPLICATIONS RECOMMENDED FOR PART FUNDING			
No	Applicant	Requested	Recommended
4	Island Custom Ltd.	\$2,800.00	\$1,400.00
5	Kāpiti marae, Kāpiti College	\$217.39	\$130.43
6	Kāpiti Primary School	\$1,128.24	\$145.86
7	Kenakena Primary School	\$6,387.19	\$1,984.32
8	Little Earth Montessori Preschool	\$775.00	\$525.00
9	Māoriland Charitable Trust	\$3,500.00	\$3,000.00
10	Otaki Promotions Group Inc - Otaki Kite Festival 2020	\$1,000.00	\$500.00
11	Pukehuia Chicken Coop & Composting Project	\$4,084.30	\$1,089.30
12	The Gardening Group	\$3,749.59	\$2,500.00
13	Te Kura Kaupapa Māori o Te Rito	\$8,229.20	\$5,000.00

ADDITIONAL GRANTS ALLOCATION SUBCOMMITTEE (WASTE
LEVY) MEETING MINUTES

12 DECEMBER 2019

14	Zero Waste Ōtaki	\$3,560.95	\$2,954.02
APPLICATIONS RECOMMENDED TO BE DECLINED			
No	Applicant	Requested	Recommended
15	Kāpiti Toy Library	\$1,989.78	\$0.00
16	Prescient Nutrition	\$5,000.00	\$0.00
17	Te Kura Kaupapa Māori o Te Rito	\$855.00	\$0.00
18	Waikanae Golf Club	\$1,422.00	\$0.00
Total		\$46,378.85	\$20,909.14

CARRIED

MOVED (MCCANN/RANDALL)

That five of the ten applicants that submitted Expressions of Interest under Category 4 of the Waste Levy Policy 2011, namely Horizon International, Organic Wealth (composting project), POG - Paekākāriki Orchard and Garden Incorporated, Recycling for Charity Ltd and Remark-it Solutions Ltd are invited to submit full applications for Council's consideration.

CARRIED

The Grants Allocation Subcommittee (Waste Levy) meeting closed at 2.02pm.

.....
CHAIRPERSON

GRANTS ALLOCATION COMMITTEE (CREATIVE COMMUNITIES NEW
ZEALAND) MEETING MINUTES

11 JUNE 2020

MINUTES OF KAPITI COAST DISTRICT COUNCIL
GRANTS ALLOCATION COMMITTEE (CREATIVE COMMUNITIES NEW ZEALAND) MEETING
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON THURSDAY, 11 JUNE 2020 AT 1.30PM

PRESENT: Cr Jackie Elliott (Chair), Deputy Mayor Janet Holborow, Ms Paula Archibald,
Ms Mary-Jane Duffy, Ms Jenna-Lea Philpott, Ms Evalina Brunoro Beilman

IN ATTENDANCE: Cr Angela Buswell, Mr James Jefferson, Ms Rosie Salas, Ms Nerita Clark, Ms
Tracey Waye

APOLOGIES: Nil

**LEAVE OF
ABSENCE:** Nil

1 WELCOME

The Chair welcomed everyone to the meeting.

There was a short discussion about how meeting papers are distributed and what resources are available for Committee members. The Chair advised a meeting is to be set up in order to look at how to manage things moving forward, and asked Committee members to forward any agenda items to Rosie Salas.

2 COUNCIL BLESSING

Cr Holborow read the Council blessing in Te Reo.

3 APOLOGIES

There were no apologies although it was noted there was no representative from Te Whaka Minenga in attendance.

4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

The following Committee members advised of the following declarations of interest, and confirmed they would not be participating in discussion or voting on these items:

Cr Elliott declared an interest in the application from the Whale Song Pakake Waiata Charitable Trust.

Ms Archibald declared an interest in the two applications from the Ōtaki Pottery Club.

Cr Holborow declared an interest in the applications from the Kāpiti Youth Orchestra and Shona Jaunas.

5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA

Ms Janet Bayly poke to the application from the Mahara Gallery Trust for funds to assist with the project *Toi Whakarākai, Ngā Aho o te Whenua*, and answered questions from Committee members.

GRANTS ALLOCATION COMMITTEE (CREATIVE COMMUNITIES NEW
ZEALAND) MEETING MINUTES

11 JUNE 2020

Mr Chris Craddock spoke to the application from Music Festival and Events NZ Board for the project *Jazz in the Gardens*, and answered questions from Committee members.

Ms Penina Hitti spoke to the application from Ngati Island Custom for funds to assist with the project *Ngatu Learning Space*, and answered questions from Committee members.

Mr Greg Whitfield spoke to the application from the Kapiti Coast Photographic Society for funds to assist with the project *Photographic Exhibition – Through The Photographer's Eye*, and answered questions from Committee members.

Mr Hamish Campbell spoke to the application from Zeal Education Trust for funds to assist with the project *Exploring the Art of Candle Making*, and answered questions from Committee members.

Ms Laura Vonk spoke to the application from Te Ara Korowai for funds to assist with the project *The Art Room*, and answered questions from Committee members.

Ms Erola Whitcombe spoke to the application from Mukume Taiko Drummers for funds to assist with the project *Mukume Drummers Workshop*, and answered questions from Committee members.

Ms Louise Waterworth spoke to the application from the Kāpiti Women's Health Collective for funds to assist with the project *"Have a Go" Arts Programme*

Ms Jan Boswell spoke to the application from the Crow's Feet Dance Collective for funds to assist with the project *Fashionistas*, and answered questions from Committee members.

Mr Marco Zeeman spoke to the application from the Whale Song Pakake Waiata Charitable Trust for funds to assist with the project *Whale Song Maquette Mounting and public display*, and answered questions from Committee members.

Ms Florence McNeill spoke to the application from the Kāpiti Youth Orchestra for funds to assist with the project *KYO-WYS Combined Workshop 2020*, and answered questions from Committee members.

Ms Mary Gow spoke to the application from Mulled Wine Concerts for funds to assist with the project *Piano Delivery for Mulled Wine Concerts June 21 and July 26*, and answered questions from Committee members.

The meeting adjourned at 2.53pm and reconvened at 3.11pm.

6 MEMBERS' BUSINESS

(a) Public Speaking Time Responses

Committee members had already provided their responses to the public speakers.

(b) Leave of Absence

Nil.

(c) Matters of an Urgent Nature (advise to be provided to the Chair prior to the commencement of the meeting)

Nil.

GRANTS ALLOCATION COMMITTEE (CREATIVE COMMUNITIES NEW
ZEALAND) MEETING MINUTES

11 JUNE 2020

7 REPORTS

Ms Salas spoke to the report and provided additional information on some of the applications, the impact of the Covid-19 pandemic and other procedural matters.

Committee members then discussed the applications.

7.1 CREATIVE COMMUNITIES SCHEME_CONSIDERATION OF APPLICATIONS FOR
FUNDING ROUND 2, 2019-20

COMMITTEE RESOLUTION 2020/1

Moved: Ms Mary-Jane Duffy
Seconder: Ms Jenna-Lea Philpott

That the Grants Allocation Committee grants Kapiti Coast Photographic Society \$1,900 from the Creative Communities Scheme to assist with the project *Photographic Exhibition - Through the Photographer's Eye*.

That the Grants Allocation Committee grants Music Festivals and Events NZ Board \$2,900 from the Creative Communities Scheme to assist with the project *Jazz in the Gardens*.

That the Grants Allocation Committee grants Island Custom \$2,190 from the Creative Communities Scheme to assist with the project *Ngatu Learning Space*.

That the Grants Allocation Committee declines the application from Zeal Education Trust to assist with the project *Exploring Art of Candlemaking*.

That the Grants Allocation Committee grants Te Ara Korowai Inc \$2,000 from the Creative Communities Scheme to assist with the project *The Art Room*.

That the Grants Allocation Committee declines the application from Fingal Pollock and Tracey Savage to assist with the project *Femme Natale*.

That the Grants Allocation Committee grants Kāpiti Concert Orchestra \$1,190 from the Creative Communities Scheme to assist with the project *Classical Concert*.

That the Grants Allocation Committee grants Ōtaki Pottery Club \$650 from the Creative Communities Scheme to assist with the project *Young People's Clay Workshops*.

That the Grants Allocation Committee grants Ōtaki Pottery Club \$860 from the Creative Communities Scheme to assist with the project *Creating with Clay*.

That the Grants Allocation Committee declines the application from Pop Up Musical Theatre to assist with the project *Into the woods Junior*.

That the Grants Allocation Committee grants Kapiti Women's Health Collective \$1,892.87 from the Creative Communities Scheme to assist with the project *"Have a go" Arts Programme*.

That the Grants Allocation Committee grants Crow's Feet Dance Collective \$2,300 from the Creative Communities Scheme to assist with the project *Fashionistas*.

That the Grants Allocation Committee grants Kapiti Youth Orchestra \$3,600 from the Creative

GRANTS ALLOCATION COMMITTEE (CREATIVE COMMUNITIES NEW
ZEALAND) MEETING MINUTES

11 JUNE 2020

Communities Scheme to assist with the project *KYO-WYS Combined workshop 2020*.

That the Grants Allocation Committee declines the application from Whale Song Pakeke Waiata Charitable Trust to assist with the project *Whale Song Maquette Mounting and Public Display*.

That the Grants Allocation Committee grants The Mahara Gallery Trust \$1,500 from the Creative Communities Scheme to assist with the project *Toi Whakarākau, Ngā Aho o te Whenua*.

That the Grants Allocation Committee grants Mukume Taiko Drummers (Erola Whitcombe) \$1,058 from the Creative Communities Scheme to assist with the project *Mukume Drummers Workshop*.

That the Grants Allocation Committee grants Mulled Wine Concerts \$1,000 from the Creative Communities Scheme to assist with the project *Piano Delivery for Mulled Wine Concerts July 26 August 16*.

CARRIED

COMMITTEE RESOLUTION 2020/2

Moved: Ms Evalina Brunoro-Beilman

Seconder: Deputy Mayor Janet Holborow

That the three applications withdrawn because of the impact on planning and preparation by COVID-19 may be resubmitted with new project dates for the next funding round.

CARRIED

COMMITTEE RESOLUTION 2020/3

Moved: Ms Jenna-Lea Philpott

Seconder: Ms Paula Archibald

That the Grants Allocation Committee agrees to extend the timeframe for completion of the project "Small Town" by applicant Shona Jaunas to the end of 2020.

CARRIED

8 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

Nil

The Grants Allocation Subcommittee (Creative Communities Scheme) meeting closed at 4.38pm.

.....
CHAIRPERSON

GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES
NEW ZEALAND) MEETING MINUTES 22 OCTOBER 2020

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, 22 OCTOBER 2020 AT 9.30 AM

PRESENT: Cr Jackie Elliott, Ms Paula Archibald, Ms Jenna-Lea Philpott, Ms Evalina Brunoro-Beilman

IN ATTENDANCE: Rosie Salas, Ian Littleworth, Nerita Clark, Grayson Rowse

APOLOGIES: Ms Mary-Jane Duffy

**LEAVE OF
ABSENCE:**

1 WELCOME

2 COUNCIL BLESSING

The Mayor welcomed everyone to the meeting and read the Council blessing.

3 APOLOGIES

COMMITTEE RESOLUTION 2020/4

Moved: Ms Paula Archibald
Seconder: Ms Evalina Brunoro-Beilman

That apologies from Ms Mary-Jane Duffy, Jenna-Lea Philpott, and the Mayor be received and accepted, and Deputy Mayor Janet Holborow for lateness.

CARRIED

4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA

Sarah Yuile spoke on the application for Community Reflective Writing.

Val Little from Paekākāriki Pride spoke to the application for Paekākāriki Pride and answered questions from the committee.

Donna Kennedy from Waikanae Arts and Crafts Society Inc spoke to the application for COVID-19 Lockdown Creations and responded to questions from the committee.

Fred Driver from Kapiti Brass Band spoke to the application for the book Three Decades On and responded to questions from the committee.

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

22 OCTOBER 2020

Rebecca Bond from Art Studio spoke to the application for Kāpiti Art Studio website, and responded to questions from the committee.

Chris Craddock from Music Festivals and Events NZ Board spoke to the application for Summer Music in the Park and responded to questions from the committee.

Carol Dyer from Kapiti Choral Inc spoke to the application for Sacred Folk – St Cecilia’s Mass with a Sprig of Thyme and responded to questions from the committee.

Peter Wilson from Little Dog Barking Theatre spoke to the application for Turning on the Light touring Kapiti District and responded to questions from the committee.

Louise Ludlow and Susan Connolly from Greenaway Writers’ group spoke to the application for the Greenaway Writers ‘Utopia’ Book Project and responded to questions from the committee.

Wendy Madsen from Te Ara Korowai spoke to the application for Inclusive Art Workshop and answered questions from members.

Barb Nixon Mackay from Energise Ōtaki spoke to the application for Ōtaki Bike Space Container Mural and responded to the committee’s questions.

Elizabeth Joanne Spiekermann spoke on the application for the Children’s Art Exhibition “Once upon a time we lived in a bubble” and answered questions from the committee.

Chris van der Zee from Kapiti Youth Orchestra spoke to the application for the Kāpiti Youth Orchestra Camp 2021 and responded to questions from the committee

Petra Rasmussen from Coasters Musical Theatre spoke in the application for Mary Poppins, and answered questions from the committee.

Jordan Harcourt Hughes spoke to the application for 168 Days of Kapiti Magic and responded to the committee’s questions.

Sonia Hardie of Te Raukura ki Kāpiti spoke to the application for promotional material creation for Te Raukura ki Kāpiti and responded to the committee’s questions.

Hamish Campbell of Zeal Education Trust – Kāpiti spoke out the application for A Thousand Words – youth graphic design and photography exhibition and responded to questions from the committee.

Janet Bayly from Mahara Gallery Trust spoke to the application for 100 Days a Journey, and answered questions from the committee.

Jenna Lea Philpott and Mark Hamilton spoke on the application for Art Everywhere and responded to questions from the committee.

Amalia Calder from Mini Moo Productions spoke to the application for Rain and Jessica Bo Peep and answered questions from members.

Sarah Burren from Little Green Man Productions

Fiona Rouse from Starjam Charitable Trust spoke to the application for Music Performance Workshops Empowering Youth with Disability in Kapiti and answered questions from the committee.

Meeting adjourned at 11.55am and resumed at 12.42 pm.

Deputy Mayor Janet Holborow returned to the meeting at 12:42 pm.

MOTION

GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES
NEW ZEALAND) MEETING MINUTES

22 OCTOBER 2020

COMMITTEE RESOLUTION 2020/5

Moved: Deputy Mayor Janet Holborow

Seconder: Ms Paula Archibald

That the meeting move into public excluded for consideration of application funding in allocation.

CARRIED

The Grants Allocation Subcommittee (Creative Communities Scheme) meeting went into public excluded session at 12:42 pm.

6 MEMBERS' BUSINESS

- (a) Public Speaking Time Responses
- (b) Leave of Absence
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

7 REPORTS

7.1 CONFLICTS OF INTEREST

Ian Littleworth presented report and explained the rationale for the report, and responded to questions from members.

COMMITTEE RESOLUTION 2020/6

Moved: Deputy Mayor Janet Holborow

Seconder: Cr Jackie Elliott

14. That the Committee note the advice on conflicts of interest.

15. That if a member submits a second or further applications for funding during their term as member, the Committee request the member to stand down from the committee, to be replaced with another appointed member.

CARRIED

**7.2 CREATIVE COMMUNITIES SCHEME _CONSIDERATION OF APPLICATIONS FOR
FUNDING ROUND 2, 2019-20**

Rosie Salas presented report

COMMITTEE RESOLUTION 2020/7

Moved: Cr Jackie Elliott

Seconder: Ms Evalina Brunoro-Beilman

50. That for this round the committee will give particular focus to projects that enhance community pride and that help the community move forward from the effects of the COVID19 lockdown, and with an emphasis on community involvement, reflecting the voices of children and older people, and supporting artists who have been particularly hit

GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES
NEW ZEALAND) MEETING MINUTES

22 OCTOBER 2020

by the lockdown.

51. That the committee will continue its focus on projects that assist recovery from the lockdown and resilience to the impact of the COVID19 pandemic for the next funding round.

CARRIED

COMMITTEE RESOLUTION 2020/8

Moved: Cr Jackie Elliott

Seconder: Ms Paula Archibald

52. That the Grants Allocation Committee grants Music Festivals and Events NZ Board \$2000.00 from the Creative Communities Scheme to assist with the project *Summer Music in the Park*.
53. That the Grants Allocation Committee grants Little Green Man Productions \$1012.93 from the Creative Communities Scheme to assist with the project *Te Moana Glow Show*.
54. That the Grants Allocation Committee grants Little Dog Barking \$1000.00 from the Creative Communities Scheme to assist with the project *Turning on the Light touring Kāpiti District*.
55. That the Grants Allocation Committee grants the Greenaway Writers' Group nil from the Creative Communities Scheme to assist with the project *Greenaway Writers "Utopia" Book Project*.
56. That the Grants Allocation Committee grants Sarah Yuile \$1000.00 from the Creative Communities Scheme to assist with the project *Community Reflective Writing*.
57. That the Grants Allocation Committee grants Paekākāriki Pride nil from the Creative Communities Scheme to assist with the project *Paekākāriki Pride Rainbow Beautification Project*.
58. That the Grants Allocation Committee grants Kāpiti Youth Orchestra \$3500.00 from the Creative Communities Scheme to assist with the project *Kāpiti Youth Orchestra Camp 2021*.
59. That the Grants Allocation Committee grants Starjam Charitable Trust \$1000.00 from the Creative Communities Scheme to assist with the project *Music Performance Workshops Empowering Youth with Disability in Kāpiti*.
60. That the Grants Allocation Committee grants Kaia Hawkins nil from the Creative Communities Scheme to assist with the project *"We Belong" dance workshops*.
61. That the Grants Allocation Committee grants Art Studio nil from the Creative Communities Scheme to assist with the project *Kapiti Art Studio Website*.
62. That the Grants Allocation Committee grants Elizabeth Joanne Spiekermann nil from the Creative Communities Scheme to assist with the project *Children's art exhibition "Once upon a time we lived in a bubble"*.

GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES
NEW ZEALAND) MEETING MINUTES

22 OCTOBER 2020

63. That the Grants Allocation Committee grants Katja Starke Paul Arts \$1150.00 from the Creative Communities Scheme to assist with the project *Lockdown Laundry – Air your Memories*.
64. That the Grants Allocation Committee grants Te Ara Korowai Inc \$1800.00 from the Creative Communities Scheme to assist with the project *Inclusive Art Workshop*.
65. That the Grants Allocation Committee grants Energise Ōtaki \$1030.00 from the Creative Communities Scheme to assist with the project *Ōtaki Bike Space Container Mural*.
66. That the Grants Allocation Committee grants Waikanae Arts and Crafts Society Inc. \$500.00 from the Creative Communities Scheme to assist with the project *Covid-19 Lockdown Creations – a Waikanae Arts and Crafts Exhibition*.
67. That the Grants Allocation Committee grants Coasters Musical Theatre nil from the Creative Communities Scheme to assist with the project *Mary Poppins*.
68. That the Grants Allocation Committee grants Jordan Harcourt-Hughes \$1000.00 from the Creative Communities Scheme to assist with the project *168 Days of Kāpiti Magic*.
69. That the Grants Allocation Committee grants Te Raukura ki Kāpiti \$1500.00 from the Creative Communities Scheme to assist with the project *Professional editing mentoring for rangatahi film makers, for promotional material creation for Te Raukura ki Kāpiti*.
70. That the Grants Allocation Committee grants Edward Anthony John Burrows nil from the Creative Communities Scheme to assist with the project *Sing Along with Tony LIVE Kāpiti*.
71. That the Grants Allocation Committee grants Zeal Education Trust – Kāpiti \$1152.74 from the Creative Communities Scheme to assist with the project *A Thousand Words - Youth graphic design and photography exhibition*.
72. That the Grants Allocation Committee grants The Mahara Gallery Trust \$1000.00 from the Creative Communities Scheme to assist with the project *100 Days a Journey*.
73. That the Grants Allocation Committee grants Amalia Calder – Minnie Moo Productions \$1500.00 from the Creative Communities Scheme to assist with the project *Rain and Jessica Bo Peep*.
74. That the Grants Allocation Committee grants Jenna-Lea Philpott \$1500.00 from the Creative Communities Scheme to assist with the project *Art Everywhere*.
75. That the Grants Allocation Committee grants Kapiti Brass Band nil from the Creative Communities Scheme to assist with the project *Three Decades On - Book*.
76. That the Grants Allocation Committee grants Paekākāriki Playcentre nil from the Creative Communities Scheme to assist with the project *Mara Mekomoko Mural*.
77. That the Grants Allocation Committee grants Kapiti Chorale Inc \$1000.00 from the Creative Communities Scheme to assist with the project *Sacred Folk - St Cecilia's Mass with a Sprig of Thyme*.

CARRIED

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

22 OCTOBER 2020

8 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

Nil

The Grants Allocation Subcommittee (Creative Communities Scheme) meeting closed at 3.07pm.

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CHAIRPERSON

GRANTS ALLOCATION SUBCOMMITTEE (WASTE LEVY) MEETING
MINUTES

18 FEBRUARY 2021

MINUTES OF KAPITI COAST DISTRICT COUNCIL
GRANTS ALLOCATION SUBCOMMITTEE (WASTE LEVY) MEETING
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON THURSDAY, 18 FEBRUARY 2021 AT 1.30PM

PRESENT: Cr Jackie Elliott, Cr Robert McCann, Ms Margaret Stevenson-Wright,
Cr Martin Halliday, Ms Grace Lindsay and Mayor K Gurunathan.

IN ATTENDANCE: Mrs Nienke Itjeshorst, Ms Ruth Clarke, Ms Eilish Andrews, Ms Melissa Smith,
Ms Marguerita Harris.

APOLOGIES: Deputy Mayor Janet Holborow

**LEAVE OF
ABSENCE:** Nil

1 WELCOME

2 COUNCIL BLESSING

The Mayor welcomed everyone to the meeting and Ruth Clarke read the Council blessing.

3 APOLOGIES

COMMITTEE RESOLUTION GACL2021/1

Moved: Cr Martin Halliday

Seconder: Cr Robert McCann

That apologies from Deputy Mayor Janet Holborow be received and accepted.

CARRIED

4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA - nil

5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA - nil

6 MEMBERS' BUSINESS

(a) Public Speaking Time Responses - nil

(b) Leave of Absence - nil

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

7 REPORTS

7.1 RECOMMENDATIONS ON WASTE LEVY GRANT APPLICATIONS 2020/21

The Chair introduced Ms Ruth Clarke, Waste Projects Manager and Ms Eilish Andrews, Waste Minimisation Advisor from the Sustainability & Resilience team. The report was taken as read and

**GRANTS ALLOCATION SUBCOMMITTEE (WASTE LEVY) MEETING
MINUTES**

18 FEBRUARY 2021

questions were answered from Committee members. There was no debate.

COMMITTEE RESOLUTION GACL2021/2

Moved: Cr Robert McCann

Seconder: Ms Margaret Stevenson-Wright

That the Grants Allocation Committee allocates levy funding under Category 1 – Community Projects of the Waste Levy Grants Allocation Policy 2020 as set out in **Table 1** of this report (Funding Recommendations for Category 1 Applications) totalling **\$14,840**.

That the Grants Allocation Committee allocates levy funding under Category 2B – Business Waste Reduction of the Waste Levy Grants Allocation Policy 2020 as set out in **Table 2** of this report (Funding Recommendations for Category 2 Applications) totalling **\$7,596**.

CARRIED

8 CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION GACL2021/3

Moved: Cr Robert McCann

Seconder: Cr Martin Halliday

That the minutes of the Grants Allocation Subcommittee (Heritage Fund) meeting on 20 February 2020 be accepted as a true and accurate record of the meeting.

CARRIED

COMMITTEE RESOLUTION GACL2021/4

Moved: Cr Jackie Elliott

Seconder: Ms Grace Lindsay

That the minutes of the Grants Allocation Subcommittee (Waste Levy) meeting on 19 March 2020 be accepted as a true and accurate record of the meeting.

CARRIED

COMMITTEE RESOLUTION GACL2021/5

Moved: Cr Martin Halliday

Seconder: Cr Jackie Elliott

That the minutes of the Grants Allocation Subcommittee (District Wide Facility Hire Remissions) meeting on 17 September 2020 be accepted as a true and accurate record of the meeting.

CARRIED

9 CONFIRMATION OF PUBLIC EXCLUDED MINUTES - nil

The Grants Allocation Subcommittee (Waste Levy) meeting closed at 1:50pm.

**GRANTS ALLOCATION SUBCOMMITTEE (WASTE LEVY) MEETING
MINUTES**

18 FEBRUARY 2021

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CHAIRPERSON

GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES
NEW ZEALAND) MEETING MINUTES

31 MARCH 2022

MINUTES OF KAPITI COAST DISTRICT COUNCIL
GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES NEW ZEALAND)
MEETING
HELD ONLINE VIA ZOOM
ON THURSDAY, 31 MARCH 2022 AT 9.30AM

PRESENT: Cr Jackie Elliott, Deputy Mayor Janet Holborow, Ms Michelle Scullion, Cr
Bernie Randall

IN ATTENDANCE: Mike Mendonça, Fiona Story, Rosie Salas (until 12.25pm), Nerita Clark, Sonja
Williams, Steffi Haefeli, Kate Coutts, Tracey Waye (until 2pm)

APOLOGIES: Mary-Jane Duffy

**LEAVE OF
ABSENCE:** Nil

1 WELCOME

The Chair welcomed everyone to the meeting.

2 COUNCIL BLESSING

Cr Randall read the Council blessing.

3 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION GACC2022/1

Moved: Cr Jackie Elliott
Seconder: Ms Michelle Scullion

That the apology received from Mary-Jane Duffy be accepted.

CARRIED

The apologies of Mayor Gurunathan were noted.

4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Nil

5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA

Theo Arraj spoke to his application for funds to assist with the project "Matariki Glow Show 2022" and answered questions from Board members.

Hamish Campbell spoke to the application from Zeal Education Trust for funds to assist with the project "Beginners Hip Hop classes" and answered questions from Board members.

GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES
NEW ZEALAND) MEETING MINUTES

31 MARCH 2022

Jerome Chandrasen spoke to the application from the Humorous Arts Charitable Trust Board for funds to assist with the project "Saturday Laughs at Coastlands" and answered questions from Board members.

Rachael Allan spoke to the application from the CanInspire Charitable Trust for funds to assist with the project "Kāpiti Coast CanBead workshops" and answered questions from Board members.

Chris Craddock spoke to the application from Music Festivals and Events for funds to assist with the project "Jazz in the Gardens" and answered questions from Board members.

Jan Bolwell spoke to the application from Crows Feet Collective for funds to assist with the project "Crows Feet Retrospective" and answered questions from Board members.

Jan Bolwell spoke to the application from Handstand Productions for funds to assist with the project "Milord Goffredo" and answered questions from Board members.

The meeting adjourned at 10.11am and resumed at 10.18am.

Louise Waterworth spoke to the application from Kāpiti Women's Centre for funds to assist with the project "Have a Go Arts Programme" and answered questions from Board members.

Phil Simmonds spoke to his application for funds to assist with the project "The Talking Tree" and answered questions from Board members.

Holly Ewens spoke to her application for funds to assist with the project "Accommodation" and answered questions from Board members.

Himiona Grace spoke to his application for funds to assist with the project "Kāpiti Visuals and Music" and answered questions from Board members.

Tiziana Stoto spoke to her application for funds to assist with the project "Theatre at Home Website" and answered questions from Board members.

Charlotte Graham spoke to her application for funds to assist with the project "Ko te Whānau o Matariki" and answered questions from Board members.

Rod Graham spoke to the application from the Ōtaki Pottery Club for funds to assist with the project "Have A Go – an introduction to clay" and answered questions from Board members.

Rod Graham spoke to the application from the Ōtaki Pottery Club for funds to assist with the project "Creating With Clay – workshops for young people" and answered questions from Board members.

Mary Gow spoke to the application from Mulled Wine Concerts for funds to assist with the project "Mulled Wine Concerts June – August 2022" and answered questions from Board members.

Jonas Koukl spoke to his application for funds to assist with the project "Kāpiti Community Music Co-creation Workshops" and answered questions from Board members.

Natalie Taiaki and Shelley Shackleton spoke to the application from Kāpiti Playhouse for funds to assist with the project "The Addams Family: The Musical" and answered questions from Board members.

6 MEMBERS' BUSINESS

- (a) Public Speaking Time Responses – these were provided at the time each applicant spoke.
- (b) Leave of Absence – Nil
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

The Subcommittee noted that members Paula Archibald and Evalina Brunoro-Beilman had resigned and that council staff had begun looking into the process to have new members

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

31 MARCH 2022

appointed to the Subcommittee. Ms Brunoro-Beilman had been appointed to the Subcommittee through her position on the Youth Council. She resigned from the Youth Council in November 2021 which accordingly ended her membership of the Creative Communities Subcommittee.

The Subcommittee looked forward to welcoming new members.

GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES
NEW ZEALAND) MEETING MINUTES

31 MARCH 2022

7 REPORTS

7.1 CREATIVE COMMUNITIES SCHEME - CONSIDERATION OF APPLICATION FOR FUNDING

The report was taken as read and Ms Clark noted the following key points:

- The amount available for granting in this round had increased by \$12,035.13 due to an additional Covid-19 Delta top-up provided by Creative New Zealand
- One application had been withdrawn due to the impact of Covid; the project has been rescheduled for March 2023, at which time a new application will be made
- One applicant who had been granted funds in a previous round was returning those funds as the project was unable to go ahead due to Covid. In response to this point, Subcommittee members asked Council staff to investigate how those funds may be able to be retained for distribution later in the year
- Advertising for the scheme has continued to reflect the ongoing impacts of Covid-19 in the community, as well as continued focus on Ngā Toi Māori. The Subcommittee were supportive of this focus continuing
- A leaflet has been created to promote the Creative Communities scheme; this has been distributed to relevant organisations in the District for them to display

The meeting adjourned at 12.06pm and resumed at 12.32pm.

Cr Holborow took over as Chair when the meeting resumed.

PUBLIC EXCLUDED RESOLUTION GACC2022/2

Moved: Deputy Mayor Janet Holborow

Seconder: Cr Jackie Elliott

PUBLIC EXCLUDED RESOLUTION

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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
13.1 - Confirmation of Public Excluded Minutes	Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	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
13.2 - Deliberations on Applications		

CARRIED

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

31 MARCH 2022

The Grants Allocation Subcommittee (Creative Communities New Zealand) went into a public excluded session at 12.34pm.

The Grants Allocation Subcommittee (Creative Communities New Zealand) came out of public excluded session at 2.42pm.

COMMITTEE RESOLUTION GACC2022/3

Moved: Cr Bernie Randall

Seconder: Cr Jackie Elliott

That the Subcommittee meeting moves out of public exclude business.

CARRIED

GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES
NEW ZEALAND) MEETING MINUTES

31 MARCH 2022

COMMITTEE RESOLUTION GACC2022/4

Moved: Ms Michelle Scullion

Seconder: Cr Jackie Elliott

That the Grant Allocation Committee grants Little Green Man Productions \$0 from the Creative Communities Scheme to assist with the project "Matariki Glow Show 2022".

That the Grant Allocation Committee grants StarJam Charitable Trust \$1,000.00 from the Creative Communities Scheme to assist with the project "StarJam: Community Connections for youth inactive or isolated by disability".

That the Grant Allocation Committee grants Theo Arraj \$2,000.00 from the Creative Communities Scheme to assist with the project "Seaview Road Interactive Mural Art".

That the Grant Allocation Committee grants Zeal Education Trust - Kāpiti \$1,375.00 from the Creative Communities Scheme to assist with the project "Beginners Hip Hop classes".

That the Grant Allocation Committee grants the Humorous Arts Charitable Trust Board \$2,660.00 from the Creative Communities Scheme to assist with the project "Saturday Laughs at Coastlands' Theatre, and Comedy Lab comedy workshop".

That the Grant Allocation Committee grants The CanInspire Charitable Trust \$955.00 from the Creative Communities Scheme to assist with the project "Kapiti Coast CanBead workshops".

That the Grant Allocation Committee grants Michael O'Leary \$1,000.00 from the Creative Communities Scheme to assist with the project "Towards a history of the people of Paekakariki".

That the Grant Allocation Committee grants Otaki Pottery Club \$2,035.00 from the Creative Communities Scheme to assist with the project "Have A Go - an introduction to clay".

That the Grant Allocation Committee grants Otaki Pottery Club \$2,000.00 from the Creative Communities Scheme to assist with the project "Creating with clay - workshops for young people".

That the Grant Allocation Committee grants Kapiti Youth Support \$2,200.00 from the Creative Communities Scheme to assist with the project "Material & staff costs for the 2022 Kāpiti Arts Trail".

That the Grant Allocation Committee grants Crows Feet Dance Collective \$1,000.00 from the Creative Communities Scheme to assist with the project "Crows Feet Retrospective".

That the Grant Allocation Committee grants Handstand Productions \$1,000.00 from the Creative Communities Scheme to assist with the project "Milord Goffredo".

That the Grant Allocation Committee grants Kapiti Women's Centre \$2,050.00 from the Creative Communities Scheme to assist with the project "Have a Go" Arts programme".

That the Grant Allocation Committee grants Phillip Gerard Simmonds \$3,000.00 from the Creative Communities Scheme to assist with the project "The Talking Tree".

That the Grant Allocation Committee grants The Academy of Dramatic Arts \$0 from the Creative Communities Scheme to assist with the project "July 2022 School Holiday children's theatre productions".

That the Grant Allocation Committee grants Bridget OShanassy \$1,575.00 from the Creative Communities Scheme to assist with the project "Barbershop Chorus course".

That the Grant Allocation Committee grants Storm Davenport \$1,975.00 from the Creative Communities Scheme to assist with the project "Children's Ceramic Workshops".

That the Grant Allocation Committee grants Holly Jane Ewens \$1,000.00 from the Creative Communities Scheme to assist with the project "Accommodation".

That the Grant Allocation Committee grants Himiona Grace \$1,000.00 from the Creative Communities Scheme to assist with the project "Kāpiti Visuals and Music".

GRANTS ALLOCATION SUBCOMMITTEE (CREATIVE COMMUNITIES
NEW ZEALAND) MEETING MINUTES

31 MARCH 2022

That the Grant Allocation Committee grants Kapiti Coast Photographic Society (KCPS) \$1,900.00 from the Creative Communities Scheme to assist with the project "KCPS Photographic Exhibition".

That the Grant Allocation Committee grants Kapiti Ballet Society Inc. \$0 from the Creative Communities Scheme to assist with the project "Dance Kapiti 2022".

That the Grant Allocation Committee grants Mulled Wine Concerts \$1,000.00 from the Creative Communities Scheme to assist with the project "Mulled Wine Concerts June – August 2022".

That the Grant Allocation Committee grants Tiziana Stoto \$0 from the Creative Communities Scheme to assist with the project "Theatre at Home Website".

That the Grant Allocation Committee grants Charlotte Graham \$ 623.08 from the Creative Communities Scheme to assist with the project "Ko te Whānau o Matariki".

That the Grant Allocation Committee grants Kapiti Playhouse \$1,118.00 from the Creative Communities Scheme to assist with the project "The Addams Family: The Musical".

That the Grant Allocation Committee grants Jonas Koukl \$0 from the Creative Communities Scheme to assist with the project "Kāpiti Community Music Co-creation Workshops".

That the Grant Allocation Committee grants Music Festivals and Events \$1,000.00 from the Creative Communities Scheme to assist with the project "Jazz in the Gardens"

CARRIED

8 CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION GACC2022/5

Moved: Cr Jackie Elliott
Seconded: Cr Bernie Randall

That the minutes of the Grants Allocation Sub-committee meeting (Waste Levy) of 25 November 2021 be accepted as a true and correct record.

CARRIED

Ms Scullion abstained from voting.

COMMITTEE RESOLUTION GACC2022/6

Moved: Cr Jackie Elliott
Seconded: Cr Bernie Randall

That the minutes of the Grants Allocation Sub-committee meeting (Heritage Fund) of 3 February 2022 be accepted as a true and correct record.

CARRIED

Ms Scullion abstained from voting.

The Grants Allocation Subcommittee (Creative Communities Scheme) meeting closed at 2.48pm.

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CHAIRPERSON

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9 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

RESOLUTION TO EXCLUDE THE PUBLIC

PUBLIC EXCLUDED RESOLUTION

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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 - Confirmation of public excluded minutes	Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	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