



Creative Communities Assessment Committee Agenda

Tuesday 23 June 2020, 9.00am

Manawatū District Council Chambers, 135 Manchester Street,
Feilding

www.mdc.govt.nz

MEMBERSHIP

Chairperson

TBA

Deputy Chairperson

TBA

Members

Councillor Heather Gee-Taylor

Councillor Hilary Humphrey

Community Representatives

Alicia McLachlan

Joe McMenamin

Sue James

Mike Dee

Tangata Whenua Representative

Kim Savage

TERMS OF REFERENCE

Responsibilities

Assess applications in accordance with the Creative Communities Scheme Guidelines.

Delegated Authority

Make allocations in accordance with Creative Communities Scheme Guidelines

Quorum

Four members of the committee.

Meeting Cycle

Meetings held as and when required



Dr Richard Templer

Chief Executive

ORDER OF BUSINESS

	PAGE
1. MEETING OPENING	
2. APPOINTMENT OF CHAIRPERSON AND DEPUTY CHAIRPERSON	5
Report of the General Manager – Community and Strategy dated 27 May 2020	
3. APOLOGIES	
4. CONFIRMATION OF MINUTES	9
<i>Draft resolution:</i>	
<i>That the minutes of the Creative Communities Assessment Committee meeting held on 26 February 2020 be adopted as a true and correct record.</i>	
5. NOTIFICATION OF LATE ITEMS	
Where an item is not on the agenda for a meeting, that item may be dealt with at that meeting if:	
5.1 The Council by resolution so decides; and	
5.2 The Chairperson explains at the meeting at a time when it is open to the public the reason why the item is not on the agenda and the reason why the discussion of the item cannot be delayed until a subsequent meeting.	
6. DECLARATIONS OF CONFLICTS OF INTEREST	
Notification from elected members of:	
6.1 Any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting; and	
6.2 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	
7. PRESENTATIONS	
Representatives from the following organisations will be in attendance to speak to their applications:	
9.10am Application 11 - Celtic Sprint, Sheran Hancock	
9.25am Application 14 - RealM, Suzette Stephens	
9.40am Application 16 - Awa Puoro ki te Ao , Sebastian Lowe	
8. OFFICER REPORTS	
8.1 ROUND 2, CREATIVE COMMUNITIES FUNDING APPLICATIONS – 2019-20	11
Report of the General Manager – Community and Strategy dated 9 June 2020.	
9. CONSIDERATION OF LATE ITEMS	

10. PUBLIC EXCLUDED BUSINESS

COMMITTEE TO RESOLVE:

That the public be excluded from the following parts of the proceedings of this meeting, namely:

- a) Confirmation of minutes

That the general subject 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	Grounds under Section 48(1) for the passing of this resolution
a) Confirmation of minutes re Appointment of Community Representatives	Section 7(2)(a) – to protect the privacy of natural persons, including that of deceased natural persons.	Section 48(1)(a) - the public conduct of the relevant part of the proceedings would be likely to result in a disclosure of information for which good reason for withholding that information would exist, under Section 7 of the Local Government Official Information and Meetings Act 1987.

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as specified above.

11. MEETING CLOSURE

Creative Communities Assessment Committee

Meeting of 23 June 2020

Business Unit: Community and Strategy

Date Created: 27 May 2020

Appointment of Chairperson and Deputy Chairperson

Purpose

To appoint the Chairperson and Deputy Chairperson for the Creative Communities Assessment Committee.

Significance of Decision

The Council's Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

1. That the Creative Communities Assessment Committee use System B of Clause 25 of Schedule 7 of the Local Government Act 2002 for the election of its Chairperson and Deputy Chairperson.
2. That the Creative Communities Assessment Committee appoints as its Chairperson.
3. That the Creative Communities Assessment Committee appoints as its Deputy Chairperson.

Report prepared by:
Allie Dunn
Governance Team Leader

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy

1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council's Vision:

Connected, vibrant and thriving Manawatū District – the best lifestyle in New Zealand

Manawatū District protects the natural environment through stewardship of the District's natural and physical resources.	Manawatū District attracts and retains residents and businesses.	Manawatū District develops a broad economic base from its solid foundation in the primary sector.	Manawatū District is connected via quality infrastructure, services and technology.	Manawatū District's built environment is safe, resilient and attractive.	Manawatū District Council is a customer-focussed and efficient organisation.
	✓				✓

2 Background

- 2.1 Each Council that distributes Creative Communities Scheme funding is required to form an assessment committee to allocate the funding. The assessment committee is made up of councillors, iwi representatives and community representatives who are familiar with the broad range of local arts activity.
- 2.2 The Creative Communities Assessment Committee is an independent community committee, not a council committee. Its membership (apart from council representatives) is not decided by council officers or elected members, and decisions made by the committee do not need to be approved or confirmed by council.
- 2.3 Committee members are appointed or elected for a specified term of not more than three years. Members can serve a maximum of two terms.
- 2.4 The Creative New Zealand guidelines propose that each year the assessment committee should elect a chairperson, noting that a person may serve a maximum of three consecutive years as chairperson.
- 2.5 It is usual for committees to also elect a Deputy Chairperson, to act in the event that the Chairperson was not available for a meeting. Should the committee choose not to elect a Deputy Chairperson, and the Chairperson not be available for a meeting, the meeting can appoint an Acting Chairperson at that time.

3 Discussion and Options considered

- 3.1 Although the assessment committee is not a committee of Council, the Creative New Zealand guidelines require the meetings to comply with the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.
- 3.2 There are specific requirements set out in the Local Government Act 2002 regarding the voting system used for electing a chairperson. The meeting is required to choose between two systems of voting (known as System A and System B) prior to undertaking the election.

System A

- 3.3 Under System A, there is a first round of voting for all candidates, and if no candidate is successful then there is a second round of voting from which the candidate with the fewest

votes in the first round is excluded. Further rounds are held as required and if two or more candidates tie for the lowest number of votes, the person to be excluded is resolved by lot.

System B

- 3.4 System B has one round of voting, and if two or more candidates tie for the most votes, the tie is resolved by lot.
- 3.5 System B is the recommended system of voting, as this is a straight forward voting system. The Act requires the committee to decide which method of voting it will use prior to undertaking the election.
- 3.6 Until the Chairperson has been elected by the committee, the meeting will need to be chaired by an officer of the Council.

4 Operational Implications

- 4.1 There are no capital / operating expenditure implications or maintenance costs associated with this report.

5 Financial implications

- 5.1 There are no financial implications associated with this report.

6 Statutory Requirements

- 6.1 Clause 25 of Schedule 7 to the Local Government Act 2002 sets out the choices for systems of voting that must be used for election a Chairperson of a committee. The committee must decide which system it will use prior to undertaking its election:

System A—

- (a) requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and*
- (b) has the following characteristics:*
 - (i) there is a first round of voting for all candidates; and*
 - (ii) if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and*
 - (iii) if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and*
 - (iv) in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.*

System B—

- (a) requires that a person is elected or appointed if he or she receives more votes than any other candidate; and*
- (b) has the following characteristics:*
 - (i) there is only 1 round of voting; and*
 - (ii) if 2 or more candidates tie for the most votes, the tie is resolved by lot.*

7 Delegations

7.1 The committee has the authority to elect its Chairperson.

8 Consultation

8.1 There are no community consultation requirements associated with this report.

9 Cultural Considerations

9.1 There are no cultural considerations associated with this report.

10 Conclusion

10.1 The committee needs to make its decision in two parts. Firstly, deciding which system of appointment under the Local Government Act 2002 that it will use. Having made that decision, the committee can then call for nominations and undertake the election of its Chairperson.

MINUTES	MEETING	TIME
CREATIVE COMMUNITIES ASSESSMENT COMMITTEE	WEDNESDAY 26 FEBRUARY 2020	9.30AM

Minutes of a meeting of the Creative Communities Assessment Committee held on Wednesday 26 February 2020, commencing at 9.30am in the Manawatū Room, 135 Manchester Street, Feilding.

PRESENT: Jill Darragh (Chairperson)
 Cr Hilary Humphrey
 Cr Heather Gee-Taylor
 Joe McMenamin (Community Representative)
 Alicia McLachlan (Community Representative)

APOLOGIES: Katie Wilson-Bryant (Community Representative)
 Kim Savage (Tangata Whenua Representative)

IN ATTENDANCE: Janine Hawthorn (Community Development Adviser)
 Angie Barrett (Governance Support Officer - Temp)

CC /001 APOLOGIES

RESOLVED

That the apologies from Katie Wilson-Bryant and Kim Savage be accepted.

Moved by: Councillor Hilary Humphrey

Seconded by: Alicia McLachlan

CARRIED

CC 20/002 REQUESTS FOR LEAVE OF ABSENCE

There were no requests for leave of absence.

CC 20/003 NOTIFICATION OF LATE ITEMS

There were no items of late business notified.

CC 20/004 DECLARATIONS OF CONFLICTS OF INTEREST

There were no conflicts of interest declared.

CC 20/005 CONSIDERATION OF LATE ITEMS

There were no late items for consideration

CC 20/006 PUBLIC EXCLUDED BUSINESS

RESOLVED

That the public be excluded from the following parts of the proceedings of this meeting, namely:

a) **Appointment of Community Representatives**

MINUTES	MEETING	TIME
CREATIVE COMMUNITIES ASSESSMENT COMMITTEE	WEDNESDAY 26 FEBRUARY 2020	9.30AM

That the general subject 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	Grounds under Section 48(1) for the passing of this resolution
a) Appointment of Community Representatives	Section 7(2)(a) - Protect the privacy of natural persons, including that of deceased natural persons.	Section 48(1)(a) - the public conduct of the relevant part of the proceedings would be likely to result in a disclosure of information for which good reason for withholding that information would exist, under Section 7 of the Local Government Official Information and Meetings Act 1987.

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as specified above.

Moved by: Jill Darragh

Seconded by: Joe McMenamin

CARRIED

The meeting went into public excluded session at 9:34am. For items CC 20/007 to CC 20/011 refer to public excluded proceedings. The meeting returned to open session at 9:54am.

CC 20/012 MEETING CLOSURE

The meeting was closed at 9:54 am

Creative Communities Assessment Committee

Meeting of 23 June 2020

Business Unit: Community and Strategy

Date Created: 09 June 2020

Round 2 - Creative Communities Funding Applications - 2019-20

Purpose

To assess and determine seven applications which have been received for Round 2 of the 2019/20 Creative Communities Funding Scheme.

Significance of Decision

The Council's Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That the Creative Communities Assessment Committee evaluates and considers the following six applications using the assessment tools provided by Creative Communities New Zealand:

- Application 11 - Celtic Spirit
- Application 12 - Te Manawa Family Services
- Application 13 - Little Dog Barking Theatre
- Application 14 - RealM
- Application 15 - Feilding Little Theatre Players
- Application 16 - Awa Puoro ki te Ao
- Application 17 – Feilding Scout and Guide Hall Committee

Report prepared by:

Janine Hawthorn

Community Development Adviser

Approved for submission by:

Brent Limmer

General Manager - Community and Strategy

1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

Connected, vibrant and thriving Manawatū District – the best lifestyle in New Zealand

Manawatū District protects the natural environment through stewardship of the District’s natural and physical resources.	Manawatū District attracts and retains residents and businesses.	Manawatū District develops a broad economic base from its solid foundation in the primary sector.	Manawatū District is connected via quality infrastructure, services and technology.	Manawatū District’s built environment is safe, resilient and attractive.	Manawatū District Council is a customer-focussed and efficient organisation.
	✓			✓	✓

2 Background

2.1 The Creative Communities Assessment Committee has received seven Creative Communities Funding Scheme applications, totalling \$21,525.80. These applications cover a wide range of proposed community art projects in and around the Manawatū District.

3 Discussion and Options considered

3.1 The following is a summary of the six applications received.

- Application 11 Celtic Spirit – Tattoo 2020 – The tattoo showcases celebrity guest arts, local community groups and schools and gives young people the opportunity to showcase their talent in a professional setting.
- Application 12 Te Manawa Family Services – Anti-Bullying Projects Mural – The Anti-Bullying Projects Mural Project will work with approximately 30 young people aged 11 – 17 years old from the Manawatū. The purpose of this project is to create a mural that promotes kindness, anti-bullying and supporting one another, while also supporting young people to develop their artistic capabilities with support from the professional artist.
- Application 13 Little Dog Barking Theatre – Turn on the Light Tours the Manawatū – Puppet theatre aimed at 2-8-year-olds. A tour of early childhood centres and primary schools in the Manawatū region, performing Turn on the Light, a production with a heart-warming story about a young boy who overcomes his fear of the dark.
- Application 14 RealM – RealM Literacy Tour – An author tour for local schools in Manawatu.
- Application 15 Feilding Little Theatre Players– Post Covid Lockdown – Resurrecting Production – The Feilding Little Theatre Players Inc were about to have their opening night production of Penalties Pints and Pirouettes (25 March 2020). The NZ Government were moving quickly to fight the Covid19 pandemic. A statement had been issued - no gatherings of more than 50 people – The Feilding Little Theatre Players immediately decided to postpone the production. Within 4 days NZ was in full

lockdown. All of The Feilding Little Theatre promotional budget had been spent (\$4,445.50), – marketing, banners, programme etc for the March/April dates, the set was built, special costumes required for production had arrived (including tutus and rugby jerseys). The Feilding Little Theatre Players Inc are now focused on new dates to present the production. Alternatively, as we have spent the promotion budget on a production we ask for assistance with promotion budget for December production (same cost) – We need to start promotion (advertising/marketing). and we no longer have that budget. The reason for the possible alternative is the fact that we are very mindful that many of those involved with Penalties Pints and Pirouettes may find themselves in completely different circumstances (particularly employment) prior to Covid 19. Being a community theatre, our performers and crew are not paid. All time is voluntarily given.

- Application 16 Awa Puoro ki te Ao – These workshops bring together Taonga Puoro (traditional Māori instruments) and Te Maramataka (Māori lunar calendar) to create safe spaces for community healing after the Covid 19 rāhui (lockdown). Through the combination of Mātauranga Māori (traditional Māori knowledge systems), musical creativity and self-expression, Awa Puoro ki te Ao seeks to revitalise traditional forms of healing within the community.
- Application 17 Feilding Scout and Guide Hall Committee – repair and preserve street frontage mural on Feilding Scout and Guide Hall.

3.2 Three applicants have indicated that they wish to speak in support of their application. They have therefore been invited to attend the meeting on 23 June 2020.

4 Operational Implications

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper.

5 Financial implications

5.1 Creative Communities New Zealand provides annual funding to Council to distribute on their behalf. There is no impact on Council's finances. The amount of funding available for allocation for Round 2 is \$22,000.00.

6 Statutory Requirements

6.1 There are no statutory requirements in relation to this matter. However, the Manawatū District Council is an agent for Creative Communities New Zealand and is required to distribute funding in accordance with Creative Communities New Zealand guidelines.

7 Delegations

7.1 The Creative Communities Assessment Committee has full delegated authority to make allocations in accordance with Creative Communities New Zealand Funding Guidelines.

8 Consultation

- 8.1 An advertisement was placed in the Feilding Herald calling for applications for Round 2 of the 2019/20 Creative Communities Scheme Funding. An article was also included in Council's 'District News' in the Feilding Herald. Applications were also invited through Facebook with information also being provided on Council's website. Applications opened on 1 March and initially closed on 31 March but due to Covid-19 applications were extended to close on 5 June 2020. A further advertisement was placed in the Feilding Herald as well as through Facebook extending the deadline.

9 Cultural Considerations

- 9.1 There are no cultural considerations to be taken into account in relation to this matter.

10 Conclusion

- 10.1 To maintain the integrity of the assessment process, Creative Communities New Zealand requires that the assessment committee follow the three key guidelines in relation to each of the six applications received:

- Apply the schemes funding criteria i.e. all projects must meet one of the funding criteria
- Use the Assessors Guide and Assessment Scale to govern decisions
- Follow the procedures for dealing with conflicts of interest

11 Attachments

- Application 11 - Round 2 2019-20 CCS – Celtic Spirit
- Application 12 - Round 2 2019-20 CCS – Te Manawa Family Services
- Application 13 - Round 2 2019-20 CCS – Little Dog Barking Theatre
- Application 14 - Round 2 2019-20 CCS – ReaLM
- Application 15 - Round 2 2019-20 CCS – Feilding Little Theatre Players
- Application 16 - Round 2 2019-20 CCS – Awa Puoro ki te Ao
- Application 17 – Round 2 2019-20 CCS – Feilding Scout and Guide Hall Committee