CREATIVE COMMUNITIES ASSESSMENT COMMITTEE

AGENDA

Meeting to be held

WEDNESDAY 12 APRIL 2017

9.00am

In the Manawatu District Council Chambers, 135 Manchester Street, Feilding

Richard Templer
Chief Executive
MEMBERSHIP

Chairperson
To be appointed

Deputy Chairperson
To be appointed

Membership
Councillor Barbara Cameron
Councillor Hilary Humphrey

Community Representatives
Alicia McLachlan
Jill Darragh
Katie Wilson-Bryant

Tangata Whenua Representative
Kim Savage
ORDER OF BUSINESS

1. MEETING OPENING

2. APOLOGIES

3. REQUESTS FOR LEAVE OF ABSENCE

4. 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:
   4.1 The Council by resolution so decides; and
   4.2 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.

5. DECLARATIONS OF CONFLICTS OF INTEREST
   Notification from members of:
   5.1 Any interests that may create a conflict with their role as a committee member relating to the items of business for this meeting; and
   5.2 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

6. PRESENTATIONS
   Presentations from Applicants

7. OFFICER REPORTS
   7.1 ELECTION OF CHAIRPERSON
       Report of the General Manager Community and Strategy – dated 4 April 2017
   7.2 CREATIVE COMMUNITIES NZ 2016/17 FUNDING ROUND 2
       Report of the General Manager Community and Strategy – dated 4 April 2017
       Attachment 1 – Application from Manawatu Writers Festival
       Attachment 2 – Connected Media Charitable Trust
Attachment 3 – EVENTO Wearable Art Awards
Attachment 4 – Hapaitia Kohanga Reo
Attachment 5 – Te Puanga Whakaari Theatre Productions
Attachment 6 – Whanau Ataahua Beautiful Families Trust
Attachment 7 – Urban Movement Dance Crew
Attachment 8 – Ashhurst Music Club
Attachment 9 – Te Aieningi District Art Society
Attachment 10 – ReaLM

8. CONSIDERATION OF LATE ITEMS

9. MEETING CLOSURE
Election of Chairperson

Purpose

To elect the 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.

2. That the Creative Communities Assessment Committee elects ……………………… as its 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 Manawatu – the best rural lifestyle in New Zealand*

<table>
<thead>
<tr>
<th>Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga.</th>
<th>The Manawatu will attract and retain residents.</th>
<th>Manawatu district develops a broad economic base from its solid foundation in the primary sector.</th>
<th>Manawatu and its people are connected via quality infrastructure and technology.</th>
<th>Manawatu’s built environment is safe, reliable and attractive.</th>
<th>Manawatu District Council is an agile and efficient organisation.</th>
</tr>
</thead>
</table>

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.

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 straightforward 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
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.
Creative Communities Scheme Applications - Round 2 2016-17

Purpose

To assess and determine ten applications which have been received for Round 2 of the 2016/17 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 ten applications using the assessment tools provided by Creative Communities New Zealand:

- Application 1 - Manawatu Writers’ Festival
- Application 2 - Connected Media Charitable Trust
- Application 3 - EVENTO Wearable Art Awards
- Application 4 - Hapaitia Kohanga Reo
- Application 5 - Te Puanga Whakaari Theatre Productions
- Application 6 - Whanau Ataahua Beautiful Families Trust
- Application 7 - Urban Movement Dance Crew
- Application 8 - Ashhurst Music Club
- Application 9 - Feilding & District Art Society Inc
- Application 10 - ReaLM

Report prepared by:
Janine Hawthorn
Community Development Adviser
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 Manawatu – the best rural lifestyle in New Zealand*

<table>
<thead>
<tr>
<th>Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga.</th>
<th>The Manawatu will attract and retain residents.</th>
<th>Manawatu district develops a broad economic base from its solid foundation in the primary sector.</th>
<th>Manawatu and its people are connected via quality infrastructure and technology.</th>
<th>Manawatu’s built environment is safe, reliable and attractive.</th>
<th>Manawatu District Council is an agile and efficient organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>

2 Background

2.1 The Creative Communities Assessment Committee has received ten Creative Communities Funding Scheme applications, totalling $52,208.50 for consideration with one applicant still yet to submit a budget and an amount they are seeking. These applications cover a wide range of proposed community art projects in and around the Manawatu District.

3 Discussion and Options considered

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

- **Application 1** Mary Unkelbach-Eastham – The Walled Garden – to publish “The Walled Garden”, a monograph about Mt Lees Reserve written by the late poet, philosopher, Scott Eastham.

- **Application 1** Manawatu Writers’ Festival – an opportunity for Manawatu writers, readers, and would-be writers from all walks of life in our diverse community, to gather at the Feilding Library to get together, celebrate writing, share discussions, listen to an exciting range of speakers and authors and have some fun, with like-minded people who are passionate or curious about aspects of the craft of writing.

- **Application 2** Connected Media Charitable Trust – The Outlook for Someday Free One-Day Film-making Workshop in Manawatu – A free one-day film-making and talent development workshop that equips young people with the skills to generate ideas then use those ideas as inspiration to develop them into films that have the potential to engage and inform their communities.

- **Application 3** EVENTO Wearable Art Awards – Secondary School Wearable Art Competition.
3.2 All applicants have been invited to attend the meeting on 12 April 2017 to speak further to their applications.

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 $12,000.00.

6 Statutory Requirements

6.1 There are no statutory requirements in relation to this matter. However, the Manawatu 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 on 1 March calling for applications for Round 2 of the 2016/17 Creative Communities Scheme Funding. Applications were also invited through Facebook with information also being provided on Council’s website. Applications opened on 1 March and closed on 31 March 2017.

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 ten 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 1 - Manawatu Writers’ Festival
- Application 2 - Connected Media Charitable Trust
- Application 3 - EVENTO Wearable Art Awards
- Application 4 - Hapaitia Kohanga Reo
- Application 5 - Te Puanga Whakaari Theatre Productions
- Application 6 - Whanau Ataahua Beautiful Families Trust
- Application 7 - Urban Movement Dance Crew
- Application 8 - Ashhurst Music Club
- Application 9 - Feilding & District Art Society Inc
- Application 10 - ReaLM