

MINUTES for a meeting of the Creative Communities Assessment Scheme Committee held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawaahia on **THURSDAY, 12 OCTOBER 2023** commencing at **9.36am**.

Present:

Cr T Turner (Chairperson)
Cr M Keir [from 9.34am]
Mr S Sheppard
Mr M Vincent
Ms F Anderson
Ms D Christian

Attending:

Ms V Nassar (ETC-Expression through Creativity)
Ms S Butchart (Raglan Community Arts Council)
Ms J Anderson (Raglan Community Arts Council)
Mr R Gallagher (Raglan Community Arts Council)
Ms S Devlin (Onewhero Society of Performing Arts)
Ms L Millward (Te Whare Toi o Ngaruawaahia)
Ms M Jacobi (The Woman by the Sea)
Ms K Lowes (Xtreme Zero Waste)
Ms P Guna (Misty Flicks Film Festival Trust)
Mr D Nagels (Te Akau Music Festival)
Ms E Shead (Friendship House Huntly)
Ms L Hughes (Toi Ako Artspace @ Te Kauwhata Community House)
Ms J Crosbie (North Waikato Sustainable Art Festival)

Ms D Thurlow (Community Led Development Funding Advisor)
Ms R Chisholm (Democracy Advisor)
Mrs LM Wainwright (Democracy Advisor)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr M Vincent/Ms F Anderson)

THAT the apologies from Ms T Herangi for non-attendance be accepted.

CARRIED

CCS2310/01

CONFIRMATION OF STATUS OF AGENDA

Resolved: (Mr S Sheppard/Ms D Christian)

THAT:

- a. the agenda for a meeting of the Creative Communities Assessment Scheme Committee held on Thursday, 12 October 2023 be confirmed;
- b. all items therein be considered in open meeting; and
- c. all reports be received.

CARRIED

CCS2310/02

DISCLOSURES OF INTEREST

Ms F Anderson advised members of the Committee that she would declare a non-financial conflict of interest in item *Te Akau Music Festival, Daniel Nagels*.

Mr S Sheppard advised members of the Committee that he would declare a non-financial conflict of interest in item *Talking with Nature, Margaret Feeney*.

Ms D Christian advised members of the Committee that she would declare a non-financial interest in item *Woman in the House by the Sea, Miryam Jacobi*

CONFIRMATION OF MINUTES

Resolved: (Cr Keir/Mr M Vincent)

THAT the minutes of a meeting of the Creative Communities Assessment Scheme Committee held on Thursday, 27 April 2023 be confirmed as a true and correct record of that meeting.

CARRIED

CCS2310/03

REPORTS

Update on Creative Communities Scheme Assessments

- Committee members were advised that a new application process was piloted for this round of funding which was largely successful and there were very few issues experienced by from applicants.
- It was noted that at the conclusion of deliberations, discussion would be held regarding potential improvements to the process and how the Committee would like

to receive the application information going forward. It was further noted that hard copy agendas for this funding round had a cost of approximately \$400 each and consideration should be given to what electronic agendas could look like.

- Regarding Application 17A, Raglan Community Arts Council, Gallery Exhibitions, it was noted that this application was not originally identified with a number in the agenda due to the application being received by email and not through the website in the same way as the others. The Committee was asked to consider if this would make this application ineligible.
- Supporting documentation in the form of A3 sheets for reference and rankings was highlighted to the Committee.
- It was noted that not all applicants were speaking to their applications.
- There was an amendment to the location noted for application 1, ETC, Expression through Creativity.
- The budget for application number 25, Lauren Hughes - Toi Ako Artspace @ The Te Kauwhata Community House was noted as supplementary information to the agenda.
- It was agreed that feedback should be sought from the artists on what they had learned, as a follow-up action for successful applications.

CREATIVE COMMUNITIES SCHEME APPLICATIONS & ASSESSMENT

ETC Expression Through Creativity - Music and Creative Therapy Workshop

The application was received [CCS2310/02 refers], and the following points were noted:

- That the applicant did not attend to present their application online as arranged.
- In discussion regarding the application, it was noted that the event had already taken place as the date for the event was recorded as last week.
- The Committee agreed that the Ministry of Health were a more appropriate avenue for funding this workshop due to the nature of the project being people with disabilities and CCS was not the place to come for funding this.

North Waikato Sustainable Art Festival - Jane Crosbie (#26)

The application was received [CCS2310/02 refers], and the following points were noted:

- The focus of the festival was noted as the vulnerability of nature and the desire to take sustainability to a new level.
- The applicant responded to the query of whether they have run any festivals previously by advising that they are an internationally acclaimed artist and confirmed that they have experience organising events. The applicant advised that she organised the Pokeno Art Festival and referenced live information still available at www.pokenoartfestival.com.

- There was discussion regarding the location of the festival and it was advised that the workshops would be run on the applicants 35 acre property and the timing is anticipated to be March 2024.
- It was advised that the marketing for the event would be low cost or free, through artists word of mouth and via social media.
- The applicant confirmed that they have the ability to cater for more than 20 students per day if required. The costings were \$100 per day for tutors, charging, \$25 per student (for a three (3) hour workshop) and two (2) workshops per day.
- The Committee agreed to grant the application in full in the amount of \$2,000 and it should be noted that the event would require marketing.

Raglan Community Arts Council Inc - After-school Young Artist Workshops (#2)

The application was received [CCS2310/02 refers], and the following points were noted:

- The applicant attended by video link to seek funding for young artist after school programmes in terms 1 and 2 of 2024, noting that the classes were a popular programme and they wanted to make sure they were kept affordable.
- There are two (2) classes each term with 10 students each class.
 1. Term 1 – Plant Magic with an exhibition in the gallery to be held at the end of the 8 week period
 2. Term 2 – Matariki theme – using clay.
- A breakdown of the costs was given and the cost in full was noted to be \$9,215 with partial funding sought from CCS for \$3,185.25.
- It was advised that the classes were already fully subscribed from having approached local schools and marae as well as using Facebook to advertise the classes. It was further noted that there was a waitlist for the classes.
- In terms of other sponsorship, it was advised that local businesses had been approached for funding however funding had been hard to achieve.
- The experience of the tutors was discussed and it was noted that both of the tutors were ex-teachers and their backgrounds include art and sculpting.
- The Committee agreed to partially fund the application in the amount of \$1,500.

Raglan Community Arts Council Inc – Raglan Writers Pop Up Programme (#17)

The application was received [CCS2310/02 refers], and the following points were noted:

- The application for a series of pop-up book programmes promoting local Raglan writers and publishers was presented and it was noted that there were 30 Raglan authors in total that could be approached.

- It was advised that opportunity for the programme was identified when it was found that the gallery at the arts centre had been empty for a period of time.
- The format for the programme was noted as being in-person authors hosting the events with their own promotional material and books. Some examples of local authors having successful events similar were noted as being Tracey Cooper and Colin Chung who did backdrops, food tasting and book signing.
- It was confirmed that Raglan has some book space already in a few local shops as well as the Raglan i-hub. The Pop-up events would give additional opportunities to support writers.
- It was noted that the Pop-up events were anticipated to start off as a series, as an intermediate platform, with a view to it becoming an annual festival type event in the future if well supported.
- It was noted that the costs for the Pop-ups had come from what had initially started as 10 hours work per week and had built up. It was further noted that volunteer support had already been received with more volunteer support anticipated, The costs for funding sought was advised to be for the maximum amount of time without volunteer support.
- Previous support by CCS to the Raglan Community Arts Council was noted to include:
 - Live-in Music Programme, finished in July 2023 and a report for this is expected soon.
 - Ukelele Festival, finished in September 2023 and noted as being a huge success with a report coming soon.
- It was noted that Raglan Arts Council had the highest number of funding/application requests.
- The Committee agreed to partially fund this project in the amount of \$3,000.

Raglan Community Arts Council Inc – Raglan Film Festival 2023-24 (#1)

The application was received [CCS2310/02 refers], and the following points were noted:

- A further application from the Raglan Community Arts Council for The Raglan Film Festival was heard.
- It was noted that the Film Festival had been running for 13 years and was a well established and much-loved event. This year, the Raglan Arts Council would like to develop the event further by providing technical assistance and support to the school connector role.
- The Raglan Arts Festival would like to be able to extend the invitation to participate to schools in the wider Waikato District such as Ngaruaawahia and Huntly as well and would like to be able to provide the ability to get credits for NCEA.

- There was discussion regarding ongoing costs for technical equipment and current support from Raglan Sounds and Lighting was noted. It was anticipated that the funding applied for would contribute to technical costs.

Raglan Community Arts Council Inc –Community Artists Gallery Exhibition (#17A)

The application was received [CCS2310/02 refers], and the following points were noted:

- The application for an interactive themed community gallery that would include regular meetings and exhibitions on specific workshops and open to participants at all levels, was heard.
- It was noted that the exhibitions would utilise the currently under-utilised gallery space and give artists additional networking opportunities.
- It was noted that the Raglan Community Arts Council had a strategic plan and would consult with the community every five (5) years.

ACTION: Ms Jacqueline Anderson to email the Raglan Community Arts Council strategic plan to the Community Led Development Advisor.

Onewhero Society of Performing Arts Inc – CLUE (#3)

The report was received [CCS2310/02 refers], and the following points were noted:

- The application for a youth production of the ‘who-dunnit’ play, CLUE, based on the well-known board game involving participation from five local (5) schools and a cast of 11 was presented in person.
- It was noted that costs were for creating new things to enhance the play such as costumes and props.
- It was anticipated that the play would attract close to 600 people across 6 performances.
- The applicants noted that they had been cautious about costs and felt they had the balance correct.
- The applicants were encouraged to send invitations to Cr T Turner and Ms D Thurlow to attend.
- The Committee agreed to fund this project in the amount of \$1,000.

Te Whare Toi o Ngaaruaawahia – Tamariki and Whanau Programmes Term 4 2023 (#9)

The application was received [CCS2310/02 refers], and the following points were noted:

- It was noted that the Tamarki Art Programmes was in the third year of running and included a class for 6 to 8 year olds and two (2) classes for 9 to 12 year olds in Term 4 of the year.

- Explanation of Whanau Date night was given to advise that it was not a class a child could do alone and had the intention of fostering relationships with adult and child through art. It was also noted that Whanau Date nights vary between terms.
- It was noted that CCS funding is the only avenue of funding that Te Whare Toi o Ngaaruaawhia apply for.
- It was confirmed that sustainable natural fibres and materials were used in the art making.
- The Committee agreed to partially fund Tamariki and Whanau Programmes Term 4 2023 in the amount of \$100.

Te Whare Toi o Ngaaruaawhia – Tamariki and Whanau Art Programmes Term I 2024 (#12)

The application was received [CCS2310/02 refers], and the following points were noted:

- The application for the Tamariki and Whanau Art Programmes was for three(3) classes and three (3) date nights, which were a part of their overall programme and Te Whare Toi o Ngaaruaawhia had applications with CCS to cover different programmes being run over different terms.
- A background was provided of staff and numbers by the applicant and it was noted that the programme was a bigger operation now and more sustainable.
- That the youth programmes were new and no other funders had been found for this Tamariki programme.
- The experience of the art tutors was highlighted and it was confirmed that there were 39 tutors in total across all the programmes and they were all local.
- Te Whare Toi o Ngaaruaawhia stated that they were hoping that this would be the last application for these programmes as they would like to try a different approach and have art activities normalised, not something that had a person had to be enrolled to do.
- The Committee agreed to partially fund the Tamariki and Whanau Art Programmes Term I 2024 in the amount of \$600.

Te Whare Toi o Ngaaruaawhia – School Holiday Programme Terms 1 and 2 2024 (#13)

The application was received [CCS2310/02 refers], and the following points were noted:

- The holiday programme was noted as a structured class run in two (2) hr to three (3) hour sessions where children come in and create. Each class is designed for each appropriate age group.
- The cost of each activity was noted as \$10 per child to make it accessible for a whole family so that cost was not a barrier.
- It was noted that each age group has an art programme designed specifically for their age and capabilities, the cost for enrolment being. \$10 per activity per child. To

ensure that price wasn't a barrier to attend the programme, each whanau, including those with multiple children, can attend for one fee of \$10 making the programme more accessible

- The Committee agreed to partially fund the School Holiday Programme for Terms 1 and 2, 2024 in the amount of \$600.

The Woman in the House by the Sea (#10)

The application was received [CCS2310/02 refers], and the following points were noted:

- The application for funding of a short mystery/thriller film was not presented in-person.
- It was noted that filming was scheduled for November, dependent on funding.
- The New Zealand Film Commission, Creative New Zealand and Creative Waikato were noted as other potential sources of funding for this project.
- It was noted that an application for funding for this project had been made to the New Zealand Film Festival and it was shortlisted but not successful.
- The Committee agreed to fund this project in the amount of \$1,500.

Festive & Fabulous Arts & Crafts – Xtreme Zero Waste (#11)

The application was received [CCS2310/02 refers], and the following points were noted:

- The project to reduce textile and paper waste through creative expression and sewing skills acquisition was heard in-person. The use of different technologies, creating heirloom pieces of art and some that could become family traditions was explained.
- It was advised that there were 12 places in the programme and participants were found mostly through social media. It was anticipated that all 12 places would be filled.
- The possibility of introducing an exhibition was discussed with the applicant who advised that they were open to the idea.
- In discussion regarding ticket prices and costings, the applicant explained that there were small extras such as zips, glue and bias binding that made up part of the funding request.
- Encouragement was given to the applicant to consider sales and exhibition opportunities for example, "bunting bombs".
- The Committee agreed to fund the project in the amount of \$3,000.

The meeting adjourned at 11.59am and resumed at 12.25pm.

Misty Flicks Film Festival Trust – Emerging Wahine Filmmaker Incubator Programme (#18)

The application was received [CCS2310/02 refers], and the following points were noted:

- The application to run two (2) day workshops for emerging female directors was received and reported on page 473 of the agenda. It was noted that due to the small font it was difficult to read.
- It was noted that no budget detail was included in the application which was recorded as being to subsidise the ticket price.
- It was estimated that the Waikato portion of income from the screen industry in New Zealand is approximately \$100 million.
- The dates for the film festival were from Friday, 16 February 2024 to Saturday, 24 February 2024.

Te Akau Music Festival (#20)

The application was received [CCS2310/02 refers], and the following points were noted:

- The small boutique festival of live electronic music and performance was aimed at musicians from all over New Zealand, grouping in the heart of the Waikato in Te Akau with attendance of a few hundred people in the first year.
- The event is for people 18 years of age and over and is to be alcohol and drug free with the view licensing it in the future if successful.
- It was noted that the applicant held events throughout the Waikato and New Zealand including the Secret Safari in Waihi Beach which was very successful.
- It was confirmed that the facilities could cater to numbers anticipated for the event this year.
- Ticket prices for the event were noted as \$80 per person for the weekend and a maximum of 200 tickets would be sold.
- There was discussion regarding the focus on the community and the applicant confirmed that they would be encouraging local community leaders and people to be involved.
- The applicant was encouraged to discuss development further with the Community Growth and Development team, irrespective of outcome.

Reflections – The gift exchange. A cultural journey through the lens (#21)

Agenda Item 6.13

The application was received [CCS2310/02 refers], and the following points were noted:

- The application for a community exhibition of photographs showcasing culture and tradition of Kuikuro people in the Alto Xingu region of the Amazon in Brazil was discussed and the link to our communities was noted as not being very clear.

- It was noted that the exhibition was a photographic exhibition only.

Friendship House Huntly – Creative Huntly – The shortfall (#24)

The application was received [CCS2310/02 refers], and the following points were noted:

- Ms E Shead presented an application to deliver a series of art workshops in the Huntly community.
- It was noted that the classes had been well received so far and funding had been found for most classes in 2024, with funding for only the last few required. It was further noted that tutor costs were the main issue.
- There was discussion regarding how the workshops were advertised and it was advised that they are promoted through newsletters in schools, kindergartens and through social media,
- The Committee agree to partially fund this project in the amount of \$2,000.

Friendship House Huntly – Art in the Park Huntly

The application was received [CCS2310/02 refers], and the following points were noted:

- A presentation was made in-person for an Art in the Park Festival to be held in Huntly with live entertainment, a craft market and interactive art stations for the community to engage in.
- It was noted that the festival had been run a few years ago, attendance was approximately 500 people and based on feedback, the organisers had made changes to include, change of venue and introduction of a charge for stallholders, with a view to being more self-sustainable and self-funded.
- It was highlighted for the Committee that since the application had been prepared, the Waikato Rocks Trust had reached out to the event organisers and it was possible that it could now be a collaborative event with Waikato Rocks Trust.
- In following discussion it was agreed to proceed with the initial funding request until such time as Waikato Rocks gains support.
- The Committee agreed to fund the Festival in the amount of \$8,000.

Toi Ako Artspace @ Te Kauwhata Community (#25)

The application was received [CCS2310/02 refers], and the following points were noted:

- The application was presented for a creative car rally event, featuring a range of art experiences across Waerenga and districts.
- Details of the event included a car rally that had 10 different stops/sites where each car/team built an art form at each stop, building a collaborative collage for display at the end of the event at the church hall.

- It was noted that the timing for the event is anticipated for March 2024.
- The Committee agreed to fully fund the event in the amount of \$4,188.

North Waikato Sustainable Art Festival (#26)

The application was received [CCS2310/02 refers], and the following points were noted:

- The application for an inaugural art festival promoting sustainability with a focus on using harakeke to demonstrate Maori art forms such as Rangana was received.
- In discussing the application, the Committee agreed that this event would require more attention to the marketing.
- The Committee agreed to fund this project in the amount of \$2,000.

Margaret Feeney (#6)

The application was received [CCS2310/02 refers], and the following points were noted:

- The application for a five day art workshop to create a series of relief sculptures to be made into a public installation was referenced from the agenda.
- There was discussion regarding the similarity of this application to the application made by Grace Thresher for an Open Art Studio weekend and whether it might be suitable for a collaboration between the artists.
- The Committee agreed to fund this project in the amount of \$1,500 and encouraged collaboration with Grace Thresher.

Te Kauwhata Squash Club (#9)

The application was received [CCS2310/02 refers], and the following points were noted:

- It was noted that the applicant for this project was a member of the Te Kauwhata Community Committee.
- In discussion regarding the application, the Committee noted a lack of clarity regarding public participation.
- The Committee agreed that this application did not fit the mandate and no funding was awarded.

Sunset Collective (#8)

The application was received [CCS2310/02 refers], and the following points were noted:

- The application for an Open Art Studio weekend to create opportunity for the community to engage with local artists and activities was referenced in the agenda.

- There was discussion regarding the timing of the event as well as the similarity of this project to another application and it was noted that collaboration between the artists of the two (2) projects should be encouraged.
- The Committee agreed to fund this project in the amount of \$1,500 and encouraged collaboration with Margaret Feeney.

Waikato Hispano Latino Cultural Trust (#14)

The application was received [CCS2310/02 refers], and the following points were noted:

- The application for dance therapy, yoga and arts session in Spanish for children aged two (2) to five (5) years old was referenced from the agenda.
- There was discussion regarding who this project was targeting and it was noted that it seemed unique and that children would love it.
- The Committee agreed that the application seemed credible and agreed to partially fund this project in the amount of \$1,000.

Carin Nicola (#15)

The application was received [CCS2310/02 refers], and the following points were noted:

- The application for the development, concept and consultation for a community made sculpture was referenced from the agenda.
- In discussion it was noted that the application was for stage 1 being development and consultation with iwi, which should have already happened.
- There did not appear to be any guaranteed outcome and the Committee agreed that it would be more inclined to fund stage 2 of the project and no fund was awarded for this application.

Pamela Kaval – Two (2) Applications (#16)

The application was received [CCS2310/02 refers], and the following points were noted:

- The application for filming of a short comedy film in Ngaaruawaahia including a local cast and crew was referenced from the agenda.
- In discussion it was noted that this was potentially a project that the New Zealand Film Commission could fund.
- The Committee agreed not to fund this application and referred the applicants to the NZ Film Commission.

Evelyn Coulson (#29)

The application was received [CCS2310/02 refers], and the following points were noted:

- The application for circus residency for 'The Travelling Domestics' show was referenced from the agenda and the Committee agreed that it was a great initiative.
- The Committee agreed to partially fund the project in the amount of \$1,500.

Mel Libre (#30)

The application was received [CCS2310/02 refers], and the following points were noted:

- The project for a songwriting workshop for composing and performing songs was referenced from the agenda.
- In discussing the application, it was noted that the Committee does not fund applications for food.
- The Committee agreed to partially fund the project in the amount of \$700.

The Committee agreed to allocate 50% of the Festival funding amount and carry the balance to the next round of funding in 2024.

Resolved: (Cr M Keir/Ms F Anderson)

THAT the Creative Communities Scheme Assessment Committee gave consideration to all applications and allocated funding as follows:

ETC Expression Through Creativity – Music and Creative Therapy Workshop (#1)	\$0.00
Raglan Community Arts Council Inc – After-school Young Artist Workshops (#2)	\$1500.00
Raglan Community Arts Council – Community Artists Gallery Exhibition (#17A)	\$0.00
Raglan Community Arts Council Inc – Raglan Writers Pop Up Programme (#17)	\$3000.00
Raglan Community Arts Council Inc – Raglan Film Festival 2023-24 (#28)	\$4500.00
Onewhero Society of Performing Acts Inc – CLUE (3)	\$1000.00
Te Whare Toi o Ngaaruaawahia – Tamariki and Whanau Programmes Term 4 2023 (#9)	\$1000.00
Te Whare Toi o Ngaaruaawahia – Tamariki and Whanau Art Programmes Term 1 2024 (#12)	\$600.00
Te Whare Toi o Ngaaruaawahia – School Holiday Programme Terms 1 and 2 2024 (#13)	\$600.00
The Woman in the House by the Sea (#10)	\$1500.00
Festive & Fabulous Arts & Crafts – Xtreme Zero Waste (#11)	\$3000.00
Misty Flicks Film Festival Trust – Emerging Wahine Filmmaker Incubator Programme (#18)	\$0.00
Te Akau Music Festival (#20)	\$0.00
Reflections – The gift exchange. A cultural journey through the lens (#21)	\$0.00
Friendship House Huntly – Creative Huntly – The shortfall (#24)	\$2100.00
Friendship House Huntly – Art in the Park Huntly (#27)	\$8000.00

Toi Ako Artspace @ Te Kauwhata Community (#25)	\$4188.00
North Waikato Sustainable Art Festival (#26)	\$2000.00
Margaret Feeney (#6)	\$1500.00
Te Kauwhata Squash Club (#7)	\$0.00
Sunset Collective (#8)	\$1500.00
Waikato Hispano Latino Cultural Trust (#14)	\$1000.00
Carin Nicola (#15)	\$0.00
Pamela Kaval – Two (2) Applications (#16 and #22)	\$3330.00
Evelyn Coulson (#29)	\$1500.00
Mel Libre (#30)	\$700.00
Total	\$42,488.00
<u>CARRIED</u>	CCS2310/04

2024 Agenda discussion.

There was discussion regarding what documentation the Committee would like to receive and how they would like to receive it for the next round of funding applications. The following points were noted:

- The agenda document was very large in size, both electronically and physically. Additionally, it was expensive to produce and Committee members would rather see costs go towards funding than administration.
- It was agreed that for future funding applications, the agenda document would be circulated as an electronic document only and a printed A3 summary table of the applications would be provided to Committee members.
- The Committee would like it recorded in the summary document whether the applicant had applied for funding from CCS previously and whether or not they had been successful in their application.
- It was noted that if the applicant had been successful in gaining funding from CCS previously, that the applicant report back to the Committee on the event.
- In discussion regarding the electronic agenda document, it was agreed by the Committee that the application information in the agenda would include:

- hyperlinks/bookmarks for each application,
 - a succinct description of the experience of the tutor/presenter (a maximum of 300 words),
 - an hourly rate, then an outline of how the rate was determined,
 - editable PDF documents,
 - a budget,
 - word counts, no more than 500 words for all fields,
 - whether the applicant had previously applied for funding through CCS, what they had applied for previously and their success,
 - whether the applicant had also applied for funding elsewhere, and
 - a summary sheet that includes anticipated income.
- The Committee would like training to understand the electronic agenda and how to navigate it.

There being no further business the meeting was declared closed at 4.22pm.

The meeting closed with a Karakia.

Minutes approved and confirmed this day of 2023.

Cr T Turner
CHAIRPERSON