



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

ORDER PAPER

YOUTH COUNCIL MEETING

Date: Tuesday, 10 May 2022

Time: 5.30 pm

Venue: Ohakea Room
Te Matapihi
4 Criterion Street
Bulls

Membership: YC Lisa Cruywagen
YC Denise Pio
YC Leymar Sali
YC Sofie Kendrick
YC Waiatatia Ratana-Karehana
YC Paloma Janse
YC Charlotte Tuuta-Kyle
YC Emma Collings
YC Fuatai-Rose Mefiposeta-Satano
YC Toby Haxell
YC Isaac Grant
Cr Gill Duncan
HWTM Andy Watson

For any enquiries regarding this agenda, please contact:

Ash Garstang, Governance Advisor, 0800 422 522 (ext. 848), or via email
ash.garstang@rangitikei.govt.nz

Contact:	0800 422 522 info@rangitikei.govt.nz www.rangitikei.govt.nz (06) 327 0099				
Locations:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> <u>Marton</u> Head Office 46 High Street, Marton </td> <td style="width: 50%; border: none; vertical-align: top;"> <u>Bulls</u> Bulls Information Centre- Te Matapihi 4 Criterion Street, Bulls </td> </tr> <tr> <td style="border: none; vertical-align: top;"> <u>Taihape</u> Taihape Information Centre - Taihape Town hall 90 Hautapu Street (SH1), Taihape </td> <td style="border: none;"></td> </tr> </table>	<u>Marton</u> Head Office 46 High Street, Marton	<u>Bulls</u> Bulls Information Centre- Te Matapihi 4 Criterion Street, Bulls	<u>Taihape</u> Taihape Information Centre - Taihape Town hall 90 Hautapu Street (SH1), Taihape	
<u>Marton</u> Head Office 46 High Street, Marton	<u>Bulls</u> Bulls Information Centre- Te Matapihi 4 Criterion Street, Bulls				
<u>Taihape</u> Taihape Information Centre - Taihape Town hall 90 Hautapu Street (SH1), Taihape					
Postal Address:	Private Bag 1102, Marton 4741				
Fax:	(06) 327 6970				

Notice is hereby given that a Youth Council Meeting of the Rangitīkei District Council will be held in the Ohakea Room, Te Matapihi, 4 Criterion Street, Bulls on Tuesday, 10 May 2022 at 5.30 pm.

Order Of Business

1	Welcome / Youth Council Prayer	4
2	Apologies	4
3	Public Forum	4
4	Conflict of Interest Declarations.....	4
5	Confirmation of Order of Business	4
6	Confirmation of Minutes	5
	6.1 Confirmation of Minutes	5
7	Chair's Report	13
	7.1 Chair's Report - May 2022	13
8	Mayoral Update	14
	8.1 Mayoral Update - April 2022	14
9	Reports for Information.....	19
	9.1 Pae Tawhiti Rangitīkei Beyond (Spatial Plan)	19
	9.2 Workplan for the Youth Council 2022.....	20
	9.3 Creative Communities Scheme Extended	21
10	Discussion Items.....	33
	10.1 Youth Voice on Libraries in the Rangitīkei	33
11	Next Meeting	33
12	Meeting Closed	33

AGENDA

1 Welcome / Youth Council Prayer

2 Apologies

3 Public Forum

4 Conflict of Interest Declarations

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda.

5 Confirmation of Order of Business

That, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, [enter item number](#) be dealt with as a late item at this meeting.

6 Confirmation of Minutes

6.1 Confirmation of Minutes

Author: Ash Garstang, Governance Advisor

1. Reason for Report

1.1 The minutes from the Youth Council meeting on 12 April 2022 are attached.

Attachments

1. Youth Council Meeting - 12 April 2022

Recommendation

That the minutes of the Youth Council meeting held on 12 April 2022, **[as amended/without amendment]**, be taken as read and verified as an accurate and correct record of the meeting, and that the Chair's electronic signature be added to the official minutes document as a formal record.

MINUTES



UNCONFIRMED: YOUTH COUNCIL MEETING

Date: Tuesday, 12 April 2022
Time: 5.30 pm
Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present

- YC Lisa Cruywagen
- YC Leymar Sali
- YC Sofie Kendrick
- YC Paloma Janse
- YC Charlotte Tuuta-Kyle
- YC Emma Collings
- YC Fuatai-Rose Mefiposeta-Satano
- YC Isaac Grant
- HWTM Andy Watson

In attendance

- Ms Gaylene Prince, Group Manager – Community Services
- Ms Kelly Widdowson, Strategic Advisor – Youth / Rangatahi
- Ms Kayla Hyland, Community Employment Coordinator
- Cr Fi Dalgety

Order of Business

1	Youth Council Prayer	3
2	Welcome and Introduction from the Mayor Andy Watson	3
3	Apologies	3
4	Conflict of Interest Declarations.....	3
5	Confirmation of Order of Business	3
6	Reports for Decision	3
6.1	Declaration by Members	3
6.2	Election of Chair	3
6.3	Election of Deputy Chair.....	4
6.4	Appointments of Other Positions in Youth Council	4
6.5	Confirmation of Minutes	5
7	Reports for Information.....	5
7.1	Youth Council - Code of Conduct	5
7.2	Standing Orders.....	5
7.3	Meeting Dates for 2022.....	6
8	Discussion Items.....	6
8.1	Work Plan for 2022.....	6

**ITEM 6.1
ATTACHMENT 1**

UNCONFIRMED

1 Welcome and Introduction from the Mayor Andy Watson

His Worship the Mayor welcomes everyone to the meeting and thanks them for their contribution to the Youth Council Training day. He noted how impressed he was in the time he spent with youth council. Andy introduced himself and invited everyone in attendance to do the same.

2 Youth Council Prayer

Lisa Cruywagen read the Youth Council Prayer.

3 Apologies

Resolved minute number 22/RYC/001

Waiaatata Ratana-Karehana and Denise Pio.

YC S Kendrick/YC L Cruywagen. Carried

4 Conflict of Interest Declarations

His Worship the Mayor briefly explained the definition of conflict of interest. There were no declared conflicts of interest.

5 Confirmation of Order of Business

Nil changes.

6 Reports for Decision

6.1 Declaration by Members

His Worship the Mayor congratulates every member for their election.

6.2 Election of Chair

The Mayor briefly explains the definition and the process for the election of chair. He calls for any questions. The Mayor calls for a vote. First round a tie. A second round of voting resulted in Lisa Cruywagen being declared as the Chair for the Rangitikei Youth Council. Lisa Cruywagen took the seat as Chair, and the Mayor stepped down.

Resolved minute number 22/RYC/002

That the report 'Election of Chair' is received.

YC S Kendrick/YC C Tuuta-Kyle. Carried

Resolved minute number 22/RYC/003

That Lisa Cruywagen be appointed as Chair of the Rangitikei Youth Council for 2022.

HWTM A Watson/YC C Tuuta-Kyle. Carried

6.3 Election of Deputy Chair

The Chair called for nominations, then ordered a vote. Sofie Kendrick was declared as the Deputy Chair.

Resolved minute number 22/RYC/004

That the report 'Election of Deputy Chair' be received.

YC L Cruywagen/YC C Tuuta-Kyle. Carried

Resolved minute number 22/RYC/005

That Sofie Kendrick be appointed as Deputy Chair of the Rangitikei Youth Council for 2022.

YC L Cruywagen/YC P Janse. Carried

6.4 Appointments of Other Positions in Youth Council

The Chair called for a show of hands vote. The Chair moved that Emma Collings be appointed as Administrator. Emma Collings moved into the minute takers role.

Resolved minute number 22/RYC/006

That the report 'Appointments of Other Positions in Youth Council' is received.

YC C Tuuta-Kyle/YC F Mefiposeta-Satano. Carried

Resolved minute number 22/RYC/007

That Emma Collings be appointed as the Youth Council Administration Officer.

YC S Kendrick/YC I Grant. Carried

Resolved minute number 22/RYC/008

As there were no further nominations for the position, Madam Chair declared Paloma Janse be appointed as the Youth Council Social Media Liaison Officer.

YC L Cruywagen/YC S Kendrick. Carried

6.5 Confirmation of Minutes

Lisa Cruywagen requested the Mayor to elaborate on the reasons for the report. The Mayor explained the purpose for the confirmation of minutes and the difference between 'with amendment' and 'without amendment'. From a legal standing, minutes are extremely important, as they provide a formal record of a meeting that is true and accurate.

Resolved minute number 22/RYC/009

That the minutes of the Youth Council meeting held on 12 October 2021, without amendment, be taken as read and verified as an accurate and correct record of the meeting, and that the Chair's electronic signature be added to the official minutes document as a formal record.

YC S Kendrick/YC L Saili. Carried

Resolved minute number 22/RYC/010

That the minutes of the Youth Council meeting held on 13 July 2021, without amendment, be taken as read and verified as an accurate and correct record of the meeting, and that the Chair's electronic signature be added to the official minutes document as a formal record.

YC S Kendrick/YC L Saili. Carried

7 Reports for Information

7.1 Youth Council - Code of Conduct

Ms Widdowson called for any questions to the item. There were no questions.

Resolved minute number 22/RYC/011

That the report 'Youth Council – Code of Conduct' is received.

YC C Tuuta-Kyle/YC P Janse. Carried

7.2 Standing Orders

Lisa Cruywagen asked the Mayor if he would elaborate on this item.

The Mayor explained that the standing orders dictate the process for the running of formal Council and Committee meetings. There are a whole series of rules on how members should conduct themselves within standing orders. The Chair has the power to rule on standing orders within the meeting.

Lisa Cruywagen advised all youth councillors on where copies of the standing orders are available.

Cr Dalgety raised a point of order and asked if there a seconder on the recommendation. Lisa Cruywagen advised that there was. Isaac Grant was the seconder, therefore the recommendation is carried.

The Mayor raised a point of order and asked if Cr Dalgety has the right to raise a point of order, as she is not a Committee member on the Rangitikei Youth Council. Cr Dalgety apologised to the Chair.

Resolved minute number 22/RYC/012

That the report 'Standing Orders' be received.

YC C Tuuta-Kyle/YC I Grant. Carried

7.3 Meeting Dates for 2022

Emma Collings gave her apologies for the 14th June meeting. Emma Collings advised that she believed there should have been another meeting scheduled in Taihape in June based on the sequence of scheduled meetings.

Isaac Grant suggested it made sense when the majority of the youth council members live in the central area that most meetings be held in the central area. Suggested a carpool.

Paloma Janse suggested the value of having one more meeting in Taihape because Taihape is still part of our district, and if not included, it would not be a fair representation of our district. The Mayor agreed with Paloma Janse.

Emma Collings replied that she sees the point, but for her it is a late night for her travelling back which could be levelled out more evenly across youth councillors.

Resolved minute number 22/RYC/013

That the report 'Meeting Dates for 2022' be received.

YC S Kendrick/YC C Tuuta-Kyle. Carried

Resolved minute number 22/RYC/014

That the motion to include one more meeting in Taihape for the year be received.

YC E Collings/YC C Tuuta-Kyle. Carried

8 Discussion Items

8.1 Work Plan for 2022

Ms Widdowson suggests another meeting be made to address the workplan in the interest of time constraints in the current meeting.

Resolved minute number 22/RYC/015

That another time be set aside for development and discussion on the workplan for 2022.

YC S Kendrick/YC C Tuuta-Kyle. Carried

The meeting closed at 7.46 pm.

The minutes of this meeting were confirmed at the Youth Council Meeting held on 10 May 2022.

.....
Chairperson

ITEM 6.1 ATTACHMENT 1

UNCONFIRMED

7 Chair's Report

7.1 Chair's Report - May 2022

Author: Lisa Cruywagen, Chair

1. Reason for Report

1.1 The Chair will provide a verbal report.

Recommendation

That the verbal Chair's Report – May 2022 be received.

8 Mayoral Update

8.1 Mayoral Update - April 2022

Author: Andy Watson, His Worship the Mayor

“E kore au e ngaro, he kākano i ruia mai i Rangīātea”.

E ngā mate o te wā, e ngā rangatira o tāua rohe o Rangitikei, haere atu i te rangimārie.

Kia kōrua e āku hoa e Robert kōrua ko Koro Mark, kia hora te marino, kia whakapapa pounamu te moana, kia tere te kārohirohi i mua i tōu huarahi, moe mai rā.

Arohanui.

“I will never be lost, for I am a seed of Rangīātea”.

To our recently departed, the two chiefs of our home Rangitikei, go in peace.

To my friends Robert and your father Koro Mark, may the calm be widespread, may the ocean glisten as greenstone, may the shimmer of light ever dance across your pathway, sleep well.

Greatest Love.

I attended the tangi of Robert and his father Mark Gray last week. Koro Mark and Bobby gave so much of their time to our district and district committees. I also attended and spoke on the Rakatapauma Marae to give my condolences to the wider whanau. Koro Mark was a personal friend of mine and I remember with fondness the times where we would sit on his verandah, look out over his farm and just have a chat.

Finally, the covid doors have been opened a little with the move to the “orange” level. We are now permitted more freedoms and the ability to meet in person more easily. For Council this means an opening of libraries and easier access to Council properties. Staff will return to working onsite rather than remotely over the next couple of weeks. I have asked Councillors to attend Council meetings again in person and only use Zoom if it is approved for health or other personal reasons. The relaxation to the orange setting will allow businesses to operate properly and for tourism to again be a main contributor to our country. We even welcome the Ozzies back. But please, covid is still present in our communities and we need to take care to minimise the risk of exposure to us, our families and those that we interact with.

The closing date for submissions to our Annual Plan is 9 May at 5pm. So far we have very few. Koitiata, Scotts Ferry and other small settlements have engaged well but once again our major towns have been quite quiet. This is your chance to talk to us about our plans and budgets and more importantly what you want us to do. Submission forms are available on our website or you can call me on 027 6177-668 or contact any one of the other Councillors.

Our district is facing unprecedented growth which is fantastic and this has been recognised by Powerco who have agreed to meetings of senior staff including the Chief Executive in Marton to look at the power requirements now and into the future. For companies or farms that are struggling with power demand please contact me so that your concerns can be passed on. I know for example that many irrigators are powered by generators because of grid issues.

I have called for public meetings in Bulls, Taihape and Marton to explain the Government process around the Three Waters issue, which is the formation of four water entities to provide for drinking water, waste-water and stormwater rather than Council being the providers. In those meetings I will explain Council's position and the various arguments and call for questions from the floor. Details of these meetings are in the local paper and on our Council website. The Three Waters will be the principal subject but if time permits other issues can be raised.

On 8 April our new Youth Council met for the first time this year, with representation from a variety of schools across our entire district. I congratulate Lisa Cruywagen for being elected Chair and note that there were four other people who expressed an interest in the position. The questions raised by these young people about how Local Government works and how meeting procedures are run were insightful and I was incredibly impressed.

I am a Co-Chair on what is called Zone 3 which includes a group of Councils from Wairoa to Gisborne through to Taranaki, Hawkes Bay, Horowhenua and Taranaki together with our local Councils. Yes, we recently discussed the Three Waters at length, but for the first time in my tenure in Local Government the matter of security and personal safety of Councillors and senior staff was at the forefront of discussion. New Zealand seems to have changed. We had a Chief Executive of one of the Councils assaulted recently, seemingly without provocation and a Mayor served a "summons" by self-proclaimed sheriffs on her own personal property which was threatening. This challenge is not unique to Local Government. Police, health, education and social providers are experiencing this on a day-to-day basis. I'm not sure of the answers but at least we should acknowledge it happens.

I am delighted to report that Council has been successful in an application to the Four Regions Trust for funding towards the Taihape Amenities Building Project (refer to Attachment 1), they approved a \$40,000 donation for this project. This is fantastic and very welcome news.

Finally, I hope that everyone has enjoyed a happy Easter with family and friends and you are looking forward to supporting the many district-wide events that can run again under the relaxed Covid settings.

Ngā Mihi,

Mayor Andy Watson

ITEM 8.1

Mayors Engagement

April 2022

1	Attended Regional Leadership Group weekly Zoom meeting
4	Attended meeting with James Kilty CEO Powerco re Marton Industrial Growth
5	Attended Regional Transport Matters/Regional Chiefs fortnightly Zoom meeting
6	Attended pre-meeting for DIA Planning Technical Working Group Attended Santoft Domain Management Committee meeting
7	Met with Kylie Stewart to discuss Rangitikei Sports concept Attended Scarecrow Judging Attended Turakina Community Committee Meeting and Spatial Plan drop-in
8	Attended Zone 3 Meeting in Hastings
9	Attended Ratana Spatial Plan engagement
10	Attended New Youth Council planning session at Awatsone
11	Attended Fees and Funding Zoom Briefing with Waka Kotahi
12	Attended Rakatapauma Marae – Robert and Koro Mark Gray tangi Attended DIA Planning Technical Advisory Group Hui Attended weekly meeting with Deputy Mayor
13	Attended Marton Spatial Plan drop-in Attended Marton Community Committee meeting
14	Attended weekly meeting with Acting Chief Executive Attended Assets/Infrastructure Committee Meeting Attended Policy/Planning Committee Meeting
19	Attended weekly meeting/update with Chief Executive Attended Annual Plan Livestream Session Attended RSLG Conversation Regional Workforce Planning & MTFJ Zoom Attended Marton Historic Society meeting
20	Attended district catchup meeting with Corrections Dept (housing) Attended Signing of Welcoming Communities Statement of Commitment Attended Forestry Partners Mayor’s Zoom Meeting – Lawrence Yule
21	Attended Council Workshop – Section 17a Review of Waste Transfer Stations Attended Annual Plan Livestream Session
22	Attended fortnightly discussion on Economic Development Attended fortnightly discussion on Spatial Plan Attended Regional Leadership Group weekly online meeting Attended Ratana WWTP/Lake Waipu improvement site visit and second workshop
25	Attended and spoke at ANZAC Day Dawn Parade at Marton

	Attended and laid wreath at Cenotaph Marton
26	Attended Cavalry Flag Handover to Bulls Museum Attended monthly RDC/Police Zoom update Attended Marton Rail Hub 2022 Board Meeting #2 Attended weekly meeting with Chief Executive Attended weekly meeting with Deputy Mayor Attended Three Waters Public Meeting – Friendship Centre Marton
27	Attended Horizons Council Meeting – Public Forum – Putorino Remediation Costs Attended meeting with Nick Whisker and Ian McNabb
28	To attend Sport NZ Rural Travel Fund Meeting To attend Finance/Performance Committee Meeting To attend Three Waters Entity B Working Group Zoom Meeting To attend Council Meeting To attend LGNZ Reforms Meeting – Mayors & CE's
29	To attend Regional Leadership Group weekly Zoom meeting To attend Zoom meeting with Grace Hall (LGNZ) To attend Zoom meeting with Oceania Healthcare To attend Lake Waipu/Ratanta Freshwater Improvement Fund Governance Group Zoom To attend Three Waters Public Meeting – Te Matapihi Town Hall
30	To attend Marton Arts & Crafts Centre 50 th celebrations

Attachments

1. Letter from Four Regions Trust [↓](#)

Recommendation

That the Mayoral Update – April 2022 be received.

ITEM 8.1 ATTACHMENT 1



emailed 4/4/22.
RECEIVED

04 APR 2022
To: CJ
File:
Doc:

24-03-2022

Rangitikei District Council
46 High Street
Marton
4741

Attention: Crystal Johnston

Dear Crystal

We refer to your application for a donation from the Four Regions Trust.

The Trust receives and considers a large number of requests for donations from a wide variety of community based charitable and non-profit organisations. Like your own organisation these applicants are all performing services for various people within the community, and continue to struggle for funds to fulfil their obligations.

The Trustees have carefully considered your application and I have pleasure in informing you that they have approved a **\$40,000.00** donation towards the Taihape Amenities Building Project.

These funds are available upon producing sufficient evidence, namely invoices and receipts to the Secretary during or upon completion of the project. As payments will be by direct credit, please ensure we have your Bank deposit slip. If you are emailing this information to us, please use - secretary@fourregionstrust.org.nz

We note that your organisation is registered for GST. It is our opinion that as there is no benefit back to us as a donor, this donation is not GST assessable to you, therefore we will reimburse expenditure on a basis of GST exclusive costs only.

Please note that if the project has not been completed and the funds not uplifted within 12 months of the date of this letter then this donation approval will expire and will be withdrawn.

On behalf of the Trustees I wish the very best for you and your organisation.

Yours faithfully

James Bowen
Markhams Wanganui Limited
Secretary to Four Regions Trust
Ref: G8450

Secretary - Moore Markhams Wanganui | 249 Wicksteed Street | PO Box 4088 | Whanganui 4541 | NZ.
phone 06 349 0888 | email secretary@fourregionstrust.org.nz | web www.fourregionstrust.org.nz

9 Reports for Information

9.1 Pae Tawhiti Rangitīkei Beyond (Spatial Plan)

Author: Katrina Gray, Senior Strategic Planner

1. Reason for Report

- 1.1 Ms Gray will lead a discussion on this item. Attached is the discussion document for Pae Tawhiti Rangitīkei Beyond.
- 1.2 Regular updates on the plan can be found on the Council website, at this link:
<https://www.rangitikei.govt.nz/council/strategies-plans-policies-bylaws/strategies/pae-tawhiti-rangitikei-beyond>

Attachments

1. Pae Tawhiti - Discussion Document (under separate cover)

Recommendation

That the report 'Pae Tawhiti Rangitīkei Beyond (Spatial Plan)', including the attached discussion document, be received.

ITEM 9.2

9.2 Workplan for the Youth Council 2022

Author: Kelly Widdowson, Strategic Advisor - Youth

1. Reason for Report

1.1 Ms Widdowson will table this report during the meeting.

Recommendation

That the tabled report 'Workplan for the Youth Council 2022' be received.

9.3 Creative Communities Scheme Extended

Author: Kelly Widdowson, Strategic Advisor - Youth

1. Reason for Report

1.1 To provide information on the Creative Communities funding scheme.

2. Context

2.1 This fund is supplied by Creative NZ and administered by the Rangitikei District Council. Members of the public are nominated to the Creative Communities Committee, and are joined by a Councillor and the Mayor. Committee terms are for three years, with the latest term beginning in November 2019.

2.2 Applications are encouraged from community groups and individuals whose projects:

- demonstrate growth over time
- develop and support local artistic communities
- encourage a transfer or artistic skills.
- diversity, inclusion, and projects with a youth focus are also encouraged.

An example is workshops teaching kids screen-printing techniques to create posters for display.

2.3 Applications found here: <https://rangitikei.smartygrants.com.au/ccsr220212022a>

Attachments

1. Creative Communities Scheme [↓](#)

Recommendation

That the report 'Creative Communities Scheme Extended' be received.

ITEM 9.3

ATTACHMENT 1



Creative Communities Scheme

Funding for local arts
Te tonono pūtea mō ngā
manahau a te iwi kainga

Application Guide

2020/21

This guide will help
you to apply for
Creative Communities
Scheme (CCS) funding.
If you have more questions
please contact your local
CCS administrator.

FRONT COVER

WHARANGI TUATAHI

Te Roopu Rāranga Whatu
o Aotearoa Hui 2011. Photo
by Norm Heke.

Contents

1. APPLYING FOR CREATIVE COMMUNITIES SCHEME FUNDING	1
1.1 Can I get funding for my project?	1
1.2 Who can apply?	1
1.3 What types of projects can't get CCS funding?	1
1.4 What costs can I get support for?	2
1.5 What costs cannot be supported?	2
1.6 How much can I apply for?	2
1.7 How often can I apply and how are decisions made?	2
2. HOW TO FILL OUT THE APPLICATION FORM	3
2.1 Applicant details	3
2.2 Project details	3
2.3 Funding criteria	3
2.4 Artform	3
2.5 The activity that best describes your project	3
2.6 The cultural tradition of your project	4
2.7 The idea/Te kaupapa	4
2.8 The process/Te whakatutuki	4
2.9 The people/Ngā tāngata	5
2.10 The criteria/Ngā paearu	5
2.11 The budget/Ngā pūtea	5
2.12 Supporting Material	5
3 GLOSSARY	7
3.1 Definitions of artforms	7
4 OTHER SOURCES OF FUNDING	8

1. Applying for Creative Communities Scheme funding

1.1 Can I get funding for my project?

To be eligible for funding through CCS your arts project must support at least one of the following:

Access and participation: Create opportunities for local communities to engage with, and participate in local arts activities, eg:

- > performances by community choirs, hip-hop groups, theatre companies or poets
- > workshops on printmaking, writing, dancing or other creative forms
- > exhibitions by local craft groups promoting weaving, pottery and carving
- > festivals featuring local artists
- > creation of a community film or a public artwork by a community
- > development of new tukutuku, whakairo or kōwhaiwhai for a local marae
- > artist residencies involving local artists or communities
- > seminars for local artist development.

Diversity: Support the diverse artistic cultural traditions of local communities, eg:

- > workshops, rehearsals, performances, festivals or exhibitions in Māori or Pasifika heritage art forms
- > workshops, rehearsals, performances, festivals or exhibitions by local migrant communities
- > arts projects bringing together groups from a range of different communities
- > workshops, rehearsals, performances, festivals or

exhibitions by groups with experience of disability or mental illness.

Young people: Enable young people (under 18 years) to engage with, and participate in the arts, eg:

- > a group of young people working with an artist to create a mural or street art
- > a group of young people creating a film about an issue that is important to them
- > printing a collection of writing by young people
- > music workshops for young people
- > an exhibition of visual art work by young people

Your project must:

- > take place within the city or district where the application is made
- > be completed within 12 months of funding being approved
- > not have started or finished before CCS funding is approved.

1.2 Who can apply?

Individuals or groups can apply for CCS funding. Individuals must be New Zealand citizens or permanent residents.

If you have already received funding from CCS for a project, you must complete a report on that project before making another application, unless the project is still in progress.

1.3 What types of projects can't get CCS funding?

You cannot apply for CCS funding for:

- > projects without an arts focus, eg puzzles, upholstery, magic, model-making, commercial design, commercial fashion design, film festivals, fitness-based dance (such as aerobics or gymnastics)

- or martial arts (such as tai chi or karate)
- > projects within the scope of other sectors or organisations, eg arts projects in schools or other educational institutions that are the core business of that institution or are normally funded through curriculum or operating budgets
 - > projects that mainly deliver outcomes for other sectors, such as health, heritage or the environment
 - > local council projects
 - > fundraising activities eg: benefit concerts to raise funds to buy a capital item or to pay for another activity
 - > projects to develop facilities, eg galleries, marae, theatres and other venues, including the costs of fixed items, whiteware, floor coverings, furnishings, gallery and theatre lights, stage curtains or building restoration. CCS funding is available for new artworks as part of marae projects such as tukutuku, whakairo, whāriki and kōwhaiwhai, however applications for funding for marae facilities or restoration projects should be made to the [Lottery Marae Heritage and Facilities Fund](#), which is administered by the Lottery Grants Board.

1.4 What costs can I get support for?

You can apply for support for:

- > materials for arts activities or programmes
- > venue or equipment hire
- > personnel and administrative costs for short-term projects
- > promotion and publicity of arts activities.

1.5 What costs cannot be supported?

CCS does not fund:

- > ongoing administration or personnel costs that are not related to the specific project

- > costs for projects already started or completed
- > travel costs to attend performances or exhibitions in other areas
- > buying equipment, such as computers, cameras, musical instruments, costumes, lights or uniforms
- > entry fees for competitions, contests and exams
- > prize money, awards and judges' fees for competitions
- > royalties
- > the purchase of artworks for collections
- > the costs of running fundraising activity
- > debt or interest on debt.

1.6 How much can I apply for?

There is no limit to how much you can apply for, but most CCS grants tend to be under \$2,000. Look at previously funded projects on your council website (or speak to your local CCS administrator) to get an idea of the sorts of projects that have been supported in the past and the average amount granted.

1.7 How often can I apply and how are decisions made?

Each area will run up to four funding rounds per year. You can apply in any round but, if you have already received funding from CCS for a project, you must complete a report on that project before making another application, unless the project is still in progress.

Your application will go to an assessment committee of people from your area. They are appointed for their knowledge and experience of the arts and local communities.

2. How to fill out the application form

This information will help you to fill out the application form. All parts of the application form need to be completed.

2.1 Applicant details

Full name of applicant: This is the name of the group, the organisation or person applying for funding. They will be responsible for the funding if the application is successful.

Contact person: If you apply as a group enter the name and contact details of the person who is responsible for this application.

Address, phone and email: Your local CCS administrator may need to contact you about your application and will let you know in writing whether you have been successful or not.

GST number: If you or your organisation is GST registered please include your GST number here.

Bank account number: If you are successful the grant will be paid into a bank account. Enter the name and number of the bank account here.

2.2 Project details

Insert your project name, eg South Taranaki children's ceramic workshops and a brief description of the project, eg six ceramic workshops during the school holidays for children aged 8-12.

Project location, timing and numbers

Where will your project take place? Enter the venue name and the suburb or town where the project will take place.

When will your project take place? Enter the start and finish dates.

Enter the number of participants and viewers/audience members you expect will be involved with the project.

Active participants are the people involved in making and presenting an artwork or performance, or running and attending a workshop. Viewers or audience members are the people who come to see the finished work or a presentation.

If your project is presented in a public space, only include the people who specifically come to see the art work or performance in the number of viewers/audience members. Please do not include casual passers-by.

If your funding application is successful you will need to give the **actual** number of active participants and viewers/audience members in your project completion report.

2.3 Funding criteria

Select the ONE funding criterion that is the project's main focus.

2.4 Artform

Select ONE artform type. Refer to the definitions in the glossary on page 7. If you are not sure if your project fits within one of these artforms contact your local CCS administrator.

2.5 The activity that best describes your project

Select ONE activity type

- > Creation only – for projects which focus on making an artwork but not performing or exhibiting in public, eg a community weaving group, focusing on weaving, dyeing, textile weaving and up-cycling, requesting funding for materials and venue costs.
- > Creation and presentation – for projects which include both creating and performing or exhibiting to the public, eg local youth crafting and painting life-size figures of the World Cup teams to exhibit at the gateway of their town.
- > Performance (presentation only) - for the

presentation of performing arts only eg theatre, kapa haka, dance, music.

- > Exhibitions – for the exhibition or presentation of visual arts or non-performing arts only eg a display of tivaevae by local artists.
- > Workshop – any form of training, eg a wānanga in raranga or a programme of contemporary dance workshops.

2.6 The cultural tradition of your project

The cultural tradition of your project is the particular heritage of your project, eg. a Shakespearean play is from a European tradition, and kapa haka is from Māori tradition. Your project may be from more than one cultural tradition, so you can select more than one option.

2.7 The idea/Te kaupapa

Describe your project including:

- > what you want to achieve
- > why the funding is needed.

Here is an example of a good project description:

The Otarere Hall Restoration Group want to work with local youth and local, professional, Māori and Pākehā artists to make art works which tell the stories of the Otarere community. The art works will be made by young people with advice from professional artists.

The Otarere community is isolated. People meet at the school, Te Aroha marae and the pub. The Otarere Hall has been unused for many years but will re-open in December.

Otarere’s population is getting smaller each year with families leaving the area. There is little out-of-school activity. This project will give the young

people something to do and build their connection with the town and community hall.

The art works will combine traditional European and Māori arts including embroidery, tukutuku, oil painting, whakairo and kōwhaiwhai – symbolising the bi-cultural history of the area. The finished works will be hung in the hall once the restoration is completed in December.

Funding is needed to cover one quarter of the professional artist fees and some materials.

This example describes the overall idea, what the result of the project will be, some of the artistic goals and why the funds are needed.

2.8 The process/Te whakatutuki

How will the project happen? Explain the key stages of your project and how it will be carried out. Including a timeline can help assessors to understand the project and to show that you have considered how you will deliver the project.

Here is an example using the Otarere Hall Project:

The art work will be made from July to November and the final work installed in the hall in December. All workshops and making will take place at the hall in the dining area, which is free-of-charge.

Timeline

- > *July school holidays – the young people (supported by the local youth worker and artists) will have a two week workshop at the hall to research the stories of Otarere. This will include interviews, on-line research and sharing stories from their own families. From this they will choose who will work on each art work and what the art work will be about.*

- > August/September – the young people will meet weekly with the artists to learn the different traditional art techniques.
- > October school holidays – the young people will work with the artists (and youth worker) to design and make the art work.
- > November – the artists and young people will complete the art works in the evenings and weekends as needed.
- > December – the works will be installed and followed by an opening.

2.9 The people/Ngā tāngata

Who are the key people involved in your project? Include the people who will be helping you to make the project happen and who your audience or participants will be.

Briefly describe what the role of the project leaders and their relevant experience. You can include a brief biography or attach a short CV to the application. It's important to show in your application that the people involved have the skills and time to make the project happen.

If you are doing a project with another group or organisation, state clearly in your application who is responsible for what.

Here is an example using the Otarere Hall Project:

There will be at least 20 young people aged 12 to 18 who will be involved in the project. Ten young people have already committed to the project but we expect more to be involved as people hear about it. The project will be open to all high school age young people but they need to make a commitment to the whole project.

Four artists have been selected from the local community. They have experience of teaching and leading community projects. Please see the attached artist biographies and letters of support/commitment from these artists.

The young people will be supported by the local youth worker and parents. The youth worker will coordinate the project with support from the Otarere Hall Restoration Project (please see attached youth worker biography).

2.10 The criteria/Ngā paearu

Explain how this project will deliver to the criterion you have chosen: access and participation, diversity or young people.

Here is an example using the Otarere Hall Project:

Young people:

The project will be targeted at young people between the ages of 12 and 18

The young people will:

- > *get to work with and learn from local artists*
- > *learn to express themselves through their art*
- > *have something constructive to do during the school holidays*
- > *learn the stories of the local community and their families and be able to pass these stories to other people. This will strengthen their understanding of who they are and where they come from*

There are no other arts activities happening in Otarere that work with young people and the wider community.

If there are other similar projects happening in your district you may need to outline what is unique about this project and how it will address a need in your community. If this is a project that has happened before you may need to show how the project is growing and developing, eg the activity involves more people this time, it encourages new people to take part, there are new things happening or there are new partners or groups involved in the project.

2.11 The budget/Ngā pūtea

Project costs:

Enter all the costs for your project. Provide detail so the assessors can understand how you have calculated your costs.

eg:

Artist fees	60 hours @ \$40/hour x 4 artists	\$9,600
Materials	2 x 10mm plywood sheets @ \$50 each	\$100
Venue hire	3 days preparation time @ \$100/day and 6 days performance @ \$200/day	\$1,500

Attach detailed quotes for important items. This will help the assessors understand your budget.

If you have costs that can't be covered by CCS, you should still include these costs in your budget. However you will need to have enough income from sources other than CCS to cover these costs.

Project income:

Enter all the income for your project. Be realistic about what income you can get.

If you include the value of a discount as part of your income you will need to show the full cost (before the discount) of the item in your project costs.

2.12 Supporting Material

It is useful to attach support material. It should be brief and may include:

- > examples of previous work undertaken by the individual or group, eg images, text or links to websites
- > letters of support and invitations – these should be from key people within your community who can speak about the benefits of the project or the skills of the people involved in the project, or confirm that an invitation has been issued.

Make sure you send **copies only** as they may not be returned.

Keep a copy of your original application. If you do receive a grant, your original application will be useful to have at hand when writing your completion report.

3. Glossary

Arts: all forms of creative and interpretative expression (from the Arts Council of New Zealand Toi Aotearoa Act 2014).

Artform: one of various forms of arts practice.

Community: a community may be based around a place, a cultural tradition, or commonly held interests or experiences.

Heritage arts: artistic expressions and forms reflecting a particular cultural tradition or traditions that continue to be celebrated and practised by New Zealand artists and practitioners, and that are appreciated and supported by New Zealand communities.

Wānanga: a Māori term for a forum or workshop.

3.1 Definitions of artforms

Craft/Object art includes traditional and contemporary applied arts practices of all the peoples of Aotearoa/New Zealand, including Māori and Pasifika peoples and the diverse cultures of people living in Aotearoa/New Zealand today. Genres include, but are not limited to, ceramics, furniture, glass, jewellery, object making, raranga, studio-based design, tāniko, tapa making, textiles, tivaevae, typography, weaving and woodwork.

For projects involving a design component, artists can apply for funding to develop and/or make new work and for the public presentation of the work, but not for the commercial manufacture or production of a work.

Dance includes forms of dance that clearly have an arts and cultural focus (as opposed to aerobics, fitness or martial arts), eg kapa haka, tango, traditional Highland dancing, hip-hop, classical Indian dance, Pacific dance, ballet, tap and jazz.

Inter-arts projects integrate artforms of any cultural tradition, combining them to create a new and distinct work. The result of this integration is a hybrid or fusion

of artforms outside of Creative New Zealand's existing artform categories.

Literature includes both fiction and non-fiction

- 'Fiction' includes, but isn't limited to, novels, novellas, short stories, poetry, children's fiction, young adult fiction, graphic novels, illustrated picture books, and speculative fiction such as fantasy fiction, science fiction, detective fiction, and historical fiction.
- 'Non-fiction' includes, but isn't limited to, autobiography, biography, essays, social commentary, literary criticism, reviews, analytical prose, non-fiction written for children, young adult non-fiction, and writing about the physical and natural sciences.

Literary activities may include poetry readings, local storytelling, writers' and readers' events, and creative writing workshops. Creative New Zealand does not consider the following to be literature: instruction manuals, guide books, phrase books, and do-it-yourself and how-to books (including travel guides, gardening books, and recipe books); bibliographies, dictionaries, encyclopedias and professional reference works; newsletters; hymn books; and publisher catalogues.

Māori arts are arts activities that can be regarded as strong expressions of Māori identity. They include the following types of arts practice, which can also form the focus of workshops, wānanga and festivals:

- heritage te reo-based artforms, such as whaikōrero, haka, karanga and whakapapa recitation, waiata mōteatea, pao and kōrero paki
- heritage material artforms, such as toi whakairo (carving), tukutuku (wall decoration), kōwhaiwhai (painted rafters), and ngā mahi a te whare pora (weaving, textiles and basketry)
- customary performance arts such taonga puoro, karetao (puppetry), and ngā tākarō (string games)
- contemporary Māori arts activities that draw on

traditional heritage artforms, fusing them with other elements to create innovative expressions of Māori cultural identity, eg theatre and contemporary dance productions, creative writing, songwriting, and photography.

Multi-artform (including film) projects combine or feature two or more artforms, eg a youth project that combines music and visual arts, or a festival that features dance, music and theatre. Film includes animation, dance film, documentary film, experimental film, feature film, short film, and moving-image art projects.

Music includes all music genres for example classical and contemporary music; popular and rock music; rap and hip-hop; orchestral and choral music; brass bands; opera; jazz; 'world' music; and traditional and contemporary Māori and Pacific Island music.

Pacific arts are arts activities that identify with the unique cultural perspectives of individual Pacific nations (such as Samoa, the Cook Islands, Fiji, Tonga, Niue, Tokelau and Tuvalu) as represented by New Zealand's Pasifika communities. Pacific arts activities can include the following types of arts practice, which can also form the focus of workshops, fono and festivals:

- heritage language-based artforms that relate to specific cultural traditions, eg storytelling, chanting and oral history
- heritage material artforms, such as woodcarving, weaving, tivaevae and tapa-making
- traditional dance, theatre and music performance, eg Samoan siva (dance) and Cook Island drumming.
- contemporary Pacific arts activities that draw on traditional heritage artforms, fusing them with other elements to create innovative expressions of Pasifika cultural identities, eg theatre and contemporary dance productions, music, creative writing, songwriting and photography.

Theatre includes all theatre genres, eg comedy, drama, physical theatre, street theatre, musical theatre, pantomime, circus, clowning, puppetry, mask, and theatre by, with and for children.

Visual arts includes customary and contemporary practices of all the peoples of Aotearoa/New Zealand, including Māori and Pasifika peoples and the diverse cultures of people living in Aotearoa/New Zealand today, eg drawing, painting, installation, kōwhaiwhai, photography, printmaking, sculpture, tā moko, and typography.

4. Other sources of funding

If your project has regional or national significance and/or is at the leading edge of a particular artform you may wish to consider applying to one of Creative New Zealand's other funding programmes. See www.creativenz.govt.nz/find-funding/funds for more information.

The Creative New Zealand website has a list of other funding options including crowd funding www.creativenz.govt.nz/find-funding/other-sources-of-funding

GivUS is an online search engine for subscribers where you can find funding opportunities and resources for communities. Contact your local library or council to see if they provide access to this service. <http://apps.generosity.org.nz/givUS>

The Ministry of Culture and Heritage also has a search engine for other possible funders: <http://www.mch.govt.nz/funding-nz-culture/search-funding>

10 Discussion Items

10.1 Youth Voice on Libraries in the Rangitikei

Author: Lynda Hunter, Community Engagement Librarian

1. Reason for Report

1.1 Ms Hunter will lead a discussion on this item.

Recommendation

If needed:

11 Next Meeting

The next Youth Council meeting is scheduled for 10 May 2022 at 5.30 pm. The meeting will take place in the Ohakea Room at Te Matapihi, Bulls.

12 Meeting Closed