



Report and Minutes of a Meeting of the
GRANTS SUB-COMMITTEE
held in the Committee Room, District Administration Building, Seymour Street,
Blenheim on **MONDAY, 17 MARCH 2014** commencing at 9.30 am

Present

Clr Jenny Andrews (Chairperson), Mr Graeme Duncan, Mrs Karen Hartshorne, Mrs Lisa Ivamy, Mrs Kate Parker, Mrs Patricia Clay, Mr Graeme Haymes.

In Attendance

Lyne Reeves (Community Development Adviser).

Apologies

An apology from Clr Cynthia Brooks for absence was received and sustained.

X.13/14.324 Orientation – Role and Responsibilities – Declaring an Interest D050-001-G02

The responsibilities of committee members when allocating the available funding under set criteria were discussed, and they were advised of what was expected of them when having an interest in a particular application.

Council's District Secretary's advice is that the intention of declaring an interest is to ensure that those with an interest have no involvement in the decision making process and to that end they should, once they have declared an interest, leave the room.

It was important that it be seen that matters are processed without any influence especially where, for example, there are competing applications; some organisations may not have a representative around the table. The rule needs to be applied strictly for the process to be seen as fair to all concerned.

Declaring an interest applies to those who are members or honorary members of an organisation and also where it could be perceived that a person has an interest in an organisation.

At the Grants Sub-Committee meeting on 16 October 2012 some members questioned the process, and it was decided that the chairperson would make the final decision if there was dissent.

Clr Andrews/Mr Duncan:
That the information be received.

Carried

X.13/14.325 Clarification of Process for Decision Making D050-001-G02

Members' attention was drawn to the process for decision making that had been successfully used by previous Grants Sub-Committees. Members were asked to familiarise themselves with the process prior to the meeting so that this could be consistently applied when considering grant applications.

The process is as follows:

- (a) Go through each application on its merits with no priority order and make an initial recommendation on the amount to be allocated. Application can be declined at this stage.

- (b) Go through a second time to confirm the recommended amounts allocated and reconsider the applications identified to be revisited for either reducing or increasing the amount. Declined applications are not revisited.
- (c) Agree on the new amounts for those identified.
- (d) Formal confirmation of the amounts to be recommended to Council for consideration.

NOTE: At any time when an application is being discussed that a committee member has declared an interest in, they must leave the room.

Clr Andrews/Mrs Parker:
That the information be received.

Carried

X.13/14.326 Orientation on Funding Schemes **D050-001-G02**

The Grants Sub-Committee has responsibility for considering funding applications for Creative Communities NZ Arts funding; Sport NZ Rural Travel funding; Marlborough District Council Community Grants; and Marlborough District Council Arts and Heritage Grants.

Information about each of those schemes had been circulated to committee members. Community Development Advisor, Lyne Reeves, provided further information about the funds at the meeting.

Clr Andrews/Mrs Hartshorne:
That the information be received.

Carried

X.13/14.327 Sport NZ Rural Travel Fund 2013/14 **C150-001-011** **Allocation**

Sport NZ had made funding of \$19,147 available for rural travel for young people aged between 5-19 years under specific criteria and eligibility conditions and with \$1,050 being brought forward from 2012/2013 there was a total of \$20,197 to be allocated. One application was ineligible of the 14 applications received. Requests totalled \$42,935.

Committee members discussed the applications and made the following recommendations:

Waitohi Rugby Football Club Travel for junior teams to weekly competitions in Kaikoura, Seddon, Blenheim, Havelock, Renwick	\$2,300
Havelock School Travel for junior touch and basketball players to local competition	\$750
Awatere Rugby Football Club Travel for children from rural area to competitions in Blenheim and Ward to Seddon	\$1,000
Pelorus Netball club Travel for junior netball players to weekly competition	\$2,200
Queen Charlotte College Weekly travel for sports teams to local competition <i>(Lisa Ivamy declared an interest and withdrew from the meeting)</i>	\$6,850 (not for trips to Nelson)
Linkwater Community Sports Club Travel for junior soccer teams to weekly competition	\$1,000
Ward School	\$750

Travel to Marlborough Primary School Sports events	
Waikawa Bay School Travel for weekly games of flipper ball and touch rugby	\$900
Waitaria Bay School Assistance for parents to take children to sports in town – no teams in the area so join other teams	\$750
Seddon Junior Netball Travel for junior netball teams to local competition in Blenheim	\$800
Picton Football Club Travel for junior soccer teams to weekly competition	\$1,300
Seddon School Travel to junior hockey, touch rugby, softball weekly competitions	\$1,300
Tokomaru Netball Club Travel to weekly netball competitions in Blenheim	\$300

SCHEDULE 'A'

Picton Badminton Club Travel for teams to inter-club competition in Blenheim (No 50% contribution).

Mrs Hartshorne/Mrs Clay:

1. That it be noted that the application listed in 'Schedule A' does not qualify for assistance.
2. That Council approve the above listed grants to Sport NZ Rural Travel Fund applicants totalling \$20,200.

Carried

X.13/14.328 Creative Communities NZ Arts Funding Scheme Allocation 2013/14 – Round 2 C150-001-003

The Grants Sub-Committee allocates Creative Communities funding twice a year with closing dates at the end of February and September each year.

Available funds to allocate for round 2 totalled \$24,067. Twenty applications were received, and 17 of those were eligible to be considered for funding. Requests totalled \$43,810.86.

Committee members discussed the applications and made the following recommendations:

Millennium Art Gallery Te Papa touring exhibition of British Linocuts <i>(Kate Parker declared an interest and withdrew from the meeting)</i>	\$1,200
Jodie Austin Oamaru stone carving symposium in Rai Valley	\$2,100
B Higgins & H Jackson Costs for two to sit National Judges exam in Blenheim	Ineligible – exams excluded
Marlborough Floral Art Group Annual exhibition to promote floral art design	\$ 500
Connected Media Trust Provide one day film workshop for young people and teachers	\$2,000
Star Dance Academy Provide a community dance camp for 40 youth	\$1,800

Picton Drawing Group Costs to expand membership and hold regular drawing sessions	\$1,000
Craig Bluett Hold three public workshops for young people	\$ 800
TEMPO Costs for promotion to increase membership and training	\$2,200
Waikawa Marae Art Symposium to celebrate Matariki	\$1,267
Yvonne Paul Commence an art course for women	Declined (not high enough priority)
Festivals & Events Trust Children's Interactive Theatre experience	\$750
Marlborough Performing Arts Competition society Week long Performing Arts Competition for young people	\$4,250
Marlborough Creative Artisans Rebranding group including design and signage – also shelving	Declined (not high enough priority)
Amanda Tollemache Low cost children's drama classes for the Redwoodtown area	\$1,000
Donna Allfrey Competition and exhibition of skateboard art for youth and artists	\$ 1,000
Marlborough Historical Society Production of a documentary film called – Vintage Marlborough (<i>Jenny Andrews and Patricia Clay declared an interest and withdrew from the meeting</i>)	\$4,200

SCHEDULE 'A'

<p>Blenheim Dancing Society Medals and ribbons for annual Dance Festival (Ineligible costs).</p> <p>Marlborough Fayre Morris Dancers Uniforms and equipment for increased membership (Ineligible costs).</p> <p>Marlborough Historical Society Commissioning a cloak for Living Treasures Award and commissioning a new art work for the collection (Ineligible project).</p>

Mrs Parker/Mr Haymes:

1. That it be noted that the applications listed in 'Schedule A' do not qualify for assistance.
2. That Council approve the above listed grants to Creative Communities NZ local funding applicants totalling \$24,067.

Carried

X.13/14.329 Grants Recipients' Audit Visits D050-001-G02

Audit visits by committee members to grant recipients were discussed and the Committee agreed to continue to undertake visits of a sample of grants' recipients as has been completed in previous years.

The visits involve Grants Committee members visiting (in pairs) a selection of grants' recipients to discuss how the grant received has assisted with delivery of services and to become more informed about how the organisation operates. These are then reported back to a Grants Committee meeting.

A selection of grants' recipients will need to be decided upon and a timeframe for the visits to take place so that the organisations involved can be advised. Lyne Reeves will email committee members to identify groups from all Grant Funds to be visited and will send a list of grant recipients from 2013/14 to choose groups from.

The meeting closed at 4.20 pm.

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