

Notice of Meeting:

I hereby give notice that an ordinary meeting of the Grants Subcommittee will be held on:

Date: Wednesday 17 November 2021

Time: 9.30 am

Venue: Via Zoom Audio Visual Link

The meeting will be live streamed on the Council's YouTube page: <https://youtu.be/tDbZUz55ITY>

Sandy Graham
Chief Executive Officer

Grants Subcommittee

**Arts, Professional Theatre, Creative Communities Scheme, Community
Events, Community, Waste Minimisation, Dunedin Biodiversity**

PUBLIC AGENDA

MEMBERSHIP**Chairperson**

Cr Christine Garey

Deputy Chairperson

Cr Marie Laufiso

Members

Cr Sophie Barker

Cr Rachel Elder

Peter Hayden

Don Hunter

Adam Keane

Hannah Molloy

Anna Parker

Cr Steve Walker

Craig Wilson

Senior Officer

Joy Lanini, Manager Community Development and Events

Governance Support Officer

Rebecca Murray

Rebecca Murray
Governance Support Officer

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Note: Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.

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1 OPENING

The meeting will be opened with a karakia timataka.

2 APOLOGIES

Apologies have been received from Cr Christine Garey and Anna Parker.

That the Subcommittee:

Accepts the apologies from Cr Christine Garey and Anna Parker.

3 CONFIRMATION OF AGENDA

Note: Any additions must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

DECLARATION OF INTEREST

EXECUTIVE SUMMARY

1. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected or independent representative and any private or other external interest they might have.
2. Elected or independent members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.

RECOMMENDATIONS

That the Subcommittee:

- a) **Notes/Amends** if necessary the Elected or Independent Members' Interest Register attached as Attachment A; and
- b) **Confirms/Amends** the proposed management plan for Elected or Independent Members' Interests.

Attachments

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A Grants Subcommittee Register of Interest	7

Grants Subcommittee - Register of Interest - current as at November 2021				
Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Christine Garey	Trustee	Garey Family Trust - Property Ownership - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Creative Dunedin Partnership (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Symphony Orchestra Foundation Board of Trustees (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Theomin Gallery Management Committee (Olveston) (Council appointment)	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Chair	Grants Subcommittee (Council appointment)	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
		External family member is a Principal Security Consultant	Major supplier to DCC	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Local Government New Zealand Zone 6 Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Marie Laufiso	Property Owner	Residential Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Community Building Trust - Trust Owner of Property 111 Moray Place	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	Otago Mental Health Support Trust	Potential grants applicant which would result in pecuniary interest. Duty to Trust may conflict with duties of Council Office	Do not participate in consideration of grants applications. If the meeting is in confidential, to leave the room.
	Trustee	Brockville Community Support Trust	Potential grants recipient	Withdraw from discussion and leave the table. If in confidential, leave the room. Seek advice prior to the meeting.
	Secretary	Brockville Improvements and Amenities Society (BIAS)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Corso Ōtepoti Dunedin Trust	Potential grants recipient	Withdraw from discussion and leave the table. If in confidential, leave the room. Seek advice prior to the meeting.
	Member	Dunedin Manufacturing Holdings Inc	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	National Communications Officer	P.A.C.I.F.I.C.A Inc	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Dunedin Branch Treasurer	P.A.C.I.F.I.C.A Inc	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Dunedin Branch delegate to Arai Te Uru Marae Council	P.A.C.I.F.I.C.A Inc	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Green Party of Aotearoa New Zealand	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Age Concern (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Abrahamic Interfaith Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Marie Laufiso Cont.	Chair	Dunedin Refugee Steering Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Settlers Association (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Fair Trading Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Deputy Chair	Grants Subcommittee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Social Well Being Advisory Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Rachel Elder	Owner	Residential Property Ownership - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Greater South Dunedin Action Group	Decisions may be considered on the future of South Dunedin.	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Host Parent	Otago Girls High School	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Advisor/Support Capacity	Kaffelologic	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Trails Network Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Southern Urban Dunedin Community Response Group	Decisions about emergency response recovery may be conflicted	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Craigieburn Reserve Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Keep Dunedin Beautiful (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Okia Reserve Management Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Toitū Otago Settlers Museum Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Disability Issues Advisory Group	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Sophie Barker	Director	Ayrmed Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Ocho Newco Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Various publicly listed companies	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Property Owner	Residential Property Owner - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Beneficiary	Sans Peur Trust (Larnach Castle)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Dunedin Heritage Fund Trust (Council appointment)	Duty to Trust may conflict with duties of Council Office	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Trustee	Dunedin Midwinter Carnival	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Sophie Barker Cont.	Member	Otago Settlers Association (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Vegetable Growers Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Committee Member	Otago Anniversary Day Dinner	No conflict Identified	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Dunedin Gas Works Museum Trust (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
Cr Steve Walker	Chairperson	Dunedin Wildlife Hospital Trust	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Chairperson	West Harbour Beautification Trust	Potential conflict WHBT work with Parks and Reserves to co-ordinate volunteer activities	Withdrawal from all West Harbour Beautification Trust/ DCC discussions involving this relationship.
	Member	Orokonui Ecosanctuary	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Member	Port Chalmers Golf Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Keep New Zealand Beautiful	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Member	Society of Beer Advocates	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	New Zealand Labour Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Port Chalmers Historial Society	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Owner	Residential Property - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Various publicly listed companies	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	NZ Sea Lion Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Edinburgh Sister City Society (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Connecting Dunedin (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Te Ao Turoa Partnership (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Keep Dunedin Beautiful (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council appointment - alternate)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	West Harbour Community Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Hannah Molloy	Employee	Dunedin Writers & Readers Festival	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Reviewer	Theatreview	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Committee Member	Otago Pioneer Women's Memorial Association	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Contractor	Dunedin Fringe Arts Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Contractor	Good Bitches Baking	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Contractor	Dunedin Dream Brokerage	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Volunteer	Dunedin Community Builders	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Property Owner	Residential Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Anna Parker	Trustee	Weave Trust	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Trustee	Vanora Charitable Trust	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Personnel Portfolio	Opoho School Board of Trustees	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Otepoti Corso Charitable Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Co-Chair	Working for Otepoti Women Inc	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Matawai Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Volunteer	Place-based Community Network	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Volunteer	Dunedin Community Builders	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Current work contract	Collaborative Therapy and Development Trust	Potential grants recipients	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Property Owner	Residential Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Current work contract	Inspiring Communities	Potential grants recipients	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Current work contract	Oamaru Pacific Island Community Group	Potential grants recipients	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Current work contract	Ministry of Education	Potential grants recipients	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Current work contract	Otago Polytechnic	Potential grants recipients	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Anna Parker Cont.	Current work contract	Aukaha	Potential grants recipients	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
Adam Keane	Volunteer	Dunedin Pride Inc.	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Employee	Idea Services (IHC)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Property Owner	Residential Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Adam Keane Cont.	Registered member	Te Rūnanga o Ngāi Tahu	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Registered member	Kāti Huirapa ki Puketeraki	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Peter Hayden	Partner Administrator/Organiser	Wild Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee/Member	John and Anna Caselberg Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Stage South	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Don Hunter	Relation - Son	Abram Hunter (as a previous recipient of CCS/DCC Funding)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

CONFIRMATION OF MINUTES

GRANTS SUBCOMMITTEE - 29 SEPTEMBER 2021

RECOMMENDATIONS

That the Subcommittee:

Confirms the minutes of the Grants Subcommittee meeting held on 29 September 2021 as a correct record.

Attachments

Title		Page
A	Minutes of Grants Subcommittee held on 29 September 2021	14

Grants Subcommittee

Place-Based Community Grants

MINUTES

Minutes of an ordinary meeting of the Grants Subcommittee held in the Via Zoom Audio Visual Link on Wednesday 29 September 2021, commencing at 9.30 am

PRESENT

Chairperson	Cr Christine Garey	
Deputy Chairperson	Cr Marie Laufiso	
Members	Cr Sophie Barker	Cr Rachel Elder
	Hannah Molloy	Anna Parker

IN ATTENDANCE

Joy Lanini (Manager Community Development and Events), Dr Mai Tamimi (Team Leader Community Development), Paul Coffey (Senior Community Advisor) and Ruth Harrison (Community Advisor)

Governance Support Officer Rebecca Murray

1 OPENING

Cr Marie Laufiso opened the meeting with a karakia timataka.

Cr Christine Garey paid tribute with the passing of Mānea Te Kī'i and Rev'd Robert Pomare who were both community leaders in Brockville.

2 APOLOGIES

Apologies were received from Cr Steve Walker, Adam Keane and Sarah Davie-Nitis.

Moved (Cr Christine Garey/Cr Marie Laufiso):

That the Subcommittee:

Accepts the apologies from Cr Steve Walker, Adam Keane and Sarah Davie-Nitis.

Motion Carried

3 CONFIRMATION OF AGENDA

Moved (Cr Christine Garey/Cr Sophie Barker):

That the Subcommittee:

Confirms the agenda without addition or alteration.

Motion Carried

4 DECLARATIONS OF INTEREST

Members were reminded of the need to stand aside from decision-making when a conflict arose between their role as an elected representative and any private or other external interest they might have.

Moved (Cr Christine Garey/Cr Marie Laufiso):

That the Subcommittee:

- a) **Notes** the Elected or Independent Members' Interest Register; and
- b) **Confirms** the proposed management plan for Elected or Independent Members' Interests.

Motion Carried

5 CONFIRMATION OF MINUTES

5 GRANTS SUBCOMMITTEE - 28 JUNE 2021

Moved (Cr Christine Garey/Cr Rachel Elder):

That the Subcommittee:

Confirms the minutes of the Grants Subcommittee meeting held on 28 June 2021 as a correct record.

Motion Carried

PART A REPORTS

6 PLACE-BASED COMMUNITY GRANTS 2021/22

In a report from Community Development and Events the Grants Subcommittee was requested to allocate the Place-Based Community Grants 2020-21 on behalf of the DCC, as per the delegations set out within the Council's Committee Structure and Delegations Manual.

The Subcommittee had a total of \$400,000.00 to distribute to eight Place-Based Community Groups seeking nearly \$457,000 in funding.

The Manager Community Development and Events (Joy Lanini), Team Leader Community Development (Dr Mai Tamimi), Senior Community Advisor (Paul Coffey) and Community Advisor (Ruth Harrison) spoke to the report and responded to members' questions.

Anna Parker declared a conflict of interest with Item 1 - Brockville Improvement & Amenities Society (B.I.A.S.), Item 2 – Caversham Community Group, Item 4 - Greater Taieri Community Network, Item 6 - South Dunedin Community Network and under multi-year funding Item 2 - North East Valley Community Development Project and withdrew from these items.

Cr Marie Laufiso declared a conflict of interest with Item 1 - Brockville Improvement & Amenities Society (B.I.A.S.) and Item 2 – Caversham Community Group and withdrew from these items.

Moved (Cr Christine Garey/Cr Marie Laufiso):

That the Subcommittee:

Adjourns the meeting.

Motion Carried

The meeting was adjourned at 10.17 am and reconvened at 10.30 am.

Cr Marie Laufiso and Anna Parker withdrew from these items at 10.41 am.

Moved (Cr Christine Garey/Cr Rachel Elder):

That the Subcommittee:

Approves the funding as follows:

App No.	Name	Approved funding
1	Brockville Improvement & Amenities Society (B.I.A.S.) (Brockville Improvements & Amenities Society)	\$44,000.00
2	Caversham Community Group	\$13,657.00

Motion carried (GS/2021/088)

Cr Marie Laufiso returned to the meeting at 10.42 am.

Anna Parker withdrew from this item at 10.42 am.

Moved (Cr Christine Garey/Cr Sophie Barker):

That the Subcommittee:

Approves the funding as follows:

App No.	Name	Approved funding
4	Greater Taieri Community Network (Otago Neighbourhood Support Charitable Trust)	\$62,861.00
6	South Dunedin Community Network (The South Dunedin Community Network Incorporated)	\$55,000.00

Multi Year Funding

2	North East Valley Community Development Project (North East Valley Community Development Project Inc)	\$62,500.00
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Motion carried (GS/2021/089)

Anna Parker returned to the meeting 10.43 am.

Moved (Cr Christine Garey/Cr Marie Laufiso):

That the Subcommittee:

Approves the funding as follows:

App No.	Name	Approved funding
3	Corstorphine Community Hub	\$60,000.00
5	Progress of Waikouaiti Area (POWA) (Progress of Waikouaiti Area)	\$39,482.00

Multi Year Funding

1	Greater Green Island Community Network Charitable Trust (GGICN) (Greater Green Island Community)	\$62,500.00
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Motion carried (GS/2021/090)

Moved (Cr Christine Garey/Cr Rachel Elder):

That the Subcommittee:

Notes the report.

Motion carried

7 KARAKIA WHAKAMUTUKA

Cr Marie Laufiso closed the meeting with a karakia whakamutuka.

The meeting concluded at 10.48 am.

.....
CHAIRPERSON

PART A REPORTS

MANAGING UNSPENT GRANT FUNDING

Department: Community and Planning

EXECUTIVE SUMMARY

- 1 This report clarifies how unspent grant funds should be managed. It notes that Clause 4.4e of the DCC Grants Management Policy 2019 must be applied to all unspent grant funds, including those for events postponed or cancelled due COVID-19.
- 2 COVID-19 continues to impact event and arts groups within the city. Restrictions have led to cancellations and postponements, resulting in some event organisers experiencing financial loss.
- 3 Although the Council previously approved discretion to the Grants Subcommittee around funding timeframes for expenditure to assist event organisers and arts groups, this approval ended on 31 October 2020.
- 4 Clause 4.4e of the Grants Management Policy therefore applies in all situations.

RECOMMENDATIONS

That the Subcommittee:

Notes Clause 4.4e of the DCC Grants Management Policy should be applied in managing the return of unspent grant funds.

BACKGROUND

- 5 Clause 4.4e of the DCC Grants Management Policy states, “Any unspent funds must be returned to Council within one year of receipt unless there is prior agreement with the Council to carry over such funds.”
- 6 At the 4 May 2020 Council meeting, the following was resolved:

“Moved (Mayor Aaron Hawkins/Cr Chris Staynes):

That the Council:

- a) **Approves** that the Grants Management Policy requirements for any unspent funds within one year of receipt of the funds, be suspended due to the COVID-19.
- b) **Approves** that the Grants Subcommittee be given the delegated authority to determine the appropriate time periods for spending allocated funds until 31 October 2020 and amends the Committee Structure and Delegations Manual accordingly.

Division

The Council then voted by division:

For: Crs Sophie Barker, David Benson-Pope, Rachel Elder, Christine Garey, Doug Hall, Carmen Houlahan, Marie Laufiso, Mike Lord, Jim O'Malley, Jules Radich, Chris Staynes, Lee Vandervis, Steve Walker, Andrew Whiley and Aaron Hawkins (15).

Against: Nil

Abstained: Nil

*The division was declared **CARRIED** by 15 votes to 0*

Motion carried (CNL/2020/001)"

DISCUSSION

- 7 The Grants Subcommittee and staff put in place processes to manage requests around retention of part or full funding for postponed events following the Council resolution.
- 8 The Dunedin events and arts sectors rallied in the final quarter of 2020, and events were held in Dunedin during the first six months of 2021, with few cancellations and postponements.
- 9 However, between August (when the country entered lockdown) and November 2021, there has been another wave of event cancellations and postponements.
- 10 Event postponements and cancellations are likely to decrease once more information is released on the Government's COVID-19 Protection Framework. Staff anticipate events will be run with less disruption from February 2022.
- 11 In the meantime, as no extension was requested to the May Council resolution, the Grants Management Policy must be applied to all postponed arts activities or events.

OPTIONS

- 12 There are no options as the report is for noting only.

NEXT STEPS

- 13 Staff will administer grants as set out in the DCC Grants Management Policy 2019.

Signatories

Author:	Joy Lanini - Manager Community Development and Events
Authoriser:	Simon Pickford - General Manager Community Services

Attachments

There are no attachments for this report.

SUMMARY OF CONSIDERATIONS
Fit with purpose of Local Government

This decision enables democratic local decision making and action by, and on behalf of communities.

Fit with strategic framework

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DCC Festivals and Events Plan 2018 – 2023, DCC Grants Management Policy 2019

Māori Impact Statement

There are no known implications for Māori.

Sustainability

Events that have to postpone and return funding within 12 months of allocation could be impacted economically.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

There are no known implications.

Financial considerations

There are no known financial implications. However, funding returned in a different financial year than allocated is considered a saving and cannot be reallocated.

Significance

The decision to note Clause 4.4e is considered low in terms of the Council's Significance and Engagement Policy.

Engagement – external

There has been no external engagement.

Engagement - internal

Discussion has been held with Finance and Ara Toi.

Risks: Legal / Health and Safety etc.

There are no known risks.

Conflict of Interest

There are no known conflicts of interest.

Community Boards

There are no known implications for Community Boards.

ARTS, PROFESSIONAL THEATRE, CREATIVE COMMUNITIES SCHEME, COMMUNITY EVENTS AND COMMUNITY AND SMALL GRANT APPLICATIONS

Department: Community and Planning

EXECUTIVE SUMMARY

- 1 The report summarises applications for Community Arts, Professional Theatre, Creative Communities, Community Events and Community Grant funding received in September 2021, and includes information on the current funding environment.
- 2 The Grants Subcommittee is delegated to allocate grants within the approved budget for each fund. The total funding requested and available is detailed below, with application information included in Attachments A – E.
- 3 The details of funding approved for Small Project and Neighbourhood Matching Grants between 1 April 2021 and 30 September 2021 are attached as Attachment F. Staff assess these grants and the Subcommittee Chair, or their delegate make the funding decision.

RECOMMENDATIONS

That the Subcommittee:

- a) **Decides** the grants to be allocated to applicants from the following funds: Community Arts, Professional Theatre, Creative Communities, Community Events and Community (Attachments A – E).
- b) **Notes** the funds allocated between 1 April 2021 and 30 September 2021 for Small Project and Neighbourhood Matching grants (Attachment F).

BACKGROUND

- 4 Applications opened for the DCC Community Arts, Professional Theatre, Creative Communities, Community Events and Community Grants funds on 6 September and closed on 24 September 2021.
- 5 A funding workshop was held for potential applicants in August 2021, covering how to apply for funds, and marketing projects and events. Around 120 people attended the workshop, which will be repeated in February 2022. During September Facebook posts, newspaper notices and newsletters were used to promote available grants.
- 6 Potential applicants were encouraged to communicate with staff before applying so additional advice and information could be given.

Requests for Support

- 7 Some community events previously granted funds were cancelled or postponed due to COVID-19, resulting in requests for funding to be continued, or clarification sought on the return of funds. The Grants Subcommittee approved the retention of funds for the Otago Indoor Tennis Open, Ukelele Kids' Jam, the Fringe Arts Festival Young Writer's Festival and St Andrew's Day.
- 8 The Subcommittee approved the return of funds for the Night Garden event, which is proposed to be held in September 2022, returned monies will be allocated in this round.

Funding Environment

- 9 COVID-19 has continued to impact many groups within the arts and events' sectors, leading to loss of income for some. At the same time many community providers continued to work throughout Level 4 and Level 2 to address the essential welfare and psycho-social needs of Dunedin's residents. It is noted that pressures on many social service groups have continued as they try to support individuals and family/whānau to cope with the financial, psychological, and social impacts of COVID-19.
- 10 Staff continue to work closely with event organisers to ensure they are aware of public health guidelines. While staff are encouraging event organisers to consider modifications to plans to allow events to be held under Level 2, this is not always possible. Staff will continue to work closely with event organisers during the coming months as government mandates for event organisers become clearer.

DISCUSSION

Number of Applications and Grant Funding Available – September 2021

Grant Fund Name	Number of Applications Received	Number Withdrawn	Total Requested	Total Available (September 2021 Round)
Arts	11	0	\$41,025.00	\$35,050.00
Creative Communities Scheme	18	1	\$69,890.01	\$46,710.00
Professional Theatre	7	0	\$91,194.21	\$95,000.00
Community Events	21	3	\$88,744.58	\$45,250.00
Community Grants	34	4	\$161,716.83	\$95,000.00

OPTIONS

- 11 There are no options.

NEXT STEPS

- 12 Staff will advise applicants of the Subcommittee's decisions and administer the payment of grants.

Signatories

Author:	Joy Lanini - Manager Community Development and Events
Authoriser:	Simon Pickford - General Manager Community Services

Attachments

	Title	Page
↓A	Arts Grants - September 2021 - Summary of Applications	25
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↓F	Small Projects and Neighbourhood Match Grants to September 2021	33

SUMMARY OF CONSIDERATIONS
Fit with purpose of Local Government

This decision enables democratic local decision making and action by, and on behalf of communities to promote social, economic, cultural and environmental well-being.

Fit with strategic framework

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

DCC Festivals and Events Plan 2018 – 2023.

Māori Impact Statement

There are no known implications for Māori.

Sustainability

There are no known implications for sustainability.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

There are no known implications.

Financial considerations

There are no known financial implications.

Significance

The decisions are considered low in terms of the Council's Significant and Engagement Policy.

Engagement – external

There has been engagement with potential applicants.

Engagement - internal

There has been engagement between the Ara Toi and Community Development and Events Teams.

Risks: Legal / Health and Safety etc.

There are no identified legal or health and safety risks.

Conflict of Interest

There are no known conflicts of interest.

Community Boards

There are no known implications for Community Boards.

Arts Grants September 2021							
No	Name of organisation	Account name	Name of your service/project	Purpose of Funding	When does your project start?	Total costs	Amount Requested
1	Broad Bay School	Broad Bay School Board of Trustees	Broad Bay 3-D Map: Community Film Initiative	To support costs of a film-making workshop for school pupils.	02/02/2022	\$ 7,550.00	\$ 1,375.00
2	Connected Media Trust	Connected Media Trust	Someday Workshop & Someday Leaders - Free Sustainability Film-making Workshops for Youth	To support the costs of running film-making workshops for young people.	after March 2022	\$ 9,080.00	\$ 2,000.00
3	Dunedin Jazz Foundation	Dunedin Youth Jazz Orchestra	Dunedin Jazz Club	To support production and performance costs of the Dunedin Jazz Club 2022 concert programme.	01/03/2022	\$ 28,258.00	\$ 5,000.00
4	Dunedin Jazz, Cabaret & Performing Arts Trust	Dunedin Jazz Cabaret & Performing Arts	Albany Street Jazz Loft #2	To support the administrative and marketing costs of running the Jazz Loft concert, and to contribute to artists' fees.	01/12/2021	\$ 12,591.00	\$ 3,500.00
5	Dunedin Repertory Society Incorporated	Dunedin Repertory Society Incorporated	Playhouse Theatre 2022 Children's Theatre Season	To support project costs for three children's theatre productions.	07/02/2022	\$ 11,040.00	\$ 5,000.00
6	Dunedin School of Art - Pam McKinlay	Council of the Otago Polytechnic	Art+Science Project 2022: AIR	To contribute to artists' costs for the production of works as part of the 2022 Art + Science Project.	01/01/2022	\$ 36,700.00	\$ 5,000.00
7	Every Body is a Treasure CT	Every Body is a Treasure Trust	Click Happy Plus Dunedin	To support the costs of photography workshops for school pupils.	03/02/2022	\$ 4,958.00	\$ 4,000.00
8	Late Bloomers	Improsaurus Ref: Late Bloomers	Late Bloomers	To support administration and artist costs for a series of performance workshops.	01/10/2021	\$ 7,000.00	\$ 3,110.00
9	Te Hou Ora Whanau Services	Te Hou Ora Otepoti Inc	Forum Theatre Project	Production and performance costs, artist fees for workshops and travel.	01/01/2022	\$ 2,040.00	\$ 2,040.00
10	The Wanda Foundation	The Wanda Foundation	Waste Free Wanda- Dunedin Schools Tour 2022	To support the costs of bringing the Waste Free Wanda show to approximately 20 Dunedin schools.	09/05/2022	\$ 22,443.00	\$ 5,000.00
11	Weka Club Inc	J D M Covell	Spectacle Presents: Disturbance	To support artists' and administrative fees for the production of "Disturbance" at Dunedin Fringe 2022.	18/03/2022	\$ 11,256.00	\$ 5,000.00
				Total Cost of All Applicants Projects		\$ 152,916.00	
				Total requested			\$ 41,025.00
				Total available for distribution			\$ 35,050.00

Professional Theatre Grants September 2021							
No	Name of organisation	Bank Account Name	Name of your service/project	Purpose of Funding	When does your project start?	Total costs	Amount Requested
1	afterburner	Martyn Roberts - afterburner	The Anderson Localisation Development Project	To contribute to the costs of three, weeklong workshops for the devising and development of new work "The Anderson Localisation" and the staging of a series of micro-performances.	01/01/2022	\$ 25,858.00	\$ 16,258.00
2	Ake Ake Theatre Company Ltd	Ake Ake Theatre Company Ltd.	Dunedin Summer Shakespeare's Production of A Midsummer Nights Dream (2022)	Support artists fees and production costs for a 2022 season of "A Midsummer Night's Dream ."	06/12/2021	\$ 49,602.00	\$ 15,000.00
3	Happy You...!!	Happy You...!!	Happy You...!! Theatre for Change	To support the costs of the development of a new forum theatre play to be performed at Dunedin Fringe 2022.	17/01/2022	\$ 9,260.00	\$ 7,030.21
4	HarleQueen Productions	A M HOWELLS	Dreamer	To contribute to the costs of bringing new play "Dreamer" to the stage (artist wages/fees, rehearsal, promotion, production).	10/01/2022	\$ 21,175.00	\$ 14,821.00
5	Mayfair Theatre Charitable Trust	Mayfair Theatre Charitable Trust	Mayfair Theatre Manager	To help fund the wages of part-time theatre manager.	01/07/2021		\$ 8,805.79
6	Prospect Park Productions	Prosp	Annual Programming	To support costs of the Ōtepoti Theatre/Writing Labs and the development of Liz Breslin's "HUGE Ack Man".	01/01/2022	\$ 231,673.00	\$ 19,890.00
7	The Unity Creative	The Unity Creative	Phase #3 Choreographic and Design development for new play: Loamy Hearts-Parallel Journeys to Dachau by Jodie Bate	To support the costs of a week-long choreography and lighting workshop (personnel and venue costs).	07/02/2022	\$ 14,920.00	\$ 13,220.00
				Total Cost of All Applicants Projects		\$ 352,488.00	
				Total requested			\$ 95,025.00
				Total available for distribution			\$ 95,000.00

Creative Communities Scheme Grants September 2021							
No	Name of organisation	Bank Account Name	Name of your service/project	Purpose of Funding	When does your project start?	Total costs	Amount Requested
1	Baroque Music Community and Educational Trust of New Zealand	Baroque Music Trust	Baroque Music Concert Tour	To support accommodation, wages, and travel costs for students and staff performing in Baroque concert.	03/02/2021	\$ 4,738.89	\$ 2,000.00
2	Christine Keller	Christine Keller t/a Weaving on Hillingdon	Providing community weaving classes to Dunedin	Ongoing teaching costs and studio hire.	15/04/2022	\$ 19,820.00	\$ 5,000.00
3	Dunedin Midwinter Celebrations	Dunedin Midwinter Celebrations	Dunedin Midwinter Carnival 2022	To support wages for artists employed in the creation of physical and/or digital artworks.	01/03/2021	\$ 191,911.00	\$ 4,500.00
4	East Otago Musical Theatre Inc.	East Otago Musical Theatre Inc	CHICAGO	To support production costs of a 5-night run of the musical "Chicago".	07/06/2022	\$ 60,146.00	\$ 4,000.00
5	Every Body is a Treasure Trust	Every Body is a Treasure Trust	Dunedin Visual Poetry Jam	Administration fees and facilitation.		\$ 4,600.00	\$ 4,000.00
6	Jenny Beatrix Victoria Kendrick	Jenny Kendrick	Wellbeing through art	Venue Hire and materials costs.	19/01/2022	\$ 1,865.00	\$ 965.00
7	Nathaniel Otley	Nathaniel Otley	Exhibition Quartet	Venue hire, artists fees and music costs (APRA licence and scores).	06/03/2021	\$ 3,305.70	\$ 2,305.70
8	New Zealand International Science Festival	International Festival of Environment, Science & Technology Dunedin New Zealand Incorporated	The Big Science Show "Matariki Edition"	To contribute to director, actor, and scriptwriter fees for the production of a Matariki-themed play.	01/01/2022	\$ 23,113.00	\$ 5,000.00
9	Otago Museum	Otago Museum Trust Board	Medieval Fun Day	Support fees for performers and artisans as part of a medieval-themed event.	27/02/2022	\$ 11,986.53	\$ 3,461.30
10	Otepoti Youth Space Collective	Creative Arts Trust	Otepoti Pop-up Youth Space	Artist Fees, exhibition costs and materials for workshops.	25/04/2022	\$ 33,000.00	\$ 5,000.00
11	Pacific Trust Otago	Pacific Trust Otago	Moana Nui Festival	To support the development and presentation of performances and art activities by nine Pasifika cultural groups.	26/03/2022	\$ 75,752.25	\$ 8,100.00
12	Robert Fugah	Robert Fugah	African Songs, Drumming and Dance Workshops- African Culture to Dunedin	To support artist fees, venue hire, promotion and equipment costs.	20/11/2021	\$ 3,338.10	\$ 2,938.10

13	Rainbow Rosalind (Rosalind Manowitz)	Rosalind Manowitz	Here We Are at Christmas	Song recording and production, music video costs, and koha for school.	05/12/2021	\$ 6,400.00	\$ 4,200.00
14	Sergio Biggemann	SA & AV Biggemann	Cumulus: an anthology of skies	To contribute to printing costs of a book featuring the work of 14 local poets and photographer Carlos Biggemann.	01/12/2021	\$ 7,643.66	\$ 2,643.66
15	The Opera House Trust	The Opera House Trust	Opera House Trust Garden Sculpture Restoration	To cover workshops costs for the repair of two community sculptures.	01/11/2021	\$ 2,400.00	\$ 2,250.00
16	The Wanda Foundation	The Wanda Foundation	Waste Free Wanda- Dunedin Schools Tour 2022	To support the costs of bringing the Waste Free Wanda show to approximately 20 Dunedin schools.	09/05/2022	\$ 22,443.00	\$ 5,000.00
17	VSP Charitable Trust	VSP Charitable Trust	The Nook & Cranny Music Festival 2022	To provide remuneration for the musicians taking part in the Nook and Cranny events.	01/05/2022	\$ 24,521.00	\$ 5,000.00
18	Weka Club inc	Jess Covell (J E Covell)	Spectacle	To support artists' and administrative fees for the production of "Disturbance" at Dunedin Fringe 2022.	17/03/2022	\$ 11,526.25	\$ 3,526.25
	WITHDRAWN						
	Aotearoa Community Wellbeing Trust	Aotearoa Community Wel	South Dunedin Creative Hub	To help support with the costs of the activities	10/01/2022	24950	3342.3
				Total Cost of All Applicants Projects		\$ 533,460.38	
				Total requested			\$ 73,232.31
				Total available for distribution			\$ 46,710.00

Community Events Grants September 2021								
No	Name of organisation	Bank Account Name	Event Name	Purpose of Funding	When does your project start?	When does your project end?	Total costs	Amount Requested
1	akB Conference Management Limited	BrewDay for The Great Dunedin Mixer	The Great Dunedin Mixer 2021	To help fund venue hire, venue associated costs and to purchase reusable drinking cups.	11/12/2021	11/12/2021	\$ 131,270.16	\$ 10,000.00
2	Brighton Gala Experience	Brighton Gala Experience	Brighton Gala Day 2022 (Brighton Gala Experience)	To help fund a portion of overall event costs.	23/01/2022	23/01/2022	\$ 14,930.00	\$ 1,500.00
3	Disc Golf Dunedin Inc	Disc Golf Dunedin	Hyzlander Disc Golf Tournament 2022	To help fund venue hire and the purchase of discs for each player.	28/01/2022	30/01/2022	\$ 18,755.45	\$ 5,881.00
4	Dunedin Curling Club Inc	Dunedin Curling Club Inc.	NZ Masters Games 2022 - Curling Curling Have A Go	To help fund costs associated with 4 preliminary "Have A Go" sessions.	01/11/2021	06/02/2022		
5	Dunedin Folk Club (New Edinburgh Folk Club Inc)	New Edinburgh Folk Club	Whare Flat Folk Festival	To help fund venue and marquee hire costs, and catering for volunteers.	30/12/2020	03/01/2021	\$ 76,117.70	\$ 6,000.00
6	Dunedin Ice Skating Club Inc	Dunedin Ice Skating Club	Dunedin Ice Skating Club - Christmas Show on Ice	To help fund the cost of venue hire and sound and technical support	17/12/2021	19/12/2021	\$ 20,428.00	\$ 3,750.00
7	Dunedin Multi-Ethnic Council	DMEC	Dunedin Race Relations week 2022	To help fund venue hire costs, AV equipment hire, event coordinator fees and marketing expenses	19/03/2022	21/03/2021	\$ 34,327.36	\$ 10,000.00
8	Dunedin Poultry, Pigeon & Cage Bird Club Inc	Dunedin Poultry, Pigeon & Cage Bird Club	Dunedin Poultry, Pigeon & Cage Bird Club's holding an annual show 2022	To help fund accommodation for judges and venue hire costs.	27/05/2022	29/08/2022	\$ 14,463.00	\$ 3,226.00
9	Green Island Competitions Society Incorporated	Green Island Competitions Society Inc	The Green Island Singing Competition	To help fund the overall event costs	13/05/2022	15/05/2022	\$ 9,226.86	\$ 905.58
10	Royal New Zealand Pipe Band Association-Otago Centre	Royal New Zealand Pipe Band Assn Otago Centre	Royal New Zealand Pipe Band Assn Otago Centre-Octagonal Day and Otago Southland Provincial Contests	To help fund road closures, travel costs of judges from throughout New Zealand, accommodation for out of town judges and sound system	19/02/2022	20/02/2022	\$ 10,793.00	\$ 5,000.00
11	St Leonards School	St Leonards School Board of Trustees	Fire and S.T.E.A.M. - St Leonards Arts Showcase 2021	To help fund the hire sound and lighting equipment	01/12/2021	01/12/2021	\$ 3,950.00	\$ 1,975.00
12	Swing Riot Dunedin Incorporated	Swing Riot Dunedin Incorporated	Dunedin Swing Festival 2022	To help fund the cost of the equipment hire, venue hire, and marketing costs.	03/06/2022	06/06/2022	\$ 19,750.00	\$ 2,000.00
13	Tennis Otago Incorporated	Tennis Otago Incorporated	2022 Masters Games	To help fund the venue Hire for the Masters Games Tennis	11/02/2022	13/02/2022	\$ 7,522.50	\$ 3,540.00
14	The Auckland Diving Community Trust	ADCT	NZ Masters Games 2022 - Springboard & Platform Diving	To help fund venue (pool) hire, technical equipment hire and set up, and officials' expenses.	06/02/2022	06/02/2022	\$ 9,100.00	\$ 1,500.00
15	The Peace Club at University of Otago	The Peace Club	Art for Peace Competition 2022	To help fund the costs of arranging the exhibition and prize award for the winners.	01/06/2022	05/10/2022	\$ 4,325.00	\$ 3,625.00

16	United Dance Sport Incorporated	United Dance Sport Inc	2022 Otago Community Trust New Zealand Masters Games Dance Sport event	To help fund accommodation costs for judges and officials	06/02/2022	06/02/2022	\$ 24,154.00	\$ 2,000.00
17	Vintage Car Club of New Zealand Otago Branch Inc	Vintage Car Club of New Zealand Otago Branch Inc	68th Dunedin-Brighton Veteran Vehicle Run 2022	To help fund venue hire, traffic management costs, sound system hire, advertising, road closure fee and sundry expenses	21/01/2022	23/01/2022	\$ 5,562.00	\$ 3,762.00
18	VSP Charitable Trust	VSP Charitable Trust	The Nook & Cranny Music Festival 2022	To help fund infrastructure and equipment for the festival, including outdoor shelter, musical equipment and lighting, to contribute towards remunerating a festival coordinator and provide a headline artist for the festival.	01/05/2022	01/05/2022	\$ 24,521.00	\$ 7,500.00
	Withdrawn							
	Acts of Kindness Charitable Trust	Acts of Kindness Charitable Trust	Christmas in the Stadium & Dunedin Community Christmas Dinner	To help with advertising, and/or printing, and/or inflatables hire, and/or staging/sound/lighting services for these events.	26/11/2021		\$ 99,095.00	\$ 10,000.00
	Special Olympics Otago	Special Olympics Otago	Special Olympics Otago Community Awareness Event	Traffic Management costs associated with using the octagon carriageway. Printing promotional leaflets and truck hire to move basketball hoops from the Edgar to the Octagon.	03/12/2021		\$ 1,030.00	\$ 730.00
	Community Classroom	Melissa Pronk	Community Classroom Summer School	Pre-production and event hours for the summer school co-ordinator (myself) to collate and run Dunedin's second summer school programme (aiming for summer 2022 with funding). Pre-production hours include sourcing and booking teachers, managing teacher registrations and schedules, sourcing and booking venues, design and print of marketing materials, website design, flyer and poster distribution, seeking business sponsors, photography and social media marketing prior and during event, interviews and headshots, and generating reports using feedback forms at the event close.	05/02/2022		\$ 9,500.00	\$ 4,350.00
				Total Cost of All Applicants Projects			\$ 429,196.03	
				Total requested				\$ 72,164.58
				Total available for distribution				\$ 45,250.00
				Total recommended for distribution				
				Total funds remaining for distribution				

Community Grants September 2021

No	Name of organisation	Bank Account Name	Name of your service/project	Purpose of Funding	When does your project start?	Total costs	Amount Requested
1	Alzheimers Otago (Andrea Vaughan)	ADARDS Otago Inc.	Alzheimers Otago Service Support 2021 - 2022	To help fund wages for the Alzheimers Society Otago Manager.	01/12/2021	\$ 36,822.00	\$ 5,000.00
2	Blue Light Ventures Incorporated	NZ Blue Light Ventures Inc	Street Smart	To help fund the cost of the production and printing of the Street Smart Handbook.	31/12/2021	\$ 8,110.00	\$ 2,660.00
3	Cancer Society of New Zealand - Otago and Southland Division	Cancer Society of New Zealand, Otago and Southland Division	Cancer Society Dunedin Supportive Cancer Care Programme	To help fund the Supportive Care Programme in Dunedin.	01/04/2021	\$ 30,480.00	\$ 5,000.00
4	Carisbrook School	Carisbrook School	Carisbrook Outdoor Education Pilot	To help fund the facilitation of the Outdoor Education trial programme.	18/10/2021	\$ 4,550.00	\$ 4,550.00
5	Dunedin Community Transport Trust	Dunedin Community Transport Trust	Coordinator Wages	To help fund salaries for part-time coordinator for the Plus Bus service.	01/09/2021	\$ 34,986.00	\$ 3,000.00
6	Dunedin Curtain Bank Trust	Dunedin Curtain Bank Trust	Dunedin Curtain Bank	To help fund the wages of the Manager and Machinist.	01/06/2021	\$ 131,970.00	\$ 5,000.00
7	Dunedin Environment Centre Trust	Dunedin Environment Centre Trust	Shetland Street Community Garden and Conservation Nursery Community Development Project	To help fund the costs of building and landscaping materials to create a Poutama pathway.	06/12/2021	\$ 22,062.00	\$ 5,000.00
8	Dunedin Korean Society	Dunedin Korean Society	Korean language and culture	To help fund costs of the Korean Language and Culture classes.	01/12/2021	\$ 7,110.00	\$ 4,886.47
9	Dunedin Multi-Ethnic Council	DMEC	DMEC women's and men's social wellbeing project	To help fund costs to run the Women's and Men's Social Wellbeing Project.	15/01/2021	\$ 19,490.00	\$ 5,000.00
10	Dunedin Jazz Foundation (formerly The Dunedin Youth Jazz Orchestra Charitable Trust)	Dunedin Youth Jazz Orchestra	Dunedin Youth Jazz Orchestra 2022	To help fund the salary costs of the musical director.	01/02/2022	\$ 9,390.00	\$ 5,000.00
11	Eastern Junior Rugby Club	Eastern Junior Rugby Club	Clubroom Kitchen Development	To help fund the purchase of a dishwasher for the clubrooms renovation.	01/10/2021	\$ 5,383.00	\$ 3,383.00
12	Garden To Table Trust	Garden to Table Trust	Garden to Table Dunedin	To help fund the salary of the regional coordinator.	01/12/2021	\$ 10,480.00	\$ 5,000.00
13	Ignite Consultants	Ignite - Dunedin Branch	2022 Consulting Projects Support	To help fund operational costs for diversity hui and presentation	01/02/2022	\$ 9,549.98	\$ 5,000.00
14	Mosgiel Memorial RSA Trustees Trust Fund	Mosgiel Memorial RSA Trustees Trust Fund	Welfare Support Officer and Coordinator/Administrator wages	To help fund the wages for the Dunedin support officer.	01/11/2021	\$ 8,558.35	\$ 5,000.00
15	Muscular Dystrophy Assn of NZ (Anonymous)	Southern Regions branch of the Muscular Dystrophy Association of NZ Inc	Neuromuscular Kaupap Āpuri Mahi Hapori - Neuromuscular Community Fieldwork Programme	To help fund the wages of the Fieldworker and Coordinator.	01/10/2021	\$ 88,750.00	\$ 8,000.00
16	Opera House Trust	Opera House Trust	The Opera House Trust Public Garden Restoration	To help fund the gardening labour and equipment to clear and chip felled trees.	20/05/2021	\$ 27,000.00	\$ 3,408.00
17	Otago Heritage Bus Society	Otago Heritage Bus Society	Engine replacement	To help fund the costs of a new engine.	01/11/2021	\$ 3,150.00	\$ 1,150.00
18	Otago Multiple Sclerosis Society Inc	Otago Multiple Sclerosis Society Inc	Field Officer Salary	To help fund salary of field officer.	01/01/2022	\$ 84,640.00	\$ 5,000.00
19	Otago Water Polo Club Incorporated	Otago Water Polo Club Incorporated	Otago Water Polo Club	To help fund the wages of the development officer.	01/01/2022	\$ 17,920.00	\$ 5,000.00
20	Saddle Hill Foundation Trust	Saddle Hill Foundation Trust	Saddle Hill Foundation Trust Community Work	To help fund the costs of wages of the Community Workers.	01/12/2021	\$ 225,045.00	\$ 5,000.00
21	Senior-Link	Senior-Link	Senior-Link Day Activity Centre	To help fund the wages of the Activity Coordinator.	01/12/2021	\$ 46,460.00	\$ 5,000.00
22	Stem Communication Trust	Stem Communication Trust	SIGNS of Science	To help fund overall costs.	01/12/2021	\$ 24,041.00	\$ 25,296.00
23	Taieri Christian Care Trust (Trudie Clearwater)	Taieri Christian Care	Mosgiel Foodbank	To help fund the wages of the Co-ordinator.	01/12/2021	\$ 45,085.00	\$ 5,000.00
24	The Brain Injury Association (Otago) Inc	The Brain Injury Association (Otago) Inc	Liaison Service 2021	To help fund the wages of the two Liaison Officers.	01/01/2022	\$ 123,774.32	\$ 5,000.00

25	The Order of St John Dunedin Area Committee	Order of St John Dunedin Area	St John Therapy Pets Programme	To help fund the cost of establishing a St John Therapy Pets Programme in Dunedin.	24/01/2022	\$ 6,500.00	\$ 4,000.00
26	The Parkinson's New Zealand Charitable Trust	Parkinson's New Zealand	Information, education and support for people with Parkinson's in Dunedin	To help fund the salary of the Parkinson's nurse.	01/11/2021	\$ 34,719.00	\$ 5,000.00
27	The Rothesay News	The Rothesay News	West Harbour Community Paper	To help fund the printing of the Rothesay News.	01/12/2021	\$ 32,751.99	\$ 5,500.00
28	The Work Opportunities Trust	Work Opportunities Trust	Salary	To help fund the wages of the employment specialist.	01/11/2021	\$ 98,335.00	\$ 5,883.36
29	Threading Whare Charitable Trust	Threading Whare Charitable Trust	Whare Workspace Project	To help fund the wages of two coordinators.	01/07/2021	\$ 95,829.00	\$ 5,000.00
30	WEKA wellness empathy kindness Aotearoa	WEKA Wellness Empathy Kindness Aotearoa	Community Wellbeing Education	To help fund the costs of the workshops.	01/12/2021	\$ 12,888.00	\$ 5,000.00
	WITHDRAWN						
	Heart Core Dunedin	Classic Account. Heart Core Dunedin.	Community Wellbeing Music Therapy	To help fund the wages payments, kai on the day, music equipment hire and venue hire.	10/01/2021	\$ 5,000.00	\$ 5,000.00
	Royal New Zealand Plunket Trust	Royal New Zealand Trust Otago Area	Dunedin Plunket Home Help Services	To help fund the wages of the Dunedin based Coordinator.	01/11/2021	\$ 23,365.87	\$ 3,000.00
	Mayfair Theatre Charitable Trust	Mayfair Theatre Charitable Trust	Mayfair Theatre Manager	To help fund the wages of manager.	01/07/2021		\$ 5,000.00
	Punga Croquet Club	Punga Croquet Club	Upgrade of Lawn 3	To help fund the costs of the upgrade of Lawn 3 after asbestos contamination.	01/11/2021	\$ 9,500.00	\$ 1,500.00
				Total Cost of All Applicants Projects		\$ 1,058,911.64	
				Total requested			\$ 161,716.83
				Total available for distribution			\$ 95,000.00

			Grants Approved by the Chair to September 2021							
			Small Project Grants Community							
No.	Date received	Organisation	Project	Date of Event	Purpose of Grant	Project Cost	Amt. Req \$			Amount Paid
1	23/09/2021	Mornington Toy and Games Library Inc	Educational games, toys and puzzles	21/09/2021	To purchase new toys	\$ 1,000.00	\$ 1,000.00			\$ 500.00
2	11/10/2021	Zim Otago Society	Cultural day for the Zimbabwe community	06/12/2021	To help with the overall costs of the event	\$ 807.00	\$ 564.90			
									Total	\$ 500.00
			Small Project Grants Arts							
No.	Date received	Organisation	Project	Date of Event	Purpose of Grant	Project Cost	Amt. Req \$			Amount Paid
1	01/07/2021	Cellists of Otago	Cello Extravaganza	29/06/2021	To support conductor and soloist fees	\$ 4,550.00	\$ 500.00			\$ 500.00
2	07/07/2021	Improsaurus		16/07/2021	To support venue hire costs	\$ 6,690.00	\$ 500.00			\$ 500.00
3	14/07/2021	Performing arts student association	Music-making Q&A Panel	30/07/2021	To provide a small payment to the four panellists.	\$ 400.00	\$ 400.00			\$ 400.00
4	14/07/2021	Waiputai Trust	Piano lessons	13/07/2021	To pay for piano and teacher	\$ 1,080.00	\$ 500.00			\$ 400.00
5	24/09/2021	Newzician Magazine	Newzician Magazine	20/09/2021	To help with the production of the magazine	\$ 2,870.00	\$ 500.00			\$ 500.00
									Total	\$ 2,300.00
			Neighbourhood Matching Grants							
No.	Date received	Organisation	Project	Date of Event	Purpose of Grant	Project Cost	Amt. Req \$	Supplier being paid	Purchase Order	Amount Paid
1	05/10/2021	Whakahekerau Second Beach Ecology Action	Shared picnic lunch for one year anniversary	17/10/2021	Purchase of picnic lunches for one year anniversary.	\$ 450.00	\$ 450.00	Charlie Sparrow	Credit Card	\$ 450.00
									Total	\$ 450.00
									Total of grants spent	\$ 3,250.00

WASTE MINIMISATION INNOVATION AND DEVELOPMENT (COMMERCIAL), COMMUNITY PROJECT/INITIATIVE AND SMALL GRANT APPLICATIONS

Department: Water and Waste

EXECUTIVE SUMMARY

- 1 This report summarises applications received during September 2021 for the Waste Minimisation Innovation and Development (Commercial) and Waste Minimisation Community Project/Initiative funding.
- 2 The purpose of this report is to assist the Subcommittee in considering applications and allocating funding by providing a summary of the funding criteria, applications received, amount of funding requested, the amount available, and the amount recommended.
- 3 A summary of the Waste Minimisation Small Project Grants already approved by the Grants Subcommittee Chair or another delegated Subcommittee member is also included as Attachment C.

RECOMMENDATIONS

That the Subcommittee:

- a) **Decides** the grants funding to be allocated to applicants from the Waste Minimisation Innovation and Development (Commercial) Grants fund.
- b) **Decides** the grants funding to be allocated to applicants from the Waste Minimisation Community Project/Initiative Grants fund.
- c) **Approves** any remaining unallocated grant funding from both the Waste Minimisation Innovation and Development (Commercial) and the Waste Minimisation Community Project/Initiative Grants be attributed to the next Waste Minimisation Community Project/Initiative Grants funding round in March 2022.
- d) **Notes** that the Waste Minimisation Grants are funded by Waste Disposal Levy funds provided by the Ministry for the Environment and are not rates funded.
- e) **Notes** the approved funding allocated to organisations for Waste Minimisation Small Project Grants.

BACKGROUND

- 4 Applications opened for the Waste Minimisation Innovation and Development (Commercial) Grant and the Waste Minimisation Community Project/Initiative Grant on 1 September 2021 and closed on 24 September 2021.
- 5 For this round of funding, \$70,000.00 is available for Waste Minimisation Innovation and Development (Commercial) Grants, and \$30,000 is available for Waste Minimisation Community Project/Initiative Grants.
- 6 Five Waste Minimisation Small Project Grants have already been approved under delegated authority last financial year, with a total value of \$2,499.96 allocated and \$3,576.06 unspent in 2020/21.
- 7 Both before and during the application period, email notifications and workshops were provided by Council staff to raise awareness of the grants available and the application criteria. Advertising in community newsletters, public notices, local newspapers, radio, and social media was undertaken. Potential applicants were encouraged to communicate with staff before applying so additional advice and information could be provided.
- 8 Applicants who had submitted project start dates before the receipt of funding have been contacted to confirm revised project start dates (1 December 2021 or later). This is to avoid the funding projects retrospectively.

Detail on Applicants Not Eligible for Funding

- 9 During assessment of the application from Dunedin Craft Distillery, staff referred to the Dunedin City Council Grants Management Policy 2019. The Policy states that no DCC grants funding shall be awarded for;
 - a) An activity that may be deemed unethical, infringes the rights of an individual or group, or that is considered detrimental to the social, economic, environmental, and cultural wellbeing of the community.
 - b) An activity that is undertaken by, and for the benefit of a commercial or profit-orientated organisation, unless it can demonstrate a significant contribution to the social, cultural, and economic wellbeing of the local community, and its natural and built environment in line with Council Strategic Framework and 10 year plan.

Accountability Reports

- 10 Over the 7 months from April to October 2021, staff have received 12 accountability reports for previous waste minimisation grants funding. There are a further 29 accountability reports that are not yet due, having been awarded within the last 12 months.
- 11 Any overdue accountability reports are being pursued by Council staff.

DISCUSSION

Summary of Applications

- 12 Seven applications were received for the Waste Minimisation Innovation and Development (Commercial) fund. The total funding requested was \$80,712.80 and there is \$70,000.00 available.
- 13 Ten applications for the Waste Minimisation Community Project/Initiative Grants fund were received. The total funding requested was \$45,609.19 and there is \$30,000.00 available.
- 14 Access to the applications has been provided to the Subcommittee. These are summarised in Attachments A and B, with an assessment of the community benefits and the type(s) of waste involved.

Grant Name	Fund	Number of Applications Received	Number Withdrawn	Total Requested	Total Available (September 2021 round)
Waste Minimisation Innovation and Development (Commercial) Grants		7	0	\$80,712.80	\$70,000.00
Waste Minimisation Community Project/Initiative Grants		10	0	\$45,609.19	\$30,000.00

Funding Criteria

- 15 The funding criteria are set out below to assist the Subcommittee to determine the funding allocations:
- Applicants are most likely to receive funding if the application is for a project or initiative that:
 - Clearly and directly benefits the wider community;
 - Aligns with the vision and goals in the WMMP;
 - Builds local resource recovery capability;
 - Minimises or diverts targeted waste streams;
 - Promotes zero waste education;

- Research, development, and design for future waste minimisation initiatives;
 - Applicants must contribute 30% of the total project cost; and
 - Encourages, promotes, or administers waste minimisation activities in the Dunedin region.
- Activities which can't be applied for:
 - Subsidising the cost of waste to landfill;
 - Individuals working on private projects;
 - Debt servicing; and
 - Activities that duplicate other demonstration projects or pilot studies.
- 16 Waste minimisation grants are now also available to fund consenting costs e.g., permitted composting processing, to enable regulated waste minimisation activities.

OPTIONS

- 17 The Grants Subcommittee is delegated to decide grants on behalf of the DCC, in line with the DCC Grants Management Policy 2019 and specific grant criteria.

NEXT STEPS

- 18 Staff will communicate the Grants Subcommittee's decisions to all applicants in writing within two weeks of the Grants Subcommittee meeting. Where grants have been approved, payments will be arranged for the applicants.
- 19 The next funding round will be advertised in September 2021.

Signatories

Author:	Catherine Gledhill - Waste Minimisation Supervisor
Authoriser:	Chris Henderson - Group Manager Waste and Environmental Solutions

Attachments

	Title	Page
A	Waste Minimisation Commercial Grants - September 2021 - Summary of Applications	40
B	Waste Minimisation Community Grants - September 2021 - Summary of Applications	41
C	Waste Minimisation Small Project Grants - September 2021.pdf	43

SUMMARY OF CONSIDERATIONS

Fit with purpose of Local Government

This decision promotes the social well-being, economic well-being, environmental well-being and the cultural well-being of communities in the present and for the future.

Fit with strategic framework

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

This report supports the Council's Waste Minimisation and Management Plan 2020

Māori Impact Statement

There is no identified adverse impact for Māori.

Sustainability

Waste Minimisation Grants provide community and commercial organisations with a funding opportunity for new waste minimisation projects and initiatives.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

Budget is set aside from the Waste Levy for waste minimisation grants. This money is received from the Ministry for Environment and has been approved to use for grants funding.

Financial considerations

Grants will be expended from the Waste Minimisation Funds within approved budgets.

Significance

This decision is considered to be of low significance in terms of Council's Significance and Engagement Policy.

Engagement – external

Public education sessions were held to promote the grants available to apply for. Additionally, community stakeholders were notified about the Waste Minimisation Project/Initiative grants and Waste Minimisation Innovation and Development (Commercial) Grants. A variety of newsletters, social media, Otago Access Radio, as well as advertising in local media were used to promote these grants.

Engagement - internal

Internal engagement was carried out with other grant funding departments to check applicants were not doubling up on applications. Departments relevant to the organisations applying for funding were also engaged to check on the best fits in funding criteria for applicants.

Risks: Legal / Health and Safety etc.

By funding consenting costs for applicants, the risk of funding non-compliant activity can be managed.

Conflict of Interest

No conflict of interests have been identified.

Community Boards

Funded waste minimisation projects may develop in community board areas.

Waste Minimisation Commercial Grants September 2021									
No	Name of Organisation	Bank Account Name	Name of your service/project	Purpose of Funding	Waste Minimised	Community Benefit	Project start date	Total costs	Amount Requested
1	Dunedin Craft Distillers	Dunedin Craft Distillers Limited	Raising Spirits from Bread Since 2020	To assist with the purchase of a rainwater storage tank, trailer and plumbing equipment	Bread/bakery product organic waste	Using bakery items that would have ended up at landfill into another product	02/12/2021	\$ 10,070.00	\$ 7,000.00
2	Mutu Limited	Mutu Limited	Kickstart Dunedin's Share Economy	To assist with the promotion and establishment of Mutu in Dunedin	Reusable household items/materials	Educate residents in Dunedin on the benefits of the sharing economy and to revolutionise the way people view ownership and consumption of items	01/01/2022	\$ 19,350.00	\$ 9,675.00
3	Naylor Love Enterprises Limited	Naylor Love Enterprises Limited	Naylor Love reusable timber pack covers	To assist with the purchase of reusable timber covers	Construction and demolition materials	Reducing single use plastic construction materials from going to landfill	01/12/2021	\$ 11,076.00	\$ 7,753.20
4	Prime Campus Limited	Prime Campus Limited	Student Flatting Zero Waste Recipe Web App	To assist in the development of a zero-waste recipe website application	Food waste - household	Education and reducing avoidable food wastage	02/12/2021	\$ 15,000.00	\$ 10,500.00
5	SpireNZ Limited	SpireNZ Limited	Solid Toiletries Educational Programme	To assist in educating Dunedin residents about the alternatives to plastic container toiletries by choosing solid bar toiletries	Plastic toiletry containers	Educating individuals to make an impact on reducing waste in Dunedin by changing their toiletries consumer behavior.	01/04/2022	\$ 24,800.00	\$ 15,000.00
6	Waewae Permaculture	Waewae Permaculture Limited	String tying machine for zero waste produce	To assist in the purchase of a compostable string tying machine capable of efficient produce bundling	Rubber bands/food packaging materials	Demonstrating zero waste in their business and giving consumers an option to choose a sustainable alternative.	01/02/2022	\$ 16,438.00	\$ 11,000.00
7	Weaving on Hillingdon	Weaving on Hillingdon	Sew On	To assist with designing/running of trial educational workshops on reusable menstrual product alternatives and sanitary pad working bees	Disposable, single use menstrual products	Facilitated educate on renewable alternatives to the single use menstrual products	02/12/2021	\$ 28,348.60	\$ 19,784.60
				Total Cost of All Applicants Projects				\$ 125,082.60	
				Total requested					\$ 80,712.80
				Total available for distribution					\$ 70,000.00

Waste Minimisation Community Project/Initiative Grants September 2021									
No.	Name of Organisation	Bank Account Name	Name of your service/project	Purpose of Funding	Waste Minimised	Community Benefit	Project start date	Total costs	Amount Requested
1	Bathgate Park School	Bathgate Park School	Bathgate Park School and Community Garden Wood Chipper	To fund a garden woodchipper to reuse green waste	Organic waste - household	Dunedin people participate in community and city-wide affairs. Dunedin communities are resilient and have good access to information and resources.	06/12/2021	\$ 3,112.50	\$ 2,100.00
2	Dunedin Curtain Bank Trust	Dunedin Curtain Bank Trust	Dunedin Curtain Bank Trust	To fund wages and physical materials	Reusable household items/materials	Dunedin is comprised of strong, vibrant neighbourhoods and communities. Dunedin people live in warm and healthy homes.	06/12/2021	\$ 132,530.00	\$ 5,000.00
3	Edgar Centre	Dunedin Indoor Sports Venues Trust Board	Edgar Centre Recycling Initiative	To purchase recycling bins for key customer areas	Glass, Cardboard/ Paper, Plastic Wrap, Plastic Bottles from a sports and events venue operation	Our parks and facilities meet the changing needs of our communities Partnerships to develop, maintain and enhance parks and facilities.	01/12/2021	\$ 8,208.00	\$ 4,708.00
4	Malcam Charitable Trust	Malcam Charitable Trust	Bikes @ Malcam	To fund physical materials, expert assistance, and wages.	Bicycles	Dunedin people are connected to the places they need to go by safe, affordable and user-friendly transport options. Dunedin communities are resilient and have good access to information and resources. Dunedin people can afford to exercise genuine choices. Dunedin people have access to lifelong learning opportunities.	06/12/2021	\$ 18,159.00	\$ 5,000.00
5	OneCoast	OneCoast	Container Shelter - OneCoast Resource Recovery Centre at Waikouaiti Transfer Station	To fund a container shelter	Reusable household items/materials	Dunedin is comprised of strong, vibrant neighbourhoods and communities. Dunedin communities are resilient and have good access to information and resources.	01/12/2021	\$ 12,760.00	\$ 5,000.00
6	South Dunedin Street Festival Organising Committee	South Dunedin Street Festival	South Dunedin street Festival	To fund expert assistance to hold a zero waste event	All waste from the festival, public event including reducing single use waste as well as sorting and counting all types of waste.	Dunedin is comprised of strong, vibrant neighbourhoods and communities. Dunedin communities are resilient and have good access to information and resources.	02/12/2021	\$ 6,915.19	\$ 3,801.19

7	Tahuna Normal Intermediate School	Tahuna Normal Intermediate School	Tahuna Waste Reduction Education Programme	To fund facilitator fees	Organic waste - commercial	Dunedin communities are resilient and have good access to information and resources.	01/02/2022	\$ 7,500.00	\$ 5,000.00
8	Te Hou Ora Ōtepoti Inc (operating as Te Hou Ora Whānau Services)	Te Hou Ora Ōtepoti Inc	Project Papatūanuku	To fund physical materials	Recyclable household materials (bottles, cans, paper etc)	Dunedin is comprised of strong, vibrant neighbourhoods and communities. Dunedin celebrates its identity and cultural diversity.	10/01/2022	\$ 12,600.00	\$ 5,000.00
9	The Wanda Foundation	The Wanda Foundation	Waste Free Wanda- Dunedin Schools Tour 2022	To fund artist fees for 'Wanda'	Reusable household items/materials	Dunedin is comprised of strong, vibrant neighbourhoods and communities. Dunedin celebrates its identity and cultural diversity. Dunedin communities are resilient and have good access to information and resources.	09/05/2022	\$ 22,231.40	\$ 5,000.00
10	Watati Music Festival Incorporated Society	Waitati E	Watati Music and Arts Festival 2022 - A Zero Waste Event	To fund expert assistance and materials to hold a zero-waste event	Organic waste and recyclable materials associated with the consumption of food/drink, and event-related activities (set up/tear down, etc.) at an all-day festival.	Dunedin is comprised of strong, vibrant neighbourhoods and communities.	05/03/2022	\$ 90,013.56	\$ 5,000.00
				Total Cost of All Applicants Projects				\$ 314,029.65	
				Total requested					\$ 45,609.19
				Total available for distribution					\$ 30,000.00

Small Grants Approved by the Chair to September 2021								
Small Waste Minimisation Project Grants								
No.	Date received	Organisation	Project	Purpose of Grant	Project Cost	Amt. Req \$		Amount Paid
1	01/04/2021	Students for Environmental Action (as an umbrella organisation)	Food Waste Flat Hacks	To fund marketing, promotion, and hire of equipment for the event.	\$ 660.00	\$ 500.00		\$ 500.00
2	07/05/2021	Hills Radio Trust	Hagar Ozri The Organic Cook	To fund fees for holding fortnightly radio shows on Otago Access Radio, focussing on sustainable food and waste minimisation in the home kitchen.	\$ 499.96	\$ 499.96		\$ 499.96
3	21/05/2021	George Street Normal School	Kaitiaki Club, Additional compost bins and worm farms	To fund additional composting bins and worm farms to divert organic waste managed by the Kaitiaki Club at George Street Normal School.	\$ 700.00	\$ 500.00		\$ 500.00
4	07/06/2021	Dunedin Midwinter Celebrations Trust	Dunedin Midwinter Carnival	To fund a waste audit for the Dunedin Midwinter Carnival, and expert assistance to work with commercial companies to reduce their waste.	\$ 1,000.00	\$ 500.00		\$ 500.00
5	10/06/2021	Te Hou Ora Ōtepoti Incorporated	Waste minimisation and education workshop at Puketeraki Marae Plunket Hub Day	To fund materials for a waste minimisation workshop	\$ 1,285.00	\$ 500.00		\$ 500.00
							Total	\$ 2,499.96
				Committed but not spent (Financial Year 2020/21)		\$ 3,576.06		
							Total of grants spent	\$ 2,499.96

DUNEDIN BIODIVERSITY FUND - FINAL REPORTS ON COMPLETED PROJECTS

Department: City Development

EXECUTIVE SUMMARY

- 1 This report provides a summary of the grants claimed for biodiversity projects that have been completed since the last project completion reports to the Grants Subcommittee in May 2021. The project completion reports are presented to satisfy the grant conditions and outline how the projects were completed.
- 2 Ten project completion reports have been received from recipients of previous funding rounds of the Dunedin Biodiversity Fund since the last completed projects report to the Subcommittee in May 2021. One grant was forfeited. There are no grants outstanding from prior to September 2018.

RECOMMENDATIONS

That the Subcommittee:

- a) **Notes** the project completion reports on Dunedin Biodiversity Fund projects.
- b) **Decides** whether or not to reallocate \$1,879.42 of unclaimed grant monies to the March 2022 round of the Biodiversity Fund.

BACKGROUND

- 3 The Dunedin Biodiversity Fund was established in August 2007 and has the following purpose:
To enhance the condition and extent of indigenous biodiversity across Dunedin City by encouraging and supporting landowners and communities who are committed to protecting, enhancing and managing indigenous biodiversity.
- 4 The Dunedin Biodiversity Fund operates on a 'pay first - claim after' basis. All successful applicants to the Dunedin Biodiversity Fund are required to enter into a formal agreement with the Dunedin City Council upon approval of the grant which specifies conditions that must be met in accepting the grant. The conditions require applicants to provide a project completion report prior to the release of grant monies.
- 5 Eleven approved grants have been settled since the last completed projects report to the Subcommittee in May 2021. Ten grants for completed projects were claimed and one grant was forfeited at the applicant's request. All grants made prior to September 2018 have been completed, and all current grant recipients have an explicit timeframe (usually 24 months from approval) within which to claim their approved grant.

DISCUSSION

- 6 Table 1 below provides a brief summary of the eleven project grants settled since the May 2021 Subcommittee meeting. Project completion summaries are provided in Attachment A.

Table 1. Summary of project grants settled from the Dunedin Biodiversity Fund with ten grants claimed and one grant forfeited since the May 2021 Subcommittee meeting.

Application ID	Grant recipient	Project type	Amount available	Amount claimed	Balance
BIO-2018-4	Otago Tramping and Mountaineering Club – Ben Rudd’s Management Trust	Plant pest control	\$3,000.00	\$1,255.66	\$1,744.34
BIO-2018-15	Araiteuru Marae	Revegetation	\$2,340.00	\$0.00*	\$2,340.00
BIO-2019-13	Zainey, A	Revegetation	\$942.00	\$772.00	\$170.00
BIO-2019-14	Penno, R - Merryhill	Revegetation	\$5,000.00	\$5,000.00	\$0.00
BIO-2019-21	Orokonui Ecosanctuary	Fauna habitat/enclosure	\$4,000.00	\$4,000.00	\$0.00
BIO-2020-10	Otago Peninsula Trust	Plant pest control	\$3,306.00	\$1,959.00	\$1,347.00
BIO-2020-11	Stewart, C	Revegetation	\$5,000.00	4,821.13	\$178.87
BIO-2020-14	Quarantine Island Kamau Taurua Community Inc	Plant and animal pest control	\$3,378.00	\$3,378.00	\$0.00
BIO-2020-17	Murphy, S	Plant pest control	\$900.00	\$900.00	\$0.00
BIO-2020-21	Baillie, P	Revegetation	\$2,500.00	\$2,146.45	\$353.55
BIO-2021-2	Stephenson, I	Revegetation	\$2,500.00	\$2,500.00	\$0.00
TOTAL			\$32,866.00	\$26,732.24	\$6,133.76

* Grant forfeited.

- 7 The documents received indicate that all the projects above (other than the one forfeited grant) have been successfully completed and were consistent with their applications, thereby contributing to the purpose of the Dunedin Biodiversity Fund via the protection, enhancement and management of indigenous biodiversity in Dunedin. Invoices presented for the projects are within the funding amounts granted, with some less than the grant amount.
- 8 The balance of monies left over from grants claimed can be reallocated to the fund if within the same financial year. The balance of monies left over from grants claimed since the start of the 2021/22 financial year is \$1,879.42. This balance can be made available to the March 2022 round of the Biodiversity Fund.
- 9 There are 40 approved grants totalling \$130,974.81 from the September 2018 to March 2021 rounds yet to be claimed. Eight of these grants expire on 30 November 2021.

OPTIONS

Option One - The Grants Subcommittee reallocates the unclaimed monies of \$1,879.42 to the March 2022 funding round.

Advantages

- More funding available to the next round of the Biodiversity Fund
- Project savings are available to be reallocated to other projects within the Biodiversity Fund budgeted allocation

Disadvantages

- Reallocated monies remain as accruals

Option Two - The Grants Subcommittee does not reallocate the unclaimed monies of \$1,879.42 to the March 2022 funding round.

Advantages

- Project savings are returned to DCC

Disadvantages

- The Biodiversity Fund does not fully allocate budgeted funds for the purpose intended

NEXT STEPS

10 Staff will continue to administer the Biodiversity Fund and provide oversight of projects.

Signatories

Author:	Richard Ewans - Biodiversity Advisor
Authoriser:	Anna Johnson - City Development Manager Simon Drew - General Manager Infrastructure and Development

Attachments

	Title	Page
⬇A	Biodiversity Fund project completion summaries - September 2021 round	48

SUMMARY OF CONSIDERATIONS

Fit with purpose of Local Government

This report enables democratic local decision-making and action by, and on behalf of, communities. This decision promotes the environmental well-being of communities in the present and for the future.

Fit with strategic framework

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The Biodiversity Fund directly supports the objectives and outcomes of Te Ao Tūroa – Dunedin’s Environment Strategy and the Spatial Plan. It also contributes to the Parks and Recreation Strategy.

Māori Impact Statement

There are no known implications for Māori.

Sustainability

The projects considered in this report will contribute positively to the long-term sustainability of the natural environment of Dunedin.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

There are no implications.

Financial considerations

The funding suggested is within the allocated budget.

Significance

This decision is considered to be of low significance in terms of the Council’s Significance and Engagement Policy.

Engagement – external

There has been no external engagement on the project completion reports.

Engagement - internal

There has been no internal engagement on the project completion reports.

Risks: Legal / Health and Safety etc.

There are no known risks.

Conflict of Interest

There are no conflicts of interest.

Community Boards

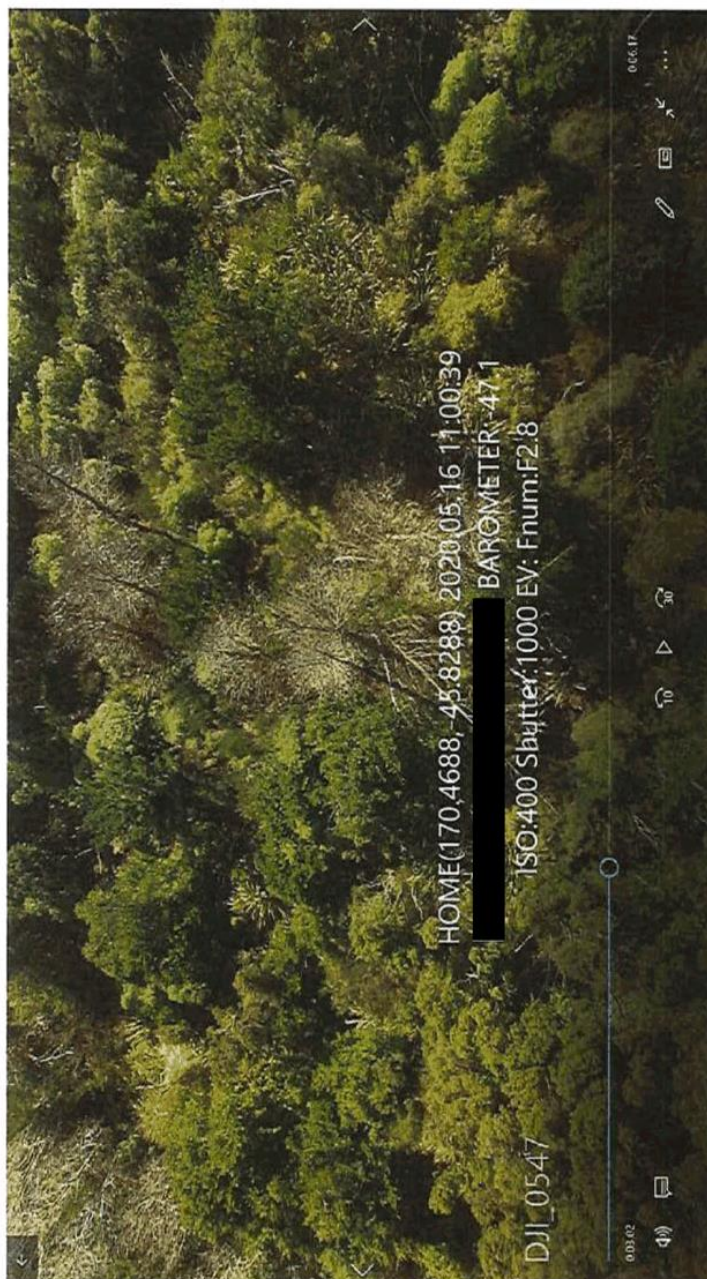
A number of the projects were carried out in Community Board areas – i.e. Otago Peninsula, Waikouaiti Coast, West Harbour and Mosgiel-Taieri.

DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Application Number:	BIO-2018-4
Applicant (Person ID):	Ben Rudd's Management Trust
Postal address for service:	[REDACTED]
Email:	[REDACTED]
Project Name:	Ongoing work for native rehabilitation of Ben Rudd's property on Flagstaff
Site address:	[REDACTED]
Funding Round Application: <i>(Month/Year)</i>	April 2018
Grant Amount:	\$3,000.00
Purpose of Grant:	Plant pest control materials purchase, UAV (drone) contractor for plant pest location identification, signage
Information supplied for completion of project:	<ul style="list-style-type: none"> • Final completion report or equivalent that outlines similar content • Copies or details of total costs for project, including invoices • Photos
Invoices Received (exclude GST):	<p>Total project cost = \$5,255.66 (\$1,255.66 invoiced + labour 200 hours @ \$20/hr)</p> <p>Applicant contribution = labour \$4,000.00</p> <p>DCC Contribution = \$1,255.66</p>
Invoices generally consistent with Application:	Yes
Final Report Received: <i>(date)</i>	28 April 2021
Site Visit Undertaken:	No
Additional Grant Conditions applied are met: <i>(check agreement)</i>	n/a
Report to Grants Subcommittee: <i>(Month/Year)</i>	September 2021 round
Grant Monies to be paid out:	\$1,255.66
Grant Monies not paid out: <i>(to be recorded in spreadsheet (difference between approved grant and final project DCC contribution cost))</i>	\$1,744.34
Grant approved as per Grants Subcommittee Minutes 21 May 2018	
SEE OVER	

DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Example of photo from drone. A higher resolution image of this can be sent on request, or of frames from any flight, any date and any area. This one is from 16 May 2020. Treated trees and some conifers still emerging are visible.



DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY



16 June 2021

Araiteuru Marae
24 Shetland Street
PO Box 224
Dunedin 9054

Tēnā koe,

BIODIVERSITY FUND APPLICATION BIO-2018-15 – MARAE RESTORATION HABITAT PROJECT

Your organisation received a grant of \$2,340.00 from the September 2018 round of the Dunedin City Council's Biodiversity Fund for The Marae Restoration Habitat Project. The grant agreement was signed by Tara Namana.


A reminder letter dated 2 June 2021 was sent to you affirming that the grant was available to claim until 30 November 2021, after which the grant monies would expire to ensure that on-going funding is made available for projects through the Biodiversity Fund.

On 16 June 2021 I received a phone call from Tara and she told me that the grant wouldn't be used by the expiry date and that the grant could be cancelled. This letter is to confirm that I spoke to Tara and that the grant has now been cancelled.

Now that there are no outstanding grants, you are most welcome to apply again to the DCC's Biodiversity Fund for assistance with biodiversity projects.

Thanks for getting in touch and letting us know you won't be needing the grant; it is much appreciated. Please contact me if you would like to discuss any aspects of the grant or this letter.

Yours Sincerely,



Richard Ewans

Biodiversity Fund Administrator & Biodiversity Advisor, City Development

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www.dunedin.govt.nz  [DunedinCityCouncil](https://www.facebook.com/DunedinCityCouncil)  [@DnCityCouncil](https://twitter.com/DnCityCouncil)

DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Application Number:	BIO-2019-13
Applicant (Person ID):	Zainey, Anita M
Postal address for service:	[REDACTED]
Email:	[REDACTED]
Project Name:	Ecological Restoration Project
Site address:	[REDACTED]
Funding Round Application: <i>(Month/Year)</i>	April 2019
Grant Amount:	\$942.00
Purpose of Grant:	Plant and herbicide purchase for native riparian revegetation project replacing gorse
Information supplied for completion of project:	<ul style="list-style-type: none"> • Final completion report or equivalent that outlines similar content • Copies or details of total costs for project, including invoices • Photos
Invoices Received (exclude GST):	<p>Total project cost = \$4,635.40 (\$772.00 invoiced + labour 188 hours @ \$20.55/hr)</p> <p>Applicant contribution = labour \$3,863.40</p> <p>DCC Contribution = \$772.00</p>
Invoices generally consistent with Application:	Yes
Final Report Received: <i>(date)</i>	31 March 2021
Site Visit Undertaken:	No
Additional Grant Conditions applied are met: <i>(check agreement)</i>	Yes
Report to Grants Subcommittee: <i>(Month/Year)</i>	September 2021 round
Grant Monies to be paid out:	\$772.00
Grant Monies not paid out: <i>(to be recorded in spreadsheet (difference between approved grant and final project DCC contribution cost))</i>	\$170.00
Grant approved as per Grants Subcommittee Minutes 15 May 2019	
SEE OVER	

DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY



Riparian planting complete



Riparian planting complete

DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Application Number:	BIO-2019-14
Applicant (Person ID):	Merryhill Ltd
Postal address for service:	[REDACTED] [REDACTED] [REDACTED]
Email:	Attn: Richard Penno
Project Name:	Maori Peak Restoration Project
Site address:	[REDACTED]
Funding Round Application: (Month/Year)	April 2019
Grant Amount:	\$5,000.00
Purpose of Grant:	Contribution towards purchase of native plants for the revegetation of native forest and wetland
Information supplied for completion of project:	<ul style="list-style-type: none"> • Final completion report or equivalent that outlines similar content • Copies or details of total costs for project, including invoices • Photos
Invoices Received (exclude GST):	<p>Total project cost = \$24,270.46 invoiced + volunteer labour</p> <p>Applicant contribution = \$19,270.46 + volunteer labour</p> <p>DCC Contribution = \$5,000.00</p>
Invoices generally consistent with Application:	Yes application included fencing and applicant received funding for plants from another source so grant used towards fencing costs by agreement with DCC Biodiversity Fund Administrator
Final Report Received: (date)	25 May 2021
Site Visit Undertaken:	No
Additional Grant Conditions applied are met: (check agreement)	n/a
Report to Grants Subcommittee: (Month/Year)	September 2021 round
Grant Monies to be paid out:	\$5,000.00
Grant Monies not paid out: (to be recorded in spreadsheet (difference between approved grant and final project DCC contribution cost)	\$0.00
Grant approved as per Grants Subcommittee Minutes 15 May 2019 SEE OVER	

DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Wetland plantings



Fencing of wetland



DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Application Number:	BIO-2019-21
Applicant (Person ID):	Orokonui Ecosanctuary Ltd
Postal address for service:	600 Blueskin Road RD 2 Waitati 9085
Email:	amanda@orokonui.nz
Project Name:	Jewelled Gecko Breeding and Advocacy Enclosure Project
Site address:	As above
Funding Round Application: <i>(Month/Year)</i>	September 2019
Grant Amount:	\$4,000.00
Purpose of Grant:	Contribution towards materials costs for construction of enclosure, contractor and labour costs
Information supplied for completion of project:	<ul style="list-style-type: none"> • Final completion report or equivalent that outlines similar content • Copies or details of total costs for project, including invoices • Photos
Invoices Received (exclude GST):	<p>Total project cost = \$22,046.06 invoiced + volunteer labour and staff time</p> <p>Applicant contribution = \$18,046.06 + volunteer labour and staff time</p> <p>DCC Contribution = \$4,000.00</p>
Invoices generally consistent with Application:	Yes
Final Report Received: <i>(date)</i>	2 July 2021
Site Visit Undertaken:	No
Additional Grant Conditions applied are met: <i>(check agreement)</i>	n/a
Report to Grants Subcommittee: <i>(Month/Year)</i>	September 2021 round
Grant Monies to be paid out:	\$4,000.00
Grant Monies not paid out: <i>(to be recorded in spreadsheet (difference between approved grant and final project DCC contribution cost))</i>	\$0.00
Grant approved as per Grants Subcommittee Minutes 13 November 2019	
SEE OVER	

DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

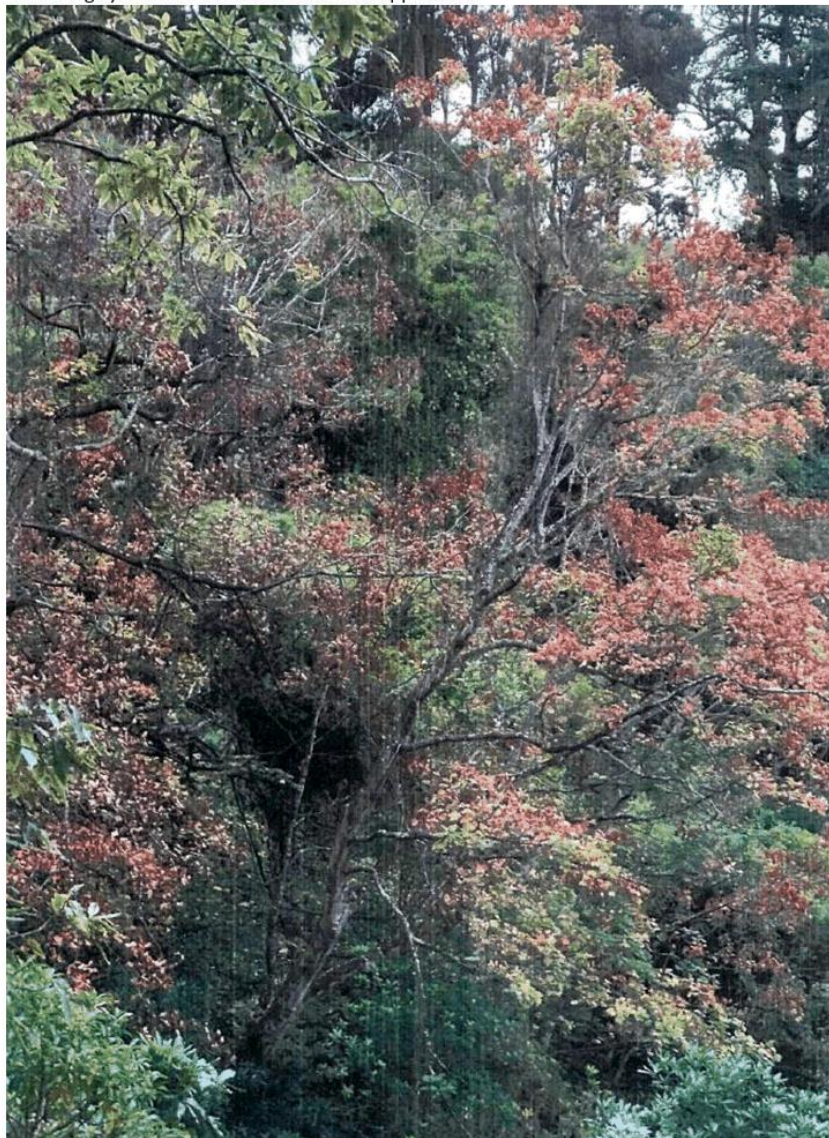


DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Application Number:	BIO-2020-10
Applicant (Person ID):	Otago Peninsula Trust
Postal address for service:	PO Box 492 Dunedin 9054 Attn: Alan Funnell alan@glenfalloch.org.nz
Email:	alan@glenfalloch.org.nz
Project Name:	Glenfalloch Sycamore Removal Project
Site address:	430 Portobello Road Otago Peninsula
Funding Round Application: <i>(Month/Year)</i>	April 2020
Grant Amount:	\$3,306.00
Purpose of Grant:	Contribution to contractor costs for sycamore removal from native bush area
Information supplied for completion of project:	<ul style="list-style-type: none"> • Final completion report or equivalent that outlines similar content • Copies or details of total costs for project, including invoices • Photos
Invoices Received (exclude GST):	Total project cost = \$4,548.30 Applicant contribution = Labour 126 hours @ \$20.55/hr = \$2,589.30 DCC Contribution = \$1,959.00
Invoices generally consistent with Application:	Yes
Final Report Received: <i>(date)</i>	27 July 2021
Site Visit Undertaken:	No
Additional Grant Conditions applied are met: <i>(check agreement)</i>	n/a
Report to Grants Subcommittee: <i>(Month/Year)</i>	September 2021 round
Grant Monies to be paid out:	\$1,959.00
Grant Monies not paid out: <i>(to be recorded in spreadsheet (difference between approved grant and final project DCC contribution cost))</i>	\$1,347.00
Grant approved as per Grants Subcommittee Minutes 3 June 2020	
SEE OVER	

DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

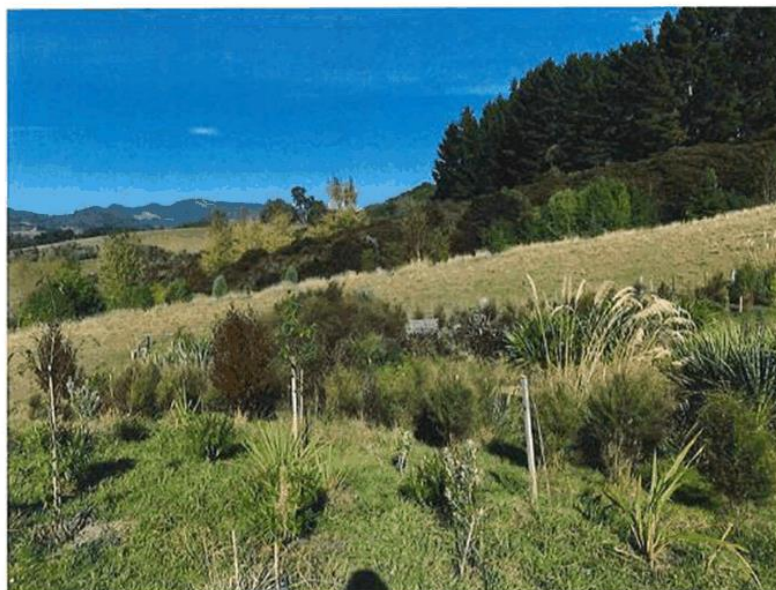
Senescing sycamore trees after herbicide application



DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Application Number:	BIO-2020-11
Applicant (Person ID):	Cathrin Stewart
Postal address for service:	[REDACTED]
Email:	[REDACTED]
Project Name:	Conservation of Flora and Fauna Project
Site address:	[REDACTED]
Funding Round Application: (Month/Year)	April 2020
Grant Amount:	\$5,000.00
Purpose of Grant:	Contribution towards plant purchase and fencing materials for native revegetation project
Information supplied for completion of project:	<ul style="list-style-type: none"> • Final completion report or equivalent that outlines similar content • Copies or details of total costs for project, including invoices • Photos
Invoices Received (exclude GST):	<p>Total project cost = \$9,642.26 (\$7,998.26 invoiced + volunteer labour)</p> <p>Applicant contribution = \$3,177.13 + volunteer labour 80 hours @ \$20.55/hr (\$1,644)</p> <p>DCC Contribution = \$4,821.13</p>
Invoices generally consistent with Application:	Yes
Final Report Received: (date)	31 July 2021
Site Visit Undertaken:	No
Additional Grant Conditions applied are met: (check agreement)	Yes
Report to Grants Subcommittee: (Month/Year)	September 2021 round
Grant Monies to be paid out:	\$4,821.13
Grant Monies not paid out: (to be recorded in spreadsheet (difference between approved grant and final project DCC contribution cost)	\$178.87
Grant approved as per Grants Subcommittee Minutes 3 June 2020	
SEE OVER	

DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY



Site (1) Southern view of new plants
And some of the older ones showing
their growth & good establishment.



New fence along the stream. Site (2b)

DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Application Number:	BIO-2020-14
Applicant (Person ID):	Quarantine Island/Kamau Taurua Community Inc
Postal address for service:	P.O Box 5478 Moray Place Dunedin 9054
Email:	treasurer.quarantineisland@gmail.com
Project Name:	Island Weed and Predator Control
Site address:	Quarantine Island, Otago Harbour
Funding Round Application: <i>(Month/Year)</i>	April 2020
Grant Amount:	\$3,378.00
Purpose of Grant:	Consumables for animal and plant pest control, contribution towards subsidising charter boat fees for volunteers
Information supplied for completion of project:	<ul style="list-style-type: none"> • Final completion report or equivalent that outlines similar content • Copies or details of total costs for project, including invoices • Photos
Invoices Received (exclude GST):	Total project cost = \$7,859.78 Applicant contribution = labour 193 hours @ \$20.55) + \$515.63 DCC Contribution = \$3,378.00 invoiced
Invoices generally consistent with Application:	Yes
Final Report Received: <i>(date)</i>	30 September 2021
Site Visit Undertaken:	No
Additional Grant Conditions applied are met: <i>(check agreement)</i>	Yes
Report to Grants Subcommittee: <i>(Month/Year)</i>	September 2021 round
Grant Monies to be paid out:	\$3,378.00
Grant Monies not paid out: <i>(to be recorded in spreadsheet (difference between approved grant and final project DCC contribution cost)</i>	\$0.00
Grant approved as per Grants Subcommittee Minutes 3 June 2020 SEE OVER	

DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY



DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Application Number:	BIO-2020-17
Applicant (Person ID):	Shaun Murphy
Postal address for service:	[REDACTED]
Email:	[REDACTED]
Project Name:	Banana Passionfruit Eradication
Site address:	as above
Funding Round Application: (Month/Year)	September 2020
Grant Amount:	\$900.00
Purpose of Grant:	Contribution towards contractor costs for removal of invasive weed in QEII native bush covenant
Information supplied for completion of project:	<ul style="list-style-type: none"> • Final completion report or equivalent that outlines similar content • Copies or details of total costs for project, including invoices • Photos
Invoices Received (exclude GST):	<p>Total project cost = \$1,804.20</p> <p>Applicant contribution = \$904.20 (labour 44 hours @ \$20.55) + un-costed consumables such as herbicide</p> <p>DCC Contribution = \$900.00 invoiced</p>
Invoices generally consistent with Application:	Yes
Final Report Received: (date)	2 August 2021
Site Visit Undertaken:	No
Additional Grant Conditions applied are met: (check agreement)	Yes
Report to Grants Subcommittee: (Month/Year)	September 2021 round
Grant Monies to be paid out:	\$900.00
Grant Monies not paid out: (to be recorded in spreadsheet (difference between approved grant and final project DCC contribution cost)	\$0.00
Grant approved as per Grants Subcommittee Minutes 5 November 2020	
SEE OVER	

DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Example of dead banana passionfruit vine in a mature kanuka tree

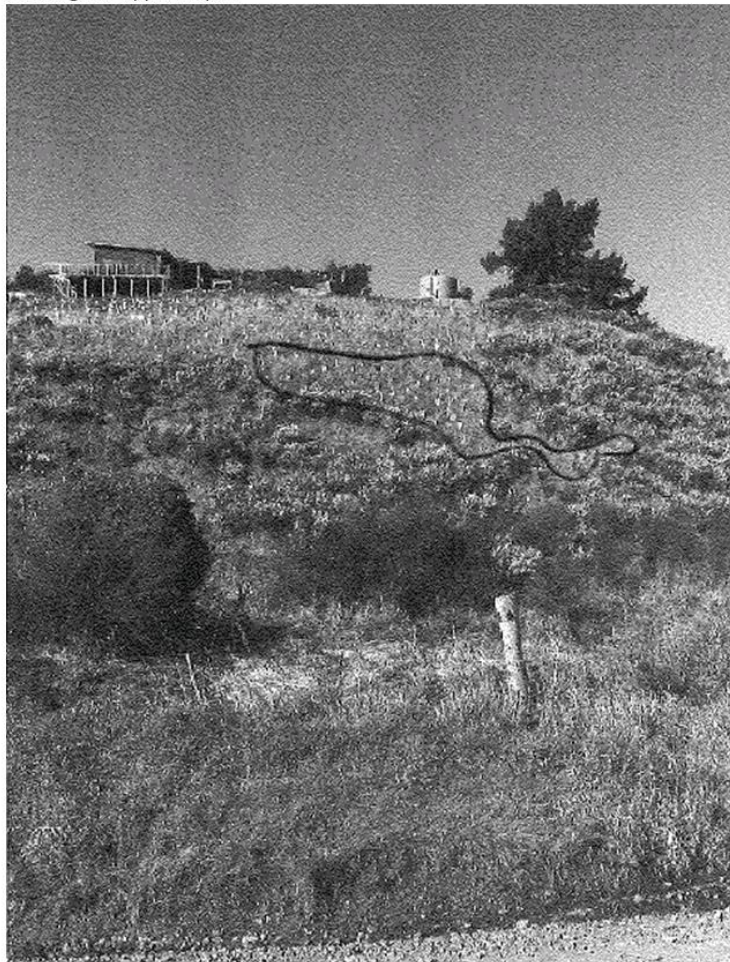


DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Application Number:	BIO-2020-21
Applicant (Person ID):	Pauline Baillie
Postal address for service:	[REDACTED]
Email:	[REDACTED]
Project Name:	[REDACTED]
Site address:	as above
Funding Round Application: (Month/Year)	September 2020
Grant Amount:	\$2,500.00
Purpose of Grant:	Plant purchase for native forest revegetation project
Information supplied for completion of project:	<ul style="list-style-type: none"> • Final completion report or equivalent that outlines similar content • Copies or details of total costs for project, including invoices • Photos
Invoices Received (exclude GST):	Total project cost = \$4,633.00 Applicant contribution = \$2,486.55 (labour 121 hours @ \$20.55) DCC Contribution = \$2,146.45 invoiced
Invoices generally consistent with Application:	Yes
Final Report Received: (date)	17 September 2021
Site Visit Undertaken:	No
Additional Grant Conditions applied are met: (check agreement)	n/a
Report to Grants Subcommittee: (Month/Year)	September 2021 round
Grant Monies to be paid out:	\$2,146.45
Grant Monies not paid out: (to be recorded in spreadsheet (difference between approved grant and final project DCC contribution cost))	\$353.55
Grant approved as per Grants Subcommittee Minutes 5 November 2020	
SEE OVER	

DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Plantings on upper slopes



DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Application Number:	BIO-2021-2
Applicant (Person ID):	Ian Stephenson
Postal address for service:	[REDACTED]
Email:	[REDACTED]
Project Name:	[REDACTED] Reforestation Project
Site address:	as above
Funding Round Application: (Month/Year)	March 2021
Grant Amount:	\$2,500.00
Purpose of Grant:	Contribution to contractor costs for native forest revegetation project
Information supplied for completion of project:	<ul style="list-style-type: none"> • Final completion report or equivalent that outlines similar content • Copies or details of total costs for project, including invoices • Photos
Invoices Received (exclude GST):	Total project cost = \$6,320.00 invoiced Applicant contribution = \$3,820.00 DCC Contribution = \$2,500.00
Invoices generally consistent with Application:	Yes
Final Report Received: (date)	27 August 2021
Site Visit Undertaken:	No
Additional Grant Conditions applied are met: (check agreement)	Yes
Report to Grants Subcommittee: (Month/Year)	September 2021 round
Grant Monies to be paid out:	\$2,500.00
Grant Monies not paid out: (to be recorded in spreadsheet (difference between approved grant and final project DCC contribution cost))	\$0.00
Grant approved as per Grants Subcommittee Minutes 5 May 2021	
SEE OVER	

DUNEDIN BIODIVERSITY FUND - PROJECT COMPLETION SUMMARY

Native plantings next to stakes



DUNEDIN BIODIVERSITY FUND APPLICATIONS

Department: City Development

EXECUTIVE SUMMARY

- 1 The September 2021 round of the Dunedin Biodiversity Fund opened on the 1 September 2021 and closed on the 31 September 2021.
- 2 The purpose of this report is to assist the Grants Subcommittee in considering the applications and determining the allocation of funding by providing a summary of the applications.
- 3 Twenty applications were received. Thirteen of the applications were from first-time applicants. The total funding amount requested by the applicants (\$77,971) is more than the funding available for the funding round (\$40,000).
- 4 The total recommended allocation is \$40,000. First-time applicants with high priority projects on private land were prioritised for full funding.

RECOMMENDATIONS

That the Subcommittee:

Decides on the allocation of the grants across the applications received to the September 2021 round of the Dunedin Biodiversity Fund.

BACKGROUND

- 5 The Dunedin Biodiversity Fund was established in August 2007. The purpose of the Dunedin Biodiversity Fund is: *To enhance the condition and extent of indigenous biodiversity across Dunedin City by encouraging and supporting landowners and communities who are committed to protecting, enhancing and managing indigenous biodiversity.*
- 6 The Dunedin Biodiversity Fund operates on a 'pay first - claim after' basis and successful applicants have a standard term of 24 months to complete projects and claim the approved grant.

Funding Guidance

- 7 Funding is to be allocated on a cost sharing arrangement of 50:50, with the Council funding up to half of the project cost and the applicant contributing to the costs. The maximum total grant that can be allocated under the fund is \$5,000, and the minimum grant is \$500. Projects must contribute to:
 - a) Maintaining or improving the state of indigenous biodiversity e.g. fencing, plant and animal pest control projects, and/or
 - b) Increasing the extent of indigenous biodiversity e.g. revegetation projects.

- 8 The objective of the Dunedin Biodiversity Fund is to support ‘on the ground’ activities directly benefitting indigenous biodiversity. The DCC contributions are for funding tangible goods e.g. plants, traps, herbicide etc. The applicant’s contribution can include labour and vehicle expenses. Further guidance on eligible project types is provided in Attachment B. Further guidance on eligible grant costs is provided in Attachment C.

Eligibility Criteria

- 9 Eligibility criteria are defined as the minimum requirements a project application must meet to be funded. Eligibility criteria settings are placed so that if the Fund is undersubscribed, all eligible applications can be approved. Projects that are not eligible, or cannot be made eligible through grant conditions, should not be funded. Eligibility criteria are listed in Attachment B.

Prioritisation Criteria

- 10 Prioritisation criteria are defined as the criteria by which projects are ranked for funding. Prioritisation criteria are only necessary if the Fund is oversubscribed and the settings are placed so that the projects that contribute the most to biodiversity outcomes consistently rank the highest. Prioritisation criteria are listed in Attachment B.

Conditions of Grants

- 11 All successful applications will be subject to standard terms and conditions, which will form part of an agreement between the applicant and Council. It is noted that the Subcommittee may impose additional conditions, where considered appropriate. Fund terms and conditions are listed in Attachment C.

DISCUSSION

- 12 Attachment A provides a summary of each of the applications. Full applications and assessments were provided to the Subcommittee separately.

OPTIONS

- 13 No options are presented. The Grants Subcommittee is delegated to decide grants on behalf of the DCC, in line with the Terms and Conditions of the Dunedin Biodiversity Grant Funding.

NEXT STEPS

- 14 Staff will communicate the Grants Subcommittee’s decisions to all applicants and provide payment when the Terms and Conditions of the Dunedin Biodiversity Grant Funding have been met.
- 15 The next funding round will be advertised in March 2022.

Signatories

Author:	Richard Ewans - Biodiversity Advisor
Authoriser:	Anna Johnson - City Development Manager Simon Drew - General Manager Infrastructure and Development

Attachments

	Title	Page
↓A	Dunedin Biodiversity Fund September 2021 Summary of Applications	73
↓B	Dunedin Biodiversity Fund eligibility and prioritisation criteria	75
↓C	Dunedin Biodiversity Fund terms and conditions	77

SUMMARY OF CONSIDERATIONS

Fit with purpose of Local Government

This report relates to providing a public service and it is considered good-quality and cost-effective.

Fit with strategic framework

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The Biodiversity Fund directly supports the objectives and outcomes of Te Ao Tūroa – Dunedin’s Environment Strategy and the Spatial Plan. It also contributes to the Parks and Recreation Strategy.

Māori Impact Statement

There are no known implications for Māori.

Sustainability

The projects considered in this report will contribute positively to the long-term sustainability of the natural environment of Dunedin.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

There are no implications. The recommended allocation is within budget.

Financial considerations

A total of \$40,000 is recommended to be granted to applicants.

Significance

This decision is considered to be of low significance in terms of the Council’s Significance and Engagement Policy.

Engagement – external

There has been no external engagement on the project applications.

Engagement - internal

There has been no internal engagement on the project applications.

Risks: Legal / Health and Safety etc.

There are no known risks.

Conflict of Interest

There are no identified conflicts of interest.

Community Boards

A number of the grants relate to Community Board areas – i.e. Otago Peninsula, Mosgiel-Taieri, Saddle Hill, West Harbour and Waikouaiti Coast.

No	Name of organisation or landowner	Name of project	Purpose of Funding	Project grant period ends	Total costs	Amount Requested
BIO-2021-19	Escea Ltd - Garth Milmine	Escea Native Planting Project	Contribution to purchase of plants and planting materials	30/11/2023	\$ 43,158.37	\$ 5,000.00
BIO-2021-20	Parker, M & J	Greatly reducing rabbit numbers on Varleys Hill to prevent browsing of vulnerable species	Purchase of fencing materials to prevent rabbits from browsing and suppressing native forest regeneration	30/11/2023	\$ 14,182.20	\$ 4,845.00
BIO-2021-21	Jakobs, F	Fencing 235 Signal Hill Road	Share of contractor costs for fencing of regenerating native forest	30/11/2023	\$ 10,173.91	\$ 5,000.00
BIO-2021-22	Farr, H	Rewilding 34 Taiari View Road	Contractor costs and equipment for plant pest control, and possum traps, to facilitate natural regeneration of native forest	30/11/2023	\$ 9,579.68	\$ 4,750.43
BIO-2021-23	Hereweka - Harbour Cone Trust	Fencing of Rutherford's Bush	Contractor costs and equipment for fencing native forest remnant	30/11/2023	\$ 28,350.68	\$ 5,000.00
BIO-2021-24	Hall, C	Halberstadt/Hall gorse control and native replanting at 56 Kakapo Street	Share of contractor costs and plant purchase for native forest revegetation	30/11/2023	\$ 6,060.00	\$ 3,030.00
BIO-2021-25	Parker, D	Forest regeneration at Grassy Point	Share of fencing materials and contractor costs to exclude rabbits and remove pine trees to allow native forest regeneration	30/11/2023	\$ 2,488.30	\$ 1,244.14
BIO-2021-26	Jones, J	Wairongoa Springs restoration	Contractor costs for plant pest control in regenerating native forest in QEII Covenant	30/11/2023	\$ 10,003.70	\$ 5,000.00
BIO-2021-27	Tweedie, J	Mihiwaka Organics wetlands restoration	Fencing materials to fence off boggy and spring areas on farm to prevent stock access	30/11/2023	\$ 7,748.80	\$ 2,144.40
BIO-2021-28	Sidaway, K	Fairfield flora and fauna	Plant and planting materials purchase for native forest revegetation project	30/11/2023	\$ 7,916.58	\$ 3,970.98
BIO-2021-29	Van Turnhout, R	Waikouaiti river fencing and native regeneration	Fencing materials and herbicide for riparian fencing and facilitation of natural regeneration	30/11/2023	\$ 9,438.80	\$ 5,000.00
BIO-2021-30	Otokia Creek and Marsh Habitat Trust	Otokia Creek and Marsh Revegetation Plan	Plant purchase for wetland revegetation project	30/11/2023	\$ 10,082.50	\$ 5,000.00
BIO-2021-31	Edwards, P	New Native Planting 2022	Plant purchase, planting materials, contractor costs and animal pest control for coastal native forest revegetation project	30/11/2023	\$ 3,012.70	\$ 1,506.34
BIO-2021-32	Quarantine Island Kamau Taurua Community Inc	Quarantine Island/Kamau Taurua Biodiversity Project	Plant purchase, contractor costs, subsidising boat transfer costs for volunteers for coastal native forest revegetation project	30/11/2023	\$ 7,304.00	\$ 3,605.00
BIO-2021-33	Araiteuru Marae	Marae Restoration Habitat Project	Plant and planting materials purchase, fuel for planting maintenance machinery for native forest revegetation	30/11/2023	\$ 11,870.00	\$ 3,650.00
BIO-2021-34	Landscape Connections Trust - Halo Project	Wilding Pines on Mount Kettle-Mihiwaka complex	Equipment and herbicide purchase for control of wilding pines in area of regenerating native forest	30/11/2023	\$ 23,232.50	\$ 5,000.00
BIO-2021-35	Forrester, J	Tara's run - Phase 2	Fencing materials purchase to fence off remnant and regenerating native bush from stock	30/11/2023	\$ 5,340.77	\$ 2,632.97
BIO-2021-36	Brownlie, T	Native bush regeneration and creek restoration at 110 Taiari Mouth Road	Fencing materials purchase to fence off regenerating native bush and from stock, plant and animal pest control consumables	30/11/2023	\$ 10,803.03	\$ 5,000.00
BIO-2021-37	Chambers, C	Revegetation and shelter belt project	Plant purchase for native forest revegetation	30/11/2023	\$ 3,241.40	\$ 1,597.40
BIO-2021-38	Kāti Huirapa Rūnaka ki Puketeraki	Karitane Community Nursery Upgrade	Purchase of plant propagation consumables to grow native plants for local native revegetation projects	30/11/2023	\$ 76,964.50	\$ 4,994.00
			Total Cost of All Applicants Projects		\$ 300,952.42	

			Total requested			\$ 77,970.66
			Total available for distribution			\$ 40,000.00



Dunedin City Council: Biodiversity Fund Eligibility and Prioritisation Criteria

Eligibility criteria

Eligibility criteria are the minimum requirements a project application has to meet to be funded.

To be eligible for funding projects must meet the following criteria:

- Be located within the Dunedin City boundaries.
- Be associated with a specific site/s. Projects that refer to the whole of Dunedin or generalised areas within it will not be eligible.
- Have direct benefit to indigenous biodiversity.
- Have completed application forms that demonstrate a thorough level of planning. For ongoing projects, a long-term management plan must be provided that details the stages of the project, the long-term outcome, and where the current application activity fits into the plan.
- Demonstrate long-term viability of the project outcomes e.g. stock exclusion from planted areas, ongoing planned commitment to animal pest control, ongoing weed control maintenance of planted areas, etc.
- Contribute to meeting the strategic goals of the DCC Biodiversity Strategy, Goal 2 objectives Te Ao Tūroa – Dunedin's Environment Strategy, and 2GP Strategic Objective 2.2.3.
- Have no unclaimed granted funds relating to either the site or the applicant.
- Revegetation projects must be stocked with eco-sourced native plants and be of an appropriate ecosystem type for the site.
- Project activities are not contrary to any regulations (e.g. Otago Regional Council Flood Protection Management Bylaw 2012) and have acquired any necessary consents/permissions.

The Biodiversity Fund does not provide grants for the following:

- Planting of exotic vegetation or non-local native species including nursery hybrids.
- Amenity or landscape plantings i.e. beautification projects.
- Projects that have been created to comply with Resource Consent conditions.
- Non-farming business entities and corporate farming entities (e.g. farms that are not landowner/leaseholder occupied).

- Research projects, education or project planning.
- Visitor or volunteer infrastructure.
- Government Departments and Local Authorities are not eligible for funding.

Prioritisation criteria

Prioritisation criteria are the criteria by which projects are ranked for funding, in the event that the fund is oversubscribed.

The Prioritisation criteria include:

Present or potential biodiversity values:

- Meet, or are likely to meet, the criteria for an Area of Significant Biodiversity Value (ASBV) in the DCC second generation (2GP) District Plan.
- Projects that provide buffers, linkages and/or corridors to or for indigenous biodiversity.
- Align with the 2007 Statement of national priorities for protecting rare and threatened species on private land:
 - i. To protect indigenous vegetation associated with land environments (defined by Land Environments of New Zealand at Level IV), that have 20% or less remaining in indigenous cover.
 - ii. To protect indigenous vegetation associated with sand dunes and wetlands; ecosystem types that have become uncommon due to human activity.
 - iii. To protect indigenous vegetation associated with 'originally rare' terrestrial ecosystem types not already covered by priorities 1 and 2.
 - iv. To protect habitats of acutely and chronically threatened indigenous species.

Protection and effectiveness:

- Have a protective covenant registered on the title of the land.
- Scheduled as an Area of Significant Biodiversity Value (ASBV) or Urban Biodiversity Management Area (UBMA) in the DCC second generation (2GP) District Plan.
- Align with current best practice for the activities involved.

Other:

- Projects located on private land that are landowner managed will have higher priority than community-led projects on public land.
- Eligible applicants and/or sites that have received grants in the previous funding round will have lower priority than other applications.
- Animal pest control projects from outside the Predator Free Dunedin catchment area will have higher priority than animal pest control projects within the Predator Free Dunedin catchment area.



Dunedin City Council: Terms for Biodiversity Grant Funding

General

1. The granting of previous funding for an activity or recipient is not a guarantee of any future funding and all applications will be assessed using the criteria outlined in the DCC Grants Policy, the relevant grant applied for, and these Terms for Grants Funding as set out below.
2. The DCC is under no obligation to provide any funding to the recipient other than the grants funding outlined in the successful funding application. Any decision regarding the provision of further funding will be at the DCC's sole discretion and subject to a separate agreement.
3. The amount of funding granted by the DCC to the recipient will be specified as exclusive of GST. Any GST and income tax obligations are the responsibility of the recipient.

Application

4. All applications for grants will be assessed against the grant's eligibility criteria and the Dunedin City Council (DCC) Strategic Framework and funding priorities.
5. All figures provided in an application for grants funding must be exclusive of GST.
6. All decisions on grant applications are final and no correspondence will be entered into.
7. The DCC accepts grants applications at different times throughout the year. It is the responsibility of the applicant to ensure they are aware of opening and closing dates and times (which may be subject to change).
8. Late applications will only be accepted in exceptional circumstances and at the sole discretion of the DCC.

Assessment

9. The DCC reserves the right to carry out relevant background checks of an applicant to validate any aspect of the application, including:
 - legal status of the applicant
 - previous funding allocation and project or activity delivery
 - eligibility against grants criteria including community standing
 - the financial viability of the organisation/ entity.
10. The DCC may contact an applicant to verify information provided in an application or seek additional information. The applicant agrees to assist the DCC with any requests within the timeframe provided. A failure to do so may result in the DCC rejecting the application.

Decision and Grant

A failure by the recipient to follow any of the terms set out below or in the Standard Community Grants Terms may result in the recipient being unable to claim grant monies from the DCC. Additional conditions specific to individual grants may be imposed at the discretion of the DCC.

11. The recipient must notify the Biodiversity Fund Administrator of the acceptance of the grant by signing the grant conditions document and returning it.
12. The recipient must first pay all costs associated with the project. The grant will only be paid for approved costs as outlined in the application on the basis of original invoices matched to original receipts or other proof of payment, accompanied by a satisfactory project completion report. Project completion reports must provide the information prescribed by DCC in the project completion report template.
13. To allow reasonable assessment of the 50:50 (or other) cost-sharing, claimants must provide evidence of all project costs not just those claimed as council's contribution via the grant. Copies of original invoices and/or receipts for all purchases, and logs of labour and vehicle use are to be provided for the total project costs, with the applicant's contributions and grant claim costs clearly identified separately.
14. Grants must be claimed within 24 months of approval unless otherwise specified in individual grant conditions. The Grants Subcommittee will not consider extensions or staged payments of grant monies. Applicants with grant monies outstanding after 18 months will be sent a reminder letter and/or email and/or phone call reminder. Any grant monies unclaimed after 24 months will expire and be reallocated by the Grants Subcommittee.
15. The individual or group applying to the fund must be the same individual or group who will run the project.
16. Any grant approval is for work on the site on which the project is located and grant monies are not transferable between sites, applicants or applications (including those by the same applicant for the same ongoing project if applicable).
17. The applicant must notify the Fund Administrator upon completion of the project for which the grant applies. At this time a project completion report must be prepared by the applicant and forwarded to the Fund Administrator. The Fund Administrator will present the final report to the Grants Subcommittee.
18. Grants are made subject to the Grants Subcommittee being satisfied that the information given is true and correct and that there has been no omission of any relevant fact or any misrepresentation given. The Grants Subcommittee retains the right to refuse payments to approved applicants in cases where it determines that it has been misled by the applicant or if the applicant has been placed in receivership, voluntary liquidation or declared bankrupt.
19. The Dunedin City Council has the right to visit any project for inspection prior to release of grant monies, or for promotional purposes where grant assistance has been given. In all cases the applicant will be notified in advance of a proposed visit to arrange a suitable time for access.
20. The Dunedin City Council reserves the right to refuse grant payments if in the opinion of the Grants Subcommittee the grantee wilfully or through neglect causes the project to fail.
21. All correspondence is to be via email or post to the Biodiversity Fund Administrator; Dunedin City Council, PO Box 5045, Dunedin 9058; biodiversity@dcc.govt.nz. All correspondence relating to an approved grant must quote the project grant number e.g. BIO-20XX-XX.

22. All grants funding must be spent for the purpose for which the application was granted and in accordance with the DCC Grants Policy, as well as the specific terms of that grant.
23. Recipients will ensure that grant funding is used in the most cost-effective manner so as to derive the maximum benefit from the funded activity or project (as identified in the successful application).
24. The recipient agrees to notify the DCC immediately if for any reason it is not possible to complete the funded activity or project.
25. The DCC reserves the right to undertake, engage or give authority to a third party to undertake a review or audit of a recipient's spending of grant funding and the delivery of the activity or project that relates to the funding. The recipient agrees to cooperate with any such review and provide access to persons, places and information as requested.
26. Recipients shall comply with all relevant legislation in the delivery of funded activities, including the Health and Safety at Work Act 2015.
27. The DCC may request recipients provide information to show that all relevant legislation has been followed including appropriate health and safety management plans.

Privacy

28. DCC collects all personal information in accordance with its Privacy Policy available on its website www.dunedin.govt.nz – please note that you may have additional rights under the EU General Data Protection Regulation if you are in the European Union.
29. Details of grant applications, awards and outcomes will be stored by the DCC for grants administration and accountability purposes.
30. The DCC may at its discretion disclose details of grants recipients, including in DCC financial reporting and marketing / communications activities.
31. If requested, recipients must publicly acknowledge the funding provided by the DCC in any financial statements or reports and where possible, in any publicity material.

Changes to Terms and Conditions

Changes to these Terms for Grants Funding may be made by the DCC and notified to applicants either by email or by updating the DCC website.

Dunedin City Council: Guidance on Grant Costs for the Dunedin Biodiversity Fund

- A. Maximum total grant allocated is \$5,000 (ex. GST).
- B. Minimum grant amount \$500 (ex. GST).
- C. Maximum grant rate for all projects is 50:50 cost sharing between council and applicant.
- D. The purpose of the Biodiversity Fund is to support 'on the ground' activities directly benefitting indigenous biodiversity. The DCC contributions are for funding tangible goods e.g. plants, traps, herbicide etc. The following costs are not eligible:
 1. Project costs incurred prior to the lodging of the application,
 2. Any costs involved in preparing the application,

3. GST,
 4. Debt servicing,
 5. Purchase of equipment unless it can be demonstrated that it is essential to the project, is of reasonable cost, and either cannot be leased/hired/rented or such arrangements are more expensive than purchase,
 6. Administration costs.
- E. The fund is not a subsidised employment programme and labour contributions are eligible as a project cost as part of the applicant's contribution only at a rate of \$20.55 per hour (the 2018 living wage). Labour costs are to be fair and reasonable, and a log of dates, hours, personnel and tasks are to be provided in project completion reports.
- F. Vehicle expenses are eligible as part of the applicant's contribution at a rate of \$0.76 per km. Vehicle costs are to be fair and reasonable, and a trip log including dates, km, personnel and destination/s are to be provided in project completion reports.
- G. Minimum size for revegetation planting projects is 0.1ha (1000m²). E.g. a 50m x 20m area.
- H. Contractor costs (e.g. for weed control) can be funded as a 50:50 cost-sharing expense.
- I. Work carried out by the applicant towards the project cannot be claimed as an expense against the council's contribution i.e. is considered labour. This includes examples such as growing plants or making home-made planting stakes which should be included as labour in the applicant's contribution.

KARAKIA WHAKAMUTUKA

The meeting will be closed with a karakia whakamutuka.