

**Notice of Meeting:**

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

**Date:** Wednesday 21 May 2025  
**Time:** 9.30 am  
**Venue:** Council Chamber, Dunedin Public Art Gallery, the Octagon, Dunedin

Sandy Graham  
Chief Executive Officer

---

**Grants Subcommittee**

**DCC Arts, CNZ Creative Communities Scheme, Community Events,  
Community, Waste Minimisation Community Projects/Initiatives and  
Dunedin Biodiversity Fund**

**PUBLIC AGENDA**

---

**MEMBERSHIP****Chairperson  
Deputy Chairperson  
Members**

Cr Marie Laufiso	
Cr Bill Acklin	
Cr Sophie Barker	Emma Burns
Peter Hayden	Don Hunter
Adam Keane	Cr Cherry Lucas
Cr Mandy Mayhem	Hannah Molloy
Anna Parker	Jonathan Usher
Cr Andrew Whiley	

**Senior Officer** Nicola Morand, Manahautū - Policy and Partnerships

**Governance Support Officer** Rebecca Murray

---

Rebecca Murray  
Governance Support Officer

Telephone: 03 477 4000  
governance.support@dcc.govt.nz  
[www.dunedin.govt.nz](http://www.dunedin.govt.nz)

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



<b>ITEM</b>	<b>TABLE OF CONTENTS</b>	<b>PAGE</b>
1	Karakia Timatanga	4
2	Apologies	4
3	Confirmation of Agenda	4
4	Declaration of Interest	5
5	Confirmation of Minutes	12
5.1	Grants Subcommittee meeting - 13 November 2024	13
<b>PART A REPORTS (Subcommittee has power to decide these matters)</b>		
6	Chairs Report - Grants Review Update	31
7	DCC Arts, DCC Small Arts Project, and CNZ Creative Communities Scheme Grants	38
8	Community Events Grants Report	49
9	DCC Community Grants (March) and Small Grants Report	55
10	Update Report on Service Level Agreements overseen by Community Partnerships	69
11	Waste Minimisation Community Projects/Initiatives and Small Grant Applications	79
12	Dunedin Biodiversity Fund Applications	88
<b>RESOLUTION TO EXCLUDE THE PUBLIC</b>		<b>102</b>

**1 KARAKIA TIMATANGA**

The meeting will open with a Karakia Timatanga.

**2 APOLOGIES**

At the close of the agenda no apologies had been received.

**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**

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Grants Subcommittee Register of Interest	6

Grants Subcommittee - Register of Interest - current as at May 2025				
Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
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	Moray Place 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.
	Trustee	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 public excluded, to leave the room.
	Member	Women of Ōtepoti Recognition Initiative	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Family Member	Staff member a relative	Potential conflict depending on level of staff member involvement	Managed by staff at officer level if a perceived conflict of interest arises.
	Trustee	Corso Ōtepoti Dunedin Trust	Potential grants recipient	Withdraw from discussion and leave the table. If in public excluded leave the room. Seek advice prior to the meeting.
	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.
	Secretary	Dunedin Abrahamic Interfaith Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee and Secretary	Refugee Support Group	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Dunedin Former Refugee Steering Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Social Wellbeing Advisory Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	The Ōtepoti Community Builders Charitable Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	District Licensing Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Grants Subcommittee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Bill Acklin	Shareholder/Director	Dunedin Brokers Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	APRA - AMCOS	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Entertainer	Various functions	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Strath Taieri Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Casual Employee	Insulmax	No conflict identified	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	Toitū Otago Settlers Museum Board (Council Appointment)	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	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Sophie Barker (cont)	Beneficiary	Sans Peur Trust (Larnach Castle)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Mentor	Business Mentors NZ	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Volunteer	Blue Penguins Pukekura	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.
	Chairperson	Dunedin Heritage Fund (Council Appointment)	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Gasworks Museum Trust (Council Appointment)	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Otaru Sister City Society (Council Appointment)	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Hereweka Harbour Cone Trust (Council Appointment)	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Deputy Chair	Dunedin Food and Drink Tourism Story Group	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Te Ao Tūroa Partnership (Council Appointment)	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Connecting Dunedin (Council Appointment)	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Institute of Directors	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Cherry Lucas	Trustee	Otago Farmers Market	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago A & P Society	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Henderson Lucas Family Trust - Residential Dunedin Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	NZ Institute of Chartered Accountants	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Deputy Chair	Otago Museum Trust Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Chinese Garden Advisory Board (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.
	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.
	Member (alternate)	Grow Dunedin Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Taieri Airport Trust (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Mosgiel Taieri Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Te Poāri a Pukekura Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Mandy Mayhem	Chairperson	Waitati Hall Society Inc	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Blueskin News Committee	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 Mandy Mayhem (cont)	Co-ordinator	Waitati Market	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Co-ordinator	Emergency response group, Blueskin area	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	FENZ Local Advisory Committee for Otago	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Waitati Music Festival Committee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Blueskin Bay Amenities Society	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Blueskin A & P Society	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Keep Dunedin Beautiful (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Zone Representative and Board Member	Keep New Zealand Beautiful	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Coastal Community Cycleway Network	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.
	Member	Disability Issues Advisory Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Former Refugee Steering Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Music Advisory Panel (Council Appointment)	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.
	Member	Social Wellbeing Advisory Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Andrew Whiley	Owner/Operator	Whiley Golf Inc and New Zealand Golf Travel Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder 22 May 2017	Estate of Grace Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Japek (Family Trust) - Property Ownership - Dunedin	Duties to Trust may conflict with duties of Council Office.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Golf Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin South Rotary Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Institute of Directors	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	National Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Chair	Volunteer South	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	New Zealand PGA (Professional Golf Association)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Dunedin Community House Executive Committee	Potential grants recipient	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Property Investors Association	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 Andrew Whiley (cont)	Member	Hereweka Harbour Cone Trust (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Peninsula Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Shanghai Association (Sister City Society) (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Grow Dunedin Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	NZ Masters Games Trust Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Ice Sports Dunedin Incorporated (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Puketai Residential Centre Liaison Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	Dunedin Christmas Charitable Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
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.
	Registered member	Te Rūnanga o Ngāi Tahu	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Employee	Te Whatu Ora	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.
Hannah Molloy	Reviewer	Theatreview	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.
	Contractor	Good Bitches 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.
	Contractor	NZ International Science Festival	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.
	Contractor	Te Mana Āhua Ake 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.
	Contractor	Māori & Pāsifika Education 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.
	Contractor	Arai Te Uru Kōkiri Training Centre	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.
	Contractor	Volunteer South	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
Hannah Molloy (cont)	Contractor	Otago Festival of the Arts 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.
	Volunteer	Ōtepoti Community Builders	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	Ōtepoti Futures 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.
	Board Chair	Fundraising Institute NZ	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Mentor	Dance Ōtepoti	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.
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.
	Co-Presiding Member	Ōpoho School Board of Trustees	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Co-President	Working for Ōtepoti Women Inc	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Mātāwai Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Community Consultant	Mātāwai Associates	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Volunteer	Ōtepoti 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.
Jonathan Usher	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.
	Director	This Way Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Slippery Jandal Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Committee Member	Peter McKenzie Project	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Jayar Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	ShelterBox New Zealand	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Rotary Club of Cromwell	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Rotary Club of Dunedin	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
Jonathan Usher (cont)	Retailer	Z Energy Limited	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.
	Partner/Spouse Director	This Way Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Partner/Spouse Director	Slippery Jandal Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Partner/Spouse Retailer	Z Energy Limited	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	Work colleague	First Light Frequencies	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.

## **CONFIRMATION OF MINUTES**

### **GRANTS SUBCOMMITTEE MEETING - 13 NOVEMBER 2024**

---

#### **RECOMMENDATIONS**

That the Subcommittee:

- a) **Confirms** the minutes of the Grants Subcommittee meeting held on 13 November 2024 as a correct record.

#### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">A↓</a>	Minutes of Grants Subcommittee meeting held on 13 November 2024	13

## **Grants Subcommittee**

### **DCC Arts, CNZ Creative Communities Scheme, Community Events, Community Waste Minimisation Grants and Dunedin Biodiversity Fund**

## **MINUTES**

Minutes of an ordinary meeting of the Grants Subcommittee held in the Council Chamber, Dunedin Public Art Gallery, The Octagon, Dunedin on Wednesday 13 November 2024, commencing at 9.31 am.

### **PRESENT**

#### **Chairperson**

#### **Deputy Chairperson**

#### **Members**

Cr Bill Acklin

Emma Burns

Don Hunter

Cr Mandy Mayhem

Anna Parker

Peter Hayden

Cr Cherry Lucas

Hannah Molloy

Cr Andrew Whiley

### **IN ATTENDANCE**

Nicola Morand (Manahautū – Policy and Partnerships), Jeanette Wikaira (General Manager Arts, Culture and Recreation), Wai Piggott (Financial Analyst), and Joanne Wornin (Assistant Management Accountant – Finance), Lisa Wilkie (Team Leader Creative Partnerships), Amie Taua (Creative Partnerships Advisor), Sean Norling (Creative Partnerships Advisor), Dan Hendra (Team Leader Events), Olha Viazenko (Events Advisor), Philippa Norton (Events Advisor), Mai Tamimi (Team Leader Community Development), Jay Phillips (Community Advisor), Mere Taana-Jouanides (Community Advisor), Cath Gledhill (Supervisor Waste Minimisation), Leigh McKenzie (Waste Minimisation Strategy Officer), Melanie Hardiman (Waste Minimisation Officer) and Zoe Lunniss (Biodiversity Advisor)

### **Senior Officers**

Nicola Morand (Manahautū – Policy and Partnerships) and Jeanette Wikaira (General Manager Arts, Culture and Recreation)

### **Governance Support Officer**

Lauren Riddle

## **1 KARAKIA TIMATANGA**

Anna Parker opened the meeting with a Karakia Timatanga.

## **2 APOLOGIES**

Apologies were received from Cr Marie Laufiso, Cr Sophie Barker, Adam Keane and Jonathan Usher and an apology for early departure from Cr Cherry Lucas.

Moved (Cr Andrew Whiley/Cr Cherry Lucas):

That the Subcommittee:

**Accepts** the apologies from Cr Marie Laufiso, Cr Sophie Barker, Adam Keane and Jonathan Usher and the apology for early departure from Cr Cherry Lucas.

**Motion carried (GS/2024/061)**

## **3 CONFIRMATION OF AGENDA**

Moved (Cr Bill Acklin/Cr Cherry Lucas):

That the Subcommittee:

**Confirms** the agenda without addition or alteration.

**Motion carried (GS/2024/062)**

## **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 Bill Acklin/Cr Cherry Lucas):

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**

### **5.1 GRANTS SUBCOMMITTEE MEETING - 19 SEPTEMBER 2024**

Moved (Cr Bill Acklin/Cr Andrew Whiley):

That the Subcommittee:

**Confirms** the public part of the minutes of the Grants Subcommittee meeting held on 19 September 2024 as a correct record.

**Motion carried (GS/2024/063)**

**PART A REPORTS****6 DCC ARTS, PROFESSIONAL THEATRE, CREATIVE COMMUNITIES SCHEME, COMMUNITY EVENTS, COMMUNITY AND SMALL GRANTS APPLICATION**

A report summarised funding applications received for the Dunedin City Council's (DCC) Arts, Professional Theatre Fund, Creative New Zealand (CNZ) Creative Communities Scheme, Community Events and Community Grants in September 2024.

**DCC Arts**

The Team Leader Creative Partnerships (Lisa Wilkie) and Creative Partnerships Advisor (Amie Taua and Sean Norling) spoke to the applications and responded to questions.

Peter Hayden declared a conflict of interest with Item 1 - Blue Oyster (The Blue Oyster Arts Trust) and Item 11 - Middlemarch Harakeke Weaving Workshops (under auspice of Strath Taieri Connect Charitable Trust) and withdrew from these items.

Hannah Molloy declared a conflict of interest with Item 3 - Dance Ōtepoti, Item 6 - Dunedin Youth Orchestra, Item 8 - Good Company Arts (Daniel Belton and Good Company Trust) (Anna Katherine Noonan T/A Dance Ōtepoti), Item 9 - International Festival of Environment, Science and Technology (NZ International Science Festival Inc) and Item 10 - Jeremy Beck (under auspice of Dance Ōtepoti) (Anna Katherine Noonan T/A Dance Ōtepoti) and withdrew from these items.

Hannah Molloy withdrew from this item.

Moved (Cr Bill Acklin/Cr Cherry Lucas):

That the Subcommittee:

**Declines** the following DCC Arts application:

3 Dance Ōtepoti

**Motion carried (GS/2024/064)**

Hannah Molloy returned to the meeting.

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Subcommittee:

**Declines** the following DCC Arts application:

12 New Zealand Sea Lion Trust

**Motion carried (GS/2024/065)**

Peter Hayden withdrew from these items.

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Subcommittee:

**Approves** the following DCC Arts applications:

1	Blue Oyster (The Blue Oyster Arts Trust)	\$2,500.00
11	Middlemarch Harakeke Weaving Workshops (under auspice of Strath Taieri Connect Charitable Trust)	\$2,950.00

**Motion carried (GS/2024/066)** Peter Hayden sat back from the item.

Peter Hayden returned to the meeting.

Hannah Molloy withdrew from these items.

Moved (Cr Bill Acklin/Cr Cherry Lucas):

That the Subcommittee:

**Approves** the following DCC Arts applications:

6	Dunedin Youth Orchestra	\$3,500.00
8	Good Company Arts (Daniel Belton and Good Company Trust) (Anna Katherine Noonan T/A Dance Ōtepoti)	\$2,000.00
9	International Festival of Environment, Science and Technology (NZ International Science Festival Inc)	\$2,000.00
10	Jeremy Beck (under auspice of Dance Ōtepoti) (Anna Katherine Noonan T/A Dance Ōtepoti)	\$3,000.00

**Motion carried (GS/2024/067)**

Hannah Molloy returned to the meeting.

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Subcommittee:

**Approves** the following DCC Arts applications:

2	Chamber Music New Zealand Trust	\$2,500.00
4	Dunedin Choral Society (performing as City Choir Dunedin)	\$3,000.00
5	Dunedin Jazz Club (Dunedin Jazz Foundation)	\$3,000.00
7	GASP Dance Charitable Trust (GASP Dance Collective)	\$3,000.00
13	Poonah Torabian (under auspice of Dunedin Multicultural Council (Dunedin Multi Ethnic Council)	\$3,500.00
14	Spectacle (under auspice of Dunedin Fringe Arts Trust	\$1,750.00
15	The Hills Radio Trust (OAR FM) (The Hills Radio Trust T/A OAR FM Dunedin)	\$3,500.00

**Motion carried (GS/2024/068)**



### Professional Theatre Fund

The Team Leader Creative Partnerships (Lisa Wilkie) and Creative Partnerships Advisor (Amie Taua and Sean Norling) spoke to the applications and responded to questions.

Hannah Molloy declared a conflict of interest with Item 1 - Afterburner (under auspice of Wow! Productions Trust) (WOW Productions), Item 4 - Hic Sunt Dracones Productions (under auspice of Stage South Charitable Trust) and Item 6 - Theatreworks Ltd and withdrew from these items.

Moved (Cr Mandy Mayhem/Hannah Molloy):

That the Subcommittee:

**Approves** increase in funding grant to \$17,200.00 for:

2	Birds of a Feather (under auspice of He Waka Eke Noa Charitable Trust)	\$16,000.00
	Plus additional funding granted	\$1,200.00
		\$17,200.00

### Motion carried (GS/2024/069)

Hannah Molloy withdrew from these items.

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Subcommittee:

**Approves** the following Professional Theatre Fund applications:

1	Afterburner (under auspice of Wow! Productions Trust) (WOW Productions)	\$17,000.00
4	Hic Sunt Dracones Productions (under auspice of Stage South Charitable Trust)	\$18,000.00
6	Theatreworks Ltd	\$18,000.00

### Motion carried (GS/2024/070)

Hannah Molloy returned to the meeting.

Moved (Cr Bill Acklin/Cr Cherry Lucas):

That the Subcommittee:

**Approves** the following Professional Theatre Fund applications:

3	Dunedin Summer Shakespeare (under auspice of Castle Charitable Trust (Castle Trustees Limited)	\$18,000.00
5	Improsaurus Incorporated (Improsaurus)	\$10,000.00

### Motion carried (GS/2024/071)

**CNZ Creative Communities Scheme**

The Team Leader Creative Partnerships (Lisa Wilkie) and Creative Partnerships Advisor (Amie Taua and Sean Norling) spoke to the applications and responded to questions.

Hannah Molloy declared a conflict of interest with Item 7 - Dunedin Youth Orchestra and Item 24 - Yellow Eye Ltd and withdrew from these items.

Anna Parker declared a conflict of interest with Item 13 - Pacific Otago Trust and withdrew from this item.

Moved (Cr Bill Acklin/Cr Cherry Lucas):

That the Subcommittee:

**Declines** the following CNZ Creative Communities Scheme applications:

- 1 Bailey Gardner & Tara Leckie (B M Gardner)
- 17 Script to Screen Te Tari Tuhi Kupu a Whakaahua (Script to Screen)
- 20 Spectacle (Jessica Deserie Mary Covell)
- 21 The Barden Party (Laura Irish)
- 22 The Caninspire Charitbale Trust
- 23 The Toroa Foundation (C Gardner)

**Motion carried (GS/2024/072)**

Anna Parker withdrew from this item.

Moved (Hannah Molloy/Cr Mandy Mayhem):

That the Subcommittee:

- a) **Increase** the funding for application 13 – Pacific Otago Trust by \$1,300.00, from \$7,200.00 to \$8,500.00
- b) **Decrease** funding for application 5 – Dunedin Midwinter Celebrations by \$1,300.00, from \$3,500.00 to \$2,200.00.

The Subcommittee voted by division

For: Cr Bill Acklin, Don Hunter, Cr Mandy Mayhem and Hannah Molloy (4).  
Against: Peter Hayden, Cr Cherry Lucas and Cr Andrew Whiley (3).

The division was declared CARRIED by 4 votes to 3

**Motion carried (GS/2024/073)**

Anna Parker returned to the meeting.

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Subcommittee:

**Approves** the following CNZ Creative Communities Scheme applications:

7	Dunedin Youth Orchestra	\$2,500.00
14	Penina o le Moana – Siva Samoa (Penina o le Moana)	\$1,500.00

**Motion carried (GS/2024/074)**

Moved (Hannah Molloy/Cr Mandy Mayhem):

That the Subcommittee:

- a) **Approves** a \$500.00 **increase** to grant application:
 

11	Naga Harshietha Dhandapani	\$1,000.00
----	----------------------------	------------
  
- b) **Approves** a \$250 **decrease** each for grant applications:
 

3	Christine Keller (Christine Keller T/A Weaving On)	\$4,000.00
8	East Otago Musical Theatre Incorporated (East Otago Musical Theatre Inc)	\$4,000.00

The Subcommittee voted by division

For: Don Hunter, Cr Mandy Mayhem, Hannah Molloy and Anna Parker (4).  
 Against: Cr Bill Acklin, Peter Hayden, Cr Cherry Lucas and Cr Andrew Whiley (4).  
 Abstained: Nil

An equality of votes was recorded 4:4 following which the Chairperson used his casting vote against the motion.

**The motion was lost.**

Moved (Cr Bill Acklin/Cr Cherry Lucas):

That the Subcommittee:

**Approves** the following CNZ Creative Communities Scheme applications:

2	Baroque Music Community and Educational Trust of New Zealand (Baroque Music Community & Education)	\$1,000.00
3	Christine Keller (Christine Keller T/A Weaving On)	\$4,000.00
4	Dunedin Concerto Competition Charitable Trust (Dunedin Concerto Competition Incorporated)	\$2,000.00
6	Dunedin Writers and Readers Festival Trust (Dunedin Writers & Readers Trust)	\$3,000.00
8	East Otago Musical Theatre Incorporated (East Otago Musical Theatre Inc)	\$4,000.00
9	Josiah Morgan (J J Morgan)	\$1,500.00

10	Middlemarch Harakeke Weaving Group (Andrea Bosshard)	\$2,500.00
11	Naga Harshietha Dhandapani	\$1,000.00
12	Ōtākou Māori Womens Welfare League	\$2,000.00
15	RASA Dance Dunedin (Lisa Wilkinson T/A RASA School of Dance)	\$2,000.00
16	Refugee Support Group (Refugee Support Group – Otago)	\$3,000.00
18	Siau-Jiun Lim	\$4,500.00
19	South Dunedin Street Festival (The South Dunedin Community Network Inc)	\$3,000.00
24	Yellow Eye Ltd	\$1,000.00

**Motion carried (GS/2024/075)** Don Hunter, Hannah Molloy and Anna Parker abstained from the vote.

Peter Hayden and Don Hunter left the meeting at 10.28am.

#### **Community Events**

The Team Leader Events (Dan Hendra), Events Advisors (Olha Viazenko and Philippa Norton), Allison Wallace and Sian Sutton spoke to the applications and responded to questions.

Hannah Molloy declared a conflict of interest with Item 1 - Aotearoa NZ Folk Alliance and Item 4 - Dance Ōtepoti and withdrew from these items.

Cr Bill Acklin declared a conflict of interest with Item 6 - Dunedin Christmas Charitable Trust and withdrew from this item.

Cr Andrew Whiley declared a conflict of interest with Item 6 - Dunedin Christmas Charitable Trust and withdrew from this item.

Moved (Cr Bill Acklin/Cr Andrew Whiley):

That the Subcommittee:

**Declines** the following Community Events applications:

- 17 Hope Church Dunedin Incorporated (Hope Church Dunedin)
- 21 Otago Kennel Association
- 23 RASA Dance Dunedin (Lisa Wilkinson T/A RASA)
- 24 Students for Sensible Drug Policy Dunedin

**Motion carried (GS/2024/076)**

Cr Bill Acklin withdrew from this item. Cr Cherry Lucas Chaired the meeting while this item was considered.

Cr Andrew Whiley withdrew from this item.

Moved (Cr Cherry Lucas/Cr Mandy Mayhem):

That the Subcommittee:

**Approves** the following Community Events applications:

6	Dunedin Christmas Charitable Trust	\$2,500.00
---	------------------------------------	------------

**Motion carried (GS/2024/077)**

Cr Bill Acklin returned to the meeting and resumed the Chair.

Cr Andrew Whiley returned to the meeting.

Hannah Molloy withdrew from this item.

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Subcommittee:

**Approves** the following Community Events applications:

1	Aotearoa NZ Folk Alliance	\$1,500.00
---	---------------------------	------------

4	Dance Ōtepoti	\$2,975.00
---	---------------	------------

**Motion carried (GS/2024/078)**

Hannah Molloy returned to the meeting.

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Subcommittee:

**Approves** the following Community Events applications:

2	Brighton Gala Experience	\$1,500.00
---	--------------------------	------------

3	Cycling Otago	\$2,000.00
---	---------------	------------

5	Diving Ōtākou (Diving Ōtākou (2015) Incorporated)	\$2,000.00
---	---	------------

7	Dunedin Concerto Charitable Trust (Dunedin Concerto Competition)	\$2,000.00
---	--	------------

8	Dunedin Grass Kart Club Inc	\$2,000.00
---	-----------------------------	------------

9	Dunedin Ice Skating Club (Dunedin Ice Skating Club Inc)	\$2,000.00
---	---	------------

10	Dunedin Multicultural Council Inc (DMCC)	\$1,300.00
----	--	------------

11	Dunedin Poultry, Pigeon & Cage Bird Club	\$1,360.00
----	--	------------

12	Dunedin Sri Lankan Society	\$1,800.00
----	----------------------------	------------

13	Dunedin Super League	\$880.00
----	----------------------	----------

14	Dunedin Tamil Society	\$700.00
----	-----------------------	----------

15	Dunedin Theatre Reviewers Collective	\$670.00
----	--------------------------------------	----------

16	East Otago Musical Theatre Incorporated	\$2,675.00
18	Middlemarch Ploughing Association	\$2,000.00
19	Mountain Bike Otago (Mountainbiking Otago)	\$3,892.00
20	Otago and Southland Chinese Association (Otago/Southland Chinese Association)	\$2,840.00
22	Piping and Dancing Association of NZ Inc Otago Centre (The Piping & Dancing Assn of NZ Inc Otago Branch)	\$2,000.00
25	The Green Island Competitions Society Incorporated (Green Island Competitions Society)	\$1,500.00
26	Vintage Car Club of New Zealand Inc, Otago Branch Inc	\$1,513.00

**Motion carried (GS/2024/079)** Hannah Molloy abstained from the vote.

Cr Andrew Whiley left the meeting at 10.50 am.

Moved (Cr Bill Acklin/Cr Cherry Lucas):

That the Subcommittee:

**Adjourns** the meeting for five minutes.

**Motion carried**

The meeting adjourned at 10.55 am and reconvened at 11.02 am.

### **Community**

The Team Leader Community Development (Mai Tamimi), Community Advisors (Jay Phillips and Mere Taana-Jouanides) and Gina Hu'akau (Manager Community Partnerships) spoke to the applications and responded to questions.

Cr Andrew Whiley returned to the meeting at 11.43 am.

Anna Parker declared a conflict of interest with Item 1 - Anglican Family Care and Item 4 - Catholic Social Services and withdrew from these items.

Cr Mandy Mayhem declared a conflict of interest with Item 45 - WEKA Wellness Empathy Kindness Aotearoa and withdrew from this item.

It was noted that Item 37 – StarJam Charitable Trust was withdrawn.

Moved (Cr Bill Acklin/Cr Cherry Lucas):

That the Subcommittee:

**Declines** the following Community applications:

- 19 International Student Rescue Mission
- 20 K9 Medical Detection NZ Charitable Trust

**Motion carried (GS/2024/080)**

Cr Mandy Mayhem withdrew from this item.

Moved (Anna Parker/Cr Cherry Lucas):

That the Subcommittee:

**Decreases** the following grants by \$500.00 to receive:

17	Hold On To Your Friends Incorporated	\$2,000.00
27	Opoho Playcentre	\$1,000.00
22	Life Education Trust Coastal Otago	\$1,500.00
43	The Royal New Zealand Society for the Prevention of Cruelty to Animals Incorporated O Dunedin Branch	\$1,500.00

**Increase** the grants to the following applications by \$500.00 to receive:

2	Bellyful New Zealand NZ	\$1,500.00
6	Deaf Aotearoa Holdings Ltd (Otago Branch)	\$1,500.00
12	Dunedin Curtain Bank Trust	\$4,500.00
25	New Zealand Riding for the Disabled, Waikouaiti Group Incorporated	\$3,000.00
40	Taieri Fit and Fun Group	\$2,500.00

**Increase** the grants to the following applications by \$1,000.00 to receive:

14	E.F.K.S Youth Group	\$4,000.00
45	WEKA Wellness Empathy Kindness Aotearoa	\$3,000.00
46	YSAR Trust	\$3,450.00

**Increase** the following grant application by \$1,500.00 to receive:

33	Refugee Support Group – Otago	\$4,000.00
----	-------------------------------	------------

**Motion carried (GS/2024/081)**

Cr Mandy Mayhem returned to the meeting.

Anna Parker withdrew from this item.

Moved (Cr Cherry Lucas/Cr Bill Acklin):

That the Subcommittee:

**Approves** the following Community applications:

1	Anglican Family Care	\$1,000.00
4	Catholic Social Services	\$1,000.00

**Motion carried (GS/2024/082)**

Anna Parker returned to the meeting.

Moved (Cr Bill Acklin/Cr Cherry Lucas):

That the Subcommittee:

**Approves** the following Community applications:

3	Cancer Society, Otago & Southland Division	\$1,000.00
5	Connecting Otago Charitable Trust	\$1,500.00
7	Diabetes New Zealand	\$1,000.00
8	Disability Information Service Inc T/A Livingwell Disability Resource Centre	\$2,500.00
9	Drug Injecting Services in Canterbury Trust	\$3,500.00
10	Dunedin Budget Advisory Service	\$3,500.00
11	Dunedin Community Transport Trust	\$3,500.00
12	Dunedin Curtain Bank Trust	\$4,500.00
13	Dunedin Group Riding for the Disabled Association Incorporated	\$2,500.00
15	Hearing Support Otago	\$3,000.00
16	Heart Kids New Zealand Incorporated	\$1,000.00
18	Ignite Consultants	\$1,500.00
21	Kiwi Family Trust	\$1,500.00
23	Mosgiel Memorial RSA Incorporated	\$3,000.00
24	Neighbours Day Aotearoa Charitable Trust	\$2,000.00
26	OneCoast Incorporated	\$2,500.00
28	Otago Multiple Sclerosis Society Inc	\$1,500.00
29	Parkinson's New Zealand Charitable Trust	\$1,500.00
30	Probus Club of Mosgiel	\$1,000.00
31	Quarantine Island/kamau Taurua Community Incorporated	\$2,500.00
32	Rape Crisis (Dunedin) inc T/A Ōtepoti Communities Against Sexual Abuse (ŌCASA)	\$4,000.00
34	Saddle Hill Foundation Trust	\$3,500.00
35	Senior-Link	\$3,500.00
36	South Dunedin Hall Trust	\$1,000.00
38	Stopping Violence Dunedin Inc	\$3,000.00
39	Taieri Christian Care	\$2,000.00
41	The Brain Injury Association (Otago) Inc	\$1,000.00



42	The Rothesay News Inc	\$2,500.00
44	The Work Opportunities Trust	\$3,500.00

**Motion carried (GS/2024/083)**

Moved (Cr Bill Acklin/Cr Cherry Lucas):

That the Subcommittee:

**Notes** the funds allocated between 1 May 2024 and 30 September 2024 for Small Project and Neighbourhood Matching grants.

**Motion carried (GS/2024/084)**

**7 WASTE MINIMISATION COMMUNITY PROJECTS/INITIATIVES, INNOVATION AND DEVELOPMENT (COMMERCIAL) AND SMALL GRANT APPLICATIONS**

A report summarised applications received during September 2024 for the Waste Minimisation Community Project/Initiative and Waste Minimisation Innovation and Development (Commercial) funding round.

**Waste Minimisation Community Project/Initiative Grants**

The Supervisor Waste Minimisation (Cath Gledhill) and Waste Minimisation Officer (Melanie Hardiman) spoke to the report and responded to questions.

Anna Parker declared a conflict of interest with Item 5 - Pacific Otago Trust and withdrew from this item.

Hannah Molloy declared a conflict of interest with Item 3 - iD Dunedin Fashion Inc and withdrew from this item.

Cr Mandy Mayhem declared a conflict of interest with Item 8 - Waitati Music Festival and withdrew from this item.

Cr Andrew Whiley declared a conflict of interest with Item 7 - The Dunedin Community House and withdrew from this item.

Anna Parker withdrew from this item.

Moved (Hannah Molloy/Cr Andrew Whiley):

That the Subcommittee:

a) <b>Decreases</b> the following grant applications by \$200.00 to:		
1	Cargill Enterprises (Disabled Citizens Society (Otago) Inc T/A Cargill Enterprises)	\$4,560.50
2	Dunedin Curtain Bank Trust	\$4,560.50
4	Our Food Network (Our Food Network Dunedin (OFN) Incorporated)	\$4,560.50
6	South Dunedin Community Network Incorporated	\$4,560.50
8	Waitati Music Festival (Waitati-e)	\$3,179.50

- b) **Increases** the following grant application by \$1,000.00:
- |   |   |            |
|---|---|------------|
| 5 | Pacific Otago Trust (Pacific Trust Otago) | \$2,886.00 |
|---|---|------------|

**Motion carried (GS/2024/085)**

Anna Parker returned to the meeting.

Moved (Cr Bill Acklin/Cr Andrew Whiley):

That the Subcommittee:

**Resolve** to rescind the previous motion **GS/2024/085**.

**Motion carried (GS/2024/086)**

Moved (Anna Parker/Cr Andrew Whiley):

That the Subcommittee:

**Reduce** the following grant applications by \$200.00 each to:

- |   |   |            |
|---|---|------------|
| 1 | Cargill Enterprises (Disabled Citizens Society (Otago) Inc T/A Cargill Enterprises) | \$4,560.50 |
| 2 | Dunedin Curtain Bank Trust  | \$4,560.50 |

**Motion carried (GS/2024/087)**

Hannah Molloy withdrew from this item.

Moved (Cr Bill Acklin/Cr Andrew Whiley):

That the Subcommittee:

**Reduce** the following grant application by \$200.00 to:

- |   |  |            |
|---|--|------------|
| 3 | iD Dunedin Fashion Inc (iD Dunedin Fashion Incorporated Society) | \$4,180.50 |
|---|--|------------|

**Motion carried (GS/2024/088)**

Hannah Molloy returned to the meeting.

Moved (Cr Bill Acklin/Cr Andrew Whiley):

That the Subcommittee:

**Reduce** the following grant application by \$200.00 to:

- |   |  |            |
|---|--|------------|
| 4 | Our Food Network (Our Food Network Dunedin (OFN) Incorporated) | \$4,560.50 |
|---|--|------------|

**Motion carried (GS/2024/089)**

Moved (Cr Bill Acklin/Cr Andrew Whiley):

That the Subcommittee:

**Reduce** the following grant application by \$200 to:

6	South Dunedin Community Network Incorporated	\$4,560.50
---	--	------------

**Motion carried (GS/2024/090)**

Cr Mandy Mayhem withdrew from this item.

Moved (Cr Bill Acklin/Cr Andrew Whiley):

That the Subcommittee:

**Reduce** the following grant application by \$200.00 to:

8	Waitati Music Festival (Waitati-e)	\$3,179.50
---	------------------------------------	------------

**Motion carried (GS/2024/091)**

Cr Mandy Mayhem returned to the meeting.

Anna Parker withdrew from this item.

Moved (Hannah Molloy/Cr Andrew Whiley):

That the Subcommittee:

**Increase** the following grant application by \$1,200.00 to:

5	Pacific Otago Trust (Pacific Trust Otago)	\$3,086.00
---	---	------------

**Motion carried (GS/2024/092)** Anna Parker sat back from the item.

Anna Parker returned to the meeting.

Cr Andrew Whiley withdrew from this item.

Moved (Hannah Molloy/Cr Cherry Lucas):

That the Subcommittee:

**Approves** the following Waste Minimisation Community Project/Initiative Grants application:

7	The Dunedin Community House (The Dunedin Community House Inc)	\$1,312.00
---	---	------------

**Motion carried (GS/2024/093)**

Cr Andrew Whiley returned to the meeting.

Cr Cherry Lucas left the meeting at 12.16 pm.

**Waste Minimisation Innovation and Development (Commercial) Grants**

The Supervisor Waste Minimisation (Cath Gledhill) and Waste Minimisation Strategy Officer – (Leigh McKenzie) spoke to the report and responded to questions.

Moved (Cr Bill Acklin/Hannah Molloy):

That the Subcommittee:

**Declines** the following Waste Minimisation Innovation and Development (Commercial) Grants application:

- 2 Business South Incorporated

**Motion carried (GS/2024/094)** Cr Andrew Whiley recorded a vote against.

Moved (Cr Bill Acklin/Hannah Molloy):

That the Subcommittee:

**Approves** the following Waste Minimisation Innovation and Development (Commercial) Grants applications:

1	Augustines of Central T/A Augustines of Portobello (Augustines of Central Limited)	\$7,500.00
3	Cook Brothers Construction (Cook Brothers Construction Limited)	\$7,500.00
4	Dunedin Craft Distillers	\$17,500.00
5	Mizen Automation (Mizen Automation Limited)	\$21,000.00
6	Pedals Dunedin (Pedals Dunedin Limited)	\$5,000.00
7	Spout Alternatives (Spout Alternatives Limited)	\$11,500.00

**Motion carried (GS/2024/095)** Cr Andrew Whiley recorded a vote against.

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Subcommittee:

- a) **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.
- b) **Notes** the approved funding allocated to organisations for Waste Minimisation Small Project Grants.

**Motion carried (GS/2024/096)**

Anna Parker and Hannah Molloy left the meeting at 12.27 pm.

Emma Burns, Department of Conservation Representative entered the meeting at 12.27 pm

## 8 DUNEDIN BIODIVERSITY FUND - FINAL REPORTS ON COMPLETED PROJECTS

A report summarised the grants claimed for funded projects that have been completed since the last project completion report to the Grants Subcommittee in May 2024.

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Subcommittee:

**Notes** the project completion reports for projects supported by the Dunedin Biodiversity Fund.

**Motion carried (GS/2024/097)**

## 9 DUNEDIN BIODIVERSITY FUND APPLICATIONS

A report provided a summary of the applications to support the Subcommittee in allocating funding for the September 2024 Dunedin Biodiversity Fund round.

The Biodiversity Officer (Zoe Lunniss) and Department of Conservation Representative (Emma Burns) spoke to the applications and responded to questions.

Moved (Cr Bill Acklin/Cr Andrew Whiley):

That the Subcommittee:

**Declines** the following Dunedin Biodiversity Fund application:

BIO-2024-20 Machiki Niimi

**Motion carried (GS/2024/098)**

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Subcommittee:

**Approves** the following Dunedin Biodiversity Fund applications:

BIO-2024-11	Springwater Ag Ltd (Ray Parker)	\$3,700.00
BIO-2024-12	Dunedin City Baptist Church (Malcolm Cowan)	\$1,300.00
BIO-2024-13	Yellow Eyed Penguin Trust	\$4,000.00
BIO-2024-14	Ohad Dar	\$3,200.00
BIO-2024-15	Tracey Hooper	\$4,000.00
BIO-2024-16	Otago Golf Club	\$3,050.00
BIO-2024-17	Melissa Cheah	\$3,500.00
BIO-2024-18	Rhys Millar	\$4,000.00
BIO-2024-19	Nicola McGrouther	\$4,000.71
BIO-2024-21	Phillip Cunningham	\$2,700.00

BIO-2024-22	Thomas Hayward	\$4,000.00
BIO-2024-23	Judith Ferguson and Kevin Hayward	\$4,000.00

**Motion carried (GS/2024/099)**

Due to lack of quorum – Item C1 - Public Excluded minutes of the Grants Subcommittee meeting of 19 September 2024 would be held over to the next meeting of the Subcommittee.

The meeting concluded at 12:34pm.

.....  
 CHAIRPERSON

## **PART A REPORTS**

### **CHAIRS REPORT - GRANTS REVIEW UPDATE**

Department: Civic

---

#### **EXECUTIVE SUMMARY**

- 1 The purpose of this report is to update the Grants Subcommittee on the progress of the Grants Review.
- 2 The report outlines progress to date and invites external representatives of the Grants Subcommittee to participate in the discussion.

#### **RECOMMENDATIONS**

That the Subcommittee:

- a) **Notes** the content of the Chairs update report.

#### **BACKGROUND**

- 3 During the 2019-2022 Triennium, a “refresh” of the DCC Strategic Framework (eight strategies underpinned by the principles of sustainability and the Treaty of Waitangi, as below) was commenced.

1.4 Strategic Alignment  
Figure One: DCC strategic framework



- 4 As the Grants Management Policy (2019) was scheduled for review in May 2022, the Grants Subcommittee (chaired by Councillor Garey) began this work in February.
- 5 Various drafts collated by the Events and Community Development and Corporate Policy Teams arose from two workshops and emailed feedback.
- 6 An example which contrasts proposed changes (from 2022) with the relevant section of the Policy (2019) is below.
  - a) Draft July 2022

### 1.3 Grant Making Principles

The DCC Grants Management Policy recognises the following grant making principles,

- a. DCC funded grants support local organisations and groups contributing to the social, economic, cultural, and environmental well-being of Dunedin residents, and visitors to the city.
- b. Funding decisions reflect the DCC's Strategic Framework outcomes and Council's commitment to the Treaty of Waitangi, and to sustainability.
- c. Priority is given to –
  - Applications that improve the well-being of, and address equitable outcomes for Māori, Pāšifika, migrants, former refugees, youth, older people, disabled people, and the Rainbow community.
  - Dunedin-based grass roots and community-led initiatives,
  - Applications that support the DCC's Zero Carbon 2030 target and Waste Minimisation goals,
- d. Co-funding is encouraged to support the well-being of local communities



b) 2019 Policy

**1.5 Principles:**

The DCC Grants Policy recognises the following core **principles**.

- a) Encourage the development and delivery of social, economic, environmental and cultural opportunities for all residents and visitors, and support the local natural and built environment.
- b) Encourage partnerships and pathways that support community wellbeing and resilience.
- c) Support community aspirations by establishing effective public engagement and participation forums that are accessible and appropriate.
- d) Acknowledge and celebrate the social, cultural and ethnic values of our communities.

- 7 This review however was not completed due primarily changes in Staff and Elected Member personnel prior to and after the 2022 Local Body Elections.
- 8 The terms of external members of the Grants Subcommittee were however extended until the Grants Review could be completed. In all, three such extensions have occurred, the latest being a resolution of the Council meeting held on 30 April 2025.

**DISCUSSION**

- 9 In 2023, “Workstream Groups” of Staff and Elected Members convened to prepare for the 10-Year Plan (2024-2034).
- 10 Through the work of the Grants Workstream, the DCC gained for the first time an understanding of the total grants allocated annually across the organisation. This figure is \$13,648,000.
- 11 Of this, \$7,077,000 (the total of two grants to the Tūhura Otago Museum and Dunedin Venues Management Limited) is excluded, leaving \$6,571,000. This amount is to be distributed as below.

CATEGORY of GRANT	ALLOCATED BY	AMOUNT
Contestable	Grants Sub-Committee	\$3, 503,000
Discretionary	Various Teams, Groups	\$145,000
Community Service Agreements	Heritage Fund	\$680, 000
Service Level Agreements	Various Teams, Groups	\$1,230,000
Property Arrangements	Property Group	\$467,000
Funded by Central Government Agencies	Various Teams, Groups	\$356,000
To DCC-owned companies and trusts, partnership agreements and administered by other agencies	Various Teams, Groups	\$195,000
		<b>\$6,571,000</b>

- 12 The October 2023 elections led to the “Local Water Done Well” programme as the new Government’s replacement of the previous administration’s suite of 3 Waters legislations.
- 13 Territorial authorities such as the DCC were given a choice as to whether to produce for public consultation a 10-Year Plan (2024-2034) or a 9-Year Plan (2025-2034).

14 Along with the decision to proceed with the latter, the DCC decided to also continue with Advisory Panels (comprised of Elected Members with Staff support) to progress of programmes of work which included the Grants Review.

15 At its meeting on 31 July 2024 Council approved the Terms of Reference for the Grants Review

***Moved (Mayor Jules Radich/Cr Bill Acklin)***

*That the Council:*

a) ***Approves*** the draft Terms of Reference for the Grants Review

b) ***Notes*** that updates on the review would be required to either the Community Services Committee or Council

***Motion carried (CNL/2024/143)***

16 The Terms of Reference outline that's the purpose of the review is to: Review the current grant pools provided by the DCC and recommend changes to ensure the grants framework aligns with Council's outcomes.

17 Between August and December 2024, four meetings of the Grants Review Panel were held, and an additional four meetings were held with Elected Members only.

18 At the fourth Elected Members only meeting, held on December 6th, 2024, there was agreement that for the purposes of the 9-Year-Plan (2025-2034) Consultation, the grants pool quantum of \$6,571,000 would be "ring-fenced".

19 The proposed 'ring-fenced' amount for contestable funds was confirmed by Council at its meeting of 28 January 2025.

20 Other points of discussion between Elected Members include:

a) Staff discretion to approve grants.

b) Rates Relief is to be reviewed so that organisations in need are equitably supported.

c) If the overall quantum of rates-funded grants, which is approximately 3.5%, be increased or decreased.

d) If grants funding should be decided by Elected Members only.

21 Due to a clear lack of policy intent thus far, it is unlikely that the review will be completed by June 2025.

## **OPTIONS**

22 As this report is for noting there are no options.

## **NEXT STEPS**

- 23 A workshop will be held with the Review Panel and External Representatives of the Grants Subcommittee

## **Signatories**

Author:	Marie Laufiso - Chairperson, Grants Subcommittee
---------	--

## **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.  
 This decision promotes the social well-being of communities in the present and for the future.  
 This decision promotes the economic well-being of communities in the present and for the future.  
 This decision promotes the environmental well-being of communities in the present and for the future.  
 This decision promotes 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 type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Future Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Other strategic projects/policies/plans	✓	<input type="checkbox"/>	<input type="checkbox"/>

The Grants Subcommittee is delegated to allocate funding within the approved grants budget. The grant decisions directly support community groups to deliver on projects, services and activities that support local residents' wellbeing and contributes to many of the DCC's strategies and plans.

### ***Māori Impact Statement***

Te Taki Haruru, the DCC's Māori Strategic Framework outlines the aspirations for Māori living in Ōtepoti Dunedin. Many of the grant applications contribute to these aspirations by way of the services and activities that they deliver on. In making grant decisions, the Subcommittee includes representation as appointed by mana whenua to ensure all grant decisions include mana whenua perspectives.

### ***Sustainability***

There are no negative implications for sustainability, with some grant applications positively contributing to sustainable goals for their local community.

### ***Zero carbon***

Grants may have an impact on carbon across the city, but no assessment has been made to determine city wide emissions.

### ***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

Grants are part of the DCCs Levels of Service and are included in the DCCs LTP and Annual Plan.

### ***Financial considerations***

There are no financial considerations as grants are allocated according to the DCC's grants budget approved by Council.

### ***Significance***

Low

## **SUMMARY OF CONSIDERATIONS**

### ***Engagement – external***

No external engagement has occurred; however External Representatives on the Grants Subcommittee have been elected to represent Community interests. Their involvement in the grants review is therefore appropriate and will contribute to decisions that ensure reflect the community is represented and this is proposed in next steps.

### ***Engagement - internal***

Engagement with Elected Members is occurring with various staff providing a support and advisory role.

### ***Risks: Legal / Health and Safety etc.***

The risks related to grants is considered low as applicants have to provide financial and group information to be eligible to apply.

### ***Conflict of Interest***

No Conflicts of Interest have been noted by staff in accordance with the DCC's Conflict of Interest policy. The Subcommittee manages its Conflicts of Interest in accordance with the DCC's Conflict of Interest policy.

### ***Community Boards***

There are no implications for Community Boards. There are some grant recipients who are located within the Community Boards areas.

## **DCC ARTS, DCC SMALL ARTS PROJECT, AND CNZ CREATIVE COMMUNITIES SCHEME GRANTS**

Department: Ara Toi

---

### **EXECUTIVE SUMMARY**

- 1 This report summarises grant applications to the Dunedin City Council (DCC) Arts Grants and the Creative New Zealand Creative Communities Scheme funds for the March 2025 round. It also provides an update of the grants approved from the Small Arts Project Grants fund between 1 July 2024 and 30 April 2025.
- 2 The Grants Subcommittee (Subcommittee) is responsible for allocating funding in line with the DCC's grants budget. This report includes applicant data for the DCC Arts Grants (Attachment A) and CNZ Creative Communities Scheme (Attachment B) March 2025 round.
- 3 A summary of the small grants awarded through the Small Arts Project is provided. Staff assess applications as they are received, with the Subcommittee Chair or their delegate making funding decisions (up to \$500) in accordance with the DCC Grants Subcommittee's delegations.

### **RECOMMENDATIONS**

That the Subcommittee:

- a) **Decides** the grants to be allocated from the DCC Arts and CNZ Creative Communities Scheme Fund.
- b) **Notes** the funds allocated between 1 July 2024 and 30 April 2025 for Small Arts Projects grants.

### **BACKGROUND**

- 4 Applications for the DCC Arts and CNZ Creative Communities Scheme grants closed on 28 March 2025.
- 5 The Ara Toi/Creative Partnerships team held an arts funding drop-in session and presentation in the Community Gallery on February 26<sup>th</sup>. Potential applicants were able to speak to Creative Advisors in a welcoming space between 11am and 4pm, with the presentation and discussion between 4 and 5pm.
- 6 General information about the grant application process was directly promoted through Ara Toi/Creative Partnerships social media in mid-March.

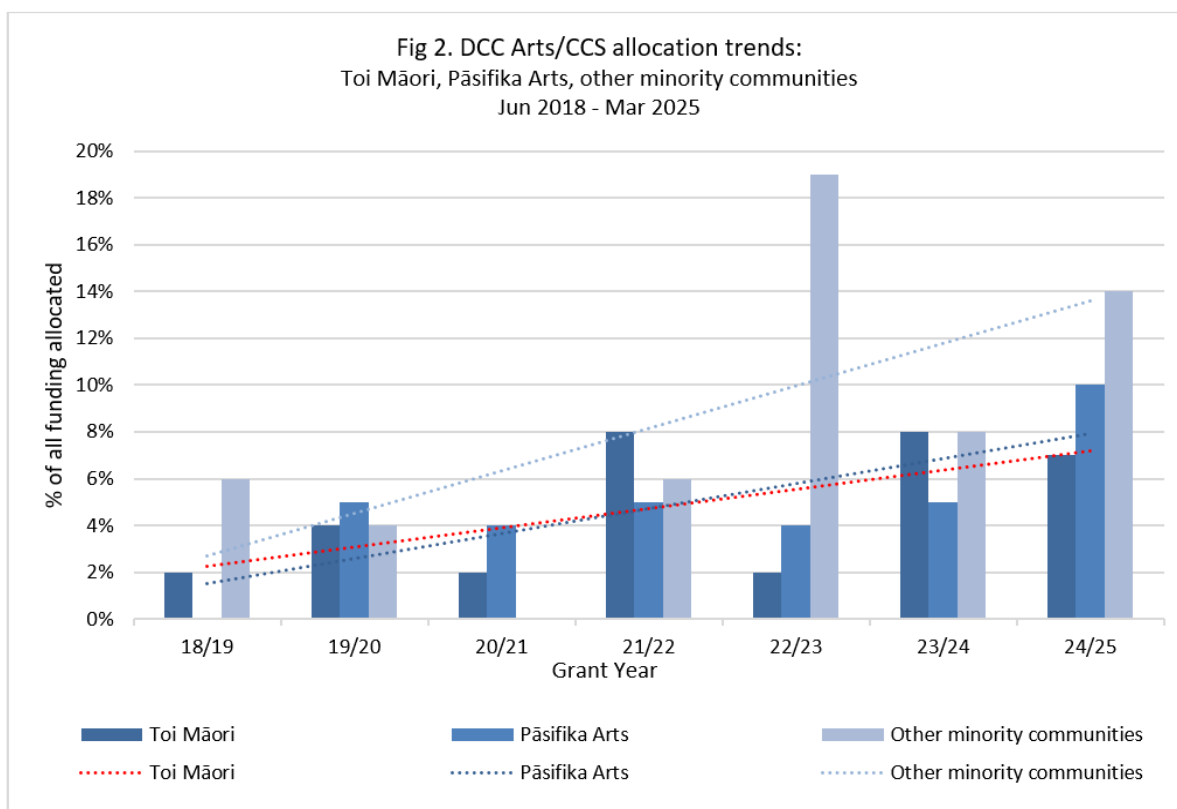
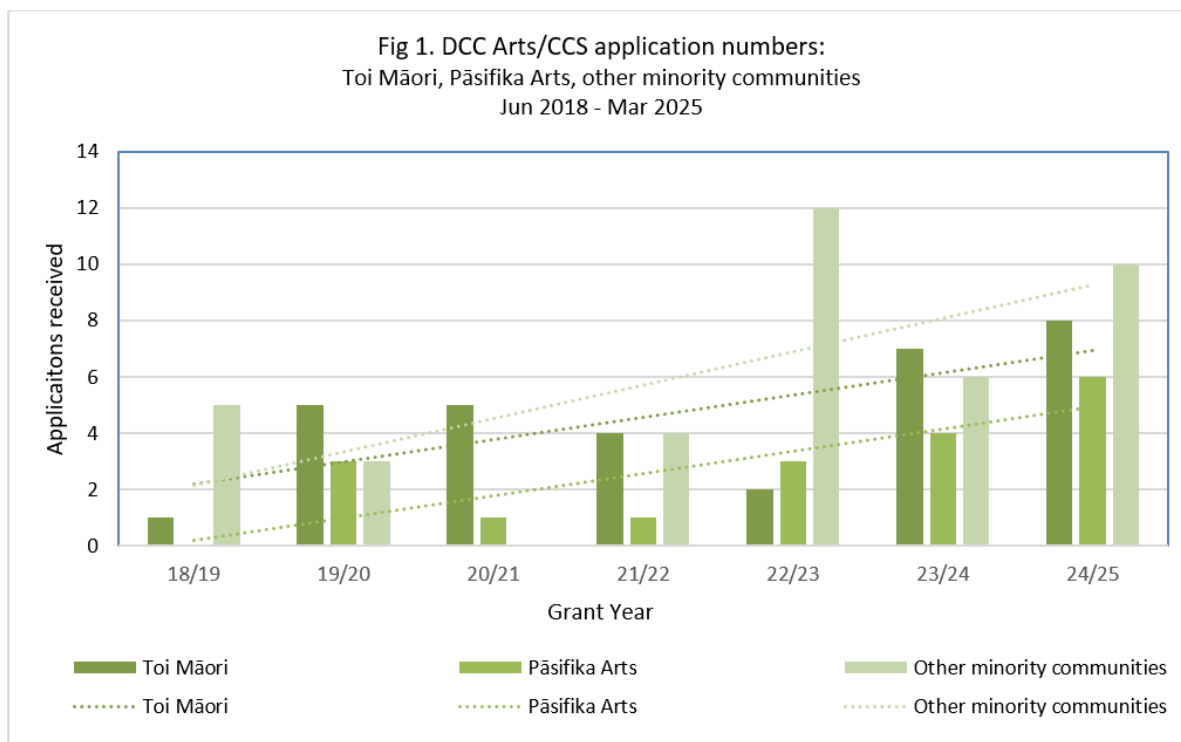
- 7 Applicants are encouraged to meet with staff before applying for a grant, to receive relevant advice and information. Team members proactively contact groups and individuals they have worked with to check in with their application process.
- 8 Grant applications and relevant report backs are discussed and reviewed by the full team prior to finalising recommendations; all assessments are reviewed by the Team Leader.
- 9 There is additional funding available in the Creative Communities Scheme pool in this round. This is due to the return of unused grant funding (\$6,043.65, Dunedin Young Writers' Association, September 2022).

## DISCUSSION

- 10 A total of 46 applications were received for the March 2025 round; these comprised 20 applications for DCC Arts and 26 for Creative Communities Scheme grants.

	Applications ( <i>new applicants</i> )		
	Mar 2025	Sep 2024	Mar 2024
DCC Arts	20 (4)	15	15
CCS	26 (11)	24	23
TOTAL	46	39	38

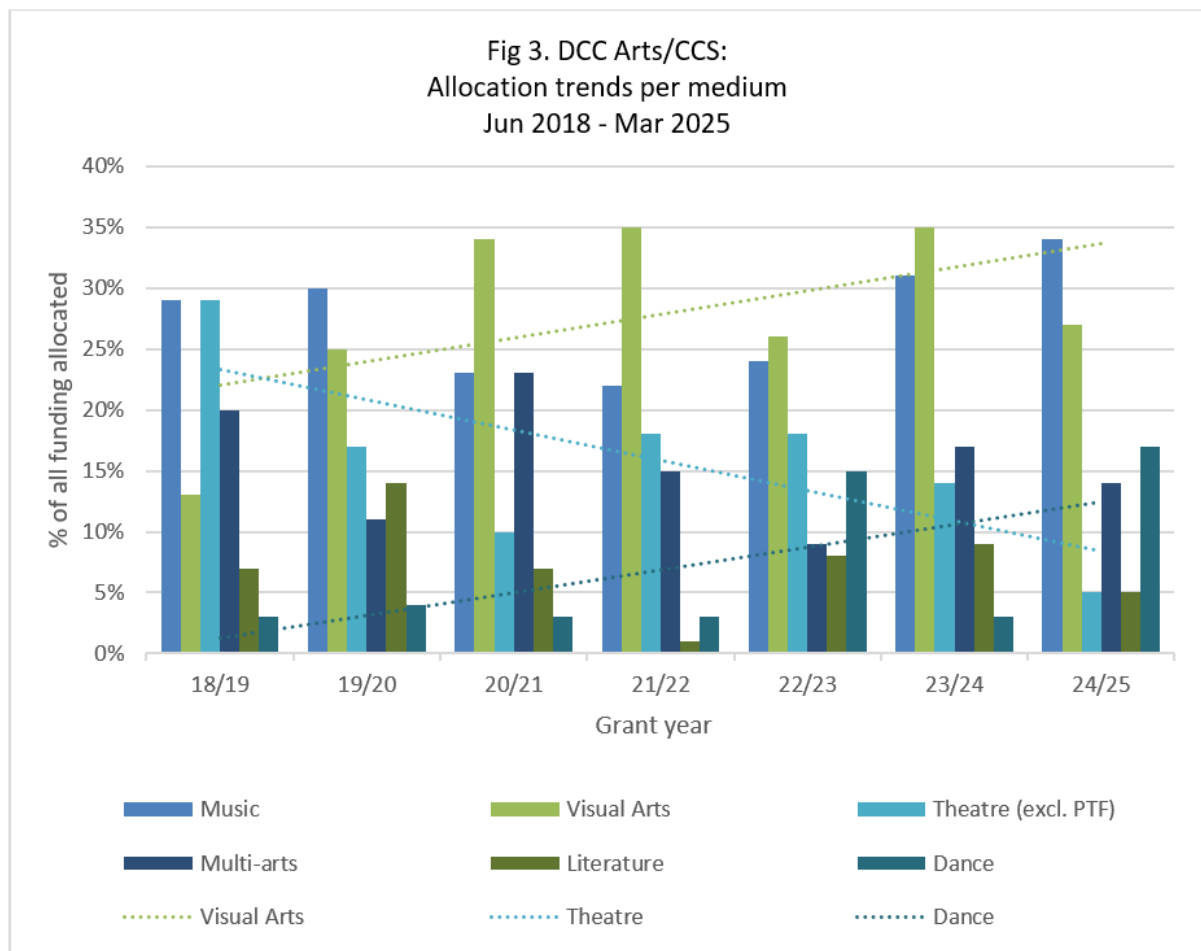
- 11 **Figures 1, 2, 3** provide a high-level overview of who is applying for funding and where funding is allocated (per applicant and artform).
- 12 **Figure 1** indicates that applications for projects from Māori, Pāsifika, and other minority communities continue to rise steadily. **Figure 2** shows the corresponding rise in the proportion of total grants funding accessed by these communities.
- 13 After identifying in 2022 that Māori and Pāsifika applicants were underrepresented in both applications received and funding distributed, it is positive to see these results. Ongoing staff outreach and work to minimise and/or remove barriers for potential applicants has been a large factor in this change.



- 14 **Figure 3** reveals the distribution trends for funding allocation across different artforms over the past seven years. Music and Visual Arts projects continue to receive the largest proportion of grants funding from these funding pools. To note: projects and events that incorporate a mix of music, dance, and song fall under ‘Multi-arts’.



- 15 A positive note is the continued rise in funding distributed to Dance projects, with the average amount more than doubling since mid-2018. Dance Ōtepoti's advocacy, collaboration, and practical support for the city's dance ecosystem is likely to have contributed to this change.
- 16 The data shows a steady decline in applications for small Theatre projects since 2018. Although this may be offset to some extent by the establishment of the Professional Theatre Fund in 2018, the lack of a keystone organisation (a role previously filled by the Fortune Theatre company) has likely contributed to the falling number of regular, small-scale projects.



- 17 The following Small Arts Project grants were approved between 1 July 2024 and 30 April 2025

Applicant	Project	Medium	Total approved	Balance 24/25 FY
Charlie Butler (DFAT)	<i>Motion Sickness</i>	Dance	\$1,500.00	\$3,500.00
Cue-Go Ltd	<i>New Zealand Lamb</i>	Theatre		
Te Whānau Arohanui Charitable Trust	<i>Tāmoko Wānaka</i>	Toi Māori		

- 18 One application was withdrawn; one application is currently on hold pending additional information. The team is actively promoting the availability of this grant through social media avenues at present.

## OPTIONS

- 19 There are no options as the subcommittee have delegation to make the decisions.

## NEXT STEPS

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

## Signatories

Author:	Lisa Wilkie - Kaiarahi - Team Leader Creative Partnerships
Authoriser:	Cam McCracken - Director DPAG, Toitū, Lan Yuan and Olveston

## Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	DCC Arts Grants March 2025 - Summary of Applications	45
<a href="#">↓B</a>	CNZ Creative Communities Scheme Grants March 2025 - Summary of Applications	46

## SUMMARY OF CONSIDERATIONS

### ***Fit with purpose of Local Government***

This decision enables democratic local decision making and action by, and on behalf of communities. This decision promotes the social, economic, environment and cultural 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"/>
Economic Development Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Arts and Culture Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Future Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Parks and Recreation Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	✓	<input type="checkbox"/>	<input type="checkbox"/>

Funding decisions made by the Grants Subcommittee allow creative communities to engage in diverse arts and cultural activities. These activities support a vibrant and creative city described in strategies, policies, and plans such as Ara Toi Otepoti, the Festivals and Events Plan, and the Ōtepoti Live Music Action Plan.

### ***Māori Impact Statement***

Te Taki Haruru, the DCC's Māori Strategic Framework outlines the aspirations for Māori living in Ōtepoti Dunedin. Some of the creative projects supported by grants funding directly acknowledge and celebrate the cultural and creative traditions of Kāi Tahu and mataawaka in Ōtepoti. The Grants Subcommittee includes mana whenua-appointed representation to ensure all grant decisions include mana whenua perspectives.

### ***Sustainability***

There are no negative implications for sustainability.

### ***Zero carbon***

Projects are likely to have minimal impacts on city wide emissions; this has not been formally assessed.

### ***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

Grants are part of the DCC's Levels of Service and are included in the DCC's LTP and Annual Plans.

### ***Financial considerations***

There are no financial considerations as grants are allocated according to the DCC's grants budget approved by Council.

### ***Significance***

The significance of the decision related to grants has been assessed as 'low'

## **SUMMARY OF CONSIDERATIONS**

### ***Engagement – external***

No internal or external engagement has taken place related to grants. Where an applicant has applied for a CCS grant and a DCC grant from another team, staff share relevant knowledge. Staff also check to ensure that applicants do not apply for multiple DCC applications in one round.

### ***Engagement - internal***

Ara Toi/Creative Partnerships staff consulted with the Events, Community Partnerships, and Waste Minimisation teams.

### ***Risks: Legal / Health and Safety etc.***

The risks related to grants is considered low as applicants have to provide financial and group information to be eligible to apply.

### ***Conflict of Interest***

No Conflicts of Interest have been noted by staff in accordance to the DCC's Conflict of Interest policy. The Subcommittee manages its Conflicts of Interest in accordance to the DCC's Conflict of Interest policy.

### ***Community Boards***

There are no implications for Community Boards. There are some applicants who are located within the Community Boards areas.

DCC Arts Grants March 2025							
No	Name of organisation	Bank Account name	Name of service/project	Purpose of Funding	When does your project start?	Total Costs	Amount Requested
1	Brighton Club Incorporated	Brighton Club Incorporated	Brighton Muso Day	Equipment hire	1/06/2025	\$ 12,210.00	\$ 4,000.00
2	Dunedin Chinese Art Instrument Association	Dunedin Chinese Art/Instrument Assoc	Chinese Art Workshops and Music Instrument Performances	Artist & performer fees, volunteer remuneration, venue hire	1/06/2025	\$ 2,950.00	\$ 2,350.00
3	Dunedin Fringe Arts Trust	Dunedin Fringe Arts Trust	Amped Music Project	To support personnel costs for Amped music workshops	1/06/2025	\$ 62,586.00	\$ 5,000.00
4	Dunedin Opera Company Incorporated	Opera Otago Dunedin Opera Company Inc	Food!	Contribution to artist remuneration	25/10/2025	\$ 17,000.00	\$ 5,000.00
5	Dunedin Performing Arts Competitions Society	Dunedin Performing Arts Society	DPACS Instrumental Competition	To support venue hire costs	18/09/2025	\$ 4,308.00	\$ 1,608.00
6	Indian Ink Trust	Indian Ink Theatre Company Ltd	"Paradise or the Impermanence of Ice Cream" at The Regent Theatre	Venue hire and associated personnel costs	4/09/2025	\$ 49,415.98	\$ 5,000.00
7	iNDx	iNDx	iNDx Art Exhibition	To support exhibition launch costs and advertising	25/09/2025	\$ 3,500.00	\$ 3,500.00
8	Manu Scripts Publishing (Māori & Pasifika Education Trust)	Maori and Pasifika Education Trust T/A	Manu Scripts Publishing - 2025 publication launches	To support book launches for three new publications	1/06/2025	\$ 25,475.00	\$ 5,000.00
9	Metonymic Trust	Metonymic Trust	Lines of Flight	Equipment and venue hire, personnel costs, artist fees, travel costs	18/10/2025	\$ 24,203.00	\$ 4,983.00
10	Music Education Otago	Otago Society for Music Education Inc	MEO Ōtepoti Dunedin Ukulele Jam 2025	Personnel and performer costs	6/10/2025	\$ 8,450.00	\$ 4,200.00
11	Naatya School of Indian Dance (under auspice of Dance Ōtepoti)	Anna Katherine Noonan T/A Dance Otepoti	Natyam	To support costs of venue hire, promotion, sound equipment hire, and recording of event	6/09/2025	\$ 4,280.00	\$ 2,850.00
12	National Flash Fiction Day	National Flash Competition T/A National	National Flash Fiction Day Ōtepoti Dunedin 2025	Venue hire, artist fees, facilitator fees and marketing materials	1/06/2025	\$ 15,250.00	\$ 5,000.00
13	NZ Society of Authors (PEN NZ Inc) Otago Southland Branch	NZ Society of Authors	National Poetry Day Dunedin "Looking back and looking forward"	Printing, advertising, artist fees and wages	22/08/2025	\$ 5,450.00	\$ 2,400.00
14	Otago University Students Association	Otago University Students Association	Critic Te Ārohi Centenary Project	Venue hire, staffing, artist fees, marketing	1/06/2025	\$ 117,770.00	\$ 4,850.00
15	Rasa	Lisa Wilkinson T/A Rasa School of Dance	Rasa Festival of Dance 2025	Event production – sound and lighting	7/12/2025	\$ 26,169.97	\$ 5,000.00
16	Sarah McGaughran (under auspice of Blue Oyster)	The Blue Oyster Arts Trust	Rolling Exhibition Project: Slant Art Project Space	To support venue hire, artist, and writer fees	1/06/2025	\$ 9,820.00	\$ 5,000.00
17	Studio2	Connections Studio	Studio2 Community Gallery Exhibition	Venue hire, presentation materials, tutor, and volunteer costs	8/09/2025	\$ 9,034.55	\$ 1,498.97
18	The Theatreview Trust	The Theatreview Trust	Towards retaining the services of an Associate Editor – Dunedin Theatre	To support wages of an Ōtepoti-based associate editor	1/06/2025	\$ 50,450.00	\$ 2,400.00
19	Wakari Art Group	Wakari Art Group Inc	Wakari Art Group Inc Weekly Get Together	Venue hire	5/06/2025	\$ 2,190.00	\$ 1,245.00
20	West Harbour Arts Charitable Trust	West Harbour Arts Charitable Trust	Artist in Residence 2025 - Beau Cotton	Artist fees	10/11/2025	\$ 4,860.00	\$ 2,000.00
				Total cost of all applicants projects		\$ 455,372.50	
				Total requested			\$ 72,884.97
				Total available for distribution			\$ 36,200.00

Creative New Zealand Creative Communities Scheme Grants March 2025							
No	Name of organisation	Bank Account name	Name of service/project	Purpose of Funding	When does your project start?	Total Costs	Amount Requested
1	Alan Gray	Alan Gray	Brighton Muso Day	To contribute to production costs and equipment hire	1/06/2025	\$ 12,210.00	\$ 2,500.00
2	Dance Ōtepoti	Anna Katherine Noonan T/A Dance Otepoti	City Moves 2025	Artist fees (dance commission)	1/07/2025	\$ 8,526.00	\$ 5,000.00
3	dance.happy.doom.crew	Joerg Daniel Bendt	Dankfest Rangatahi Rumble 2025	Wages, artist fees, venue hire, sound equipment hire, marketing and manaakitanga for artists	30/08/2025	\$ 2,950.40	\$ 2,269.00
4	Dunedin Edinburgh Sister City Society	Dunedin Edinburgh Sister City Soc	Celebrate St Andrews Day 2025	To contribute to performers’ remuneration	23/11/2025	\$ 16,739.87	\$ 3,000.00
5	Dunedin Folk Club	New Edinburgh Folk Club	Whare Flat Folk Festival	Contribution to artist fees	30/12/2025	\$ 64,610.00	\$ 4,500.00
6	Dunedin Workers' Education Association Te Wāhi Ākoranga o Ōtepoti Inc.	Dunedin Workers' Educational Association	DWEA Term 3 and Term 4 2025 Class Programme	Support tutor fees and course costs	14/07/2025	\$ 22,616.00	\$ 7,000.00
7	E-Kare	Piupiu Maya Turei	dada-Tempo	Artist fees, production, promotion, and associated costs	19/07/2025	\$ 6,155.00	\$ 6,155.00
8	Garthruth Ganaii	Garthruth Ganaii	PNG Tok Pidgin language week	Cost of materials and venue hire for arts workshops	7/09/2025	\$ 5,264.00	\$ 2,715.00
9	GASP! Dance Trust	Gasp Dance Collective	GASP! Dance Showcase 2025	To assist with tutor and venue costs for GASP! Dance showcase events	13/09/2025	\$ 3,592.00	\$ 1,500.00
10	James Gillies Brodie	James Gillies Brodie	BRODIE/ and Figjamin Live Event 2025	To support marketing and promotion costs of the Figjamin Event	14/06/2025	\$ 6,083.00	\$ 3,233.00
11	Jess Nicholson	Jess Nicholson T/A Sick Ceramics	Tiles for Te Tahu-nui-a-rangi	To support artist remuneration, materials, and workshop costs	1/06/2025	\$ 5,578.00	\$ 3,118.00
12	Lili Eve Wyant	Lili Eve Wyant	Sacred Beats: Conscious Clubbing Soiree	To assist with production costs for three dance events	1/07/2025	\$ 13,579.25	\$ 11,779.25
13	Manu Scripts Publishing (Māori & Pasifika Education Trust)	Maori and Pasifika Education Trust T/A	Manu Scripts Publishing - Festival poetry book	To contribute to production costs and artist fees	1/06/2025	\$ 29,484.00	\$ 10,000.00
14	Marshall Lorenzo	Marshall Lorenzo	Baby Gorgeous Tour	Rehearsal, production, artist fees, marketing & promotion	11/07/2025	\$ 2,762.00	\$ 1,762.00
15	Metonymic Trust	Metonymic Trust	Lines of Flight - Artists' Talk	Venue hire, equipment hire, artist and admin fees, promotion	17/10/2025	\$ 1,495.00	\$ 920.00
16	Music Education Otago	Otago Society for Music Education Inc	MEO Ōtepoti Dunedin Ukulele Jam 2025	Artist and MC fees	6/10/2025	\$ 8,450.00	\$ 1,450.00
17	Naga Harshietha Dhandapani	Naga Harshietha Dhandapani	Bind It Yourself	Tutor fees, workshop materials, promotion, venue hire	21/09/2025	\$ 3,193.00	\$ 2,340.00
18	Nathaniel Otley	Nathaniel George McLean Otley	New Music at Hanover Hall	Artist fees, venue hire, and promotion	15/07/2025	\$ 25,555.50	\$ 2,855.50

19	Oliver Connew	Oliver Connew	Moving in common - somatic movement classes with Oliver	To support venue and teaching costs for a series of dance classes	25/06/2025	\$ 2,650.00	\$ 2,400.00
20	Otago University Students Association	Otago University Students Association	Critic Te Arohi Centenary	Catering	1/06/2025	\$ 117,770.00	\$ 4,000.00
21	Rock Quest Charitable Trust	Rock Quest Charitable Trust	Smokefreerockquest Otago Regional Final	Venue hire, production, and security costs	28/06/2025	\$ 25,605.00	\$ 3,000.00
22	Rosie Hill	Rosie Hill	First Light Frequencies	Artist and personnel costs, venue hire, promotion and admin costs	27/09/2025	\$ 2,472.50	\$ 1,847.50
23	Sarah McGaughran	Sarah McGaughran	Rolling Exhibition Project: Slant Art Project Space	To support gallery rent and costs, including marketing	1/06/2025	\$ 26,220.00	\$ 3,820.00
24	Swing Riot Dunedin	Swing Riot Dunedin Inc	Dunedin Swing Festival 2025	To support tutor fees at the Dunedin Swing Festival 2025	1/06/2025	\$ 41,243.00	\$ 5,000.00
25	Teokotai Tautua	Teokotai Tereva Tautua	Turama ite Ara presents kura ite uki ou- message to the next generation	To provide remuneration for the performers	4/08/2025	\$ 9,934.00	\$ 6,304.00
26	Zehavit Darlington	Zehavit Darlington	Ways To Say Good Day on Portobello Road	Contribute to artist fees for school workshops	1/06/2025	\$ 5,647.75	\$ 3,447.75
				Total cost of all applicants projects		\$ 470,385.27	
				Total requested			\$ 101,916.00
				Total available for distribution			\$ 52,763.65





## **COMMUNITY EVENTS GRANTS REPORT**

Department: Events

---

### **EXECUTIVE SUMMARY**

- 1 The report summarises applications for Community Events funding received in March 2025 round including profiling two events.
- 2 The Grants Subcommittee is delegated to allocate grants within the approved budget for the Community Event fund. The total funding requested and available is detailed below, with application information included in attachment.

### **RECOMMENDATIONS**

That the Subcommittee:

- a) **Decides** the grants to be allocated to applicants from the Community Events fund attached.

### **BACKGROUND**

- 3 Applications opened for the Community Events fund on 3 March and closed on 28 March 2024.
- 4 Potential applicants were encouraged to communicate with staff before applying so additional advice and information could be given.
- 5 Staff reviewed the applications and contacted applicants with incomplete information. Once received, the additional details were uploaded and incorporated into Squiz.

### **DISCUSSION**

- 6 A total of 12 applications were received for this funding round, representing a decrease of four compared to the March 2024 round. The total funding available for allocation in the March round is \$41,605, while the total amount requested across all applications is \$62,422.30.
- 7 Of the 12 applications submitted, 11 were from locally based organisations, and one was submitted by a national organisation.
- 8 Applications were received from a range of sectors, including five from ethnic community groups, three from sporting organisations, three from the arts sector, and one from a general community group.

- 9 One applicant, the Fire In Ice Outrigger Canoe Club, intends to deliver its annual Ice Breaker Waka Ama Challenge during King's Birthday Weekend, as per its customary schedule. This year, the long weekend falls from 30 May to 1 June. In accordance with the grants criteria, funding eligibility is limited to expenses incurred on 1 June. The applicant has consulted with staff regarding this matter, and further details are provided in the accompanying assessment.
- 10 The sole national applicant, the NZ Competitive Aerobics Federation, is organising the NZ Schools Hip Hop Otago/Southland Regionals. This event was last held in Dunedin in 2020 and is expected to attract in excess of 250 participants, including approximately 70 from outside the city.
- 11 The Taieri Amateur Wrestling Club will host the National Wrestling Championships in September. The event will include both Freestyle and Greco-Roman styles and is anticipated to draw approximately 200 competitors from across Aotearoa and Australia. It is estimated that 90% of participants will travel from outside Dunedin, generating associated economic benefits through accommodation, hospitality, and local spending.

## OPTIONS

- 12 There are no options as the subcommittee have delegation to make the decisions.

## NEXT STEPS

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

## Signatories

Author:	Dan Hendra - Team Leader - Events
Authoriser:	Sian Sutton - Dunedin Destination Manager Nicola Morand - Manahautū (General Manager Policy and Partnerships)

## Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">Download</a>	Community Events Grants - March 2025 - Summary of Applications	53

## SUMMARY OF CONSIDERATIONS

### ***Fit with purpose of Local Government***

This decision enables democratic local decision making and action by, and on behalf of communities. This decision promotes the social, economic, environmental and cultural 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"/>
Economic Development Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Future Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Parks and Recreation Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	✓	<input type="checkbox"/>	<input type="checkbox"/>

Festivals and Events Plan

### ***Māori Impact Statement***

Mana whenua are represented on the Grants Subcommittee and provide guidance and advice on allocations of funding. Staff are working to develop relationships with the Māori Community and ensure DCC Grants are accessible and supportive of the needs of the Māori community.

### ***Sustainability***

Contestable grants support the sustainability of community events applicants within the city.

### ***Zero carbon***

There are no known implications.

### ***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

There are no known implications.

### ***Financial considerations***

Budgets for contestable grants are set at the Annual and 10-Year Plans.

### ***Significance***

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

### ***Engagement – external***

Staff have engaged with applicants in making recommendations.

### ***Engagement - internal***

Staff from Community Partnerships, Events, Ara Toi and the Waste and Environmental Solutions teams engage around applications.

## SUMMARY OF CONSIDERATIONS

### ***Risks: Legal / Health and Safety etc.***

There are no identified risks.

### ***Conflict of Interest***

Staff conflicts of interest have been managed, with identified staff removed from assessing or reviewing specific grant applications.

### ***Community Boards***

There are no known implications for Community Boards.

Community Events Grants March 2025							
No	Name of organisation	Bank Account Name	Event	Purpose of Funding	When does your project start?	Total costs	Amount Requested
1	Dunedn Folk Club	Dunedin Folk Club	Whare Flat Folk Festival	To support general costs of venue hire, infrastructure set up and production costs.	30/12/2025	\$ 64,610.00	\$ 7,000.00
2	Dunedin Fringe Arts Trust	Dunedin Fringe Arts Trust	NZ Young Writers Fest	Production expenses for the 2025 NZYWF including contract personnel, materials, marketing costs, and administration of the festival.	10/09/2025	\$ 81,858.00	\$ 10,000.00
3	Dunedin Senior Chinese Association	Dunedin Senior Chinese Association	Dunedin Chinese Mid Autumn Festival	Venue hire, technical support, and other event delivery expenses.	6/10/2025	\$ 7,780.00	\$ 3,523.75
4	Dunedin Town Hall Organ Trust	Dunedin Town Hall Organ Trust	Town Hall Organ Concert	To support the cost of newspaper advertising	26/10/2025	\$ 2,457.50	\$ 977.50
5	Fire In Ice Outrigger Canoe Club	Fire in Ice	Ice Breaker Waka Ama Challenge 2025	Venue hire, event costs, safety and support fees.	31/05/2025	\$ 13,161.00	\$ 2,510.00
6	Indian Students Association	Indian Students Association	ISA CULTURAL NIGHT 2025	Sound and AV System	12/09/2025	\$ 29,128.88	\$ 2,000.00
7	NZ Competitive Aerobics Federation	NZ Competitive Aerobics Federation	NZ Schools Hip Hop Otago/Southland Regionals	Funding towards sound equipment and venue hire	9/08/2025	\$ 14,350.00	\$ 2,110.00
8	Otago Bersatu Games 2025	Bersatu Games 2025	Bersatu Games 2025	Equipment hire for their Carnival on the final day of the 6 Day Games.	1/07/2025	\$ 63,907.00	\$ 5,000.00
9	Pakistan Association of Otago	Pakistan Association of Otago Inc	Eid al-Adha 2025 Celebrations in Dunedin	The venue hire, cultural performances, catering for the community feast, any necessary infrastructure for the event, the organisation and promotion of the	7/06/2025	\$ 12,000.00	\$ 6,500.00
10	Rohit Jain Dunedin Indian Association	Dunedin Indian Association	Dunedin Diwali Festival 2025	Venue hire, sound and lighting, decorations, performer fees, marketing, and promotion.	26/10/2025	\$ 30,112.85	\$ 10,000.00
11	Taieri Amateur Wrestling Club	Taieri Amateur Wrestling Club	Wrestling New Zealand National Championships	Funding towards venue hire and St John First Aid	26/09/2025	\$ 12,801.05	\$ 2,801.05
12	Taste Nature Social Enterprise	taste nature social enterprise	The Dunedin Four Seasons Garden Festival (SFSGF)	The Organiser is seeking initial funding to establish infrastructure, operational planning, and systems, establish marketing channels, resources to canvas for sponsorship, create and produce promotional materials, website development, branding, logo development,creation of digital media, ticketing and general administration.	1/10/2025	\$ 90,500.00	\$ 10,000.00
				Total Cost of All Applicants Projects		\$ 422,666.28	
				Total requested			\$ 62,422.30
				Total available for distribution			\$ 41,605.00



## DCC COMMUNITY GRANTS (MARCH) AND SMALL GRANTS REPORT

Department: Community Services

### EXECUTIVE SUMMARY

- 1 This report summarises grant applications to the Dunedin City Council (DCC) Community Grants fund for the March 2025 round. It also provides an update of the grants approved from the Small Project and Neighbourhood Matching Grants fund between 1 July 2024 and 30 April 2025.
- 2 The Grants Subcommittee (Subcommittee) is responsible for allocating funding in line with the DCC's grants budget. This report includes applicant data for the March 2025 Community Grants round (Attachment A).
- 3 A summary of the small grants awarded through the Small Project and Neighbourhood Matching Grant funds is provided in Attachment B. Staff assess applications as they are received, with the Subcommittee Chair or their delegate making funding decisions (up to \$500) in accordance with the DCC Grants Subcommittee's delegations.
- 4 The Community Partnerships team sought policy clarification regarding the inclusion of food expenses in grant applications, ensuring staff provide accurate advice and guidance to applicants. Corporate Policy has reviewed this matter, and their advice is included in Attachment C for the Subcommittee's reference.

### RECOMMENDATIONS

That the Subcommittee:

- a) **Decides** the grants to be allocated from the DCC's Community Grant Fund.
- b) **Notes** the funds allocated between 1 July 2024 and 30 April 2025 for Small Project and Neighbourhood Matching Grants (Attachment B).

### BACKGROUND

- 5 Applications for the DCC Community Grant fund opened on 3 March and closed on 28 March 2025.
- 6 Applicants are encouraged to meet with staff before applying for a grant, to receive relevant advice and information.
- 7 Every grant application undergoes a rigorous assessment to ensure full compliance with the grant criteria outlined on the DCC's website, as well as the standards set in the DCC's Grants Management Policy.

## DISCUSSION

### Summary of Community Grants – March 2025

- 8 The March 2025 funding round received 38 applications, matching the number from the September 2024 round. One applicant later withdrew their application, opting to apply in the September 2025 Community Grant round instead. As a result, a total of 37 applications were received for this period (Attachment A).

Grant Fund Name	Number of Grant Applications Received	Number Withdrawn	Total Requested	Total Available (March 2025 Round)
Community Grants	37	1	\$157,164.27	\$97,311.45

Table 1. Summary of Community Grants Applications and funding, March 2025.

- 9 Of the 37 applications received, 25 were from local Ōtepoti/Dunedin organisations, while the remaining applicants represented organisations supported by regional (3) and/or national (9) entities. A total of 14 applications (38%) came from first-time applicants to the DCC Community Grants fund. Among them, three had previously received other DCC grants, such as funding from Events and the Hāpori Māori Fund.
- 10 A review of the March cohort showed that 30% of applications sought support from the health sector, marking a shift from the September 2024 round, where a significant portion of applicants were from the social service sector. The second-largest sector represented was disability services (16%), followed by Social and Community services (14%) and Youth/Children services (14%).

Sector	Number of Applications (N = 37)	Percentage
Disability	6	16%
Education	2	8%
Health	11	30%
Former Refugee and Migrant	3	8%
Social and Community Services	5	14%
Sports	4	11%
Youth/ Children	5	14%

Table 2. General review of grant applicants, Community Grants March 2025 round.

- 11 Most applications came from groups that provide services and support for all priority groups identified in the DCC's Social Wellbeing Strategy, while also offering broader local community support.
- 12 In reviewing applications aligned with each of the priority groups of the DCC's Social Wellbeing Strategy, one application was received from a Māori organisation—the Ōtākou Māori Women's Welfare League—while three other applications included Māori as a key focus. Five applications were submitted by groups dedicated to supporting Pacific communities, former refugees, and migrants. Twelve applications strongly emphasised meeting the needs of children, young people, and families, while six focused on serving the disability community. Additionally, one



application came from the newly established Dunedin Bedding Bank Trust, which seeks to assist people experiencing homelessness, and another was submitted by the Shakti Community Council Incorporated, an organisation committed to supporting women from former refugee and migrant backgrounds.

- 13 There were no applications specifically dedicated to 'Older Persons.' However, it was noted that several applications providing general community services would also cater to the needs of older individuals—for instance, The Order of St John.
- 14 All 37 grant applications submitted to the Grants Subcommittee for consideration, have been thoroughly reviewed by staff. While direct meetings with every applicant were not possible, each application was carefully assessed to ensure its compliance with the DCC's Community Grants criteria (as outlined on the DCC's website), and the conditions set out in the DCC's Grants Management Policy. This review process included verifying that each group could contribute at least 30% of the funding for the project or service for which they are seeking a grant. For applicants that staff have met with directly, extra details have been included with the grants review material for the Subcommittee's reference.
- 15 Staff have highlighted one application for the Subcommittee's consideration, as it relates to a national project.
- 16 Returning applicants who received a DCC Community Grant in 2024, have had their report backs reviewed by staff to confirm their eligibility for the March 2025 round. Each report back report is provided with a reference number which has been logged in the applicant's assessment information for the Committee's reference, if they wish to read these.

**Summary of Small Project and Neighbourhood Matching Grants approved between 1 July 2024 and 30 April 2025**

<b>Grant Fund Name</b>	<b>Number of Grant Applications Received (2024/2025 FY)</b>	<b>Number Withdrawn</b>	<b>Total Requested</b>	<b>Total remaining this FY</b>
Small Project Grants	10	0	\$7,428.18	\$2,571.82
Neighbourhood Matching Grants	7	0		

Table 3. Update on approved Small Grants as of 30 March 2025.

- 17 An update of the Small Project and Neighbourhood Matching Grants approved between 1 July 2024 and 30 March 2025 is provided in Attachment B and summarised in Table 3. This update builds upon the previous report issued to the Subcommittee in September 2024.
- 18 Funding for these grant schemes is allocated from the annual Community Grants budget, with \$10,000 ringfenced each year to support them.
- 19 Neighbourhood Matching Grants, capped at \$500, are designed for informal, local groups. The remaining \$500 is expected to come from the community—either through another grant or volunteer contributions. The approved amounts vary, as detailed in Appendix B, ranging from \$274 to \$500.
- 20 The Small Project Fund is for grants up to \$500 and offers a quick response option for applicants. Its criteria is the same as the DCC's Community Grants scheme.

- 21 As previously noted, staff assess applications for both grant schemes as they are received. The Subcommittee Chair, or their delegate, makes the funding decision (up to \$500) as consistent with the DCC Grants Subcommittee's delegations.
- 22 Once approved, staff facilitate the purchase of items related to the approved Neighbourhood Matching Grants and administer the Small Projects grants.

#### **Report Backs**

- 23 Community Grant recipients are required to submit a 'Report Back' within 12 months of receiving their grant.
- 24 These reports ensure accountability over public funds while recognising the vital contributions communities make to residents' wellbeing. Staff also review reports to confirm that the grants have been used for their originally intended purposes, as approved by the Subcommittee.
- 25 Neighbourhood Matching Grant recipients are not required to submit a formal 'Report Back,' as payments are managed directly by DCC staff. However, grant recipients typically provide a short summary of their project or neighbourhood activity, offering valuable insights into how communities are sustaining community connections.

#### **Policy Advice - Food**

- 26 The Community Partnerships team sought policy clarification on when food expenses can be included in grant applications, ensuring staff provide accurate guidance. Corporate Policy has reviewed this matter, and the advice is attached in Attachment C for the Grants Subcommittee's reference.
- 27 Following the findings of this review, two recommendations were made:
  - The DCC's Grants Funding General Criteria is amended to include a reference/criteria to "food", "catering", and "alcohol", and which is consistent with the criteria for individual grants;
  - Publicly available information about the DCC's Small Project Grants is amended to include the line *"Food is excluded for Small Project Grants only. This restriction does not apply to other DCC grant types which have their own criteria"*.
- 28 These recommendations are being actioned by staff.

#### **OPTIONS**

- 29 There are no options as the subcommittee have delegation to make the decisions.

#### **NEXT STEPS**

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

### Signatories

Author:	Gina Hu'akau - Community Partnerships Manager
Authoriser:	Nicola Morand - Manahautū (General Manager Policy and Partnerships)

### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Community Grants March 2025 - Summary of Applications	63
<a href="#">↓B</a>	Small Project and Neighbourhood Matching Grants	65
<a href="#">↓C</a>	Memo - Policy advice to Community Partnerships on Grants Policies and Food	67

## SUMMARY OF CONSIDERATIONS

### ***Fit with purpose of Local Government***

This decision enables democratic local decision making and action by, and on behalf of communities. This decision promotes the social, economic, environment and cultural 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"/>
Economic Development Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Future Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Parks and Recreation Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	✓	<input type="checkbox"/>	<input type="checkbox"/>

The Grants Subcommittee is delegated to allocate funding within the approved grants budget. The grant decisions directly support community groups to deliver on projects, services and activities that support local residents' wellbeing and contributes to many of the DCC's strategies and plans.

### ***Māori Impact Statement***

Te Taki Haruru, the DCC's Māori Strategic Framework outlines the aspirations for Māori living in Ōtepoti Dunedin. Many of the grant applications contribute to these aspirations by way of the services and activities that they deliver on. In making grant decisions, the Subcommittee includes representation as appointed by mana whenua to ensure all grant decisions include mana whenua perspectives.

### ***Sustainability***

There are no negative implications for sustainability, with some grant applications positively contributing to sustainable goals for their local community.

### ***Zero carbon***

Each grant application will have an impact on carbon across the city but no assessment has been made to determine city wide emissions.

### ***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

Grants are part of the DCC's Levels of Service and are included in the DCC's LTP and Annual Plans.

### ***Financial considerations***

There are no financial considerations as grants are allocated according to the DCC's grants budget approved by Council.

### ***Significance***

The significance of the decision related to grants has been assessed as 'low'.

## SUMMARY OF CONSIDERATIONS

### ***Engagement – external***

No internal or external engagement has taken place related to grants. Internal checks by staff from relevant DCC teams has occurred to ensure that applicants have not applied to more than one grant fund.

### ***Engagement - internal***

The teams consulted with include the Events, Ara Toi and Waste Minimisation teams.

### ***Risks: Legal / Health and Safety etc.***

The risks related to grants is considered low as applicants have to provide financial and group information to be eligible to apply.

### ***Conflict of Interest***

No Conflicts of Interest have been noted by staff in accordance to the DCC's Conflict of Interest policy. The Subcommittee manages its Conflicts of Interest in accordance to the DCC's Conflict of Interest policy.

### ***Community Boards***

There are no implications for Community Boards. There are some applicants who are located within the Community Boards areas.



Community Grants March 2025						
No	Name of organisation	Bank Account Name	Name of your service/project	Purpose of Funding - brief overview. Example: Contribution towards... salary/ programme/ service	Total Expenditure - <i>Please be aware total costs could be National costs from their annual accounts</i>	Amount Requested
1	Aphasia New Zealand Charitable Trust	Aphasia New Zealand Charitable Trust	Empowering people with aphasia to participate in the Dunedin Community	To help with the costs of the Community Aphasia Advisor wages.	\$ 28,241.12	\$ 5,000.00
2	Aroha Ki Te Tamariki Trust. TA: Whakaata Tohu Tohu, Mirror Services	Aroha Ki Te Tamariki Trust T/A Mirror Counselling Services	New Basketball Hoop - Mirror Youth Day Programme (MYDP)	To help with the purchase of the basketball hoop and to contribute to their Basketball facilities.	\$ 8,129.61	\$ 5,000.00
3	Autism New Zealand	Autism New Zealand	Operating Costs of the Dunedin Branch to provide an Outreach Coordinator for the Otago Region	To help with operating costs including salary/wages.	\$ 3,795,139.00	\$ 2,500.00
4	Caversham Baptist Church	Caversham Baptist Church	Caversham Baptist Church Food Bank Ministry	To help with the wages of staff.	\$ 37,506.00	\$ 10,600.00
5	Caversham Toy Library	Caversham Toy Library	2025 Librarian & Location Stability	To help with wages for Toy Librarian and rent.	\$ 14,573.21	\$ 3,890.31
6	CCS Disability Action Otago Inc	CCS Disability Action Otago Inc	Disability Support	To help with the costs of salary/wages.	\$ 67,000.00	\$ 3,000.00
7	Disability Resource Centre Services Trust	YES Disability Resource Centre Services Trust	Yes to Disabled Drivers	To help with wages and venue hire.	\$ 336,982.00	\$ 3,000.00
8	Dunedin Bedding Bank	Dunedin Bedding Bank	Winter Warmer Project	To help with the purchases of resources to support our homeless.	\$ 11,112.50	\$ 4,000.00
9	Dunedin Korean Language & Culture Society	Dunedin Korean Language & Culture Society	Korean Language & Culture in Dunedin	To help with the costs of running the programme.	\$ 6,440.00	\$ 4,000.00
10	Dunedin Parents Centre	Dunedin Parents Centre	Parent Education Programme 2025-26	To help with the running costs of the education events.	\$ 3,706.00	\$ 2,056.00
11	Dunedin Revival Centre Tonga AOG Youth	Dunedin Revival Centre Tonga AOG Youth	Labour Weekend Youth Camp	To help purchase equipment for sports, mentoring (Stationery) and workshops.	\$ 8,655.00	\$ 4,555.00
12	Dunedin Tongan Community	Dunedin Tongan Community Inc	Muka moe Moto ae Taulonga o Ōteopti	To help with the running of the homework/language classes.	\$ 7,460.00	\$ 5,000.00
13	Enabling NZ (Enabling Love & Friendship)	Enabling NZ	Enabling Love & Friendship Community Connections	To help with operational costs.	\$ 6,810.00	\$ 5,000.00
14	English Language Partners Dunedin	English Language Partners NZ Trust	ESOL Literacy Classes for Former Refugees	To help with venue hire for the ESOL Literacy classes.	\$ 390,098.01	\$ 5,000.00
15	Epilepsy New Zealand	Epilepsy Association of New Zealand	Epilepsy Support Services	To help with operational and salary costs.	\$ 43,047.00	\$ 3,000.00
16	Kura Kai	Kura Kai	Kura Kai	To help with Travel, accommodation and wages for the General Manager to visit schools in Dunedin.	\$ 4,650.00	\$ 3,000.00
17	Life Matters Suicide Prevention Trust	Life Matters Suicide Prevention Trust	Administration Support for Suicide Prevention	To help with the salary costs of the administrators.	\$ 20,000.00	\$ 5,000.00
18	Little Miracles Trust	Little Miracles Trust	Whānau Support	To help with the wages of the Family Peer Support Co-ordinator.	\$ 14,890.00	\$ 5,000.00
19	Muslim University Student Association	Muslim University Student Association	MUSA Girls' Camp	To help with the venue cost.	\$ 5,030.00	\$ 2,530.00
20	New Zealand Familial Breast and Ovarian Cancer Trust	NZFBOC Trust	SHINE - Support for families and professionals facing Hereditary cancer	To help with the costs of producing the videos	\$ 10,000.00	\$ 5,000.00
21	North East Valley Cricket Club	North East Valley Cricket Club	Gardens Ground Cricket Nets Upgrade	To help in the purchase of three cricket net cages.	\$ 7,950.00	\$ 2,000.00

22	Ōtākou Māori Women’s Welfare League	Ōtākou Māori Women’s Welfare League	Portobello Children's Day (Māori & non-Māori) Rā Tamariki ki Portobello	To help with the costs of the materials for Craft Supplies, promotional banner, venue hire costs and appreciation, resources eg Sporting equipment, acknowledge volunteer time.	\$ 5,210.49	\$ 2,100.00
23	Pioneer Opportunities and Resources Trust	Pioneer Opportunities and Resources Trust	Hall Coordinator's Wages	To help with the Hall Coordinator's Wages.	\$ 33,899.00	\$ 5,000.00
24	Pregnancy Help Inc Dunedin Branch	Pregnancy Help Inc Dunedin Branch	Provision of family whānau support at our drop-in centre in South Dunedin (and online)	To help with the wages of staff running the drop-in centre.	\$ 76,694.40	\$ 5,000.00
25	Presbyterian Support Otago Inc	Presbyterian Support Otago Inc	Buddy Programme Dunedin	To help with the wages for the two Buddy Coordinators.	\$ 112,163.00	\$ 5,000.00
26	Red Frogs NZ Trust	Red Frogs New Zealand Trust	Red Frogs Safe Zone Activations	To help support the Red Frogs Safe Zone activations across Dunedin City during 2025.	\$ 14,890.00	\$ 5,000.00
27	Royal New Zealand Plunket Trust	Royal New Zealand Plunket Trust Otago Area	Plunket Dunedin Community Services	To help with the wages of two staff members.	\$ 85,565.29	\$ 5,000.00
28	Sailability Otago	Sailability Otago	Sailability Otago	To help purchase equipment.	\$ 36,431.48	\$ 3,812.96
29	Shakti community Council Inc	Shakti Community Council Inc	Rent for Dunedin	To help with the rent of the drop in centre.	\$ 235,767.00	\$ 5,000.00
30	St Kilda Surf Life Saving Club	St Kilda Surf Life Saving Club	Replacement IRB Motor	To help with funding for Replacement IRB Motor.	\$ 8,619.25	\$ 5,000.00
31	Taieri Tennis Club Inc	Taieri Tennis Club Inc	Taieri Tennis Equipment	To help with purchase of tennis balls, ball buggies, kids racquets, and to help with admin salary.	\$ 5,000.00	\$ 5,000.00
32	The CanInspire Charitable Trust	The CanInspire Charitable Trust	CanBead Program Dunedin	To help with the tutor fees for CanBead creative workshops.	\$ 21,246.00	\$ 3,600.00
33	The Order of St John South Island Regional Trust Board	The Order of St John South Island Region	Dunedin Health Shuttle	To help with the operating costs of the Health Shuttle for Dunedin.	\$ 566,714,016.00	\$ 4,000.00
34	The South Island (Te Waipounamu) Branch of the Muscular Dystrophy Assn	The South Island (Te Waipounamu) Branch of the Muscular Dystrophy Assn of NZ Inc.	Opportunity to Impact	The help with the Fieldworker Wages and support group expenses.	\$ 29,156.00	\$ 4,000.00
35	The Southern Youth Development Trust Board	The Southern Youth Development Trust Board	Alternative Education Programme	To support the costs of the alternative education programme.	\$ 113,634.96	\$ 5,000.00
36	Turning Point Counselling Service, East Taieri Church	East Taieri Church	Turning Point Counselling Service	To help with the costs of rental space and subsidised counselling services.	\$ 35,122.00	\$ 5,000.00
37	West Taieri Pony Club Inc	West Taieri Pony Club Inc	West Taieri Pony Club Clubrooms ex Outram Plunket Rooms Insurance	To help with the costs of insuring the clubrooms.	\$ 2,000.00	\$ 1,400.00
				<b>Total Expenditure of All Applicant Projects</b>	<b>\$ 572,356,834.32</b>	
				<b>Total Requested</b>		<b>\$ 157,044.27</b>
				<b>Total Available for Distribution</b>		<b>\$ 97,325.00</b>



Small Project and Neighbourhood Support								
Small Community Grants								
No.	Date received	Organisation	Project	Date of Event	Purpose of Grant	Project Cost	Amt. Req \$	Amount Paid
1	18/07/2024	Thursdays in Black Otago	What I was Wearing	26/09/2024	To help with the costs of the exhibition.	\$ 2,530.75	\$ 500.00	\$ 500.00
2	5/08/2024	Kura Kai	Kura Kai Christmas Kete (bag)"	1/10/2024	To assist with administration/operational support to run the campaign.	\$ 1,500.00	\$ 500.00	\$ 500.00
3	1/08/2024	Dunedin Beekeepers Club Inc	Relocation of Club Hives	12/08/2024	To help with the relocation costs of hives.	\$ 1,506.00	\$ 500.00	\$ 500.00
4	25/08/2024	Dunedin South Ladies Probus Club	To subsidised Mid winter and Christmas lunch	3/10/2024	To help subsidised mid winter and Christmas lunch.	\$ 1,270.00	\$ 500.00	\$ 500.00
5	14/11/2024	Waikouaiti Rodeo Association	Waikouaiti Rodeo	1/01/2025	To help with the costs of medical cover.	\$ 2,662.50	\$ 500.00	\$ 500.00
6	26/01/2025	Probus Club of South Dunedin	To socially connect with retired men	4/02/2025	To help with the monthly activities.	\$ 1,250.00	\$ 500.00	\$ 500.00
7	18/02/2025	Dunedin Filipino Sports Inc	South Island Games	1/06/2025	To help with the costs of the event.	\$ 15,000.00	\$ 500.00	\$ 500.00
8	18/02/2025	Harbourside Table Tennis Club	Equipment Funding	1/03/2025	To help with the costs of bats and nets.	\$ 1,000.00	\$ 500.00	\$ 500.00
9	19/02/2025	Fern Collective Ltd	Respite Camp	4/04/2025	To help with the costs of running the camp.	\$ 2,610.00	\$ 1,305.00	\$ 500.00
10	7/03/2025	Strath Taieri Agriculture and Pastoral Society Inc	The A & P show	23/03/2025	To help cover medical costs.	\$ 1,600.00	\$ 500.00	\$ 500.00
							Total	\$ 5,000.00
Neighbourhood Matching Grants								
No.	Date received	Organisation	Project	Date of Event	Purpose of Grant	Project Cost	Amt. Req \$	Amount Paid (GST Excl)
1	14/06/2024	Strath Taieri Social Netball Group	Community Social Netball and Touch Games	1/07/2024	To bring the community together with sports and a sausage sizzle.	\$ 709.10	\$ 442.64	\$ 317.46
2	18/07/2024	Felix Edwards-Black	Felix Edwards-Black	27/07/2024	For help with food.	\$ 898.83	\$ 274.83	\$ 227.87
3	7/11/2024	Ezekiel (ET) Turner	Community Potluck Meal	22/12/2024	To help with the costs of the meal.	\$ 434.84	\$ 434.84	\$ 434.84
4	20/11/2024	Te Hou Ora Whānau Services	Early screening of Moana 2 in te reo Māori	2/12/2024	To help with the costs of the movie night for tamariki.	\$ 1,200.00	\$ 500.00	\$ 434.78
5	27/11/2024	Sarah Davie-Nitis	Bring families together in the Gladstone Heights area	10/12/2024	To help with food costs for neighbourhood lunch.	\$ 573.58	\$ 239.98	\$ 178.77
6	27/01/2025	Kirsten and Tracy's Fab Street Fiesta Formation	Street Party	1/03/2025	To help with the costs of the street party.	\$ 1,739.82	\$ 504.26	\$ 384.46
7	12/02/2025	Whakahekerau Second Beach Biodiversity Trust	Thank you to Volunteers of Second Beach	2/03/2025	To help with catering costs to thank volunteers.	\$ 500.00	\$ 500.00	\$ 450.00
							Total	\$ 2,428.18



## Memorandum

<b>TO:</b>	Nadia Wesley-Smith, Corporate Policy Manager (Acting); Gina Hu'akau, Community Services Manager; Mere Taana-Jouanides, Community Advisor
<b>FROM:</b>	Danielle Tolson, Policy Analyst
<b>DATE:</b>	14 March 2025
<b>SUBJECT:</b>	<b>CLARITY IN REGARD TO GRANTS POLICIES AND FOOD</b>

### PURPOSE

- 1 In February 2025, the Community Partnerships team commissioned the Corporate Policy team to undertake some research to provide clarity for Dunedin City Council (DCC) staff and Councillors about whether food costs can be supported through the DCC's contestable grants funds.
- 2 In its request, the Community Partnerships cited the Small Projects Grants and the Place-Based Community Grants as the only grants where the DCC does not support food costs, but there was sometimes a misconception that this criteria applied to all DCC grants.
- 3 The Community Partnerships requested that this review be undertaken to inform staff when providing advice to applicants. Findings will be shared at the DCC Grants Sub Committee meeting in April 2025.

The scope of the review included:

- the DCC Grants Management Policy 2019
  - the DCC's Grants Funding General Criteria
  - information available for each of the grants administered by the DCC as published on its external website
  - the DCC's Gift and Hospitality Policy, for comparison purposes.
- 4 Advice was provided by the Ara Toi team in regard to grants it manages, including the Creative Communities Scheme, which the DCC administers in Dunedin City on behalf of Creative New Zealand.
  - 5 For the purposes of the review, the definition of "food" was expanded to include "catering", "hospitality", and "alcohol".
  - 6 The findings of this review are summarised below, with a view to informing future decision-making about support for food costs through DCC grant funding.

### FINDINGS FROM THE REVIEW OF SPONSORSHIP AND SIMILAR POLCIES

- 7 The review by Corporate Policy found there is no reference to food, catering, hospitality, or alcohol in the DCC's Grants Funding General Criteria (the General Criteria).

- 8 In addition to the two Grants Funds cited by Community Partnerships in its request, food /alcohol costs are specifically excluded (i.e. ineligible) in the criteria for the following grants administered by the DCC:
- Community Events: no “catering”
  - Creative Communities Scheme (CCS): Creative New Zealand’s criteria includes food as part of cultural practice as eligible for support through this scheme. The Ara Toi team have made recommendations that appropriate applications cover some manaakitanga.
  - Neighbourhood Matching: gives a street party as an example of an activity that seeks to bring the community together, stating that “alcohol will not be funded”.
- 8 In regard to Place-Based Community Grants, in addition to “food”, the criteria also states that DCC support will not cover “alcohol and alcohol-related activity”.
- 9 The criteria for Small Project Grants states “the DCC does not fund alcohol, food, fundraisers, costumes, religious or political projects”. This is consistent with the General Criteria, and the information provided for other DCC grants, with the exception of alcohol and food.
- 10 The wording in the Small Project Grants criteria, as available on the DCC’s website, may cause confusion as it not phrased to read as applying specifically to this grant, and could be interpreted as relating to all grants programmes administered by the DCC.

#### **RECOMMENDATIONS**

Following the findings of this review, that:

- a) The DCC’s Grants Funding General Criteria is amended to include a reference/criteria to “food”, “catering”, and “alcohol”, and which is consistent with the criteria for individual grants;
- b) Publicly available information about the DCC’s Small Project Grants is amended to include the line “Food is excluded for Small Project Grants only. This restriction does not apply to other DCC grant types which have their own criteria”.

#### **CORPORATE POLICY**

## **UPDATE REPORT ON SERVICE LEVEL AGREEMENTS OVERSEEN BY COMMUNITY PARTNERSHIPS**

Department: Community Services

---

### **EXECUTIVE SUMMARY**

- 1 This report updates the Grants Subcommittee on the two Service Level Agreements overseen by Community Partnerships with the Dunedin Budget Advisory Service Incorporated and the Cosy Homes Charitable Trust.
- 2 Both Service Level Agreements (SLAs) were developed following Council resolutions and are monitored by staff on behalf of the Dunedin City Council (DCC).
- 3 The SLAs are due to expire later this year and are up for renewal. This report summarises the background and purpose of each SLA as an update to the Grants Subcommittee.

### **RECOMMENDATIONS**

That the Subcommittee:

- a) **Notes** the Update Report on Service Level Agreements overseen by Community Partnerships.

### **BACKGROUND**

- 4 Community Partnerships oversees two SLA's on behalf of the DCC with;
  - a) Dunedin Budgetary Advisory Services Incorporated, and
  - b) The Cosy Homes Charitable Trust.
- 5 During 1998 the Council sold its 100% holding in Waipori Power Generation Limited and its 42% holding in United Electricity Limited. After repaying associated debt, the Council was left with cash amounting to just over \$56 million. This fund became known as the Waipori Fund. As the establishment of the Waipori Fund marked the end of council-controlled energy, Council agreed to establish the Consumer Electricity Fund to help Dunedin residents struggling to pay power bills.
- 6 Both current SLAs relate to the DCC's Consumer Electricity Fund and past Council resolutions. The most recent Council resolutions are detailed below;

7      21      Cosy Homes Charitable Trust Otago funding update

A report from Community and Planning provided information on funding of the Cosy Homes Charitable Trust Otago (the Trust) and sought approval to release \$25,000 of budgeted funding to the Trust.

The Council provided \$75,000 to the Trust in the 2015/16 year; comprised of \$25,000 from the annual rates revenue and \$50,000 from the Consumer Electricity Fund (CEF).

The Council requested this report – at the 2015/16 Annual Plan deliberations – outlining the Trust's outputs and funding streams – to be presented before the \$25,000 rates-based funding was confirmed for release to the Trust in the 2016/17 year.

The Manager Events and Community Development and Group Manager Community and Planning responded to questions from Councillors.

Moved (Cr Doug Hall/Cr Kate Wilson):

That the Council:

- a)      **Notes** this item is currently part-funded (\$25,000 through rates on-going).
- b)      **Confirms** the allocation of \$25,000 be released to the Cosy Homes Charitable Trust Otago in the 2016/17 year.

**Motion carried (CNL/2016/182)**

## **22      FUNDING COSY HOMES FROM THE CONSUMER ELECTRICITY FUND**

A report from Community and Planning considered allocation of a grant from the Consumer Electricity Fund (CEF) to the Cosy Homes Charitable Trust Otago (the Trust). The report recommended \$25,000 should be granted in the 2016/17 year and \$20,000 in the 2017/18 year. A separate report had been provided to the Council outlining the outputs of the Trust during the 2016 calendar year, and its current income streams. The report specifically requested funding be allocated from the CEF to the Trust, for the purposes of supporting the Trust's vision that "Everyone lives in a warm and healthy home". The Trust's mission was "Making every home in Dunedin warm and cosy by 2025" and its vision and mission aligned with the Council's Social Wellbeing Strategy.

Moved (Cr Mike Lord/Cr Damian Newell):

That the Council:

- a)      **Grants** \$25,000 in 2016/17 and \$20,000 in 2017/18 from the Consumer Electricity Fund to Cosy Homes Charitable Trust Otago for the purposes of supporting home insulation within the city.

**Motion carried (CNL/2016/183)**

## **11 COSY HOMES CHARITABLE TRUST OTAGO FUNDING UPDATE**

Mayor Cull withdrew from the item.

A report from Community and Planning provided an update on the operation and funding of the Cosy Homes Charitable Trust Otago (the Trust) and sought approval to release \$25,000 of budgeted funding to the Trust. Funding would support the Trust's mission of "making every home in Dunedin warm and cosy by 2025".

The report noted that in 2016 Council approved \$45,000 for operational costs for the Trust in the 2017/18 year, comprised of \$25,000 from annual rates revenue and \$20,000 from the Consumer Electricity Fund (CEF). Funding was approved with the proviso an updated report on the Cosy Homes Trust was received before any further funds were allocated from rates revenue, in addition, annual grants were made by Council to the Trust for insulation costs.

The Group Manager Community and Planning (Nicola Pinfold) and the Manager Events and Community Development (Joy Gunn) spoke to the report and responded to questions from the Committee

Moved (Cr David Benson-Pope/Cr Aaron Hawkins):

That the Committee:

- a) **Approves** the allocation of \$25,000 from rates revenue to the Cosy Homes Charitable Trust Otago for operational costs from the 2018/19 financial year.

**Motion carried (COM/2018/070)**

## **12 Consumer Electricity Fund**

Mayor Cull withdrew from the item.

In December 2016 the Council approved contributions of \$25,000 (in 2016/17) and \$20,000 (in 2017/18) from the Consumer Electricity Fund to the Cosy Homes Charitable Trust Otago for the purposes of supporting home insulation within the city.

A report from Community and Planning sought a decision from Council on an ongoing grant of \$20,000 from the Consumer Electricity Fund (CEF) to the Cosy Homes Charitable Trust Otago (the Trust). The report also sought approval of a rule change to the CEF to allow applicants to access the Fund twice during a five-year period.

The Group Manager Community and Planning (Nicola Pinfold) and the Manager Events and Community Development (Joy Gunn) spoke to the report and responded to questions from the Committee

Moved (Cr Chris Staynes/Cr Christine Garey):

That the Committee:

- a) **Approves** an ongoing, annual grant of \$20,000 from the Consumer Electricity Fund to the Cosy Homes Charitable Trust Otago to support home insulation within the city.

- b) **Approves** an amendment to the Consumer Electricity Fund rules, that "Clients may access the Fund twice in a five-year period if the distributing agency determines there are circumstances special enough to warrant an additional payment."

**Motion carried (COM/2018/071)**

## **DISCUSSION**

### **The Dunedin Budget Advisory Services (DBAS)**

- 8 DBAS administers the Consumer Electricity Fund (Fund). The Fund helps people living in the DCC rateable area, who are experiencing hardship, to access grants towards their electricity account. Further information about the purpose of the Fund and grant criteria is in Appendix A.
- 9 DBAS also receives SLA funding to support their operational costs. The SLA between the DCC and DBAS is due to expire on 1 August 2025.

### **The Cosy Homes Charitable Trust (CHCT)**

- 10 CHCT administers insulation subsidies for up to 80 homes located in the DCC rateable area. The DCC's funding is combined with funding from the Otago Community Trust and funding from the Energy Efficiency and Conservation Authority (EECA).
- 11 The Cosy Homes Charitable Trust also receives SLA funding to support their operational costs. The SLA between the DCC and the CHCT is due to expire on 30 June 2025. For more information see;
- <https://www.cosyhomes.org.nz/insulation--heating-subsidies.html>
- 12 Staff meet with each provider to ensure that the milestones in each SLA are met during the term of the agreement. Each provider is also expected to produce a 'report back' which is reviewed by staff.
- 13 In recent communications with CHCT, they have submitted their 'report back' in early May, showing that they have retrofitted 82 local homes. This is three months ahead of schedule which is positive.
- 14 The budget for both SLAs for the FY 2025/26 have been confirmed in the Community Partnerships budget.

## **OPTIONS**

- 15 As this is an update report, there are no options.

## **NEXT STEPS**

- 16 Once the current SLA milestones and report backs are confirmed, staff will then start the process of drafting new SLAs with each provider.



### Signatories

Author:	Gina Hu'akau - Community Partnerships Manager
Authoriser:	Nicola Morand - Manahautū (General Manager Policy and Partnerships)

### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Appendix A. Consumer Electricity Fund Flyer. Grant criteria.	76

## SUMMARY OF CONSIDERATIONS

### ***Fit with purpose of Local Government***

This decision enables democratic local decision making and action by, and on behalf of communities. This decision promotes the social, economic, cultural and 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"/>
Economic Development Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Future Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	✓	<input type="checkbox"/>	<input type="checkbox"/>

The activities by CHCT and DBAS directly supports the DCC's wellbeing strategies and plans. The SLAs with both these groups provide key resourcing so these activities can continue to meet the needs of Dunedin residents, some of which are experiencing hardship.

### ***Māori Impact Statement***

Te Taki Haruru clearly outlines aspirations for Māori in Dunedin. The activities delivered by CHCT and DBAS directly supports the social elements of Autūroa, Auora, Autikaka and economic element of Autakata.

### ***Sustainability***

Sustainability is embedded throughout the services delivered by CHCT and DBAS. DBAS concentrates in helping people and whānau achieve economic sustainability, and CHCT also contributes to helping people's homes be more sustainable through delivering heating and insulation.

### ***Zero carbon***

The activities of each SLA have not been assessed in regard to the Zero Carbon Policy.

### ***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

The budget for both SLAs is confirmed in the 2025/2026 FY budget for Community Partnerships.

### ***Financial considerations***

There are no financial implications.

### ***Significance***

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

### ***Engagement – external***

There has been regular engagement with each SLA provider.

**SUMMARY OF CONSIDERATIONS*****Engagement - internal***

No internal engagement has occurred in regard to the current SLAs. All new SLAs are reviewed by the legal team to ensure they meet DCC requirements.

***Risks: Legal / Health and Safety etc.***

There are no risks associated with the current SLAs discussed in this update report.

***Conflict of Interest***

There are no conflict of interest noted with the SLAs discussed in this update report.

***Community Boards***

There are no implications for Community Boards.



# CONSUMER ELECTRICITY FUND

Providing assistance for Dunedin residents

## About the fund...

- In 1998 the Dunedin City Council, in liaison with agencies providing budget advisory services, set up the DCC Consumer Electricity Fund.
- The purpose of the fund is to help people living within the DCC boundary with a grant towards their electricity costs.
- The fund is available for homeowners and people who rent. There are certain conditions that apply before a grant can be approved. Application is by appointment only and dependent on eligibility.
- The fund is accessible once in a five year period, or twice in exceptional circumstances

## To apply you need to...

- You need to complete a budget assessment or be working with an existing budgeting programme. This will help establish if you're eligible for the grant.
- Contact one of the agencies listed overleaf to make an appointment or talk to your budget advisor as they may be able to process the application for you. Allow at least 30 minutes for your appointment.
- Please bring a current electricity account or your power card to the interview.



# CONSUMER ELECTRICITY FUND

Providing assistance for Dunedin residents

## About the fund...

- In 1998 the Dunedin City Council, in liaison with agencies providing budget advisory services, set up the DCC Consumer Electricity Fund.
- The purpose of the fund is to help people living within the DCC boundary with a grant towards their electricity costs.
- The fund is available for homeowners and people who rent. There are certain conditions that apply before a grant can be approved. Application is by appointment only and dependent on eligibility.
- The fund is accessible once in a five year period, or twice in exceptional circumstances

## To apply you need to...

- You need to complete a budget assessment or be working with an existing budgeting programme. This will help establish if you're eligible for the grant.
- Contact one of the agencies listed overleaf to make an appointment or talk to your budget advisor as they may be able to process the application for you. Allow at least 30 minutes for your appointment.
- Please bring a current electricity account or your power card to the interview.

### Who to contact

#### Catholic Social Services

42 Macandrew Road  
PO Box 2047  
South Dunedin 9044  
Phone: (03) 455 3838

#### Family Works –

#### Presbyterian Support Otago

407 Moray Place  
Dunedin 9054  
Phone: (03) 477 7116

#### Dunedin Budget

#### Advisory Service

Level 1, 43 Princes Street  
Dunedin 9016  
Phone: (03) 471 6158

#### The Salvation Army

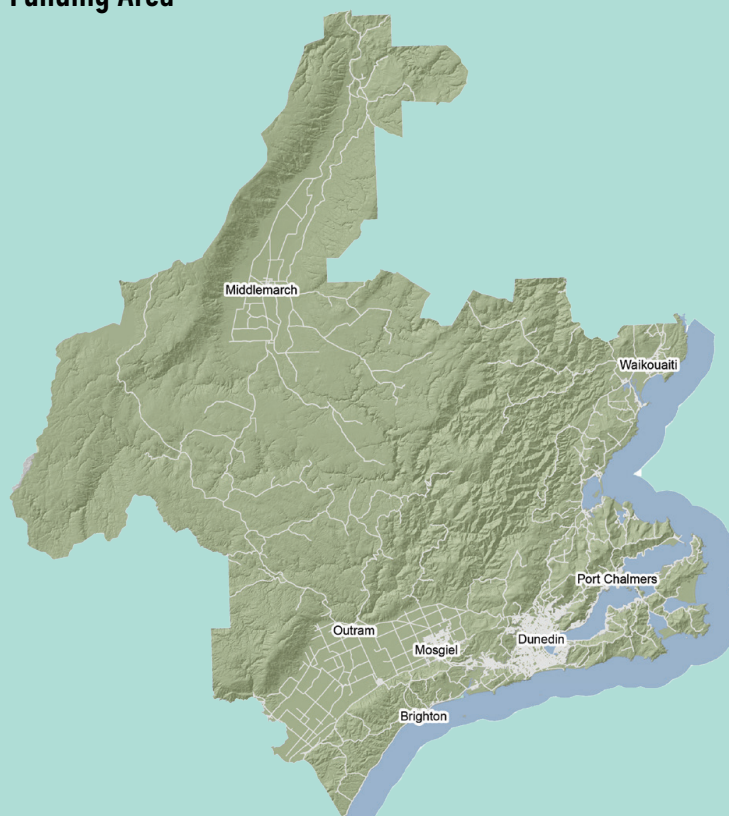
160 Crawford Street  
Dunedin 9016  
Phone (03) 477 9852

### Administering agency

#### Dunedin Budget Advisory Services

Level 1, 43 Princes Street  
Dunedin 9016  
Phone: (03) 471 6158

### Funding Area



## **WASTE MINIMISATION COMMUNITY PROJECTS/INITIATIVES AND SMALL GRANT APPLICATIONS**

Department: Waste and Environmental Solutions

### **EXECUTIVE SUMMARY**

- 1 This report summarises applications received during March 2025 for the Waste Minimisation Community Project/Initiative funding round.
- 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 and the amount available.
- 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 B.

### **RECOMMENDATIONS**

That the Subcommittee:

- a) **Decides** the grants funding to be allocated to applicants from the Waste Minimisation Community Project/Initiative Grants fund.
- b) **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.
- c) **Notes** the approved funding allocated to organisations for Waste Minimisation Small Project Grants.

### **BACKGROUND**

- 4 A summary of applications received for the Waste Minimisation Community Project/Initiative Grants which closed at 5pm, 28 March 2025 is attached to this report (Attachment A).
- 5 For this round of funding, \$30,000.00 is available for the Waste Minimisation Community Project/Initiative Grants.
- 6 Four Waste Minimisation Small Project Grants have been approved under delegated authority since October 2025, with \$6,289.05 remaining. The remainder will be returned to the waste levy reserve. The Waste Minimisation Small Project Grants are summarised in Attachment B.

- 7 Both before and during the March grants application period, email notifications 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 that 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 June 2025 or later). This is to avoid the funding of projects retrospectively.
- 9 Applications that were submitted after the close off date have not been assessed as per the Grants Management Policy 2019.

#### **Accountability Reports**

- 10 Over the six months from November 2024 to the end of March 2025, staff have received 7 accountability reports from previous waste minimisation funding. Of the recipients to date, there are 27 accountability reports that are not yet due, having been awarded within the last 12 months.
- 11 Any overdue accountability reports are being actively pursued by Council staff.

#### **DISCUSSION**

##### **Summary of Applications**

- 12 Six applications for the Waste Minimisation Community Project/Initiative Grants fund have been received. The total funding requested from the six applicants was \$22,354.16.
- 13 Access to the Waste Minimisation Community Project/Initiative Grants applications has been provided to the Subcommittee. These are summarised in Attachment A.

<b>Grant Fund Name</b>	<b>Number of Applications Received</b>	<b>Number Withdrawn</b>	<b>Total Requested</b>	<b>Total Available (March 2025 round)</b>
Waste Minimisation Community Project/Initiative Grants	6	0	\$22,354.16  (to an application maximum of \$5,000)	\$30,000.00

#### **Funding Criteria**

- 14 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 Waste Minimisation Management Plan 2020;
  - 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.
- 15 Waste minimisation grants are also available to fund consenting costs e.g., permitted composting processing, to enable regulated waste minimisation activities.
- 16 Further to Waste Minimisation contestable grants the waste levy also annually provides non-contested grants or funds determined from Tender Board decisions or are a non-standard procurement (single source) service. The services provide recycling, reuse, repurposing of materials and education. These include but are not limited to; bicycle refurbishment for donation back into the community, e-waste and battery recycling, polystyrene recycling, plasterboard offcuts recycling, surplus food waste collection for distribution, textile reuse and recycling as well as a variety of waste reduction education workshops and programmes.

## **OPTIONS**

- 17 There are no options as the Grants Subcommittee have the delegation to decide the grants funding to be allocated to applicants.

## **NEXT STEPS**

- 18 Staff will communicate the Grants Subcommittee's decisions to all applicants in writing within two weeks of the Subcommittee meeting. Where grants have been approved, payments will be arranged for the applicants.
- 19 The next funding round will be in September 2025.

### Signatories

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

### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">↓</a> A	Waste Minimisation Community Project/Initiative Grants - March 2025 - Summary of Applications	85
<a href="#">↓</a> B	Small Waste Minimisation Project Grants	87

## 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***

Mana whenua are represented on the Grants Subcommittee and provide guidance and advice on allocations of funding.

Staff are working to develop relationships with the Māori community and ensure DCC grants are accessible and supportive of the needs of the Māori community.

### ***Sustainability***

Waste Minimisation Grants provide community 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 in accordance with the Dunedin City Council Waste Minimisation and Management Plan 2020. This money is received from the Ministry for the Environment and has been approved to use for grants funding in accordance with section 47 of the Waste Minimisation Act.

### ***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***

A variety of newsletters, social media, Otago Access Radio, as well as advertising in local media were used to promote these grants.

## SUMMARY OF CONSIDERATIONS

### ***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 Community Project/Initiative Grants March 2025								
No.	Name of Organisation	Bank Account Name	Name of service/project	Purpose of Funding	Waste Minimised	Project start date	Total costs	Amount requested
1	Corstorphine Kindergarten	Corstorphine Komiti	Kaitiakitanga	To fund two warm farms and a sustainable living workshop at Orokonui Ecosanctuary.	Organic waste - household	1/06/2025	\$ 1,740.56	\$ 1,209.36
2	Dunedin Midwinter Celebrations (Anonymous)	Dunedin Midwinter Cels	Dunedin Midwinter Carnival	To subsidise waste minimisation at the 2024 Dunedin Midwinter Carnival event.	Reusable household items/materials and single use cups, plates, bowls and cutlery.	27/06/2025	\$ 9,810.00	\$ 2,660.00
4	OneCoast Incorporated	OneCoast Incorporated	OneCoast waste reduction workshop projects	To fund facilitator fees, venue hire, promotional material and workshop materials for a series of Waste Reduction Workshops.	Reusable household items/materials and bikes.	1/06/2025	\$ 6,630.00	\$ 4,384.00
3	Pregnancy Choice Dunedin - Inspire Upcycling	Pregnancy Choice Dunedin	Textile waste reduction	To fund textile recycling fees and subsidise wages to help support their textile waste reduction programme.	Clothing	1/06/2025	\$ 7,025.20	\$ 4,100.80
5	Pregnancy Help Incorporated Dunedin Branch	Pregnancy Help Incorporated Dunedin Branch	Provision of reusable nappies to families whānau	To purchase reusable nappies to provide for free to whānau in Dunedin.	Reusable household items/materials	1/07/2025	\$ 7,228.35	\$ 5,000.00
6	The Gift Trust (Sew on Period Care)	The Gift Trust	Sew on Period Care Community Group	To fund operational expenses and materials to help the continuation of Sew on Period Care.	Soiled single use period products going to landfill or into waste water.	1/06/2025	\$ 23,403.50	\$ 5,000.00
				<b>Total Cost of All</b>			\$ 55,837.61	
				<b>Total requested</b>				\$ 22,354.16
				<b>Total available for</b>				\$ 30,000.00



Grants Approved by the Chair to March 2025								
Small Waste Minimisation Project Grants								
No.	Date received	Organisation	Project	Purpose of Grant	Project Cost	Amt. Req \$		Amount Paid
1	25/10/2024	Plunket Otago	Recycling of child carseats	To subsidise child carseat recycling	\$ 500.00	\$ 500.00	FY24/25	\$ 500.00
2	26/11/2024	Port Chalmers School	Beeswax wrap making class for use	To purchase materials to make beeswax wraps	\$ 488.80	\$ 488.80	FY24/25	\$ 488.80
3	26/11/2024	Presbyterian Support Otago	Reusable bag making for use in food bank service	To purchase materials to make reusable bags	\$ 354.00	\$ 354.00	FY24/25	\$ 354.00
4	29/01/2025	Trinity Catholic College	Establish a worm farm to take food scraps	To fund the purchase of a worm farm	\$ 428.15	\$ 428.15	FY24/25	\$ 428.15
							<b>Total</b>	<b>\$ 1,770.95</b>
				<b>Budgeted but not spent (Financial Year 2024/25)</b>		<b>\$ 6,289.05</b>		
							<b>Total of</b>	<b>\$ 1,770.95</b>

## DUNEDIN BIODIVERSITY FUND APPLICATIONS

Department: City Development

### EXECUTIVE SUMMARY

- 1 Applications for the March 2025 round of the Biodiversity Fund opened on 1 March 2025 and closed on 31 March 2025.
- 2 This report provides a summary of the applications to support the Subcommittee in allocating funding for the March 2025 Biodiversity Fund round.
- 3 Applications were reviewed by staff members of the Dunedin City Council and the Department of Conservation (DOC).
- 4 A total of \$48,728.81 is available for allocation this funding round. This amount consists of \$40,650.00 in assigned funding and \$8,078.81 from partially uplifted and forfeited grants completed since the previous Grant Subcommittee Meeting in November 2024. A summary of additional funds is provided in Attachment A.
- 5 Fourteen applications were received, four of which are from first-time applicants. The total funding requested is \$61,991.50, exceeding the available amount of funding by \$13,262.69.

### RECOMMENDATIONS

That the Subcommittee:

- a) **Decides** on the allocation of funding for the applications received in the March 2025 round of the Dunedin Biodiversity Fund.

### BACKGROUND

- 6 In August 2007, the Dunedin Biodiversity Fund was established, with minor amendments to the eligibility, prioritisation criteria, and terms and conditions approved by the Planning and Environment Committee in February 2019.



7 Planning and Environment Committee extract from the meeting held 12 February 2019:

*Moved (Cr Aaron Hawkins/Deputy Chairperson Damian Newell):*

*That the Committee:*

- a) **Notes** the summary of the Biodiversity Fund provided in Attachment A and the proposed methods for greater community outreach of the Fund (as listed in Paragraph 34).
- b) **Approves** the proposed criteria and conditions/rules of the Biodiversity Fund (as set out in Attachment B).

**Motion carried (PLA/2019/008)**

- 8 The purpose of the Dunedin Biodiversity Fund is: *To enhance the condition and extent of indigenous biodiversity across Ōtepoti Dunedin by encouraging and supporting landowners and communities who are committed to protecting, enhancing, and managing indigenous biodiversity.*
- 9 The Dunedin Biodiversity Fund operates on a ‘pay first, claim after’ approach, where successful applicants have a standard 24-month term to complete projects in order to claim their grant.

## **FUNDING GUIDANCE**

- 10 The Dunedin Biodiversity Fund follows a 50:50 cost sharing arrangement, where the Council can fund up to 50% of the project, with the applicant contributing to the remainder. Grant amounts range from \$500 to a maximum of \$5,000 per application.
- 11 To be eligible for funding, projects must either:
  - a) Aim to maintain or enhance the state of indigenous biodiversity in Ōtepoti e.g., fencing, plant and animal pest control; and/or
  - b) Aim to increase the extent of indigenous biodiversity e.g., revegetation, supplementary planting.
- 12 The objective of the Biodiversity Fund is to provide financial support for ‘on-the-ground’ activities that benefit indigenous biodiversity. The Council’s contribution is intended for tangible goods such as plants, traps, and herbicides, while the applicant’s contribution may cover labour and vehicle expenses (in addition to above). For information on eligible project types and eligible grant costs, refer to Attachment B.

## **Eligibility Criteria**

- 13 The eligibility criteria refer to the minimum requirements that a project application must meet to be considered for funding. Projects that do not meet the eligibility criteria, or cannot be made eligible through grant conditions, should not receive funding. See Attachment B for the eligibility criteria.

## **Prioritisation Criteria**

- 14 The prioritisation criteria are used to rank projects for funding allocations when the fund is oversubscribed. These criteria are designed to ensure that projects, particularly those on

protected land, that are most likely to achieve desirable biodiversity outcomes are given priority over other applications. See Attachment B for the prioritisation criteria.

### Conditions of Grants

- 15 All approved project applications will be subject to standard terms and conditions that will form part of an agreement between the applicant and the Council. The Subcommittee reserves the right to impose additional conditions if deemed necessary. For further information on fund Terms and Conditions, refer to Attachment C.

### DISCUSSION

- 16 A summary of applications is provided in Attachment D. Complete applications and detailed project assessments were submitted separately to the Subcommittee.

### OPTIONS

- 17 There are no options as the subcommittee have delegation to make the decisions.

### NEXT STEPS

- 18 Staff will communicate the Grant Subcommittee's decisions to all applicants and provide payment once the funding terms and conditions have been fulfilled. Completed projects will be reported back to the Subcommittee at the next appropriate meeting.
- 19 The next funding round will be in September 2025.

### Signatories

Author:	Zoe Lunniss - Biodiversity Advisor
Authoriser:	Mark Mawdsley - Team Leader Advisory Services David Ward - General Manager, 3 Waters and Transition

### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">↗A</a>	Summary of Additional Funds - March 2025	93
<a href="#">↗B</a>	Biodiversity Fund Eligibility and Prioritisation Criteria	94
<a href="#">↗C</a>	Biodiversity Fund Terms and Conditions	96
<a href="#">↗D</a>	Dunedin Biodiversity Fund - March 2025 - Summary of Applications	101

## SUMMARY OF CONSIDERATIONS

### ***Fit with purpose of Local Government***

This decision 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"/>	✓
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Environment Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Future Development Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Parks and Recreation Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	✓	<input type="checkbox"/>	<input type="checkbox"/>

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

### ***Māori Impact Statement***

Mana whenua are represented on the Grants Subcommittee and provide guidance and advice on priority projects and the appropriateness of restoration activities in culturally significant areas.

### ***Sustainability***

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

### ***Zero carbon***

Application of the DCC Biodiversity Fund aligns with the Zero Carbon Plan key shift “Grow sequestration that align with mana whenua and community values”. The projects discussed in this report will decrease city emissions through revegetation and by otherwise protecting and enhancing indigenous vegetation in Ōtepoti Dunedin that is valued by members of the community.

### ***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

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

### ***Financial considerations***

A total of \$48,728.81 is recommended to be granted to applicants.

### ***Significance***

This decision is considered to have low significance based on the Council’s Significance and Engagement Policy.

### ***Engagement – external***

The Department of Conservation was involved in the assessment of projects and provided recommendations for budget allocation.

## SUMMARY OF CONSIDERATIONS

### ***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.

Summary of Additional Funds for March 2025 Biodiversity Fund Round				
Reported to Grant Subcommittee May 2025				
Application ID	Fund status	Amount allocated	Amount uplifted	Balance
BIO-2022-25	Expired	\$ 4,111.00	\$ -	\$ 4,111.00
BIO-2022-26	Forfeited	\$ 2,000.00	\$ -	\$ 2,000.00
BIO-2023-18	Partial uplift	\$ 3,500.00	\$ 1,550.00	\$ 1,950.00
BIO-2023-34	Partial uplift	\$ 3,104.50	\$ 3,086.69	\$ 17.81
	<b>Total</b>	<b>\$ 12,715.50</b>	<b>\$ 4,636.69</b>	<b>\$ 8,078.81</b>

Total to allocate March 2025	
Biodiversity Fund allocation March 2025	\$ 40,650.00
Additional funds available	\$ 8,078.81
<b>Total</b>	<b>\$ 48,728.81</b>



## 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.
- Minimum size for revegetation planting projects is 0.1 ha (1000 m<sup>2</sup>). E.g. 50 m x 20 m area.

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:
  - 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.
  - To protect indigenous vegetation associated with sand dunes and wetlands; ecosystem types that have become uncommon due to human activity.
  - To protect indigenous vegetation associated with 'originally rare' terrestrial ecosystem types not already covered by priorities 1 and 2.
  - 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](mailto: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](http://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 (1000m<sup>2</sup>). 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.



Dunedin Biodiversity Fund - March 2025					
Application ID	Name of organisation or landowner	Name of project	Purpose of funding	Total costs	Amount requested
BIO-2025-01	Matai Hill Trust (Ben Ponne)	Matai Hill	Contribute toward the establishment of 6,500 plants within a 1.5 ha project area of QEII covenant. Funding is specifically sought to purchase planting hardware including plant guards, mats, and stakes.	\$ 88,335.00	\$ 5,000.00
BIO-2025-02	Steven Nichol	Deep Stream Tributary Enhancement	Contribute toward contractor costs associated with the purchase of plants and their protective equipment for the restoration of a tributary of Deep Stream.	\$ 16,925.60	\$ 5,000.00
BIO-2025-03	Tim Ritchie	Otāne Restoration Project	Purchase 500 trees and associated planting tangibles to assist with the revegetation of Otāne headland.	\$ 9,910.24	\$ 4,936.25
BIO-2025-04	Julie and Pete Dryden	Forest and Wetland	Contribute toward fencing material costs to finish fencing off two sections of the property for enhancement. Remaining funds to contribute toward plants for revegetation of fenced areas.	\$ 10,014.20	\$ 5,000.00
BIO-2025-05	Peter and Priya Williams	322 Chain Hills Forest Restoration	Contribute to contractor costs for the control of woody weeds across the 1.2 ha of recently revegetated land.	\$ 10,000.00	\$ 5,000.00
BIO-2025-06	Brighton Trapping Group	Brighton Trapping Group Project – PHASE 2 Lifestyle Block Trapping	Contribute to the extension of the Brighton Trapping Project network through the purchase of additional traps	\$ 16,582.99	\$ 4,992.79
BIO-2025-07	Reid Family Trust (Claire Reid)	Porteous Road Restoration Project	Contribute to stage 2 of the project which entails revegetating the remaining 1.5 ha area. Specifically, the funding will contribute toward plants purchase (2,000).	\$ 42,487.00	\$ 5,000.00
BIO-2025-08	Tomahawk-Smailis Beach Care Trust	Growing Habitat for New Zealand Sea Lions	Contribute to fencing materials and planting tangibles for the protection and revegetation of coastal sea lion habitat along Tomahawk Creek.	\$ 13,447.00	\$ 4,260.00
BIO-2025-09	Ōwhiro Catchment Group	Paterson Rd Reserve Stream Enhancement (Ōwhiro Catchment Group)	Purchase 150 plants and plant tangible equipment for revegetation of Wingatui Local Purpose Reserve.	\$ 1,837.20	\$ 939.20
BIO-2025-10	Karin Ludwig	Restoration of Riparian Strip next to Bethunes Gully	Revegetate the fenced riparian margin of Lindsay Creek to improve indigenous riparian and freshwater values.	\$ 8,543.20	\$ 3,940.00
BIO-2025-11	Alister Young	Trees for Birds	Purchase plants for the revegetation of 1 ha indigenous shrubland and DOC250 traps for installation around project area.	\$ 5,903.01	\$ 2,923.26
BIO-2025-12	Tom Brownlie	Native Bush Protection and Creek Restoration at 110 Taieri Mouth Road	Contribute to plant purchase and planting tangibles for revegetation of 1 ha fenced area with ecologically appropriate species.	\$ 10,082.00	\$ 5,000.00
BIO-2025-13	Mid Taieri Wai (Strath Taieri Agriculture & Rural Tourism Trust)	Shannon Stream Restoration Project	Contribute toward purchase of 5,200 native plants for the ecological restoration of Shannon Stream.	\$ 66,240.00	\$ 5,000.00
BIO-2025-15	Evan Hurst (Pacific View Limited)	Waikouaiti Wetland Project	Contribute toward the purchase of 1,200 plants to restore an area of fenced wetland.	\$ 15,000.00	\$ 5,000.00
			Total Cost of All Applicants Projects	\$ 315,307.44	
			Total Requested		\$ 61,991.50
			Total Available for Distribution		\$ 48,728.81

## RESOLUTION TO EXCLUDE THE PUBLIC

That the Subcommittee:

Pursuant to the provisions of the Local Government Official Information and Meetings Act 1987, exclude the public from the following part of the proceedings of this meeting namely:

General subject of the matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution	Reason for Confidentiality
C1 Confirmation of the Confidential Minutes of Grants Subcommittee meeting - 19 September 2024 - Public Excluded		S48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by Section 6 or Section 7 of that Act, or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above after each item.