



AGENDA

Assessment Committee Meeting Monday, 16 March 2026

Date: Monday, 16 March 2026

Time: 10:00 am

Location: Whare Tūhono, William Fraser Building, 1
Dunorling Street, Alexandra

(A link to the live stream will be available on the Central Otago District Council's website.)

Notice is hereby given that an Assessment Committee meeting will be held in Whare Tūhono, William Fraser Building, 1 Dunorling Street, Alexandra and live streamed via Microsoft Teams on Monday, 16 March 2026 at 10:00 am.

The link to the live stream will be available on the Central Otago District Council's website.

Order Of Business

1	Apologies	5
2	Confirmation of Minutes	5
	Assessment Committee meeting Meeting - 23 September 2025	7
2	Reports	10
26.1.1	Overview of September 2025 Financial Year.....	10
26.1.2	2026 CCS Annual Funding Rreport for March	88

Members Cr S Browne (Chairperson), Cr B Scott, S Bain, R De Jong, J Hawkins,
F Kennedy, R Kinney, M Kuiti, K Sutherland

In Attendance J Whyte (Administrator)

1 APOLOGIES

2 CONFIRMATION OF MINUTES

Assessment Committee meeting - 23 September 2025

**MINUTES OF CENTRAL OTAGO DISTRICT COUNCIL
ASSESSMENT COMMITTEE
HELD IN WHARE TŪHONO, WILLIAM FRASER BUILDING, 1 DUNORLING STREET,
ALEXANDRA
ON TUESDAY, 23 SEPTEMBER 2025 AT 10.00 AM**

PRESENT: Cr S Browne (Chairperson), R De Jong, R Kinney, M Kuiti, P Maracin,
K Sutherland

IN ATTENDANCE: J Whyte (Administrator)

1 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION

Moved: Browne
Seconded: Kinney

That the apology received from Her Worship the Mayor be accepted.

CARRIED

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Browne
Seconded: Kinney

That the public minutes of the Assessment Committee Meeting held on 17 March 2025 be confirmed as a true and correct record.

CARRIED

3 DECLARATION OF INTEREST

Members were reminded of their obligations in respect of declaring any interests. Ms de Jong declared an interest in application 4 and Ms R Kinney declared an interest in application 5. They did vote on their allocation of funding.

4 REPORTS

25.3.1 OVERVIEW OF MARCH 2025 FINANCIAL YEAR

To consider the overview of the first funding round of the 2025 Financial year.

COMMITTEE RESOLUTION

Moved: Sutherland
Seconded: Maracin

That the report be received.

CARRIED**25.3.2 2025 CCS ANNUAL FUNDING REPORT FOR SEPTEMBER**

To consider allocation of Creative Communities Scheme (CCS) funds to worthy applications received from groups, organisations, and individuals withing the Central Otago District relating to arts and cultural projects.

COMMITTEE RESOLUTION

Moved: Sutherland
Seconded: Maracin

That the Assessment Committee

A. Receives the report and accepts the level of significance.

CARRIED**COMMITTEE RESOLUTION**

Moved: De Jong
Seconded: Kinney

B. Agrees of that \$21,591.78 available to be allocated, \$16,255.55 has been allocated to the applications listed in the attached table in a manner befitting Creative Communities guidelines and eligibility criteria.

Francine Henrike Boer	Landlines in Central Otago	\$2,800
Caninspire Charitable Trust	CanBead Central Otago	Nil
Andrew Wallace	Andy's Artwork	\$1,900
The CO District Art Trust	Muster of Creatives	\$3,587
Maniototo Community Arts & Cultural Inc	Kinga Krupa Matinee Piano Concert	\$1,000
Winterstellar Charitable Trust	2025 Winterstellar Southern Sky Schools Day Project	\$5,000
Alexandra and Districts Youth Trust	Creative pottery workshops and activities for youth	\$960
Toi Moana Artist Collaborative	Toi Moana Artist Collective Wananga Bannockburn 2025	Nil
Bannockburn Arts Charitable Trust	Bannockburn Arts Woolshed Exhibition 2025	\$1,008.55

CARRIED

COMMITTEE RESOLUTION

Moved: Browne
Seconded: Kinney

- C. Agrees that the remaining balance of \$ 5,336.33 is carried forward to the March 2026 funding round.

CARRIED

The Meeting closed at 12.03 pm.

.....
CHAIR / /

.....
CHIEF EXECUTIVE OFFICER / /

2 REPORTS

26.1.1 OVERVIEW OF SEPTEMBER 2025 FINANCIAL YEAR

Doc ID: 2736364

Report Author:	Judith Whyte, Parks and Recreation Administration Officer
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

1. Purpose

To consider the overview of the second funding round of the 2025 Financial year.

Recommendations

That the report be received and its contents noted.

2. Discussion

At the Creatives Communities (CCNZ) Assessment meeting held on the 23 September 2025 seven applications were awarded funding allocating a total of \$16,255.55.

The grants totalling \$16,255.55 covered a range of events in Central Otago:

- Francine Henrike Boer – Landlines in Central Otago
- Andrew Wallace – Andy’s Artwork
- Central Otago Arts Trust – Muster of Creatives
- Maniototo Community Arts & Cultural Inc – Kinga Krupa Matinee Piano Concert
- Winterstellar Charitable Trust – 2025 Winterstellar Southern School Days Project
- Alexandra and Districts Youth Trust - Creative Pottery Workshops for Youth
- Bannockburn Arts Charitable Trust – Bannockburn Arts Woolshed Exhibition 2025

The 2026 Creative Communities Scheme Funding for March meeting has received six applications requesting a total of \$21,884.00.

3. Attachments

Appendix 1 - Creative Communities – Report Backs [↓](#)

CCS Report Backs

- Alexandra Musical Society: We Will Rock You
- Waiata Theatre Productions: The Hunch Back of Notre Dame
- Maniototo Community Arts Council: Kinga Krupa Matinee Piano Concert
- Bannockburn Arts Charitable Trust: Woolshed Exhibition 2025
- Cromwell Patchwork Country Day
- The Central Otago Arts Trust – Muster of Creatives
- Winterstellar

Creative Communities Scheme - Report Back APP251071916



1 Dunorling Street
PO Box 122, Alexandra 9340
New Zealand

03 440 0056

Info@codc.govt.nz
www.codc.govt.nz



Creative Communities Scheme - Report Back

Reference APP251071916 Submitted 30 Oct 2025 10:37

Project Report

Project Report Conditions

All recipients of funds from the Creative Communities Scheme must complete this form within two months after their project is completed.

If you do not complete and submit this form you will be ineligible for future funding through the Creative Communities Scheme.

Before proceeding to fill out the form, do you have? (you will need to attach later on)

- Proof of expenditure (including receipts, invoices and/or financial statements)

I have all the necessary documents Yes

Important information so you don't lose your data

If you wish to take some time completing this form, we strongly recommend that you **create a [login](#) and log in to your account prior to starting to complete the form**. This gives you the ability to save a draft and return to it later.

Logging in before starting to enter information into the form also means you won't lose your information if the form times out, or if you accidentally navigate away from the screen you're working on.

You cannot save your information and return to it later unless you log in before you start the form.

Regardless whether you are logged in, once you have completed and submitted the form, you will receive a copy of your submission to the email address you specify in the form.

Either go to our [Online Services](#) page to create an account (or log in if you already have an account) or continue below to start without logging in.

Page 1 of 3

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

About You

Name of Organisation	Alexandra Musical Society
Contact Person	Pam Jones
Phone Number	0274445370
Email	nunopam2008@hotmail.com

About the project

Please enter the Project/Grant Application number that you received when you lodged your application on the Council Website:	00000
Name of applicant	Alexandra Musical Society
Name and location of project	Alexandra Musical Society 2025 production We Will Rock You
GST number if required	055160465
Date of project	27/09/2025
Amount received from the Creative Communities Scheme:	3005.46
Number of participants	100
Number of attendees	1861

Project Costs

Please give details of how the money was spent.

Your contribution to the project and the Creative Communities Scheme funding you received must be accounted for, and copies of purchase orders or copies of invoices must be attached.

Details	Alexandra Memorial Theatre Hall Hire
Amount	2832

[CC AMS invoice.pdf](#) (262 kb)

[CC-AMS-receipt.pdf](#) (141 kb)

[CC AMS bank.pdf](#) (249 kb)

Details

Amount

Total Costs

Details

Amount	2832
---------------	------

Please provide details about the project or activities that were supported by the Creative Communities scheme. Explain what was successful, and what did not work so well.

The Creative Communities grant was a significant support towards the financial and overall viability of our project (2025 production). The grant paid for the hire of the Alexandra Memorial Theatre, where our show was staged. We also move into the theatre before the show for dress rehearsals. Please note we did this slightly later than planned this year and our final invoice was slightly less than our original quote. Please let us know how to repay this difference to align with grant conditions. Thank you so much for your support it meant a lot to our

musical theatre community. (Please also note I just cannot locate the grant application number, I have put 00000 in as a placeholder and will email you and update if needed).

[CC-AMS-photo-1.pdf](#) (1 mb)

[CC-AMS-photo-2.pdf](#) (1 mb)

[CC-AMS-photo-3.pdf](#) (1 mb)

[CC-AMS-photo-4.pdf](#) (1 mb)

[CC-AMS-photo-5.pdf](#) (222 kb)

[CC-AMS-photo-6.pdf](#) (287 kb)

How did your project benefit your community?

Our project was a huge success - We Will Rock You was one of the best shows we have ever done, with huge community buy-in and 88.65% occupancy for our six shows. We had an incredibly talented cast, and amazing backstage crew, and great community sponsors and support. We provided valuable opportunities for involvement in a high quality regional musical theatre production. We're so happy with how everything went.

Give a brief description of the highlights of your project, including the number of participants

The super high quality of the overall production, including our fantastic lead roles, was a real highlight and we received a lot of positive community feedback about this. We also had a very capable backstage crew who were talented and experienced. We had a combined cast and crew of about 100. We had approximately 1860 audience members attend which was just incredible.

What, if any, are the next steps (for your project, for you and/or for the people involved)?

We're down in "debrief" and "reset" mode and already talking about our next projects and productions - these include musical competitions, children's theatre, Stars in Their Eyes and our next major blossom festival production. We have a hard working committee and broader musical society community and love providing the opportunities and performances that we do.

Declaration

By completing this information about your accountability report, you certify and understand that:

All information provided is complete and correct. Yes

Information about your application (including the applicant's name, project title, and a summary of the proposal) and any approved funding may be made publicly available by Council Yes

Name: Pamela Jones

Date: 30/10/2025

Signature



Invoice - Creative Communities Accountability Report (2)



Alexandra Musical Society (Inc)
41 Enterprise Street
Alexandra 9320

1 Dunorling Street
PO Box 122
Alexandra 9340
New Zealand

Phone: +64 3 440 0056
Email: info@codc.govt.nz
Website: www.codc.govt.nz

Phone: 51-442-970

3437541

8/10/2025

TAX INVOICE 189194

Hire of Alexandra Memorial Theatre September 2025

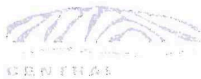
Qty	Description	Rate	GST	Amount
	We Will Rock You		369.39	2,832.00

Subtotal	2,462.61
GST	369.39
Total Amount	\$2,832.00

Internet Banking: 02-0916-0081744-00

Please quote 3437541 as reference.

Payment due on or before the 20th of the month following.



If paying at a CODC Service Centre via cash or eftpos, please detach and present with payment.

Please use 3437541 as your reference

REMITTANCE ADVICE

DEBIT REFERENCE: 3437541
INVOICE REFERENCE: 189194

TO: Alexandra Musical Society (Inc)
41 Enterprise Street
Alexandra 9320

pd 8/10

TOTAL NOW DUE \$2,832.00

AMOUNT PAID CASH / EFTPOS \$2,832.00

From: **Lyn Galt** <lyn.galt@codc.govt.nz>
Date: Tue, Oct 28, 2025 at 1:10 PM
Subject: RE: Receipt please
To: Secretary AMS <secretaryalexmusical@gmail.com>

Hi Dona

Here is the copy of the receipt and the bottom indicates a zero balance on the account.

INV 18732 Special Lic 3437541

GST Registered No. 51-442-970 Central Otago District Council	
Bank Account Paid Into	02-0916-0081744-00
Bank Statement Date	8/10/25
Date Processed	9/10/25
Process Status Flag	L Processed Dir Cr credited to ledger
Cashier & Bank Process	19, Auto
Ledger & Account Posted To	DR 3437541
Amount	\$2,832.00
Other Party Bank Account Name	Alexandra Musical So
Originating Bank Account	03-1733-0030359-00
Originating Bank Branch	03-0047
Short Detail	DC
Additional Detail	0000
Particulars	INV 18732
Analysis Code	Special Lic
Reference	3437541
Type of Payment	DC Direct Credit

Copyright © 2025 MAGIQ Software Limited. All rights reserved.

Alexandra Musical Society (Inc)

Account	Transactions	Latest Month	2025	2024	2023	2022	2021	2020	2019
Line	Date	Reference	Type	Amount	Balance	Age	Reversal	Discount & Detail	
			Opening Balance		0.00				
20641	8/10/25	189194	2 INV	2832.00	2832.00	0		Hire of Alexandra Memorial Theatre September 2025	
20706	8/10/25	Direct Credit 000224	1 Payment	-2832.00	0.00	4		INV 18732 Special Lic 3437541	
			Total		0.00				











Creative Communities Scheme - Report Back APP250900861



1 Dunorling Street
PO Box 122, Alexandra 9340
New Zealand

03 440 0056

Info@codc.govt.nz
www.codc.govt.nz



Creative Communities Scheme - Report Back

Reference APP250900861 Submitted 01 Sep 2025 03:44

Project Report

Project Report Conditions

All recipients of funds from the Creative Communities Scheme must complete this form within two months after their project is completed.

If you do not complete and submit this form you will be ineligible for future funding through the Creative Communities Scheme.

Before proceeding to fill out the form, do you have? (you will need to attach later on)

- Proof of expenditure (including receipts, invoices and/or financial statements)

I have all the necessary documents Yes

Important information so you don't lose your data

If you wish to take some time completing this form, we strongly recommend that you **create a [login](#) and log in to your account prior to starting to complete the form**. This gives you the ability to save a draft and return to it later.

Logging in before starting to enter information into the form also means you won't lose your information if the form times out, or if you accidentally navigate away from the screen you're working on.

You cannot save your information and return to it later unless you log in before you start the form.

Regardless whether you are logged in, once you have completed and submitted the form, you will receive a copy of your submission to the email address you specify in the form.

Either go to our [Online Services](#) page to create an account (or log in if you already have an account) or continue below to start without logging in.

Page 1 of 4

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

About You

Name of Organisation	Waiata Theatre productions Ltd
Contact Person	Bruce Potter
Phone Number	02102532194
Email	waiatatheatreproductions@gmail.com

About the project

Please enter the Project/Grant Application number that you received when you lodged your application on the Council Website:

Name of applicant	Waiata Theatre Productions Ltd
Name and location of project	The Hunchback of Notre Dame Musical
GST number if required	N/A
Date of project	25/04/2025
Amount received from the Creative Communities Scheme:	2500.00
Number of participants	+50
Number of attendees	1320

Project Costs

Please give details of how the money was spent.

Your contribution to the project and the Creative Communities Scheme funding you received must be accounted for, and copies of purchase orders or copies of invoices must be attached.

Details	Programmes
Amount	3004
	Invoice for Programmes Hunchback of Notre Dame.pdf (4 mb)
Details	Corflute signs for roads
Amount	500
	Corflute Signs Invoice.pdf (1 mb)
Details	Facebook Advertising and Vistaprint flyers, posters and signage
Amount	3071
	Facebook adverts and vistaprint signage.pdf (2 mb)
Total Costs	
Details	
Amount	6575
Please provide details about the project or activities that were supported by the Creative Communities scheme. Explain what was successful, and what did not work so well.	We are very grateful for the support CCS gave us in the area of marketing. The 2500 went a long way towards giving us a decent marketing budget which ultimately got us bums on seats and sold our season of 19 shows at 74% capacity. Without this help it is much harder to do effective marketing.
	Hunchback Photos.pdf (1 mb)

How did your project benefit your community?

We produced an extremely high quality Broadway style show for only the second time ever in New Zealand with a cast and crew of around 50 people. We performed 19 shows over four weeks in a small intimate theatre - The Clyde Memorial Hall. We had over 1300 audience members attend at a capacity of 74% over the season. As this was the first time the show has ever been performed in the South Island and it is a relatively new show only just allowing for amateur rights recently this gave both our audiences and cast to experience something unique and for the first time. the growth in our cast and crew over the long season was huge setting them up for much greater success in confidence, ability and future auditions with other societies. we put in practice all the lessons we learned from Les Miserables and followed up a massive Broadway show with an equally massive (though lesser known) show. We have developed a reputation among theatre goers and performers of exceptional quality, resourcefulness, always having incredibly talented lead performers and close, intimate theatre experiences for our audiences. we were able to draw in new performers and extend our current talented team as well as giving learning opportunities for our team of hair and make up, sound and lighting and front of house. This includes teenagers who we included so as to develop our youth base as they are our future. We believe that in working closely alongside other local theatre clubs and sharing resources we are establishing Central Otago as a theatre destination which benefits our audiences as well as our cast and crew.

Give a brief description of the highlights of your project, including the number of participants

We had a very successful run of 19 shows over four weeks with a team of people who loved working together. We drew an audience from other districts to a very intimate theatre experience that they could never get anywhere else with a Broadway style show. Not using microphones and allowed the cast to live and die on their own performances and talents and gave them the opportunity to develop their stage craft and stage presents without the use of smoke and mirrors.

What, if any, are the next steps (for your project, for you and/or for the people involved)?

We aim to continue bringing high quality musical theatre to Central Otago and plan for our next show in 2027.

Declaration**By completing this information about your accountability report, you certify and understand that:**

All information provided is complete and correct. Yes

Information about your application (including the applicant's name, project title, and a summary of the proposal) and any approved funding may be made publicly available by Council Yes

Name: Bruce Potter

Date: 01/09/2025

Signature

BAPOTNER

2/14/25, 5:11 PM

Thank you, Morgan! - Print Monday - Checkout

Print Monday



Order #8339

Thank you, Morgan!

Your order is confirmed

You'll receive an email when your order is ready.

Order details

Contact information

waiata theatre productions@gmail.com

Payment method

ending with 9726 - \$500.25

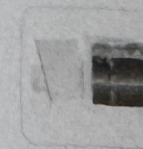
Shipping address

Morgan Potter
Waiata Theatre Productions
25 Wallis Drive
OTA
Cromwell 9310
New Zealand
0210436422

Billing address

Morgan Potter
Waiata Theatre Productions
25 Wallis Drive
OTA
Cromwell 9310
New Zealand
0210436422

Shipping method



CORFLUTE
10 / 1200x900mm

\$390.00

Subtotal

\$390.00

Shipping

\$45.00

Taxes

\$65.25

Total

NZD \$500.25

<https://printmonday.co.nz/18535885/orders/a0df175f1358944cc18095c88aefc062>

1/2

*Reimburse
Bruce P.
7293.54*

Breakdowns

Advertising/Promotions	3071.56
shop/kitchen	1067.34
props/costumes/stage	1392.26
sundries (kitchen/stage)	1390.52
cast	371.86

21-May Facebook advertising	4.79	
19-May Facebook advertising	222	
14-May Facebook advertising	201	
10-May Facebook advertising	182	
6-May Facebook advertising	165	
3-May Facebook advertising	150	
22-Apr Facebook advertising	78.06	
14-Apr Facebook advertising	150	
14-Mar Facebook advertising	150	
22-Mar-25 Facebook advertising	76.52	
22-Mar-25 Facebook advertising	9.73	
14-Mar Facebook advertising	150	
22-Aug Facebook advertising	106.14	
9-Aug Facebook advertising	150	
22-Jul Facebook advertising	33.81	
22-Jun Facebook advertising	50	
16-Jun Facebook advertising	150	
15-Apr Vistaprint	563.44	
8-Apr Vistaprint	126.24	
26-Feb Vistaprint	352.83	3071.56

shop supplies

10-May New world	33.75
------------------	-------

Be My Guest Design Ltd t/a Positive Signs + Print
167a Gordon Road, Mosgiel, 9024
print@positivesigns.co.nz
03 489 3925

POSITIVE SIGNS + PRINT

https://positivesigns.co.nz/

Invoice is Past Due on Tue, 22/04/2025

Tax Invoice 8829

Waiaata Theatre: Show Program

SALES REP INFO
Positive Signs
info@positivesigns.co.nz

INVOICE DATE
Tue, 22/04/2025

INV.DUE DATE
Tue, 22/04/2025

QT#
7291

TERMS
Payment on Receipt
SHIPPING METHOD
Collect from Positive Signs

ORDERED BY
Waiaata Theatre Productions Ltd

CONTACT INFO
Morgan Potter
waiaataatheatreproductions@gmail.com

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)	TAXABLE
1	Show Programs A3 folded and stapled to A4 finished size Full colour 4 page spread (16 pages per book, including front and back cover) Width: 297 mm Height: 420 mm 170gsm Silk Matt 320x450mm (SRA3) Colour/Colour Pre-Press (hourly) Booklet	650	Each	\$3.98	\$2,587.00	Y
2	Printed Proof A3 folded and stapled to A4 finished size Full colour 4 page spread (16 pages per book, including front and back cover) Width: 297 mm Height: 420 mm 170gsm Silk Matt 320x450mm (SRA3) Color/Color Pre-Press (hourly) Booklet	1	Each	\$25.34	\$25.34	Y

Handwritten: Paid I/B
23/4/25

Payments can be made by bank deposit to 06-0939-0209317-00
Be My Guest Design Limited | GST Number 128-478-922

Final payment is due on collection unless a credit account has been applied for. Please contact accounts@positivesigns.co.nz
for an application form.
All materials remain the property of Positive Signs + Print until paid for in full.

Subtotal:	\$2,612.34
Total GST (15%):	\$391.86
Total:	\$3,004.20

SIGNATURE:

DATE:

PRINTED ON TUE, 22/04/2025 01:04 PM BY CREATED BY

1/1



















Creative Communities Scheme - Report Back APP251067185



1 Dunorling Street
PO Box 122, Alexandra 9340
New Zealand

03 440 0056

Info@codc.govt.nz
www.codc.govt.nz



Creative Communities Scheme - Report Back

Reference APP251067185 Submitted 29 Oct 2025 05:51

Project Report

Project Report Conditions

All recipients of funds from the Creative Communities Scheme must complete this form within two months after their project is completed.

If you do not complete and submit this form you will be ineligible for future funding through the Creative Communities Scheme.

Before proceeding to fill out the form, do you have? (you will need to attach later on)

- Proof of expenditure (including receipts, invoices and/or financial statements)

I have all the necessary documents Yes

Important information so you don't lose your data

If you wish to take some time completing this form, we strongly recommend that you **create a [login](#) and log in to your account prior to starting to complete the form**. This gives you the ability to save a draft and return to it later.

Logging in before starting to enter information into the form also means you won't lose your information if the form times out, or if you accidentally navigate away from the screen you're working on.

You cannot save your information and return to it later unless you log in before you start the form.

Regardless whether you are logged in, once you have completed and submitted the form, you will receive a copy of your submission to the email address you specify in the form.

Either go to our [Online Services](#) page to create an account (or log in if you already have an account) or continue below to start without logging in.

Page 1 of 4

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

About You

Name of Organisation	Māniatoto Community Arts & Cultural Inc.
Contact Person	Rowena Kinney
Phone Number	0272592320
Email	matandro@outlook.co.nz

About the project

Please enter the Project/Grant Application number that you received when you lodged your application on the Council Website:

Name of applicant	Rowena Kinney
Name and location of project	K
GST number if required	
Date of project	05/10/2025
Amount received from the Creative Communities Scheme:	1000.00
Number of participants	1
Number of attendees	57

Project Costs

Please give details of how the money was spent.

Your contribution to the project and the Creative Communities Scheme funding you received must be accounted for, and copies of purchase orders or copies of invoices must be attached.

Details	Performance fee - 1 hour
Amount	1000
	Kinga Krupa invoice.pdf (50 kb)
Details	Advertising in Positively Māniatoto and Burn Radio
Amount	339
	Kinga Krupa Burn Radio Positive Maniatoto Quote.pdf (23 kb)

Total Costs

Details	
Amount	1339
Please provide details about the project or activities that were supported by the Creative Communities scheme. Explain what was successful, and what did not work so well.	A solo matinee performance by classical pianist Kinga Krupa at the Community Arts Centre in Ranfurly. Kinga's recital was called "Migrations" and was based on her own journey from Poland - Spain - Ireland - New Zealand. The concert was performed in two halves of 30 minutes each, with afternoon tea at the interval. Kinga's manner was friendly and relatable. She addressed the audience in an engaging and personable way that was perfect for the intimate informal setting. Kinga introduced each piece by explaining the back-story of composer and composition, which made the music much more meaningful and relatable. Kinga's piano playing was magical (our Arts

Centre piano thought it had died and gone to heaven). Everyone there thoroughly enjoyed the music - a few with their eyes shut - and I was receiving positive comments for a couple of weeks afterwards. It was disappointing that more people did not attend to make the most of this special opportunity. We had hoped for 70 but were probably being unrealistic given our demographic. On the day 57 people turned up and enjoyed every moment. Kinga was keen to make this opportunity as accessible to children as possible. Nine children attended and sat up the front. Kinga began the afternoon by showing the children the innards of the piano and how it all worked, which was fascinating.

[Kinga CCS Report 3.pdf](#) (565 kb)

[Kinga CCS Report.pdf](#) (509 kb)

[Kinga CCS Report 2.pdf](#) (441 kb)

How did your project benefit your community?

This was a very special opportunity to enjoy a live performance of classical instrumental music in Ranfurly. This concert had been in the pipeline for over a year, with lots of communication with Kinga about how we could make it the best and most beneficial experience for our community. In the geographically isolated Mānīatoto with a heavy emphasis on sport, opportunities to engage in the Arts are disproportionately under-represented. Kinga's piano concert was a rare and enriching event, providing a shared experience across the generations, from rest home residents to young children. (incl. 3 generations of one family attending together.) The benefits of listening to classical music have been well documented - cognitive, emotional and social. Connections were made as like-minded community members met and chatted together.

Give a brief description of the highlights of your project, including the number of participants

The afternoon was even more successful than we had hoped. 57 people gathered at the Art Centre on a rainy Sunday afternoon and spent a very happy time enjoying Kinga's beautiful music and informative narration. The delicious afternoon tea was a great opportunity for meeting and greeting. (A couple, new to the community having recently purchased the back packers, had the opportunity to make some connections and indicated that they would be interested in coming to the next Arts Council meeting. These interactions have been really beneficial for their integration into their new community). Kinga herself was a big highlight, as her friendliness and warmth endeared her to the audience. The children - most of them piano pupils learning online - were spellbound for the entire performance. A few hours after the concert, I got this message from one of the mothers. "Thank you so much for today! Such a lovely afternoon. My children enjoyed also. Eli (who is not always keen on his piano lessons) has come home from feeding calves and gone straight to the keyboard to practice his piano song - I think he was inspired!"

What, if any, are the next steps (for your project, for you Everybody was inviting Kinga back next year and

Page 3 of 4

and/or for the people involved)?

suggesting to the MCACI that we need to get on with organising a repeat visit!! I'm not sure if this is a feasible idea, as Kinga is expecting her first baby early next year. Judy Bellingham (opera singer, singing teacher and author) attended the concert and indicated that she would be willing to come and perform in Ranfurly, so that is a wonderful opportunity to follow up on.

Declaration

By completing this information about your accountability report, you certify and understand that:

All information provided is complete and correct. Yes

Information about your application (including the applicant's name, project title, and a summary of the proposal) and any approved funding may be made publicly available by Council Yes

Name:

Rowena Kinney

Date:

29/10/2025

Signature



FORMAL QUOTE – Advertising Package

To: Rowena
Date: 7 August 2025
From: James – Burn Radio & Positively Māniatoto
Address: 10 Pery Street, Ranfurly 9332
Emails: burn729am@gmail.com / positivelymaniototo@gmail.com

RE: Advertising for Ranfurly Matinee Concert – October 5th

Item	Price (excl. GST)
¼ Page Ad in Positively Māniatoto Magazine	\$145.00
84 x 30-second Announcements on Burn Radio	\$150.00
Subtotal	\$295.00
GST (15%)	\$44.25
Total (incl. GST)	\$339.25

To confirm your booking or if you need any further details, feel free to contact us. We look forward to helping promote the Ranfurly Matinee Concert!

Kind regards,
James
Burn Radio & Positively Māniatoto



Rowena Kinnley

Invoice Date
27 Jun 2025

Kinga Krupa Music

Invoice Number
INV-1205

Reference
Concert in Ranfurly

GST Number
124964342

Description	Quantity	Unit Price	Amount NZD
Performance on Sunday 5th October	1.00	1,000.00	1,000.00
Fuel (306km return) reimbursement rate: \$1.17	1.00	358.02	358.02
Accommodation estimate	1.00	200.00	200.00
		Subtotal	1,558.02
		TOTAL GST 15%	150.00
		TOTAL NZD	1,708.02

Due Date: 3 Oct 2025

Please pay by direct credit to:

Account number 03-1526-0041880-000

Please include invoice number and Student/Company name.

Thank you,
Kinga Krupa**PAYMENT ADVICE**

To: Kinga Krupa Music

Customer Rowena Kinnley**Invoice Number** INV-1205**Amount Due** 1,708.02**Due Date** 3 Oct 2025**Amount Enclosed**

Enter the amount you are paying above







Creative Communities Scheme - Report Back APP251058165



1 Dunorling Street
PO Box 122, Alexandra 9340
New Zealand

03 440 0056

Info@codc.govt.nz
www.codc.govt.nz



Creative Communities Scheme - Report Back

Reference	APP251058165	Submitted	24 Oct 2025 09:28
-----------	--------------	-----------	-------------------

Project Report

Project Report Conditions

All recipients of funds from the Creative Communities Scheme must complete this form within two months after their project is completed.

If you do not complete and submit this form you will be ineligible for future funding through the Creative Communities Scheme.

Before proceeding to fill out the form, do you have? (you will need to attach later on)

- Proof of expenditure (including receipts, invoices and/or financial statements)

I have all the necessary documents Yes

Important information so you don't lose your data

If you wish to take some time completing this form, we strongly recommend that you **create a [login](#) and log in to your account prior to starting to complete the form**. This gives you the ability to save a draft and return to it later.

Logging in before starting to enter information into the form also means you won't lose your information if the form times out, or if you accidentally navigate away from the screen you're working on.

You cannot save your information and return to it later unless you log in before you start the form.

Regardless whether you are logged in, once you have completed and submitted the form, you will receive a copy of your submission to the email address you specify in the form.

Either go to our [Online Services](#) page to create an account (or log in if you already have an account) or continue below to start without logging in.

Page 1 of 3

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

About You

Name of Organisation	Bannockburn Arts Charitable Trust
Contact Person	Mark Christie
Phone Number	0274 926 492
Email	christiemark56@gmail.com

About the project

Please enter the Project/Grant Application number that you received when you lodged your application on the Council Website:	APP250812793
Name of applicant	Bannockburn Arts Charitable Trust
Name and location of project	Bannockburn Arts Woolshed Exhibition 2025, Cairnmuir Road, Bannockburn
GST number if required	
Date of project	11/10/2025
Amount received from the Creative Communities Scheme:	1008.55
Number of participants	23 artists
Number of attendees	654 people attended over 2 days and 1 evening

Project Costs

Please give details of how the money was spent.

Your contribution to the project and the Creative Communities Scheme funding you received must be accounted for, and copies of purchase orders or copies of invoices must be attached.

Details	Allied press media marketing costs
Amount	100855
	Allied Press tax invoice Woolshed exh 2025.pdf (211 kb)
Details	Banner repairs
Amount	14950
	Signbiz banner.pdf (109 kb)
Details	Other costs re marketing
Amount	10722
	Receipts general .pdf (201 kb)
Total Costs	
Details	
Amount	126527
Please provide details about the project or activities that were supported by the Creative Communities scheme. Explain what was successful, and what did not work so well.	23 local Bannockburn area artists were able to exhibit their artwork in an iconic location with 98 art pieces displayed from Acrylic on canvas to ceramics. 21 art pieces sold with income back to the artists who sold of \$11,480. We also used space to support local Flower group and Local amateur art group displaying their artwork in exhibition for first time. This was very successful. Record numbers of people attended over the

Page 2 of 3

2 days (654) visiting from as far away as Auckland. This number is significantly up on 2024 when 385 visited. Due to reduced grant funding we reduced reduced our cost structure (no portaloos or lighting and reduced food). Cost saving amounted to over \$780 versus 2024. This offset our reduced grant funding.

[woolshed 2 2025.pdf](#) (25 mb)

[woolshed 3 2025.pdf](#) (21 mb)

How did your project benefit your community?

654 people visited the art show from all demographics included 2 rest homes (Arrowtown and Cromwell), an art group travelled from Dunedin to visit and we also had visitors from all parts of Central Otago. This generated income not only regarding art sales but also cafe and winery visits with all local Wineries and cafes (Notably Carrick and Black Rabbit) stating they had record numbers through over the weekend. This can be directly attributed to the art show pulling in visitors to the region. We also benefited the community through support of local artists providing an avenue for them to exhibit. For 6 of the artists it was their first time exhibiting. Thus encouraging them to continue with art. The opening night was also an opportunity for the community to gather and connect as one and thus improves community wellbeing through connectivity.

Give a brief description of the highlights of your project, including the number of participants

23 artists displayed to 654 attendees over the weekend. Showcasing the diversity and skills of artists. Excellent community connectivity with 134 people attending the opening evening function that is sponsored by local wineries.

What, if any, are the next steps (for your project, for you and/or for the people involved)?

Project completed - we have reviewed and preparing for 2026 event

Declaration

By completing this information about your accountability report, you certify and understand that:

All information provided is complete and correct. Yes

Information about your application (including the applicant's name, project title, and a summary of the proposal) and any approved funding may be made publicly available by Council Yes

Name: Mark Christie

Date: 24/10/2025

Signature



ALLIED PRESS

FOCUSED • AGILE • CREATIVE • COLLABORATIVE • TRUSTED

PUBLISHERS OF THE OTAGO DAILY TIMES AND
COMMUNITY NEWSPAPERS

52 Stuart Street, P O Box 517
DUNEDIN
Telephone 477-4760 Fax 474-7428

TAX INVOICE NO. 951194/C67
G.S.T. NO: 27-997-198

Paid

Bannockburn Arts Charitable Trust
C/- Mark Christie

Date: 26th August 2025

christiemark56@gmail.com

Customer No : 1004816

Publication	Booking #	Insert Date	Size		Price \$
Central Otago News	951194	25 th Sept	18cm x 3col		\$162.00
Central Otago News	951198	2 nd Oct	15cm x 3col		\$135.00
Central Otago News	951200	9 th Oct	10cm x 3col	n/c	\$0.00
Cromwell Bulletin	951205	25 th Sept	14cm x 9cm		\$110.00
Cromwell Bulletin	951205	2 nd Oct	14cm x 9cm	Repeat	\$110.00
Wanaka Sun	951200	3 rd Oct	10cm x 3col	Repeat	\$90.00
Otago Daily Times	951194	4 th Oct	18cm x 3col	Repeat	\$270.00
				Sub Total	\$ 877.00
				GST	\$ 131.55
				Total	\$1008.55

Here are the bank account details should you wish to pay by electronic banking

Account Name: Allied Press Ltd
Bank: Bank of New Zealand
Branch: Moray Place Dunedin
Bank A/C No 02-0912-0103002-00 **Particlars:** 1004816 **Code:** CASH AD **Reference:** 951194

Please ensure you quote your Customer Name and Number 1004816 when making payment.
 Payment to be made by 3 pm Monday 15th September 2025.

Email: direct.credit@alliedpress.co.nz
 cc accounts@alliedpress.co.nz



TAX INVOICE

Attention: Jan Hudson
Jan Hudson

Date
29 September 2025

Signbiz Southern Lakes
14 Chardonnay Street
Cromwell 9310
Phone: 03-445-4500
GST#: 133 156 712

Invoice Number
INV-SL4792

Client Order No.

Job No: J006369
Job Name: Jan Hudson - Across the Bridge signage

Banner update 130.00
For a sectional overlay onto existing banner
* x1 unit

Subtotal	130.00
15% GST (15%)	19.50
Total	149.50
Amount Due	149.50

Due Date: 29 September 2025
Direct Credit to: Signbiz Southern Lakes - 03-1700-0329397-000

Paid 29/09/25
MF -



● work ● study ● create ● connect

Warehouse Stationery
 Queenstown, Five Mile Centre, 26 Grant Rd
 Frankton, Queenstown
 Phone: (03)428-2313

Invoice GST # 41-482-354
 27948 SP:Georgia 24-Sep-25 2:03pm

100 Card 160gsm Black A4 15 Pack 88147486	\$7.49
shaped Pockets 10 Pack Green A4 13033663	\$8.49
4 Blu-Tack 32000459	\$3.50
Stik Labels MC14 Dot Labels Red 1050 Pack Red Mid 4202606	\$14.00
Stik Labels Oval Introducing 100 Pack 4600334	\$11.99

Total	\$45.47
includes GST of	\$5.93
EFTPOS VISA	\$45.47

WSL Queenstown
 Five Mile Centre, 26 Grant Road
 Frankton

PAPERPLUS

Paper Plus Cromwell

Tax Invoice (incl GST) GST# 145-813-654
 Operator JD Tr # 70836033
 Date 01/10/25 14:32 Tr # 203 Till 7

Code	Qty	Price	Disc %	Extn
LABEL BLIKSTIK DIS RECT 24X40 WHT MR2440				
200000185604		9.99		9.99
PHOTO PAPER HF A4 SEMI-GLOSS 180GSM P100				
200009958317		28.99		28.99

Total (inc GST of \$ 5.08) \$ **38.98**

Visa \$ **38.98**

Thank you for shopping at Paper Plus
www.paperplus.co.nz

PRR Card Number: 6298363152470885

Paper Plus Rewards Terms

Paper Plus Rewards promotions and points offers do not apply to gift cards, KiwiBank products, Lotto products, and NZ Post Products & Services including account and bill payment as well as other agency services and products. Paper Plus Reward may be excluded from specific promotional activity. For full terms, conditions and exclusions visit

paperplus.co.nz/paper-plus-rewards-terms-and-conditions







Creative Communities Scheme - Report Back APP251157810



1 Dunorling Street
PO Box 122, Alexandra 9340
New Zealand

03 440 0056

Info@codc.govt.nz
www.codc.govt.nz



Creative Communities Scheme - Report Back

Reference	APP251157810	Submitted	27 Nov 2025 02:20
-----------	--------------	-----------	-------------------

Project Report

Project Report Conditions

All recipients of funds from the Creative Communities Scheme must complete this form within two months after their project is completed.

If you do not complete and submit this form you will be ineligible for future funding through the Creative Communities Scheme.

Before proceeding to fill out the form, do you have? (you will need to attach later on)

- Proof of expenditure (including receipts, invoices and/or financial statements)

I have all the necessary documents Yes

Important information so you don't lose your data

If you wish to take some time completing this form, we strongly recommend that you **create a [login](#) and log in to your account prior to starting to complete the form**. This gives you the ability to save a draft and return to it later.

Logging in before starting to enter information into the form also means you won't lose your information if the form times out, or if you accidentally navigate away from the screen you're working on.

You cannot save your information and return to it later unless you log in before you start the form.

Regardless whether you are logged in, once you have completed and submitted the form, you will receive a copy of your submission to the email address you specify in the form.

Either go to our [Online Services](#) page to create an account (or log in if you already have an account) or continue below to start without logging in.

Page 1 of 4

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

About You

Name of Organisation	Cromwell Patchwork Group
Contact Person	Elaine Murchland
Phone Number	0211827358
Email	cromwellpatchwork@gmail.com

About the project

Please enter the Project/Grant Application number that you received when you lodged your application on the Council Website:	APP251157810
Name of applicant	Cromwell Patchwork Group - Elaine Murchland
Name and location of project	Patchwork Country Day - Cromwell Presbyterian Church
GST number if required	
Date of project	08/11/2025
Amount received from the Creative Communities Scheme:	2700.00
Number of participants	100
Number of attendees	97

Project Costs

Please give details of how the money was spent.

Your contribution to the project and the Creative Communities Scheme funding you received must be accounted for, and copies of purchase orders or copies of invoices must be attached.

Details	Cromwell Presbyterian Church - Venue & Equipment Hire
Amount	1150
	Cromwell Presbyterian Church Invoice.pdf (1 mb)
Details	Catherine McDonald - Guest Speaker, Tutor & Kits for Workshop, entry fee covered remaining \$1000 for kits
Amount	2550
	Catherine McDonald Invoice.pdf (1 mb)
Total Costs	
Details	
Amount	3700
Please provide details about the project or activities that were supported by the Creative Communities scheme. Explain what was successful, and what did not work so well.	Raffles on the day raised \$679.50, which covered prize money for each section of the challenge and a donation to our helpers from The Gate Leisure Marchers who helped with putting out the morning and afternoon tea and cleaning up. We opened the day giving the history of the Cromwell Patchwork Group and showing on a screen some projects that we had done throughout the year. Cromwell Patchwork recently hosted the Annual Country Day for the Central Otago region. This was held at the Cromwell Presbyterian Church with 97 registrations

received. The theme for the day was Shapes, 77 entries were received in total for the challenge. The categories were Quilts, Table Runners or Cushions, Bags and Small Shaped Item, these were displayed around the hall for the day.

Catherine McDonald from Mallee Textiles, Christchurch was the judge for the challenge and our guest speaker, entertaining us about her quilting journey. Members participated in a workshop for an hour in the morning, with the project being able to be completed at home. Show and Tell was held throughout the day with members from each group showing their work. This event is a fantastic way for like-minded people to share their work, talk with each other and to become inspired.

Three merchant stalls attended giving participants the opportunity to buy up large and those who won prizes to spend their winnings.

We also had the opportunity to display the Aotearoa Quilt Exhibition, which travels around the country, another opportunity to be stimulated.

[Country Day Photos 2 & 3.docx](#) (1 mb)

[Country Day Photos 4 & 5.docx](#) (1 mb)

[Country Day Photo 1.docx](#) (481 kb)

[Country Day Photo 6.docx](#) (535 kb)

How did your project benefit your community?

It was an opportunity for like minded people from the area to come together, share their work and be inspired. Accommodation, meals and drinks would have been purchased by those who made a weekend of it. We also had Barkers Blades from Wanaka for sharpening scissors and any other tools that had been bought along, they had a very successful day. We used Barkers Blades Wanaka as no-one in Cromwell was available.

Give a brief description of the highlights of your project, including the number of participants

We had 97 participants, the whole day was enjoyed by everyone, with the workshop in the morning being a great success. Guest speaker Catherine McDonald was very entertaining telling us about her quilting journey and showing some of her work. Participation in the challenge was amazing with 77 entries, this was judged by Catherine McDonald.

What, if any, are the next steps (for your project, for you and/or for the people involved)?

This is the completion of our project, and we will all meet again in a year with another Patchwork Group from the area hosting.

Declaration

By completing this information about your accountability report, you certify and understand that:

All information provided is complete and correct. Yes

Information about your application (including the applicant's name, project title, and a summary of the proposal) and any approved funding may be made publicly available by Council Yes

Page 3 of 4

Name:

Elaine Murchland

Date:

27/11/2025

Signature

A handwritten signature in black ink, appearing to read 'Elaine Murchland', written in a cursive style.



TAX INVOICE

Cromwell Patchwork Group
 4 Quarry Court
 Cromwell 9310
 NEW ZEALAND

Invoice Date
 11 Nov 2025
 Invoice Number
 INV-4317
 Reference
 Patchwork
 Conference 2025
 GST Number
 10-941-857

Cromwell & Districts
 Presbyterian Church
 PO Box 100
 Cromwell 9342
 Central Otago
 NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
Auditorium - Full day hire on 7th & 8th November 2025	2.00	450.00	900.00
Equipment Hire - Data projector	2.00	50.00	100.00
		Subtotal	1,000.00
		TOTAL GST 15%	150.00
		TOTAL NZD	1,150.00

Due Date: 20 Dec 2025
 Bank Account details:
 Payments can be made to bank account 02-0920 0013787 00

Paid 12/11/25

PAYMENT ADVICE

To: Cromwell & Districts Presbyterian Church
 PO Box 100
 Cromwell 9342
 Central Otago
 NEW ZEALAND

Customer Cromwell Patchwork Group
 Invoice Number INV-4317
 Amount Due 1,150.00
 Due Date 20 Dec 2025
 Amount Enclosed

Enter the amount you are paying above









Creative Communities Scheme - Report Back APP260204831



1 Dunorling Street
PO Box 122, Alexandra 9340
New Zealand

03 440 0056

Info@codc.govt.nz
www.codc.govt.nz



Creative Communities Scheme - Report Back

Reference APP260204831 Submitted 04 Feb 2026 10:09

Project Report

Project Report Conditions

All recipients of funds from the Creative Communities Scheme must complete this form within two months after their project is completed.

If you do not complete and submit this form you will be ineligible for future funding through the Creative Communities Scheme.

Before proceeding to fill out the form, do you have? (you will need to attach later on)

- Proof of expenditure (including receipts, invoices and/or financial statements)

I have all the necessary documents Yes

Important information so you don't lose your data

If you wish to take some time completing this form, we strongly recommend that you **create a [login](#) and log in to your account prior to starting to complete the form**. This gives you the ability to save a draft and return to it later.

Logging in before starting to enter information into the form also means you won't lose your information if the form times out, or if you accidentally navigate away from the screen you're working on.

You cannot save your information and return to it later unless you log in before you start the form.

Regardless whether you are logged in, once you have completed and submitted the form, you will receive a copy of your submission to the email address you specify in the form.

Either go to our [Online Services](#) page to create an account (or log in if you already have an account) or continue below to start without logging in.

Page 1 of 4

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

About You

Name of Organisation	Central Otago District Arts Trust
Contact Person	Rebekah de Jong
Phone Number	0220170478
Email	coordinator@centralotagoarts.com

About the project

Please enter the Project/Grant Application number that you received when you lodged your application on the Council Website:	APP250777458
Name of applicant	Rebekah de Jong
Name and location of project	Muster of Creatives
GST number if required	NA
Date of project	01/10/2025
Amount received from the Creative Communities Scheme:	3587.00
Number of participants	25
Number of attendees	Approx 600 - 800 across the opening and for the duration of the exhibition

Project Costs

Please give details of how the money was spent.

Your contribution to the project and the Creative Communities Scheme funding you received must be accounted for, and copies of purchase orders or copies of invoices must be attached.

Details	Venue Hire
Amount	650
Invoice INV-2603.pdf (141 kb)	
Details	Printing
Amount	831
Statement for Central Otago District Arts Trust As At 30Sep2025.pdf (894 kb)	
Invoice INV-19654.pdf (898 kb)	
Details	Advertising and Promotion
Amount	730
Invoice INV-29747 (1).pdf (92 kb)	
INV-7667422 - Central Otago District Arts Trust.pdf (83 kb)	
Details	Admin and Project Coordination
Amount	1700
Muster.pdf (20 kb)	
Total Costs	
Details	
Amount	3911
Please provide details about the project or activities that were supported by the Creative Communities	A Muster of Creatives was a professionally curated group exhibition bringing together participants from the 2025

Page 2 of 4

scheme. Explain what was successful, and what did not work so well.

Creative Entrepreneur Workshop Series at Central Stories Museum and Art Gallery in Alexandra. The exhibition opened on 10 October 2025 and featured diverse creative works including painting, photography, printmaking, mosaics, ceramics, writing, fashion, woodcraft, and design. CODAT provided coordination, curation, installation, and graphic design. The opening function was highly successful, exceeding expectations with a substantial crowd that included families and individuals who do not typically attend art exhibitions. Attendees travelled from across Central Otago and the South Island. The professional presentation gave participants confidence and credibility, with many exhibiting publicly for the first time. The impact has been significant: exhibitors received media attention, formed professional connections and friendships, secured jobs, and one artist has even opened a shop/ gallery!

[Doc4.docx](#) (0 mb)

How did your project benefit your community?

The exhibition created an accessible cultural experience that reached well beyond traditional arts audiences. By drawing families and visitors who don't usually attend exhibitions, the project removed barriers to participation and fostered community connection. It provided a professional platform for both emerging and established creatives, strengthening confidence and pride in local talent. The lasting impacts demonstrate how the project enriched the broader Central Otago creative economy and cultural identity.

Give a brief description of the highlights of your project, including the number of participants

The event was marked by an impressive turnout (100 plus people) on opening night, with a wide range of community members participating. The curation and presentation were highly professional, and the exhibition showcased many different creative fields. It also gave first time exhibitors a boost in both confidence and visibility. The exhibition continues to have a lasting impact through ongoing media coverage, new connections, career opportunities, and engaging discussions about supporting the arts in our community.

What, if any, are the next steps (for your project, for you and/or for the people involved)?

Following this success, CODAT is planning a similar event in 2026 focused on the literary arts, using the project template established through our Creative Workshops and A Muster of Creatives. Participants continue to build on the momentum, pursuing further creative projects and professional opportunities. CODAT will continue exploring ways to support creatives across different disciplines through professionally curated workshops, events and group exhibitions.

Declaration

By completing this information about your accountability report, you certify and understand that:

All information provided is complete and correct. Yes

Page 3 of 4

Information about your application (including the applicant's name, project title, and a summary of the proposal) and any approved funding may be made publicly available by Council

Yes

Name:

Rebekah de jong

Date:

04/02/2026

Signature



Exhibition Expenses Transactions

Central Otago District Arts Trust

For the period 1 July 2025 to 28 February 2026

Cash Basis

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
Exhibition Expenses								
30 Sept 2025	Payable Payment	Payment: Kin Creative	Inv 6947416	41.90	-	41.90	41.90	-
6 Oct 2025	Payable Payment	Payment: Central Print Centre	Inv 19587	750.95	-	792.85	750.95	-
10 Oct 2025	Payable Payment	Payment: Central Stories	Inv 2603	650.00	-	1,442.85	650.00	-
14 Oct 2025	Payable Payment	Payment: Super Liquor	Inv 25546	306.27	-	1,749.12	306.27	-
15 Oct 2025	Payable Payment	Payment: Cicada	Inv 29747	230.00	-	1,979.12	230.00	-
15 Oct 2025	Payable Payment	Payment: Dunstan House	Inv 2172	800.00	-	2,779.12	800.00	-
22 Oct 2025	Spend Money	Dorothy Piper - Incidental Costs		193.94	-	2,973.06	193.94	-
3 Nov 2025	Payable Payment	Payment: Print Centre	Inv 19654	79.58	-	3,052.64	79.58	-
14 Nov 2025	Manual Journal	Thankyou Payroll Transfer Co-ordinators time to projects and mileage from Salaries - Co-ordinators time to Muster Exhibition	#5648	1,200.00	-	4,252.64	1,200.00	-
8 Dec 2025	Payable Payment	Payment: Dorothy Piper	Muster Fee	500.00	-	4,752.64	500.00	-
8 Dec 2025	Payable Payment	Payment: Malcolm Edwards	Muster Fee	500.00	-	5,252.64	500.00	-
8 Dec 2025	Payable Payment	Payment: Kin Creative	Inv 7667422	500.00	-	5,752.64	500.00	-
Total Exhibition Expenses				5,752.64	-	5,752.64	5,752.64	-
Total				5,752.64	-	5,752.64	5,752.64	-



CENTREPOINT MALL
P: 03 448 7788
E: INFO@PRINTCENTRE.CO.NZ



STATEMENT

Statement Date
 30 Sep 2025

Account Number

GST Number
 067-356-829

Central Otago District Arts Trust

Balance due in NZD, New Zealand Dollar

Date	Activity	Reference	Due Date	Invoice Amount	Payments	Balance NZD
26 Sep 25	Invoice # INV-19587	Muster of ...	20 Oct 25	750.95		750.95
BALANCE DUE						750.95



CENTREPOINT MALL
P: 03 448 7788
E: INFO@PRINTCENTRE.CO.NZ

Central Otago
District Arts Trust



TAX INVOICE

Invoice Date

09 Oct 2025

Invoice Number

INV-19654

Reference

A Muster of Creatives

GST Number

067-356-829

Description	Quantity	Unit Price	Disc %	Discount Amount	GST	Amount NZD
A4B&W4, A4 Black & White Print 301 - 500	328.00	0.15			15%	49.20
Draft programme						
LAMAAA4, A4 Lamination	5.00	4.00			15%	20.00
Subtotal (includes discount of)						69.20
Total GST 15%						10.38
Invoice Total NZD						79.58
Total Net Payments NZD						79.58
Amount Due NZD						0.00

Due Date: 20 Nov 2025

Please deposit into:

Bank details: The Print Centre, ANZ Alexandra

Account Name: The Print Centre

Account No: 06-0949-0089064-00

Reference: Your Invoice Number

If you have any questions, please do not hesitate to email info@printcentre.co.nz



TAX INVOICE

Central Otago District Arts Trust

Invoice Date 10 Oct 2025
Invoice Number INV-29747
Reference Photos and Video for Muster of Artists exhibition
GST Number 81-006-822

Cicada Ltd
 PO Box 1
 Alexandra 9340
 New Zealand

Description	Quantity	Unit Price	Amount NZD
Photos and Video for Muster of Artists exhibition	2.00	100.00	200.00
		Subtotal	200.00
		TOTAL GST 15%	30.00
		TOTAL NZD	230.00

Due Date: 24 Nov 2025

Please pay by Direct Credit to Cicada Limited, Kiwibank, Account No. 38-9005-0950524-00

To avoid disruption of services and incurring set-up fees, please pay invoices promptly.

THANK YOU FOR YOUR BUSINESS!



[View and pay online now](#)



PAYMENT ADVICE

To: Cicada Ltd
 PO Box 1
 Alexandra 9340
 New Zealand

Customer Central Otago District Arts Trust
Invoice Number INV-29747
Amount Due **230.00**
Due Date 24 Nov 2025
Amount Enclosed

Enter the amount you are paying above



TAX INVOICE

Central Otago District Arts Trust
14-20 Centennial Avenue
Alexandra
Alexandra 9320
NEW ZEALAND

Invoice Date 26 Jul 2025
Invoice Number INV-2603
Reference Exhibition October 2025
GST Number 54-990-472

Central Stories Museum & Art Gallery
PO Box 308
Alexandra 9340

Description	Quantity	Unit Price	Amount NZD
Hire of Henderson and Grant Galleries for 3 weeks 8th- 31st October 2025	1.00	565.2174	565.22
		Subtotal	565.22
		TOTAL GST 15%	84.78
		TOTAL NZD	650.00

Due Date: 31 Oct 2025

Please pay direct by Internet Banking to Alexandra District Museum Inc. Account number:
03-1733-0108881-00
Use Invoice number as a reference.



PAYMENT ADVICE

To: Central Stories Museum & Art Gallery
PO Box 308
Alexandra 9340

Customer Central Otago District Arts Trust
Invoice Number INV-2603
Amount Due **650.00**
Due Date 31 Oct 2025
Amount Enclosed

Enter the amount you are paying above

Registered Office: P O Box 308, Alexandra, 9340.



INVOICE

Isabel Beardmore - Kin Creative

+64 21 183 6846
4A Briar Crescent
Alexandra 9320
New Zealand

Central Otago District Arts Trust

Invoice number: INV-7667422

Invoice date: 03/12/2025

Payment due: 24/12/2025

Description	Qty	Unit Price	GST	Total (excl GST)
Muster of Creatives Project Advertising and Promotion Co-ordination	1.00	\$500.00	\$0.00	\$500.00

Subtotal (excl GST): \$500.00

Total GST: \$0.00

Amount due: \$500.00 NZD

Please make payment to:

Account name: Isabel Beardmore - Kin Creative

Account number: 12-3192-0933713-37

When paying, please use the reference: INV-7667422

Save this account information as a Payee in your internet banking for easier future payments.

For any queries relating to this Invoice please contact Isabel Beardmore - Kin Creative



Creative Communities Scheme - Report Back APP260214725



1 Dunorling Street
PO Box 122, Alexandra 9340
New Zealand

03 440 0056

Info@codc.govt.nz
www.codc.govt.nz



Creative Communities Scheme - Report Back

Reference	APP260214725	Submitted	09 Feb 2026 12:19
-----------	--------------	-----------	-------------------

Project Report

Project Report Conditions

All recipients of funds from the Creative Communities Scheme must complete this form within two months after their project is completed.

If you do not complete and submit this form you will be ineligible for future funding through the Creative Communities Scheme.

Before proceeding to fill out the form, do you have? (you will need to attach later on)

- Proof of expenditure (including receipts, invoices and/or financial statements)

I have all the necessary documents Yes

Important information so you don't lose your data

If you wish to take some time completing this form, we strongly recommend that you **create a [login](#) and log in to your account prior to starting to complete the form**. This gives you the ability to save a draft and return to it later.

Logging in before starting to enter information into the form also means you won't lose your information if the form times out, or if you accidentally navigate away from the screen you're working on.

You cannot save your information and return to it later unless you log in before you start the form.

Regardless whether you are logged in, once you have completed and submitted the form, you will receive a copy of your submission to the email address you specify in the form.

Either go to our [Online Services](#) page to create an account (or log in if you already have an account) or continue below to start without logging in.

Page 1 of 3

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

About You

Name of Organisation	Winterstellar Charitable Trust
Contact Person	Andy Davey
Phone Number	027 645 0619
Email	andy@winterstellar.com

About the project

Please enter the Project/Grant Application number that you received when you lodged your application on the Council Website:	APP250750703
Name of applicant	Winterstellar Charitable Trust
Name and location of project	Central Stories Museum and Art Gallery, Alexandra
GST number if required	135-530-840
Date of project	01/10/2025
Amount received from the Creative Communities Scheme:	5000.00
Number of participants	20
Number of attendees	2000

Project Costs

Please give details of how the money was spent.

Your contribution to the project and the Creative Communities Scheme funding you received must be accounted for, and copies of purchase orders or copies of invoices must be attached.

Details	Deep Space Art digital file from Professor Brian Boyle
Amount	3000
	INV-0010-Brian-Boyle-Digital-Images.pdf (596 kb)
Details	Our Southern Sky video production by Cicada Ltd
Amount	1725
	Invoice INV-29748.pdf (95 kb)
Details	Venue Hire for Our Southern Sky events to Central Stories Museum and Art Gallery
Amount	575
	Invoice INV-2618.pdf (140 kb)
Details	Event coordination, presentations & workshops by Andy Davey
Amount	2000
Total Costs	
Details	
Amount	7300
Please provide details about the project or activities that were supported by the Creative Communities scheme. Explain what was successful, and what did not work so well.	Please see attached report.

[Accountability - 2025 Our Southern Sky & Schools Day Projects.pdf](#) (4 mb)

How did your project benefit your community?

The video is a crucial part of the exhibition. The deep space images are works of art, but also quite abstract when viewed in isolation. The video shows where each object is within Our Southern Skies which helps to provide a context and connection to the objects. They are not images from under a microscope, from the bottom of the ocean, or AI slop. They are multiple hour, high resolution images of beautiful part of the unique skies that pass over our heads each day and night. Engaging the public in this way provides education, inspiration, and hopefully a sense of protectiveness about the quality of our unique night skies.

Give a brief description of the highlights of your project, including the number of participants

The video was completed in time to join the Rangī Takō Winterstellar exhibition in the Eat Space food court in Queenstown during the QLDC Creative Spaces project in November 2025. Since then it has featured in the Winterstellar Exhibitions in Central Stories Museum and Art Gallery in Alexandra and at the St Bathans Village Fete in January 2026. An estimated 2,000 people enjoyed it in Queenstown, 500 in Alexandra and 1,000 in St Bathans.

What, if any, are the next steps (for your project, for you and/or for the people involved)?

The Our Southern Skies video installation is now an integral part of the Rangī Takō Winterstellar exhibition, and will join the exhibition as it tours Kaikoura (March 2026), Carterton (April 2026), Dunedin Railway Station (August 2026), Ashburton (July 2027), Cromwell Events Centre (July 2028) and other locations to be confirmed.

Declaration

By completing this information about your accountability report, you certify and understand that:

All information provided is complete and correct. Yes

Information about your application (including the applicant’s name, project title, and a summary of the proposal) and any approved funding may be made publicly available by Council Yes

Name: Andrew Davey

Date: 09/02/2026

Signature 



TAX INVOICE

Winterstellar Charitable Trust

Invoice Date 14 Oct 2025
Invoice Number INV-29748
Reference Our Southern Sky video production
GST Number 81-006-822

Cicada Ltd
 PO Box 1
 Alexandra 9340
 New Zealand

Description	Quantity	Unit Price	Discount	Amount NZD
Video Project Setup - Our Southern Sky	1.00	200.00	50.00%	100.00
Video Production (per minute) - Our Southern Sky incorporating up to 20 deep space artworks, transitions and info graphics including location.	10.00	200.00	50.00%	1,000.00
Discount of 50% donated to Winterstellar Charitable Trust				
Consultation - Project Management of Winterstellar Schools Day Project including exhibition presentations, night sky guiding and collaborations with Otago Museum outreach team.	10.00	40.00		400.00
Subtotal (includes a discount of 1,100.00)				1,500.00
TOTAL GST 15%				225.00
TOTAL NZD				1,725.00

Due Date: 20 Nov 2025

Please pay by Direct Credit to Cicada Limited, Kiwibank, Account No. 38-9005-0950524-00

To avoid disruption of services and incurring set-up fees, please pay invoices promptly.

THANK YOU FOR YOUR BUSINESS!



[View and pay online now](#)



PAYMENT ADVICE

To: Cicada Ltd
PO Box 1
Alexandra 9340
New Zealand

Customer Winterstellar Charitable Trust
Invoice INV-29748
Number

Amount Due **1,725.00**
Due Date 20 Nov 2025

Amount
Enclosed

Enter the amount you are paying above



TAX INVOICE

Winterstellar Charitable Trust
 PO Box 1
 Alexandra
 Alexandra 9340
 NEW ZEALAND

Invoice Date 9 Oct 2025
Invoice Number INV-2618
Reference Alexandra Events 2025
GST Number 54-990-472

Central Stories Museum & Art Gallery
 PO Box 308
 Alexandra 9340

Description	Quantity	Unit Price	Amount NZD
Henderson and Grant Galleries for Winterstellar Our Southern Sky event 6th September 2025	1.00	500.00	500.00
		Subtotal	500.00
		TOTAL GST 15%	75.00
		TOTAL NZD	575.00
		Less Amount Paid	575.00
		AMOUNT DUE NZD	0.00

Due Date: 9 Oct 2025

Please pay direct by Internet Banking to Alexandra District Museum Inc. Account number: 03-1733-0108881-00
 Use Invoice number as a reference.



PAYMENT ADVICE

To: Central Stories Museum & Art Gallery
 PO Box 308
 Alexandra 9340

Customer Winterstellar Charitable Trust
Invoice Number INV-2618
Amount Due **0.00**
Due Date 9 Oct 2025
Amount Enclosed

Enter the amount you are paying above

Registered Office: P O Box 308, Alexandra, 9340.

Professor Brian J Boyle PSM FAA
 T/A Antimony Observatory and Vineyard
 2328 Gibbston Highway
 Queenstown 9371, New Zealand
 +64 (0)20 4848 844

NZBN: 9429049515817

INVOICE NO. 0010		9 OCTOBER 2025	
QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
20	Digital Astronomy Images	\$150*	\$3000
SUBTOTAL			\$3000
GST			N/A
SHIPPING & HANDLING			N/A
TOTAL DUE BY 31/06/25			\$3000

*Price reflects depreciation costs on infrastructure used to produce the images. Observatory produces 60 images per year with annual R&M bill of \$10000 (equal to NZ IRD estimate of depreciation cost). Cost therefore reflects bare minimum sustainability costs. I feed myself from other sources of income.

Total labour costs in the production of each image [16hours per image: 1 hour prep., 12 hours imaging, 3 hours processing] provided as in-kind contribution. At standard "trade" rates \$100/hour: \$32000 provided as in-kind.

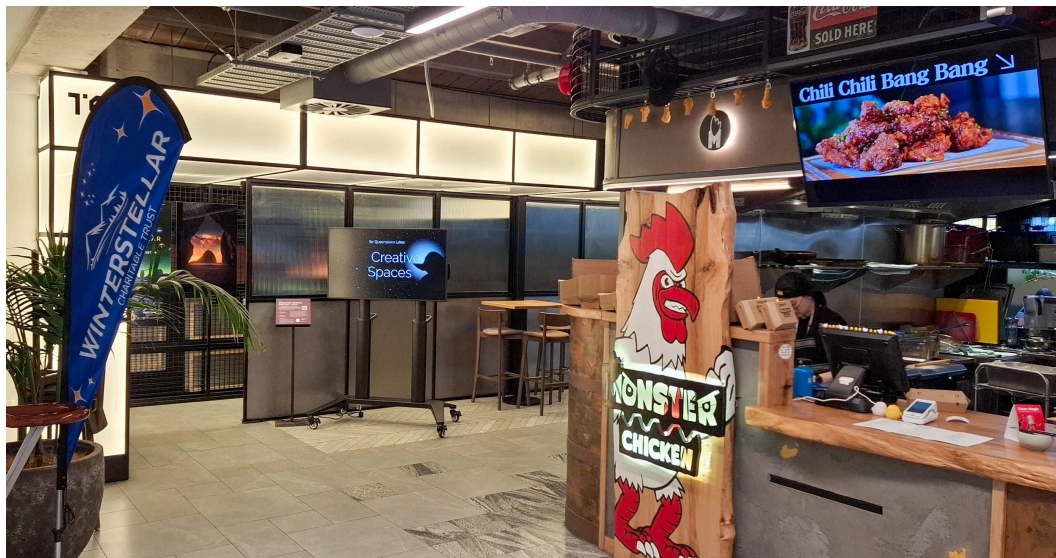
Winterstellar Charitable Trust



2025 Winterstellar Southern Sky & Schools Day Project

Deep Space Art Video Project

The Southern Sky video was completed in time for a first showing at Central Stories Museum and Art Gallery in October. Throughout November 2025 it was on display at the Eatspace foodcourt in Queenstown as part of the QLDC Creative Spaces Project.





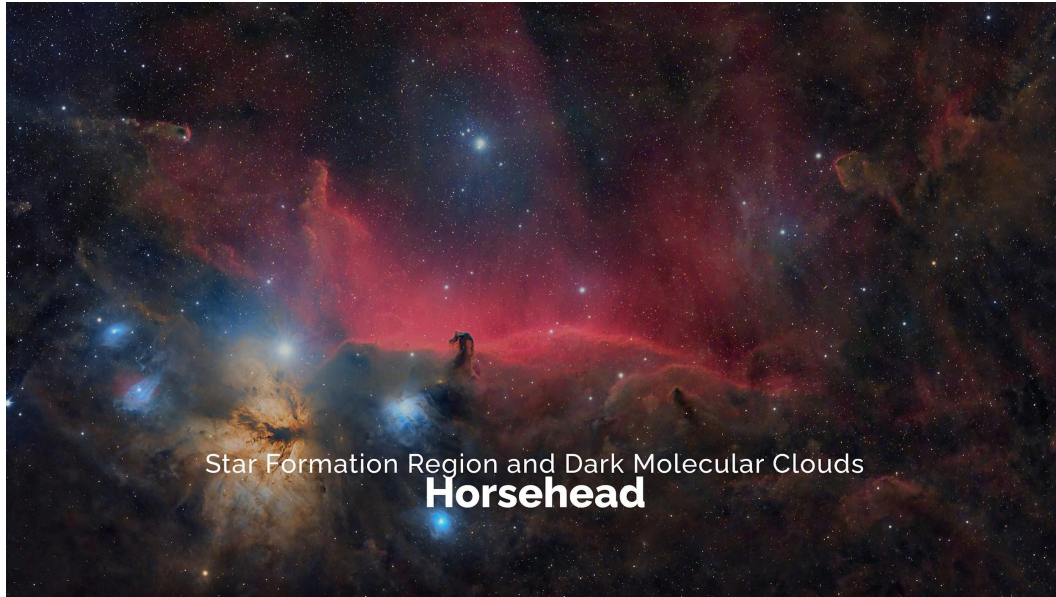
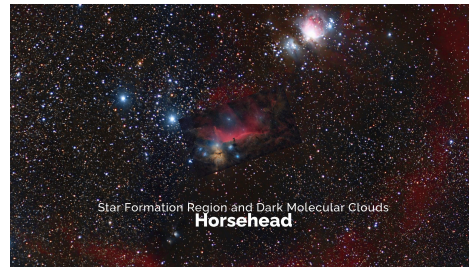
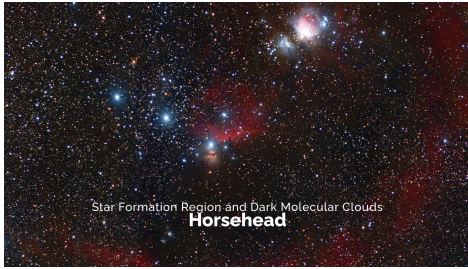
It will return to Central Stories in Alexandra in January 2026 before touring with the Rangī Takō exhibition to Kaikoura in March & Wellington in April and Dunedin in August 2026.

The Southern Sky (Under Otago Skies) video that this application funded can also be viewed on Vimeo by following this link: <https://vimeo.com/winterstellar/oursouthernsky>

The originally planned 20 images was expanded to 25. A future iteration of this video will include its own soundtrack. It is currently displayed alongside the musical rangī takō | clear skies movie that Creative Communities so kindly supported last year.

Stills from the video





Made with the generous support of

Central Lakes Trust
Creative Communities
QLDC & CODC
Heartland Technology
Cicada Media

Mobile Stands for Our Southern Sky Installation

This part of the project was not completed as planned because of reduced funding and complications with fitting into Queenstown exhibition space. A customised installation solution was created for the current exhibition.

Winterstellar Schools Day

This part of the project was completed before the postponed Creative Communities application meeting in September. Over 300 Central Otago school children came through on the Friday 6th September, and another 220 on the Saturday.

This event was a collaboration between Winterstellar, CO REAP and Otago Museum. It was unanimously regarded as a great success.



26.1.2 2026 CCS ANNUAL FUNDING RREPORT FOR MARCH

Doc ID: 2736355

Report Author:	Judith Whyte, Parks and Recreation Administration Officer
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

1. Purpose of Report

To consider allocation of Creative Communities Scheme (CCS) funds to worthy applications received from groups, organisations, and individuals within the Central Otago District relating to arts and cultural projects.

Recommendations

That the Assessment Committee

- A. Receives the report and accepts the level of significance.
- B. Agrees that \$20,087.03 be allocated to the applications listed in the attached table in a manner befitting Creative Communities guidelines and eligibility criteria.

2. Background

The Creative Communities Assessment Committee for the Central Otago District Council has delegated authority from Creative New Zealand to assess Creative Communities Scheme applications received from community organisations within the Central Otago District.

Creative New Zealand allocated Creative Communities Scheme funds to the Central Otago District Council in February and August each year. The Creative Communities Assessment Committee has therefore elected to hold two funding rounds per annum – in March and September. The Creative Communities Scheme fund is split evenly between these two funding rounds.

3. Discussion

This funding round has received six applications, requesting a total of \$21,884.00.

The available funds for this funding round are as follows:

Opening Balance	\$5,695.23
March Funding Allocation	\$14,791.80
Less Advertising / Administration costs	-\$400.00
Balance available for March CCS Funding Round	\$20,087.03

When deciding which applications are most eligible the Committee should refer to the Creative Communities scheme principles, objectives, and funding priorities for assistance, as attached.

4. Attachments

Appendix 1 - CCS Grant Tracking Tool [↓](#)

Appendix 2 - CCS Principles [↓](#)

Appendix 3 - Dunstan High School [↓](#)

Appendix 4 - Liz Conway [↓](#)

Appendix 5 - Winterstellar [↓](#)

Appendix 6 - Central Otago Arts Trust [↓](#)

Appendix 7 - Bannockburn Arts Charitable Trust [↓](#)

Appendix 8 - Southern Cancer Society [↓](#)

Applicant		Art Project						Details of Project	Art form	Funding requested		Participants	Audience				
Collective or Group	Dunstan High School Drama	Y	Y		Y		Y		Theatre Restaurant	As a fundraising event for our Drama Group, we are planning a theatre restaurant to be held in late April-Early May 2026 at the community hall on Skird Street. This will be a fun event that we hope to run for four performances, where patrons will come and enjoy a meal and a show. The aim is raise funds for the student's drama trip to the USA in 2027.	Theatre	YP	\$10,520.00			50	320
Individual	Liz Conway	Y							Alexandra Kiwilele Jam 2026	The support from the MEO in establishing the Alexandra Jam has enabled year 4-6 years and their teachers to learn to play the ukulele and come together at the end of the term to play and sing with a live band alongside other schools in Central Otago over the past two years. We are hoping to secure funding to support the preparation, teaching, and the end of term jam for six local primary schools. Alexandra primary, St Gerards, The Terrace School, Clyde school, Omakau Primary, Poolburn School.	Music	YP	\$4,938.00			300	-
Collective or Group	Winterstellar Charitable Trust	Y	Y		Y				Winterstellar Otago Night Skies Project	This project will centre around an exhibition and events at Central Stories Museum and Art Gallery in Alexandra, in August and September 2026. The theme of the exhibition and events will be the unique night skies of Otago. Installations in the exhibition will include: astrophotography, a new video production featuring the Central Otago night skies. We will also be exploring the possibilities to include additional visual arts disciplines. Events will include astrophotography workshop and collaborative school days.	Multidisciplinary arts	AP	\$4,900.00			20	3,000

Applicant		Art Project						Details of Project	Artform	Funding Requeste		Participant	Audience		
Collective or Group	Central Otago District Arts Trust	Y	Y					Central Otago Literary Series 2026	Central Otago Literary Series 2026 is a six-month programming delivering professional writing workshops, school activities, and public literary events across Central Otago. Managed by CODAT, the series address gaps in the Central Otago Art Strategy by providing professional development for local creatives and increasing community arts engagement. The programme features internationally recognised authors including Laura Williamson, Josiah Morgan, and Kate De Goldie, who will lead skill-based workshops as well as youth engagement activities.	Literature	AP	\$4,521.00		11	60
Collective or Group	Bannockburn Arts Charitable Trust	Y						Short Film making.	Provide an introduction and instruction in the art of film making by having 3 highly recognised film makers show an example of a short films they have made and describe the processes and steps they have taken to make this film. Then create a panel discussion where the audience/participants can question and learn more re techniques, skills and equipment to allow them to start making short films.	Other	AP	\$900.00		50	50
Collective or Group	Southern Cancer Society						Y	Bags of Hope	Bags of hope is an initiative of the southern Cancer Society where students can create artwork and affix it to a bag for cancer patients. The patients then use them to store their clothes while undergoing treatment.	Craft/object	YP	\$885.00	IE	500	500

Individual	Chantelle Cobby	Y							In our Twenties	Right now, young wahine in Aotearoa are facing record levels of anxiety, loneliness, and financial pressure - yet few opportunities exist to process their challenges in creative and supported way. In our twenties responds by inviting 20 wahine and tahine aged 20-29 from every region of Aotearoa to take part in a guided creative writing workshop and one to one mentoring. Together they use storytelling to reflect on the defining moments of their twenties and shape them into personal essays.	Literature	AP	\$264.50	Withdrawn	IE	1	-
------------	-----------------	---	--	--	--	--	--	--	-----------------	---	------------	----	----------	-----------	----	---	---

Creative Communities New Zealand Principles, Objectives and Funding Priorities

Purpose of the Scheme

1. To increase participation in the arts;
2. To increase the range and diversity of arts activity, thereby making the arts more attractive and relevant to the various communities that make up a district.
3. Under the scheme “the arts” is defined as “all forms of creative and interpretative expression”.

Eligibility Requirements under the Scheme

Requirements that the applicant and proposed project must meet – to be eligible for funding under the scheme, an application must meet **all** of the following requirements

The applicant:

- An application can be from an individual or from a group
- Individual applicants must be New Zealand citizens or permanent residents
- If the applicant has previously received funding under the Creative Communities Scheme, either as an individual or as a member of a group, a satisfactory project completion report must be provided before any further applications from that applicant will be considered.

The application form:

- The applicant must use the standard application form provided by Creative New Zealand for the Creative Communities Scheme.

The proposed project:

- Must have an arts or cultural focus
- Must meet one or more of the three funding criteria
- Must benefit local communities
- Must take place within the city or district where the application is made, or benefit local communities within that city or district
- Must not take place outside New Zealand
- Must not start before an application for funding has been approved

- Must not have already been funded through Creative New Zealand's contestable funding programme for the same purpose
- Must not already been funded through Creative New Zealand's multi-year funding programme
- Must be scheduled to be completed within 12 months after funding is approved

Funding Priorities:

Broad community involvement – the project will create opportunities for local communities to engage with and participate in arts activities

This may involve:

- (a) a programme of dance activities and workshops
- (b) a series of master classes for musicians
- (c) an arts expo of local craft groups promoting weaving, pottery and carving
- (d) a programme of emerging contemporary visual artists

Diversity – the project will support the diverse arts and cultural traditions of local communities, enriching and promoting their uniqueness and cultural diversity.

This may involve:

- (a) The production of a German language play by a local German culture group
- (b) A wānanga series on Maori weaving
- (c) A song-writing workshop for a group with experience of disability
- (d) A photographic exhibition by a group of recent migrants that communicates their experiences

Young People – The project will enable and encourage young people (under 18 years) to engage with and actively participate in the arts.

This may involve:

- (a) A collaborative event featuring music performances and workshops in dance and music
- (b) Support for the recording of a compilation CD by young musicians in local bands
- (c) Support for a magazine that presents creative writing by young people

Changes to CCS Funding Criteria:

- Travel and accommodation costs for projects taking place within your area are eligible. Examples might include:
- Travel and/or accommodation costs to bring in a visiting artist to teach or present work
- Travel costs to take a group of young people from one part of your district to attend an arts event in another part of your district
- **Kai(food) is now eligible for CCS Funding** – Assessment committees can now support reasonable requests for funding to provide food for artists, participants, and audience for community arts activities.

Projects or activities that cannot be funded

- Activities without an arts focus - e.g. – puzzles, upholstery, magic, model-making, speech contests, fitness – based dance (such as aerobics or gymnastics), martial arts (such as tai chi or karate)
- Projects within the scope of other sectors or organisations
 - arts activities in an educational institution that are normally funded through curriculum and operating budgets
 - Projects that are the core business of an organisation or service provider
 - Projects that mainly deliver outcomes for other sectors, such as health, heritage or the environment
 - Local Council projects normally funded from the Council's own resources
- **Facilities and capital items**
 - Applicants who want support for buying or maintaining capital item will need to go to other funders.
 - The development of facilities, such as fixed items, whitewear, floor coverings, furnishings, gallery and theatre lights, stage curtains or building restoration
 - Buying of capital items or equipment, such as cameras, computers, instruments, costumes or uniforms
- **Competitions and prizes**
 - Entry fees of competitions, contests and exams
 - Prize monies, awards, judges' fees and trophies
- International Events

- Specific costs that are not eligible:
 - Ongoing administration and service costs (such as salaries) that are related to a specific project
 - Travel for individuals or groups to attend events, presentations or shows
 - CCS cannot fund travel or accommodation costs for activity taking place outside your area.
 - Fundraising projects or related costs
 - Payment of royalties
 - Retrospective project costs (for projects already started or completed)
 - Elimination of accumulated debt or debt servicing
 - Buying of artworks for collections held by, for example, councils, museums, galleries or communities

CCS funding information updates

What should we do when there are ineligible costs in the budget?

- We want applicants to show the full cost of their project, however some of these costs, such as food or the purchasing or repairing of capital items might be ineligible. As long as there is other income in the budget that can cover the costs of these items this is not a problem. You can tag the CCS funding to the eligible costs and make sure this is noted in the letter to the successful applicant.

Are projects allowed to make a profit?

- **Budgeting to make a profit:** Applicants should not be expecting CCS to support them to make a profit. However, sometimes a project does make a profit.
- We expect CCS applicants to present an accurate budget, backed up by quotes or past history, which shows what is required *for the project to break even*. CCS can then fund the anticipated shortfall. CCS funding of *more* than the anticipated shortfall should only be given if the committee believes that the costs and/or income have been inaccurately estimated.
- Sometimes applicants inflate costs or minimise projected income sources, such as ticket sales, to reduce the risk and increase the chances of making a profit. It is appropriate for them to be wisely conservative in their estimations of other income. It is up to the administrator and assessment committee to pool their knowledge to identify how accurate a budget is.

- Remember that CCS cannot support fundraising i.e. an applicant cannot request support for projects that are donating funds to another cause. In effect this would result in CCS funds being allocated to that cause. However, it is appropriate for charities or other groups to independently fundraise at events that are supported by CCS.
- **Unexpected profit:** If, as a result of unexpected ticket sales or donations, for example, a group does make a profit, they do not have to return funds to CCS. We would expect that the extra money is either used as part of that project, to cover ineligible costs or for another similar project/activity.
- **Money in the bank** - It is not uncommon to receive an application from a group that has enough money in the bank to potentially cover the costs of the project. However, these funds are sometimes tagged to other projects (e.g. development of venues or purchasing of equipment) or reserves held to make sure that the group or organisation remains viable or can close down or transition in a steady way if something unforeseen happens (staff illness, earthquake, etc).
- If an organisation does have significant reserves, we would expect them to clearly articulate what these are being held for and why they can't use these for this project. An administrator may need to request this as additional information once the application has been received.

Old guidance: If the project is cancelled (as opposed to postponed), they will have to pay back any funds that they have not yet spent.

If they have already spent some funds, i.e., a venue hire deposit, and they can receive a refund on that deposit, they should pay that back also. This is as per existing CCS guidelines.

New guidance: If a project has been cancelled due to the Delta outbreak and the current COVID-19 alert levels, and *all* CCS funds have been expended on non-refundable costs, CNZ does not require funds to be returned.

If the applicant has spent *some* of their CCS grant, the following applies:

- Applicants should seek refunds for any costs they have already incurred.
- Applicants can use their grant to honour personnel costs or contracts with freelancers and artists who would have been involved with delivering the project.
- Remaining funds should be returned to the council.

If the applicant has spent *none* of their CCS grant, the following applies:

- Applicants can use their grant to honour personnel costs or contracts with freelancers and artists who would have been involved with delivering the project.
- Remaining funds should be returned to the council.

All applicants need to provide details of how they have spent their funds in their project completion report.

Creative Communities Scheme Application APP260213622



Creative Communities Scheme Application

Reference APP260213622 Submitted 09 Feb 2026 04:34

Funding for local arts projects

- CLOSING DATE: Monday 9 February 2026 at 4pm.
- FOR PROJECTS THAT TAKE PLACE BETWEEN: March 2026 and September 2026.

Before you start

Read the [Creative Communities Scheme Application Guide](#)

This guide tells you

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Note the local funding priorities are for the Central Otago District.

Application Checklist

- The project has an arts or creative cultural focus
- The project takes place in the local authority district that I am applying to
- You need to answer all of the questions in this form
- Provide quotes and other financial details
- Provide a detailed summary of what the applied CCS funding amount is requested for
- Provide other supporting documentation
- You will read and sign the declaration
- You will receive a copy of this application for your records

Page 1 of 8

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

Privacy

The information you provide is official information and is used to help process your application. The information is held and used in accordance with the Local Government Official Information and Meetings Act 1987 and the Privacy Act 2020. This means that your information may be disclosed to other people who request it in accordance with the terms of these Acts. Under the Privacy Act 2020 you have the right to see and correct any personal information that Council may hold about you.

Declaration

By continuing with this application you certify that: The information you provide is true and correct to the best of your knowledge. Yes

Important information so you don't lose your data

If you wish to take some time completing this form, we strongly recommend that you **create a [login](#) and log in to your account prior to starting to complete the form.** This gives you the ability to save a draft and return to it later.

If you are a club or organisation, please use an email that is associated with the club rather than your work or personal email.

Logging in before starting to enter information into the form also means you won't lose your information if the form times out, or if you accidentally navigate away from the screen you're working on.

You cannot save your information and return to it later unless you log in before you start the form.

Regardless whether you are logged in, once you have completed and submitted the form, you will receive a copy of your submission to the email address you specify in the form.

Either go to our [Online Services](#) page to create an account (or log in if you already have an account) or continue below to start without logging in.

Applicant Details

Are you applying as an	Group
Full name of applicant	Nicolas Daniel Meissel
Contact person (for a group):	Lynda Gare - Dunstan Drama Tour 2027
Postal Address:	2 Lanes Road, Bridge Hill, Alexandra 9320
Email	dunstandramatour2027@dunstan.school.nz
Phone Number (day)	0272402626
Name on bank account:	Dunstan High School Board of Trustees
GST number	055-349-320
Bank Account Number	03-1733-0005620-00

Ethnicity of applicant/group

Page 2 of 8

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

(select below - you can select multiple options)

New Zealand European/Pākehā:	Yes
Details	Students - Five male and five female plus adults
Māori	Yes
Details	Students - Three female and three male
Pacific Island	
Asian	Yes
Details	One female student
Middle Eastern/Latin American/African	Yes
Details	Three female students
Other	

Speak?

Would you like to speak in support of your application at the CCS assessment committee meeting? Yes

If yes, please talk to your local CCS administrator before you go so you know who you will be speaking to and for how long

How did you hear about the Creative Communities Scheme? Word of mouth

Other

About the project

Project Name	Theatre Restaurant
Brief description of project:	As a fundraising event for our Drama Group we are planning a theatre restaurant to be held in late April-Early May, 2026, at the Community Hall on Skird Street. This will be a fun event that we hope to run for FOUR performances, where patrons will come and enjoy a meal and a show. The aim is to raise funds for the students' Drama Trip to the USA in 2027.
Venue and suburb or town:	Community Centre, Alexandra
When does the project start (estimated)?	29/04/2026
When does the project finish (estimated)?	02/05/2026
Number of active participants	50
Number of viewers/audience members	320

Funding criteria:

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's main focus.

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's main focus. Access and participation: Create opportunities for local communities to engage with, and participate in local arts activities

Artform or cultural arts practice

Artform

Theatre

Activity best describes your project?

Describes

Presentation only (performance or concert)

Project Details

1. The idea/Te kaupapa: What do you want to do?

Present a comedic play for our community with kai as part of the experience.

2. The process/Te whakatutuki: How will the project happen?

I (as director) am currently working through various scripts to find the perfect play for our project. Once this has happened we will book and secure the dates for the performances at the Community Hall, and secure the performance rights for the play. After that comes auditions where students will audition for the play. Once cast we will begin rehearsals. While rehearsals are in action, behind the scenes we will work on creating the set, the costumes, the menu, publicity, and the lighting plans. As we draw nearer the opening night, we will move into the space and bring all of the aspects together.

3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

Myself (Nick Meissel - experienced teacher and director/performer), and an amazing fundraising core with Lynda, Rochelle, Helen, Amy and Sarah along with other parents/students involved with the fundraising efforts.

4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity, or young people.

This event will provide our community with a wonderful opportunity to support local students with a Theatre-focused trip of a lifetime. The experience gained from this trip will last forever and the ways in which our community will benefit are immeasurable. Our community gets to enjoy a theatre experience that hasn't been offered in Alexandra for some time. A meal and show is a great way to spend an evening out.

Any additional comments in support of your application can be added here:

We are asking Creative Communities to help us out with some of the costs that quickly eat into these projects. We hope to maximise the earnings from the venture so that they can go towards helping these students get to America.

The budget

The budget/Ngā pūtea

See the [Creative Communities Scheme Application Guide](#) for more detail on how to complete this section

Are you GST registered?

Yes - Do NOT include GST in your budget

Please load quotes associated with the costs below:

[Fees and Charges Schedule 2025-26.pdf](#) (576 kb)

[E-Central Electrical.pdf](#) (115 kb)

Project Costs

Write down all the costs of your project and include the details, e.g., materials, venue hire, promotion, equipment hire, artist fees and personnel costs.

Item = eg Hall Hire

Details = eg 3 days' hire at \$100 per day

Item	Community Hall Hire
Details	4 days hire for performance/ 6 days hire for rehearsal (non commercial rate) at \$205 (estimated)
Amount	2050
Item	Lighting Hire
Details	For the period of time (Lighting set up and supply)
Amount	3000
Item	Costume Hire
Details	Various costumes from Alexandra Musical Society (estimated)
Amount	500
Item	Performance rights
Details	Approx \$160 per performance (Four performances) (Estimate)
Amount	640
Item	Food Expenses
Details	Catering for the four evenings (Estimate \$40 pp)
Amount	12800
Item	Set Costs
Details	A budget of \$1500 will be in place for this
Amount	1500
Item	Jordan Lounge Hire
Details	Approx. \$60 per day/\$30 per half day
Amount	330
Item	Sound Hire
Details	For the period of time (Sound supply and set up)
Amount	2500
Total Costs	
Item	
Details	
Amount	23320

Project Income

Write down all the income you will get for your project from ticket sales, sale of artwork, other grants, donations, your own funds, other fundraising. Do not include the amount you will be requesting from CCS

Income - eg ticket sales

Details - eg 250 tickets at \$15 per head

Income	Ticket Sales
Details	Hoping for a 50% occupancy rate of 160 at \$80 per head
Amount	12800
Income	
Details	
Amount	
Income	
Details	
Amount	
Total Income	
Income	
Details	
Amount	12800

Your Budget

Total Costs	\$23,320.00
Total Income	\$12,800.00
Total Income Less Costs	\$-10,520.00

CCS Request

Cost Less Income	\$10,520.00
Amount you are requesting from the Creative Communities Scheme	10520.00

Financials

Financial Information

Please advise a breakdown of what you are requesting ~~We have received no other funding for this project.~~
the funding for [For the Venue Hire, light and sound hire costs.](#)

Tell us about any other funding you have applied for or received for this project (remember you cannot receive funds for your project from both CCS and Creative New Zealand's other funding programmes).

Date applied	NA
Who to	NA
How much	0
Confirmed/unconfirmed	0
Date applied	

Who to**How much****Confirmed/unconfirmed****Date applied****Who to****How much****Confirmed/unconfirmed**

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date NA

Project title NA

Amount Received 0

Project completion report submitted

Date

Project title

Amount Received

Project completion report submitted

Date

Project title

Amount Received

Project completion report submitted

Other financial information

Groups or organisations must provide a copy of their latest financial statement. This can be a copy of the audited accounts, an income and expenditure statement or a copy of the unaudited management accounts. If your group or organisation has reserves which are not being used for this project, you should include within your reserves statement or policy what the funding is reserved for

[USA DRAMA FUNDRAISING.pdf](#) (115 kb)

Declaration

You must read and sign the following. Please tick each box to show that you have read the information and agree to each section

I/We understand that if this application is successful Yes

I/we cannot receive funds for the same project from Creative New Zealand's other funding programme

I/We declare that the details contained in this Yes

application are correct and that I/we have authority to commit to the following conditions.

If this application is successful, I/we agree to:

complete the project as outlined in this application (or Yes

request permission in writing from the CCS

Administrator for any significant change to the project)

- complete the project within a year of the funding being approved Yes
- complete and return a project report form (this will be sent with the grant approval letter) within two months after the project is completed Yes
- return any unspent funds Yes
- keep receipts and a record of all expenditure for seven years Yes
- participate in any funding audit of my organisation or project conducted by the local council Yes
- contact the CCS administrator to let them know of any public event or presentation that is funded by the scheme Yes
- acknowledge CCS funding at event openings, presentations, or performances Yes
- use the CCS logo in all publicity (e.g., poster, flyers, e-newsletters) for the project and follow the guidelines for use of the logo. Logo and guidelines can be downloaded from the [Creative New Zealand website](#) Yes
- I understand that the Central Otago District Council is bound by the Local Government Official Information and Meetings Act 1987 Yes
- I/we consent to Central Otago District Council recording the personal contact details provided in this application, retaining, and using these details, and disclosing them to Creative New Zealand for the purpose of evaluating the Creative Communities Scheme. Yes
- I/we understand that my/our name and brief details about the project may be released to the media or appear in publicity material. Yes
- I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information. This consent is given in accordance with the Privacy Act 1993 Yes

Name:

Nick Meissel

Organisation Position:

Dunstan Drama Tour Facilitator

Date:

09/02/2026

Signature



NOTE: All applications by person/s under the age of 18 must be signed by applicant's parent or legal guardian

Creative Communities Scheme Application APP260153935



Creative Communities Scheme Application

Reference APP260153935 Submitted 09 Feb 2026 03:08

Funding for local arts projects

- CLOSING DATE: Monday 9 February 2026 at 4pm.
- FOR PROJECTS THAT TAKE PLACE BETWEEN: March 2026 and September 2026.

Before you start

Read the [Creative Communities Scheme Application Guide](#)

This guide tells you

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Note the local funding priorities are for the Central Otago District.

Application Checklist

- The project has an arts or creative cultural focus
- The project takes place in the local authority district that I am applying to
- You need to answer all of the questions in this form
- Provide quotes and other financial details
- Provide a detailed summary of what the applied CCS funding amount is requested for
- Provide other supporting documentation
- You will read and sign the declaration
- You will receive a copy of this application for your records

Page 1 of 12

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

Privacy

The information you provide is official information and is used to help process your application. The information is held and used in accordance with the Local Government Official Information and Meetings Act 1987 and the Privacy Act 2020. This means that your information may be disclosed to other people who request it in accordance with the terms of these Acts. Under the Privacy Act 2020 you have the right to see and correct any personal information that Council may hold about you.

Declaration

By continuing with this application you certify that: The information you provide is true and correct to the best of your knowledge. Yes

Important information so you don't lose your data

If you wish to take some time completing this form, we strongly recommend that you **create a [login](#) and log in to your account prior to starting to complete the form.** This gives you the ability to save a draft and return to it later.

If you are a club or organisation, please use an email that is associated with the club rather than your work or personal email.

Logging in before starting to enter information into the form also means you won't lose your information if the form times out, or if you accidentally navigate away from the screen you're working on.

You cannot save your information and return to it later unless you log in before you start the form.

Regardless whether you are logged in, once you have completed and submitted the form, you will receive a copy of your submission to the email address you specify in the form.

Either go to our [Online Services](#) page to create an account (or log in if you already have an account) or continue below to start without logging in.

Applicant Details

Are you applying as an	Individual
Full name of applicant	Liz Conway
Contact person (for a group):	Liz Conway
Postal Address:	6 Briar Crescent, Alexandra 9320
Email	lizconwaymusic@gmail.com
Phone Number (day)	022 699 8799
Name on bank account:	Elizabeth Conway
GST number	n/a
Bank Account Number	38-9025-0426041-00

Ethnicity of applicant/group

Page 2 of 12

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

(select below - you can select multiple options)

New Zealand European/Pākehā: Yes
Details New Zealand European/Pākehā
Māori
Pacific Island
Asian
Middle Eastern/Latin American/African
Other

Speak?

Would you like to speak in support of your application at the CCS assessment committee meeting? No

If yes, please talk to your local CCS administrator before you go so you know who you will be speaking to and for how long

How did you hear about the Creative Communities Scheme? Creative NZ website

Other Have previously applied

About the project

Project Name Alexandra Kiwilele Jam 2026

Brief description of project: Now in it's third year, the Alexandra Kiwilele Jam is aiming to grow and secure funding to enable the event to sustainably continue into the future. The Alexandra Kiwilele Jam has been an extension of the Music Education Otago (MEO) Ōtepoti Dunedin Ukulele Jam, which has been taking place in Dunedin for many years and has grown to a three-day event engaging over 900 students. The support from MEO in establishing the Alexandra Jam has enabled year 4-6 students and their teachers to learn to play the ukulele and come together at the end of the term to play and sing with a live band alongside other schools in Central Otago over the past two years. We are hoping to secure funding to support the preparation, teaching, and the end of term Jam for six local primary schools (Alexandra Primary, St Gerards School, The Terrace School, Clyde School, Ōmakau Primary, Poolburn School) during Term 2 this year.

Venue and suburb or town: Alexandra Community Centre

When does the project start (estimated)? 30/03/2026

When does the project finish (estimated)? 31/08/2026

Number of active participants 300

Number of viewers/audience members 0

Funding criteria:

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's main focus.

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's main focus.

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

Artform or cultural arts practice

Artform

Music

Activity best describes your project?

Describes

Workshop/wānanga

Project Details

1. The idea/Te kaupapa: What do you want to do?

In Term 2, The Alexandra Kiwilele Jam will be run over two Jams on the same day, and will include year 4-6 students in six local primary schools; Alexandra Primary School, St Gerards School, Clyde Primary School, The Terrace School, Ōmakau Primary School and Poolburn School. Over 300 enthusiastic tamariki, guided by their dedicated teachers, will come together between two sessions to celebrate playing the ukulele and singing.

The Alexandra Kiwilele Jam is critical to support teachers in keeping the Arts alive in our kura. The Jam is about so much more than the event day. Children learn a setlist of songs in advance from a high quality resource, providing music learning throughout the term. These resources are not available through the Ministry of Education and are not part of schools curriculum. With the current government's focus on literacy and numeracy in schools, the Jam is pivotal in ensuring that The Arts do not take a back seat in education. It is also unique in the way that it unites the schools with a common skill which is shared amongst friends beyond the classroom walls.

Last year, Alexandra Primary, St Gerards, Clyde, and The Terrace Primary Schools participated in the Jam. It was offered to Ōmakau Primary and Poolburn School, however they did not feel they had the capacity or skill within their staff to take on extra teaching for the Jam. Feedback from the other schools indicated they too would benefit from more support throughout the term. It became clear that for future events, schools were going to need outside teaching support to insure future involvement. Both Ōmakau Primary and Poolburn School have indicated they would like to be involved this year with the added outside teaching support which we plan to provide.

2. The process/Te whakatutuki: How will the project

In Term One, schools are invited to register for the Jam

Page 4 of 12

happen?

and for the New Zealand Ukulele Trust Kiwileles program. Crucially, participation in the Jam is offered at no cost, removing financial barriers and ensuring equitable access for all schools and their ākongā.

Schools have access to the songs through the Kiwilele program and a selection of songs from the Alexandra Kiwilele organisers are given to each school. Teachers then use the resources and learning material to integrate the songs into their music curriculum through the Term. At the end of the Term, schools will be divided into two groups and over two sessions will join together with the Kiwilele Jam Band to play and sing along. This extended learning period allows students and teachers to develop proficiency and confidence and the Jam gives a focus to the learning.

The last two years we ran some teacher workshops to help upskill the teachers, but found they weren't effective as it was difficult to find a common time where all teachers could attend. It was also challenging to cater to the wide variety in skill level (some teachers had been learning the ukulele alongside their students while others were quite accomplished). This year we're proposing to run 1-2 workshop sessions per school to support the students and teachers to learn how to play ukulele. In the workshops a facilitator will teach some of the Jam songs to the students, in the process showing the teachers how to teach their classes the ukulele. This will be a far more beneficial way to upskill our students and teachers with a resource unavailable elsewhere in Alexandra.

3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

In preparation for the Jam, the dedicated backing band, composed of talented local musicians and led by two MC's (Liz Conway and Ollie Yeoman), engages in multiple rehearsals. On the event day, they provide accompaniment, creating a large-scale, 'rock band' atmosphere that amplifies the students' performance.

We also invite students to design their own Ukulele Art. The winner of the Uke Art competition receives a new ukulele donated by Appliance Plus. We will again engage the year 11/12 art students to judge the artwork. Their teacher commented on how much they enjoyed the experience the previous two years and had great discussions deciding on a result. Engaging our local high school students and connecting our local Arts, only brings greater connection of the Arts within our community.

We aim to include special people from our community. In the first year we had Mayor Tim Cadogan attended and last year we had our current Mayor Tamah Alley participating. We plan to extend the invitation to her again this year. Providing a connection to our local leadership with our young learners through music is very

Page 5 of 12

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

impactful. You can refer to the attachments for media evidence of the impact.

The event has so far relied on voluntary hours to coordinate the event and lead the band, but in order for the long-term sustainability of the event, some funding is required for this role. Liz Conway would serve as a coordinator as well as facilitate the workshops in schools. She will also lead the band and co-MC on the day. Ollie Yeoman, in his role as DP at St Gerards, serves as the school representative for the Jam. He works with Liz to finalise organisational details, choose songs, play in the band and co-MC on the day.

4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity, or young people.

The Alexandra Kiwilele Jam is a highly anticipated event, drawing teachers, students, and even school principals, demonstrating its significant community appeal. This event directly demonstrates clear benefits to young people by fostering a love of music and promoting a strong sense of connection and community within the local primary schools. Unlike many extra-curricular school events, full classes will be participating, meaning around 300 young people will benefit directly from this event. This gives access to young people to learn an instrument where there may be a financial barrier for them learning privately. Teachers and parent helpers will be involved and learn skills they can pass on to their young ākonga. Following on from the Jam itself, schools will be able to use their musical learning to share with their own school communities, ensuring an even wider impact on the whole community.

The Jam enhances and strengthens the local arts sector by giving young students the opportunity to learn to play an instrument and empowering their teachers to learn alongside their students. Starting an instrument at a younger age allows for greater musical opportunity throughout their life by giving them foundational skills. The Kiwilele Jam provides a unique platform for ākonga to explore Aotearoa's rich musical heritage, including waiata, Pacific songs, and original compositions by New Zealand songwriters, including primary aged students. This ensures that the music played is relatable and meaningful, directly increasing the range and diversity of the arts at a local level.

The selection of our backing band, composed of talented local musicians, provides inspiration and role models for the tamariki. This not only supports and encourages local participation but also fosters an interest in future outlets for music, as students do not have many opportunities to see live bands locally, or to play along with them.

Any additional comments in support of your application can be added here:

The Alexandra Kiwilele Jam has been running for two years and we are looking to expand and continue it into the future. The Jams have been a great success, and the Alexandra Kiwilele Jam team received wonderful

feedback, with an eagerness for the event to continue.

The first year was run fully on a voluntary bases and included two primary schools, Alexandra Primary School and St Gerards School. Last year we were able to secure some funding towards the cost of running the Jam, but it still required a lot of voluntary time. With the funding last year, we were able to expand it to two Jams which included an additional two schools, The Terrace School and Clyde Primary School. This year we want to expand to include two more schools, Ōmakau Primary School and Poolburn School as well as offering more support by running workshops in the schools. For the Alexandra Jams, Liz Conway will be delivering a lot of the programme as evident in the quotes. Looking to the future in other locations, the hope would be members from those communities would be involved, spreading the load for the Alexandra team.

Supporting the Alexandra Kiwilele Jam in Central Otago will provide an opportunity to local young people they would not otherwise have. The reach and impact of the event is substantial. We are hoping that by gaining more funding and making it sustainable for those involved, we can secure the future of the event running for many years to come. There are several other primary schools in Central Otago not currently involved in the Jams and with funding and establishing a strong sustainable model, there will be great scope for future Jams to include schools in Maniototo, Roxburgh and Cromwell.

The Alexandra Kiwilele Jam has been an extension of the Music Education Otago (MEO) Ōtepoti Dunedin Ukulele Jam, which has been taking place in Dunedin for many years and has grown to a three-day event engaging over 900 students. The ongoing support from MEO and The New Zealand Ukulele Trust (nzukulele.org.nz) gives the Alexandra Kiwilele Jam a strong foundation as we are part of a much larger group. 15 Jams from all over New Zealand took place last year, and the only Jams that took place in the South Island were located in Dunedin and Alexandra. It is a very unique opportunity for our young people.

Included are links to media articles from previous Jams as well as links to short videos from each of the Jams last year to give an indication of what the Jams are like. Also attached are letters of support from several principals.

We are looking forward to our third year and would be grateful for support from the Creative Communities Scheme.

Liz & The Alexandra Kiwilele Jam Team

The budget

The budget/Ngā pūtea

See the [Creative Communities Scheme Application Guide](#) for more detail on how to complete this section

Are you GST resgistered?

No - Include GST in your budget

Please load quotes associated with the costs below:

[AMS Projector - Quote.pdf](#) (205 kb)

[Joel Neilson Audio - Alexandra Kiwilele Jam Sound System.pdf](#) (107 kb)

[Liz Conway Music - Alexandra Kiwilele Jam Sound System.pdf](#) (130 kb)

[Band Hall teacher quote Kiwilele Jam.pdf](#) (119 kb)

[Workshops and Travel Quote Liz Conway.pdf](#) (131 kb)

[MC Quote Liz Conway.pdf](#) (130 kb)

[Coordinator Quote Liz Conway.pdf](#) (131 kb)

Project Costs

Write down all the costs of your project and include the details, e.g., materials, venue hire, promotion, equipment hire, artist fees and personnel costs.

Item = eg Hall Hire

Details = eg 3 days' hire at \$100 per day

Item	CODC Hall Hire
Details	One day hire \$182
Amount	182
Item	Sound System Hire
Details	Full sound system, incl setup/packdown
Amount	408
Item	Projector Hire
Details	Hire and setup
Amount	200
Item	MC 1
Details	Leading 2 x Jam and leading band (5 x rehearsals)
Amount	500
Item	MC 2
Details	Full day release for lead teacher
Amount	422
Item	Coordinator/Admin
Details	20hrs @ \$45/hr, incl programme development, coordinating schools, admin
Amount	900
Item	School Workshops

Page 8 of 12

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

Details	10 sessions (1-1.5hr) @\$140/session (incl prep, teaching)
Amount	1400
Item	Travel to schools
Details	2 x 75km to Omakau/Poolburn Schools at \$1.17/km
Amount	176
Item	Band (4 people)
Details	\$300pp - full day (2 jams), 5 x rehearsals
Amount	1200
Total Costs	
Item	
Details	
Amount	5388

Project Income

Write down all the income you will get for your project from ticket sales, sale of artwork, other grants, donations, your own funds, other fundraising. Do not include the amount you will be requesting from CCS

Income - eg ticket sales

Details - eg 250 tickets at \$15 per head

Income	Donation from participating schools
Details	\$50-\$100 per school to go towards programme
Amount	450
Income	
Details	
Amount	
Income	
Details	
Amount	
Total Income	
Income	
Details	
Amount	450

Your Budget

Total Costs	\$5,388.00
Total Income	\$450.00
Total Income Less Costs	\$-4,938.00

CCS Request

Cost Less Income	\$4,938.00
Amount you are requesting from the Creative Communities Scheme	4938.00

Financials

Financial Information

Please advise a breakdown of what you are requesting the funding for

The funding requested is to cover the hire of the Alexandra Community Hall, a sound system and projector for the Jam. There are 2 MCs, one MC is responsible for organising the music, leading the band (including 5 rehearsals), choosing the songs, and leading from the front. The other MC is a crucial school representative who is also part of the band and up front leading on the day. He also helps with some of the planning and song choices. The band is comprised of the two MC leading on ukuleles and 4 other members on drums, bass, guitar, and keyboard. They will take part in 5 rehearsals and be available for the whole day when both Jams take place at the end of Term 2. The School Workshops will be run by Liz Conway. These will be coordinated with the schools and tailored to their requirements. They will be 1 to 1.5 hrs in length and take place at their school. Travel to the Ōmakau and Poolburn Schools is requested as it is significantly further away from the local Alexandra schools. No travel costs will be required from the 4 locals schools (APS, St G, TTS, Clyde). The Coordinator role will be 20 hours of work to take place in the lead up to the Jam during Term 2 making sure all the details of the Jam are in place, creating the programme in early April leading into Term 2. Organising the Uke Art Competition and coordinating with DHS Art students for judging and following up with schools after the programme for any future developments.

Tell us about any other funding you have applied for or received for this project (remember you cannot receive funds for your project from both CCS and Creative New Zealand's other funding programmes).

Date applied

Who to

How much

Confirmed/unconfirmed

Date applied

Who to

How much

Confirmed/unconfirmed

Date applied

Who to

How much

Confirmed/unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date

Nov 2024

Page 10 of 12

Project title	The Colours Of Music
Amount Received	1435
Project completion report submitted	Yes
Date	
Project title	
Amount Received	
Project completion report submitted	
Date	
Project title	
Amount Received	
Project completion report submitted	

Other financial information

Groups or organisations must provide a copy of their latest financial statement. This can be a copy of the audited accounts, an income and expenditure statement or a copy of the unaudited management accounts. If your group or organisation has reserves which are not being used for this project, you should include within your reserves statement or policy what the funding is reserved for

[ELIZABETH CONWAY - Confirmation of Accounts.pdf](#) (889 kb)

[APS Letter of Support for Kiwilele 2026.pdf](#) (393 kb)

[St Gerard's School support 2026.pdf](#) (132 kb)

[Ukulele Support Letter 2026 The Terrace School.pdf](#) (118 kb)

[Letter of support for ukulele jam Clyde School.pdf](#) (239 kb)

[Supporting Material Creative Communities Kiwilele Jam 2026 2.docx](#) (18 kb)

Declaration

You must read and sign the following. Please tick each box to show that you have read the information and agree to each section

I/We understand that if this application is successful I/we cannot receive funds for the same project from Creative New Zealand's other funding programme Yes

I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions. Yes

If this application is successful, I/we agree to:

complete the project as outlined in this application (or request permission in writing from the CCS Administrator for any significant change to the project) Yes

complete the project within a year of the funding being approved Yes

complete and return a project report form (this will be sent with the grant approval letter) within two months after the project is completed Yes

return any unspent funds Yes

- keep receipts and a record of all expenditure for seven years Yes
- participate in any funding audit of my organisation or project conducted by the local council Yes
- contact the CCS administrator to let them know of any public event or presentation that is funded by the scheme Yes
- acknowledge CCS funding at event openings, presentations, or performances Yes
- use the CCS logo in all publicity (e.g., poster, flyers, e-newsletters) for the project and follow the guidelines for use of the logo. Logo and guidelines can be downloaded from the [Creative New Zealand website](#) Yes
- I understand that the Central Otago District Council is bound by the Local Government Official Information and Meetings Act 1987 Yes
- I/we consent to Central Otago District Council recording the personal contact details provided in this application, retaining, and using these details, and disclosing them to Creative New Zealand for the purpose of evaluating the Creative Communities Scheme. Yes
- I/we understand that my/our name and brief details about the project may be released to the media or appear in publicity material. Yes
- I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information. This consent is given in accordance with the Privacy Act 1993 Yes

Name: Liz Conway
 Organisation Position: Director
 Date: 09/02/2026
 Signature



NOTE: All applications by person/s under the age of 18 must be signed by applicant's parent or legal guardian

Creative Communities Scheme Application APP260215126



Creative Communities Scheme Application

Reference APP260215126 Submitted 09 Feb 2026 03:04

Funding for local arts projects

- CLOSING DATE: Monday 9 February 2026 at 4pm.
- FOR PROJECTS THAT TAKE PLACE BETWEEN: March 2026 and September 2026.

Before you start

Read the [Creative Communities Scheme Application Guide](#)

This guide tells you

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Note the local funding priorities are for the Central Otago District.

Application Checklist

- The project has an arts or creative cultural focus
- The project takes place in the local authority district that I am applying to
- You need to answer all of the questions in this form
- Provide quotes and other financial details
- Provide a detailed summary of what the applied CCS funding amount is requested for
- Provide other supporting documentation
- You will read and sign the declaration
- You will receive a copy of this application for your records

Page 1 of 10

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

Privacy

The information you provide is official information and is used to help process your application. The information is held and used in accordance with the Local Government Official Information and Meetings Act 1987 and the Privacy Act 2020. This means that your information may be disclosed to other people who request it in accordance with the terms of these Acts. Under the Privacy Act 2020 you have the right to see and correct any personal information that Council may hold about you.

Declaration

By continuing with this application you certify that: The information you provide is true and correct to the best of your knowledge. Yes

Important information so you don't lose your data

If you wish to take some time completing this form, we strongly recommend that you **create a [login](#) and log in to your account prior to starting to complete the form.** This gives you the ability to save a draft and return to it later.

If you are a club or organisation, please use an email that is associated with the club rather than your work or personal email.

Logging in before starting to enter information into the form also means you won't lose your information if the form times out, or if you accidentally navigate away from the screen you're working on.

You cannot save your information and return to it later unless you log in before you start the form.

Regardless whether you are logged in, once you have completed and submitted the form, you will receive a copy of your submission to the email address you specify in the form.

Either go to our [Online Services](#) page to create an account (or log in if you already have an account) or continue below to start without logging in.

Applicant Details

Are you applying as an	Group
Full name of applicant	Winterstellar Charitable Trust
Contact person (for a group):	Andy Davey
Postal Address:	34 Ashworth Street, Alexandra 9320
Email	andy@winterstellar.com
Phone Number (day)	027 645 0619
Name on bank account:	Winterstellar Charitable Trust
GST number	135-530-840
Bank Account Number	38-9026-0629828-00

Ethnicity of applicant/group

Page 2 of 10

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

(select below - you can select multiple options)

New Zealand European/Pākehā:

Māori

Pacific Island

Asian

Middle Eastern/Latin American/African

Other

Yes

Details

Winterstellar Trustees and participating artists include people from many ethnic backgrounds including: Pākehā, Māori and Asian

Speak?

Would you like to speak in support of your application at the CCS assessment committee meeting? Yes

If yes, please talk to your local CCS administrator before you go so you know who you will be speaking to and for how long

How did you hear about the Creative Communities Scheme?

Council website

Other

About the project

Project Name

Winterstellar Otago Night Skies Project

Brief description of project:

This project will centre around an exhibition and events at Central Stories Museum and Art Gallery in Alexandra in August and September 2026. The theme of the exhibition and events will be the unique night skies of Otago. Installations in the exhibition will include astrophotography, a new video production featuring the Central Otago night skies. We will also be exploring the possibilities to include additional visual arts disciplines. Events will include astrophotography workshop and collaborative schools days.

Venue and suburb or town:

Central Stories Museum and Art Gallery, Alexandra

When does the project start (estimated)?

01/08/2026

When does the project finish (estimated)?

30/09/2026

Number of active participants

20

Number of viewers/audience members

3000

Funding criteria:

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's main focus.

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's main

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

Page 3 of 10

focus.

Artform or cultural arts practice

Artform

Multi-artform (including film)

Activity best describes your project?

Describes

Creation and presentation

Project Details

1. The idea/Te kaupapa: What do you want to do?

The Winterstellar Otago Night Skies Exhibition will be a collaborative exhibition of Otago astrophotographers and other media artists celebrating our unique night skies. There will be a section of this exhibition dedicated to content exclusively from Central Otago. Part of this application is to help fund the creation of a new video installation featuring timelapse from Alexandra and the wider Central Otago district.

Winterstellar After Dark is a popular workshop we run at Central Stories Museum where we invite Winterstellar artists to share their skills and experience with the public including demonstrations of camera settings and techniques followed by practical low light photography sessions outside in Pioneer Park. We hope to include other arts disciplines in this year's workshop.

Winterstellar Schools Day has been a very popular project we have undertaken many times over the last few years. We have catered for up to 600 school children in past years. This year's objectives for Schools Day include: Astrophotographers demonstrating their craft and techniques with examples on display within the exhibition and answering any related photography questions

Inspiring original interpretations of star patterns with the Winterstellar Constellation Challenge encouraging the reimagining of Scorpius (Maui's Hook, Blue Dragon, and many others across cultures around the World)

Professor Brian Boyle introducing the phenomena of the Milky Way and beyond assisted with his deep space art and the 7.3m Our Southern Sky installation.

Activities brought by Tūhura Otago Museum community Outreach team including StarLab, their inflatable planetarium, and experiments in light and pinhole cameras.

2. The process/Te whakatutuki: How will the project happen?

Otago Night Skies Exhibition

We have already given notice to a number of Winterstellar astrophotographers that the focus of this year's exhibition will be Otago, Central Otago in particular. I have challenged a couple of our most accomplished artists to capture compositions that best highlight the quality of our district's dark night skies.

Page 4 of 10

I will be putting a general call out for works in autumn, including exploring possibilities to include additional visual arts disciplines. I already have an art piece from Katie Robinson and have hopefully successfully encouraged a sculpture to be included. We will approach other local artists if funding allows for this extra coordination.

Winterstellar After Dark Workshop

A Winterstellar After Dark event is also being explored for an evening in August or September at Central Stories Museum and Art Gallery.

At these events we have qualified night sky guides to share their knowledge of our night skies with laser pointers, and astrophotographers to share tips and tricks for low light photography.

This year we would also like to invite artists in other mediums to come and share their expertise or speak to their exhibition works.

Winterstellar Schools Day

We will once more set out to collaborate with CO Reap, Central Stories Museum, Tūhura Otago Museum to develop the 2026 Winterstellar Schools Day plan incorporating a number of arts based activities.

A Friday in August or September will be identified as the Schools Day, the following day set aside for an open Winterstellar Community Day. This has been popular in the past where the school children can bring their parents to share the experience the next day.

Last year CO Reap covered the costs of Tūhura Otago Museum in bringing their Outreach Team and SkyLab inflatable planetarium. They also coordinated with local schools.

3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

Andy Davey - Project Coordinator, astro-photographer and videographer.

Professor Brian J Boyle PSM FAA FRAS - Professional astronomer, educator and communicator. Brian's career includes leading major projects in radio astronomy. Since retiring to Otago has turned his scientific skills to the production of the most exquisite deep space visual art. (Brian is also Chair of Winterstellar Charitable Trust).

Paula Stephenson - Operations Manager of Central Stories Museum and Art Gallery. Experienced educator and organiser of many school holiday activities and projects.

Jessica Devonport - Central Otago REAP (Rural Education Activities Programme) ECE and School Coordinator.

Tūhura Otago Museum Outreach Team - Tūhura Otago Museum has the largest dedicated science outreach team in all of Aotearoa New Zealand.

Winterstellar Exhibition Artists including astro-photographers and some new local artists of a variety of disciplines.

4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity, or young people.

The exhibition focus on Central Otago night skies is part of a wider Winterstellar strategy of developing a Central Otago International Dark Sky Reserve. The primary goal

of this project is to ensure future generations can have access, participate and can be inspired by our unique night skies, artistically or otherwise.

The Winterstellar Schools Day has been a great success in the past. For many kids it is their first visit to an art gallery, so to make their time as engaging and thought provoking as we can will hopefully inspire future visits. The Tūhura Otago Museum SkyLab inflatable planetarium will be the first opportunity many children will have to experience the beauty and cultural narratives that are displayed and explained to them by the incredible outreach team, in a facility usually only found in the biggest cities.

Weather permitting, we will also invite the kids to bring their parents back for the Winterstellar After Dark event. At these events we have qualified night sky guides to share their knowledge of our night skies with laser pointers, and astrophotographers to share tips and tricks for low light photography.

By working with CO REAP Schools Coordinator, Tūhura Otago Museum outreach team and Central Stories Operations Manager ensures that our events can provide maximum access and participation to our diverse local school rolls.

Any additional comments in support of your application can be added here:

The budget

The budget/Ngā pūtea

See the [Creative Communities Scheme Application Guide](#) for more detail on how to complete this section

Are you GST resgistered?

Yes - Do NOT include GST in your budget

Please load quotes associated with the costs below:

[Quote QU0030.pdf](#) (133 kb)

[Quote QU0025.pdf](#) (77 kb)

[Quote QU0026.pdf](#) (76 kb)

Project Costs

Write down all the costs of your project and include the details, e.g., materials, venue hire, promotion, equipment hire, artist fees and personnel costs.

Item = eg Hall Hire

Details = eg 3 days' hire at \$100 per day

Item

Venue hire

Details

Galleries and foyer at Central Stories Museum and Art Gallery, including staff time and equipment use

Page 6 of 10

Amount	1900
Item	Video Production
Details	Creation of Central Otago Night Skies Video.
Amount	1100
Item	Project Management
Details	Exhibition curation, installation and event management.
Amount	2000
Item	Video Clips
Details	Artist fees for up to 10 astro timelapse clips. Estimated 5 hours production time each.
Amount	2000
Item	Presentation fee
Details	Multiple presentations to attendees of School Days by Professor Brian Boyle
Amount	400
Item	Science Outreach Team
Details	Estimate of costs to cover CO REAP and Tūhura Otago Museum contributions.
Amount	5000
Total Costs	
Item	
Details	
Amount	12400

Project Income

Write down all the income you will get for your project from ticket sales, sale of artwork, other grants, donations, your own funds, other fundraising. Do not include the amount you will be requesting from CCS

Income - eg ticket sales

Details - eg 250 tickets at \$15 per head

Income	Donated video clips
Details	In kind donation of astro timelapse video clips by Andy Davey
Amount	2000
Income	Donated time
Details	Various artists and experts for workshops
Amount	500
Income	CO REAP
Details	Funding sourced by CO REAP for CO REAP and Tūhura Otago Museum contributions.
Amount	5000
Total Income	
Income	
Details	
Amount	7500

Your Budget

Total Costs	\$12,400.00
Total Income	\$7,500.00
Total Income Less Costs	\$-4,900.00

CCS Request

Cost Less Income	\$4,900.00
Amount you are requesting from the Creative Communities Scheme	4900.00

Financials

Financial Information

Please advise a breakdown of what you are requesting the funding for	Venue hire and event costs to Central Stories Museum and Art Gallery. Video production by Cicada Media. Project Management by Andy Davey on behalf of Cicada Media. Presentation fees to Professor Brian Boyle.
---	--

Tell us about any other funding you have applied for or received for this project (remember you cannot receive funds for your project from both CCS and Creative New Zealand's other funding programmes).

Date applied

Who to

How much

Confirmed/unconfirmed

Date applied

Who to

How much

Confirmed/unconfirmed

Date applied

Who to

How much

Confirmed/unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	23/9/2025
Project title	Our Southern Skies Project 2025
Amount Received	5000
Project completion report submitted	Yes
Date	14/2/2024

Project title	Winterstellar 2024 Liz Conway Video Project
Amount Received	4000
Project completion report submitted	Yes
Date	
Project title	
Amount Received	
Project completion report submitted	

Other financial information

Groups or organisations must provide a copy of their latest financial statement. This can be a copy of the audited accounts, an income and expenditure statement or a copy of the unaudited management accounts. If your group or organisation has reserves which are not being used for this project, you should include within your reserves statement or policy what the funding is reserved for

[Winterstellar CharitableTrust 2025 Performance Report \(signed\) \(2\).pdf](#) (293 kb)

Declaration

You must read and sign the following. Please tick each box to show that you have read the information and agree to each section

I/We understand that if this application is successful	Yes
I/we cannot receive funds for the same project from Creative New Zealand's other funding programme	
I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.	Yes

If this application is successful, I/we agree to:

complete the project as outlined in this application (or request permission in writing from the CCS Administrator for any significant change to the project)	Yes
complete the project within a year of the funding being approved	Yes
complete and return a project report form (this will be sent with the grant approval letter) within two months after the project is completed	Yes
return any unspent funds	Yes
keep receipts and a record of all expenditure for seven years	Yes
participate in any funding audit of my organisation or project conducted by the local council	Yes
contact the CCS administrator to let them know of any public event or presentation that is funded by the scheme	Yes
acknowledge CCS funding at event openings, presentations, or performances	Yes
use the CCS logo in all publicity (e.g., poster, flyers, e-newsletters) for the project and follow the guidelines	Yes

Page 9 of 10

for use of the logo. Logo and guidelines can be downloaded from the [Creative New Zealand website](#)

I understand that the Central Otago District Council is bound by the Local Government Official Information and Meetings Act 1987 Yes

I/we consent to Central Otago District Council recording the personal contact details provided in this application, retaining, and using these details, and disclosing them to Creative New Zealand for the purpose of evaluating the Creative Communities Scheme. Yes

I/we understand that my/our name and brief details about the project may be released to the media or appear in publicity material. Yes

I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information. This consent is given in accordance with the Privacy Act 1993 Yes

Name: Andy Davey

Organisation Position: CEO

Date: 09/02/2026

Signature



NOTE: All applications by person/s under the age of 18 must be signed by applicant's parent or legal guardian

Creative Communities Scheme Application APP260214399



Creative Communities Scheme Application

Reference APP260214399 Submitted 09 Feb 2026 01:39

Funding for local arts projects

- CLOSING DATE: Monday 9 February 2026 at 4pm.
- FOR PROJECTS THAT TAKE PLACE BETWEEN: March 2026 and September 2026.

Before you start

Read the [Creative Communities Scheme Application Guide](#)

This guide tells you

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Note the local funding priorities are for the Central Otago District.

Application Checklist

- The project has an arts or creative cultural focus
- The project takes place in the local authority district that I am applying to
- You need to answer all of the questions in this form
- Provide quotes and other financial details
- Provide a detailed summary of what the applied CCS funding amount is requested for
- Provide other supporting documentation
- You will read and sign the declaration
- You will receive a copy of this application for your records

Page 1 of 11

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

Privacy

The information you provide is official information and is used to help process your application. The information is held and used in accordance with the Local Government Official Information and Meetings Act 1987 and the Privacy Act 2020. This means that your information may be disclosed to other people who request it in accordance with the terms of these Acts. Under the Privacy Act 2020 you have the right to see and correct any personal information that Council may hold about you.

Declaration

By continuing with this application you certify that: The information you provide is true and correct to the best of your knowledge. Yes

Important information so you don't lose your data

If you wish to take some time completing this form, we strongly recommend that you **create a [login](#) and log in to your account prior to starting to complete the form.** This gives you the ability to save a draft and return to it later.

If you are a club or organisation, please use an email that is associated with the club rather than your work or personal email.

Logging in before starting to enter information into the form also means you won't lose your information if the form times out, or if you accidentally navigate away from the screen you're working on.

You cannot save your information and return to it later unless you log in before you start the form.

Regardless whether you are logged in, once you have completed and submitted the form, you will receive a copy of your submission to the email address you specify in the form.

Either go to our [Online Services](#) page to create an account (or log in if you already have an account) or continue below to start without logging in.

Applicant Details

Are you applying as an	Group
Full name of applicant	Rebekah de jong
Contact person (for a group):	Rebekah de jong
Postal Address:	14 Centennial Avenue, Alexandra 9320
Email	info@centralotagoarts.com
Phone Number (day)	0220170478
Name on bank account:	Central Otago District Arts Trust Board
GST number	
Bank Account Number	38-9009-0717340-009

Ethnicity of applicant/group

Page 2 of 11

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

(select below - you can select multiple options)

New Zealand European/Pākehā: Yes
Details Members of our Trust are all of NZ European/ Pakeha descent

Māori
Pacific Island
Asian
Middle Eastern/Latin American/African
Other

Speak?

Would you like to speak in support of your application at the CCS assessment committee meeting? Yes
If yes, please talk to your local CCS administrator before you go so you know who you will be speaking to and for how long

How did you hear about the Creative Communities Scheme? Other (please provide detail)
Other

About the project

Project Name Central Otago Literary Series 2026

Brief description of project: Central Otago Literary Series 2026 is a six-month programme delivering professional writing workshops, school activities, and public literary events across Central Otago. Managed by CODAT, the series addresses gaps in the Central Otago Arts Strategy by providing professional development for local creatives and increasing community arts engagement. The programme features internationally recognised authors including Laura Williamson, Josiah Morgan, and Kate De Goldi, who will lead skill-based workshops as well as youth engagement activities, culminating in the flagship "Cover to Cover" literary salon. It builds on CODAT's proven track record with initiatives like the Creative Entrepreneur Workshops and Muster of Creatives exhibition, responding to demonstrated community demand and also feedback from youth arts development surveys. This application is for the delivery of the first workshop to be held in April.

Venue and suburb or town: Central Otago

When does the project start (estimated)? 01/04/2026

When does the project finish (estimated)? 31/05/2026

Number of active participants 11

Number of viewers/audience members 60

Funding criteria:

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's main focus.

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's main focus.

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

Artform or cultural arts practice

Artform

Literature

Activity best describes your project?

Describes

Workshop/wānanga

Project Details

1. The idea/Te kaupapa: What do you want to do?

CODAT would like to bring Laura Williamson to Central Otago to lead a professional workshop on magazine and newspaper writing, idea generation, and developing audience specific content in April 2026. This workshop marks the beginning of the Central Otago Literary Series 2026, a six-month programme featuring internationally recognised writers including Laura Williamson, Josiah Morgan, and Kate De Goldi. The series will offer skill-based workshops, school-based activities, public literary events, and panel discussions, culminating in the flagship "Cover to Cover" literary salon.

Laura Williamson's workshop addresses the community's expressed interest in professional development in journalism and writing. She will equip local writers and aspiring creatives with practical skills for generating publishable ideas, crafting content for specific audiences, and understanding how to sustain a career in writing. This initiative builds on CODAT's successful arts programmes in 2025, such as the Creative Entrepreneur Workshops and the Muster of Creatives exhibition. Our goal is to enhance creative confidence, strengthen literacy engagement, and create meaningful opportunities for learning and connection across all age groups.

2. The process/Te whakatutuki: How will the project happen?

The Literary Series spans six months and comprises three key components. This application pertains to the first segment of the series.

Professional Workshops and School Engagement
 April: Laura Williamson will lead sessions on journalism, publishing strategies, and sustainable writing careers.
 May: Josiah Morgan will conduct creative writing workshops emphasising quality development, process, and career pathways, along with targeted school

engagement.

June: Kate De Goldi will present programmes engaging primary and secondary students in reading and storytelling, with additional sessions for parents and U3A members.

Panel Discussion

All three presenters will participate in a collective conversation focusing on creative growth, career development, and professional practice.

Cover to Cover Literary Salon

This flagship event will feature an internationally recognised author (to be confirmed), including Q&A sessions, recorded as a podcast to reach audiences beyond those attending in person.

Project coordination will be managed by the arts coordinator with support from CODAT trustees. We will engage professionals for advertising design and market the event through newspapers, social media, our "What's On" newsletter, and email database. We will collaborate with local schools, libraries, and other creative writing groups, residencies, and initiatives to maximise outreach and engagement.

3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

Laura Williamson is a Canadian writer, columnist, and spoken-word performer with twenty years' experience in New Zealand. She is editor of 1964: Mountain Culture/Aotearoa Magazine and author of "The Bike and Beyond: Life on Two Wheels in Aotearoa New Zealand".

Josiah Morgan (Kāi Tahu, Ngāti Maniapoto) is an interdisciplinary artist, actor, drama teacher, and poet from Ōtautahi Christchurch whose novella won the Macmillan Brown Writers' Prize in 2021 and whose latest book "I'm Still Growing" was published with Dead Bird Books in 2024.

Kate De Goldi is one of New Zealand's most celebrated authors and a two-time winner of the New Zealand Post Children's Book of the Year Award. Appointed as New Zealand Reading Ambassador in 2025, she is known for her acclaimed novel "The 10pm Question" and extensive work teaching creative writing in schools. An additional author will be confirmed for the Cover to Cover Literary Salon.

CODAT's governance includes Chair Brian Budd (former CEO of Chamber Music NZ), Jan Bean (co-founder of The Blythe Collection), Jan Hawkins (former secondary school principal and founder of Across the Bridge in Bannockburn Arts Festival), Dr. Roger Browne (President of Creative Writers Circle), Alan Coull (retired lawyer and artist), Isabel Beardmore (graphic designer and former arts teacher), Rosemary Riddell (retired District Court Judge with literary residency experience), and Cynthia Greep (employment consultant and creative business owner).

Participants include students, parents, creative practitioners, writers, U3A members, and community members across Central Otago, with digital audiences

Page 5 of 11

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity, or young people.

reached through podcast distribution.

The Central Otago Literary Series provides opportunities for local communities to engage in arts activities through accessible pathways that eliminate financial, geographic, and social barriers.

All school programmes are free of charge, ensuring no financial constraints stop young people from participating. Other workshop fees will be subsidised to make professional development accessible to the wider community.

The programme offers hands-on workshops across various genres including journalism, magazine writing, creative writing, and storytelling, fostering skill development for both aspiring writers and established creatives. Public literary events, including readings, panel discussions, and the Cover-to-Cover Literary Salon, allow audiences to interact directly with nationally and internationally recognised authors through Q&A sessions and conversations.

Geographic accessibility is central to the programme's design. By bringing professional writers to Central Otago's dispersed communities rather than requiring travel to larger centres, the series removes distance as a barrier. Podcast recordings extend the programme's reach to those unable to attend in person due to location, mobility, or scheduling constraints.

The series ensures intergenerational participation, engaging primary students, secondary students, parents, U3A members, and general community members in age-appropriate formats. School-based programmes focus on youth literacy and creative confidence, while adult workshops support professional development and sustainable creative careers.

Through partnerships with libraries, schools, bookstores, and regional arts networks, the programme is integrated into existing community infrastructure, with the aim of making participation easy and reducing barriers for first time arts participants.

Any additional comments in support of your application can be added here:

The budget

The budget/Ngā pūtea

See the [Creative Communities Scheme Application Guide](#) for more detail on how to complete this section

Are you GST registered?

No - Include GST in your budget

Please load quotes associated with the costs below:

[Venue quote.pdf](#) (708 kb)

[The News.pdf](#) (401 kb)

[Estimate.docx](#) (15 kb)

Project Costs

Write down all the costs of your project and include the details, e.g., materials, venue hire, promotion, equipment hire, artist fees and personnel costs.

Item = eg Hall Hire

Details = eg 3 days' hire at \$100 per day

Item	Venue Hire
Details	1 sessions at \$200 per session
Amount	200
Item	Newspaper Advertising
Details	Selected set advertising in Central Otago & QLakes Newspapers
Amount	1309
Item	Project Administration
Details	Coordinators Fees 40 hours @ \$45 per hour
Amount	1800
Item	Facilitator Fee
Details	1 session @\$300
Amount	300
Item	Sound System
Details	\$100
Amount	100
Item	Travel
Details	Facilitator travel Wanaka to Cromwell and back (220km @ \$1.17 per KM)
Amount	257
Item	Misc
Details	Paper, Printing, Admin etc
Amount	100
Item	Advertising Design
Details	Selected design and print of advertising material for first series of workshops
Amount	1455
Item	
Details	
Amount	
Total Costs	
Item	
Details	
Amount	5521

Project Income

Write down all the income you will get for your project from ticket sales, sale of artwork, other grants, donations, your own funds, other fundraising. Do not include the amount you will be requesting from CCS

Income - eg ticket sales

Details - eg 250 tickets at \$15 per head

Income	Ticket sales
Details	Max 60 tickets - conservative Est 40 pax @ \$25 per head
Amount	1000
Income	
Details	
Amount	
Income	
Details	
Amount	
Total Income	
Income	
Details	
Amount	1000

Your Budget

Total Costs	\$5,521.00
Total Income	\$1,000.00
Total Income Less Costs	\$-4,521.00

CCS Request

Cost Less Income	\$4,521.00
Amount you are requesting from the Creative Communities Scheme	4641.00

Financials

Financial Information

Please advise a breakdown of what you are requesting the funding for This is to cover the costs of venue hire, design and print of advertising, newspaper advertising, facilitator and coordinator fees for the first workshop. Please note that CODAT has applied for full funding for the entire project from the MacTodd Charitable Trust. We hope to proceed with this project regardless of the approval status from the MacTodd Trust, and so we are applying to alternative funding organisations to ensure its success.

Tell us about any other funding you have applied for or received for this project (remember you cannot receive funds for your project from both CCS and Creative New Zealand's other funding programmes).

Date applied 31st December 2025
Who to MacTodd Charitable Trust
How much 47673
Confirmed/unconfirmed Unconfirmed

Date applied
Who to
How much
Confirmed/unconfirmed
Date applied
Who to
How much
Confirmed/unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date Sept 2025
Project title Muster of Creatives
Amount Received 3587
Project completion report submitted Yes

Date
Project title
Amount Received
Project completion report submitted
Date
Project title
Amount Received
Project completion report submitted

Other financial information

Groups or organisations must provide a copy of their latest financial statement. This can be a copy of the audited accounts, an income and expenditure statement or a copy of the unaudited management accounts. If your group or organisation has reserves which are not being used for this project, you should include within your reserves statement or policy what the funding is reserved for

[Central Otago District Arts Trust - Profit and Loss \(4\).pdf](#) (21 kb)

[Central Otago District Arts Trust - Balance Sheet \(2\).pdf](#) (17 kb)

Declaration

You must read and sign the following. Please tick each box to show that you have read the information and agree to each section

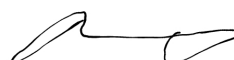
I/We understand that if this application is successful Yes
I/we cannot receive funds for the same project from Creative New Zealand's other funding programme
I/We declare that the details contained in this application are correct and that I/we have authority to Yes

commit to the following conditions.

If this application is successful, I/we agree to:

- complete the project as outlined in this application (or request permission in writing from the CCS Administrator for any significant change to the project) Yes
- complete the project within a year of the funding being approved Yes
- complete and return a project report form (this will be sent with the grant approval letter) within two months after the project is completed Yes
- return any unspent funds Yes
- keep receipts and a record of all expenditure for seven years Yes
- participate in any funding audit of my organisation or project conducted by the local council Yes
- contact the CCS administrator to let them know of any public event or presentation that is funded by the scheme Yes
- acknowledge CCS funding at event openings, presentations, or performances Yes
- use the CCS logo in all publicity (e.g., poster, flyers, e-newsletters) for the project and follow the guidelines for use of the logo. Logo and guidelines can be downloaded from the [Creative New Zealand website](#) Yes
- I understand that the Central Otago District Council is bound by the Local Government Official Information and Meetings Act 1987 Yes
- I/we consent to Central Otago District Council recording the personal contact details provided in this application, retaining, and using these details, and disclosing them to Creative New Zealand for the purpose of evaluating the Creative Communities Scheme. Yes
- I/we understand that my/our name and brief details about the project may be released to the media or appear in publicity material. Yes
- I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information. This consent is given in accordance with the Privacy Act 1993 Yes

Name: Rebekah de Jong
 Organisation Position: Project Lead
 Date: 09/02/2026
 Signature



NOTE: All applications by person/s under the age of 18 must be signed by applicant's parent or legal guardian

RE: Quote

tia@thegate.nz | DEC 05, 2025 2:52 PM | 2 minute(s) read

Good afternoon,

Please take this email as a quote for the hire of Gentle Annies room as below.
\$200 per day.

Once you have dates confirmed please let me know so I can have a look for availability.

Have a great weekend

Regards



Tia Gable
General Manager
The Gate Limited
p: +64 03 445 1777
027 438 3971
a: Barry Avenue
Cromwell, New Zealand
e: tia@thegate.nz
w: www.thegate.nz

From: Rebekah de Jong <coordinator@centralotagoarts.com>

Sent: Thursday, 4 December 2025 2:03 pm

To: Tia Gable | The Gate <tia@thegate.nz>; hawkinsjan97 <hawkinsjan97@gmail.com>

Subject: Quote

Hi Tia,

Thank you for chatting today.

As discussed could you please provide us a quote for the hire of the Dining Room for 3 days, approx 3 hours per day, in May and June 2026. It may also be that we would require it for an evening function which would last approx an hour but will require us to set up and break down the space before and after. This would be a Literary evening where an author would come and talk to members of the public about their works.

Thanks so much,

Rebekah

Rebekah de Jong
Central Otago District Arts Trust
14-20 Centennial Avenue Alexandra

022 017 0478

www.centralotagoarts.com

info@centralotagoarts.com



This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. E-mail transmission cannot be guaranteed to be secure or error-free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or contain viruses. The sender therefore does not accept liability for any errors or omissions in the contents of this message which arise as a result of e-mail transmission. If verification is required

Re: Quote

Matt Barnett < matt.barnett@alliedmedia.co.nz >

Thu, 18 Dec 2025 10:15:02 AM +1300

To "Rebekah de Jong"<coordinator@centralotagoarts.com>

Cc "Rachael West"<rachael.west@alliedmedia.co.nz>

Hi Rebekah, for your funding application.

¼ page's in:

The News \$494 each

The Cromwell Bulletin \$175 each

The Wanaka Sun \$380 each

The Mountain Scene (QT) \$684 each

price's exclude Gst

please let me know if you need anything else at this stage

Regards

Matt

Matt Barnett

Area Sales Manager

m 0272411330

My hours are Mon-Friday 8.30-5.00

 [allied-media](#)



Background

From: Rebekah de Jong <coordinator@centralotagoarts.com>

Sent: 18 December 2025 09:36

To: Matt Barnett <matt.barnett@alliedmedia.co.nz>

Subject: Fwd: Quote

You don't often get email from coordinator@centralotagoarts.com. [Learn why this is important](#)

===== Forwarded message =====

From: Rebekah de Jong <coordinator@centralotagoarts.com>

To: "rachael.west" <rachael.west@thenews.co.nz>

Date: Thu, 18 Dec 2025 09:26:22 +1300

Estimate: CODAT Literary Workshops (Estimated to cost between \$2155-\$2655)**Workshops event logo generation – (if needed) (\$500)**

CODAT = provide a firm brief

1 A3 poster promoting workshops (\$500)

Includes initial meeting, A3 poster design generation including the overall promotional look for the workshop series, 2 lots of minor modifications, provision of printed proofs and final PDF file

(Please note: Additional posters using the same design but different information will incur a \$200 charge)

Poster Printing (approx. \$55)

20 x A3 colour posters

Social Media Ads (\$300)

1 set of ads to fit Facebook and Instagram dimensions

(Please note: Any sets of additional advertisements promoting different content will be \$200 per set using the same design/template)

Newspaper Advertising (\$500-\$1000)

Creation of newspaper advertisements in 2 different sizes for CO News and ODT.

Includes design, proof generation and small changes, provision of proofs and final PDF file emailed to the paper)

(Please note: Copy and images must be supplied as close to the final state as possible)

Meetings & travel (\$300)

To cover anything not quoted for above, sign off of printer's proofs, pick up of proofs from printer, discussions with representatives from the newspaper, meetings etc.

Estimate: CODAT Cover to Cover 2026 Event (Estimated to cost \$1,405)**1 A3 poster promoting Cover to Cover 2026 (\$350)**

Includes initial meeting, A3 poster design generation, 2 lots of minor modifications, provision of printed proofs and final PDF file

Poster Printing (approx. \$55)

20 x A3 colour posters

Social Media Ads (\$300)

1 set of ads to fit Facebook and Instagram dimensions

Newspaper Advertising (\$500)

Creation of newspaper advertisements in 2 different sizes for CO News and ODT.

Includes design, proof generation and small changes, provision of proofs and final PDF file emailed to the paper)

(Please note: Copy and images must be supplied as close to the final state as possible)

Meetings & travel (\$200)

To cover anything not quoted for above, sign off of printer's proofs, pick up of proofs from printer, discussions with representatives from the newspaper, meetings etc.

Creative Communities Scheme Application APP260212910



Creative Communities Scheme Application

Reference APP260212910 Submitted 07 Feb 2026 08:12

Funding for local arts projects

- CLOSING DATE: Monday 9 February 2026 at 4pm.
- FOR PROJECTS THAT TAKE PLACE BETWEEN: March 2026 and September 2026.

Before you start

Read the [Creative Communities Scheme Application Guide](#)

This guide tells you

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Note the local funding priorities are for the Central Otago District.

Application Checklist

- The project has an arts or creative cultural focus
- The project takes place in the local authority district that I am applying to
- You need to answer all of the questions in this form
- Provide quotes and other financial details
- Provide a detailed summary of what the applied CCS funding amount is requested for
- Provide other supporting documentation
- You will read and sign the declaration
- You will receive a copy of this application for your records

Page 1 of 8

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

Privacy

The information you provide is official information and is used to help process your application. The information is held and used in accordance with the Local Government Official Information and Meetings Act 1987 and the Privacy Act 2020. This means that your information may be disclosed to other people who request it in accordance with the terms of these Acts. Under the Privacy Act 2020 you have the right to see and correct any personal information that Council may hold about you.

Declaration

By continuing with this application you certify that: The information you provide is true and correct to the best of your knowledge. Yes

Important information so you don't lose your data

If you wish to take some time completing this form, we strongly recommend that you **create a [login](#) and log in to your account prior to starting to complete the form.** This gives you the ability to save a draft and return to it later.

If you are a club or organisation, please use an email that is associated with the club rather than your work or personal email.

Logging in before starting to enter information into the form also means you won't lose your information if the form times out, or if you accidentally navigate away from the screen you're working on.

You cannot save your information and return to it later unless you log in before you start the form.

Regardless whether you are logged in, once you have completed and submitted the form, you will receive a copy of your submission to the email address you specify in the form.

Either go to our [Online Services](#) page to create an account (or log in if you already have an account) or continue below to start without logging in.

Applicant Details

Are you applying as an	Group
Full name of applicant	Bannockburn Arts Charitable Trust
Contact person (for a group):	Mark Christie
Postal Address:	87 Paterson Road, RD 2, Cromwell 9384
Email	christiemark56@gmail.com
Phone Number (day)	0274926492
Name on bank account:	BANNOCKBURN ARTS CHARITABLE TRUST
GST number	
Bank Account Number	06-0917-0754891-00

Ethnicity of applicant/group

Page 2 of 8

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

(select below - you can select multiple options)

New Zealand European/Pākehā:	Yes
Details	The Trustees, committee members and volunteers on BACT are primarily of European descent. The group is committed to developing cultural diversity within its activities where possible
Māori	
Pacific Island	
Asian	
Middle Eastern/Latin American/African	
Other	

Speak?

Would you like to speak in support of your application at the CCS assessment committee meeting?	No
If yes, please talk to your local CCS administrator before you go so you know who you will be speaking to and for how long	
How did you hear about the Creative Communities Scheme?	Council website
Other	

About the project

Project Name	Short Film Making
Brief description of project:	Provide an introduction and instruction in the art of film making by having 3 highly recognised film makers show an example of a short films they have made and describe the processes and steps they have taken to make this film. Then create a panel discussion where the audience/participants can question and learn more re techniques, skills and equipment to allow them to start making short films.
Venue and suburb or town:	Bannockburn
When does the project start (estimated)?	27/06/2026
When does the project finish (estimated)?	28/06/2026
Number of active participants	50
Number of viewers/audience members	50

Funding criteria:

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's main focus.

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's main focus.	Access and participation: Create opportunities for local communities to engage with, and participate in local arts activities
--	---

Artform or cultural arts practice

Artform

Multi-artform (including film)

Activity best describes your project?

Describes

Workshop/wānanga

Project Details

1. The idea/Te kaupapa: What do you want to do?

Enhance the skills of those in the community interested in using modern digital equipment to make high quality short story films. 3 highly skilled film makers (Richard Sidey, Peter Thompson, Andrew Penniket) have agreed to demonstrate their process and techniques for making such films. The idea being to encourage people, young people in particular, to take the next step in improving their film making skills and to start making films for display.

2. The process/Te whakatutuki: How will the project happen?

The 3 film makers will show a short film they have made and then talk to the film about the process and how the end result was obtained. They will then be part of a forum answering questions from the audience with the meeting Chaired by an external person skilled in multi media presentations.

3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

The workshop has been priced at an affordable level so secondary school pupils can attend. Cromwell College will be informed directly regarding this opportunity for their students. But all residents Central Otago region will be welcome to attend. The film makers are well recognised for their past work and each works in different environments with different topic focus but the overall theme will be on the environment and protecting it through film and story telling via film.

4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity, or young people.

The workshop will be open to the general public and be promoted via directed email, promotional posters, Facebook site and direct contact with local Secondary schools to ensure they are aware of the opportunity.

Any additional comments in support of your application can be added here:

This is a new endeavour for Bannockburn Arts and has a high level of uncertainty regarding numbers likely to attend, hence seeking Creative Communities Scheme support.

The budget

The budget/Ngā pūtea

See the [Creative Communities Scheme Application Guide](#) for more detail on how to complete this section

Are you GST registered?

No - Include GST in your budget

Please load quotes associated with the costs below:

[BBart_2026 Film makers budget.pdf](#) (84 kb)

Project Costs

Write down all the costs of your project and include the details, e.g., materials, venue hire, promotion, equipment hire, artist fees and personnel costs.

Item = eg Hall Hire

Details = eg 3 days' hire at \$100 per day

Item	Tutor fees
Details	3 tutors/speakers @ \$350/pp.
Amount	1050
Item	Chair travel costs
Details	Allowing for mileage for Chair of the forum discussion 250 km @\$1.20/km
Amount	300
Item	Ticket commission
Details	Standard commission from Lil Reggie @6%
Amount	75
Item	Venue hire
Details	Bannockburn Hall hire for 1/2 day plus 2 hours for cleaning
Amount	200
Item	Equipment hire
Details	Video projector and screen hire estimate
Amount	150
Item	Marketing
Details	promotional posters (small run), Facebook adverts, instagram etc promotion plus mailout
Amount	150
Item	Catering
Details	Morning tea provided - tea, coffee, biscuits
Amount	80
Item	admin fee
Details	BACT has a set admin fee of 15% for all events to cover insurances, website and email management and other direct costs for the Charitable Trust
Amount	187
Total Costs	
Item	
Details	
Amount	2192

Project Income

Page 5 of 8

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

Write down all the income you will get for your project from ticket sales, sale of artwork, other grants, donations, your own funds, other fundraising. Do not include the amount you will be requesting from CCS

Income - eg ticket sales

Details - eg 250 tickets at \$15 per head

Income	ticket sales
Details	\$25/ticket with 50 attendees/tickets sold
Amount	1250
Income	
Details	
Amount	
Income	
Details	
Amount	
Total Income	
Income	
Details	
Amount	1250

Your Budget

Total Costs	\$2,192.00
Total Income	\$1,250.00
Total Income Less Costs	\$-942.00

CCS Request

Cost Less Income	\$942.00
Amount you are requesting from the Creative Communities Scheme	900.00

Financials

Financial Information

Please advise a breakdown of what you are requesting the funding for Funding is requested to assist with costs regarding :
 Tutor fees of \$1050 and mileage for Chair if required (budget \$300)
 Venue Hire of \$200
 Marketing (poster print run) \$150
 Morning tea for participants \$80

Tell us about any other funding you have applied for or received for this project (remember you cannot receive funds for your project from both CCS and Creative New Zealand's other funding programmes).

Date applied

Who to

How much

Confirmed/unconfirmed

Date applied

Who to

How much

Confirmed/unconfirmed

Date applied

Who to

How much

Confirmed/unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	4 August 2023
Project title	Bannockburn Arts Art exhibition October 2023
Amount Received	2146
Project completion report submitted	Yes
Date	31 July 2024
Project title	Bannockburn Arts Art exhibition October 2024
Amount Received	1889
Project completion report submitted	Yes
Date	8 AUG 2025
Project title	Bannockburn Arts Art exhibition October 2025
Amount Received	1008
Project completion report submitted	Yes

Other financial information

Groups or organisations must provide a copy of their latest financial statement. This can be a copy of the audited accounts, an income and expenditure statement or a copy of the unaudited management accounts. If your group or organisation has reserves which are not being used for this project, you should include within your reserves statement or policy what the funding is reserved for

[BACT Financial report end March 2026 excel version.pdf](#) (117 kb)

Declaration

You must read and sign the following. Please tick each box to show that you have read the information and agree to each section

I/We understand that if this application is successful Yes
I/we cannot receive funds for the same project from Creative New Zealand's other funding programme
I/We declare that the details contained in this Yes
application are correct and that I/we have authority to commit to the following conditions.

If this application is successful, I/we agree to:

complete the project as outlined in this application (or request permission in writing from the CCS Administrator for any significant change to the project) Yes

complete the project within a year of the funding being approved Yes

complete and return a project report form (this will be sent with the grant approval letter) within two months after the project is completed Yes

return any unspent funds Yes

keep receipts and a record of all expenditure for seven years Yes

participate in any funding audit of my organisation or project conducted by the local council Yes

contact the CCS administrator to let them know of any public event or presentation that is funded by the scheme Yes

acknowledge CCS funding at event openings, presentations, or performances Yes

use the CCS logo in all publicity (e.g., poster, flyers, e-newsletters) for the project and follow the guidelines for use of the logo. Logo and guidelines can be downloaded from the [Creative New Zealand website](#) Yes

I understand that the Central Otago District Council is bound by the Local Government Official Information and Meetings Act 1987 Yes

I/we consent to Central Otago District Council recording the personal contact details provided in this application, retaining, and using these details, and disclosing them to Creative New Zealand for the purpose of evaluating the Creative Communities Scheme. Yes

I/we understand that my/our name and brief details about the project may be released to the media or appear in publicity material. Yes

I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information. This consent is given in accordance with the Privacy Act 1993 Yes

Name: Mark Christie Banncockburn Arts Trustee

Organisation Position: Trsutee

Date: 07/02/2026

Signature



NOTE: All applications by person/s under the age of 18 must be signed by applicant's parent or legal guardian

Table 1					
2026 Budget Bannockburn Arts					
Bannockburn Arts Budget 2026					
Enter figures inc GST only in white cells					
Date	June 27th 2026				
Time	9.00 - 12.30				
Venue	Bannockburn Hall				
Early Bird Ticket Price (GST included)					
Est. Audience/Attendees Nos					
Total Early Bird tickets					
Standard Ticket Price (GST included)	\$	25.00			
Est. Audience/Attendees Nos			50		
Total Standard tickets	\$	1,250.00			
Total # tickets			50		
INCOME (GST excluded)					
Ticket Sales	\$	1,250.00			
Commissions	\$	-			
Community Board Grant					
Creative Communities Grant					
Other Grants	\$	-			
Otago Community Trust Grant	\$	-			
Sponsorship	\$	-			
Donations	\$	-			
Wine and refreshment sales	\$	-			
Total revenue exc GST	\$	1,250.00			
LESS EXPENSES (expenses are entered inc GST & GST deducted below to give GST exclusive total)					
Tutor Fee	\$	1,050.00	3 tutors x \$350 each includes travel and time		
Tutor travel - Chair fee	\$	300.00	Travel fee for Chair		
Per Diem	\$	-			
Course Incidentals					
Accommodation	\$	-			
Ticket & credit card commission 6% to be safe	\$	75.00			
Venue hire	\$	200.00	Bannockburn Hall 1/2 day plus clean up time		
Equipment Hire	\$	150.00	Projector and screen hire and set up		
Marketing	\$	150.00	Facebook, Webpage, small print run of posters		
Co-ordination Fee					
Website					
Catering	\$	80.00	Tea/coffee/biscuits		
Wine refreshment purchases					
Special Licence - wine sales					
Hosting	\$	-			
Eftpos Machine					
Transport					
Volunteer direct costs			Travel mileage		
Admin cost of 15% of income	\$	187.50			
Total expenses inc GST	\$	2,192.50			
Total expenses excl GST	\$	2,192.50			
SURPLUS/DEFICIT	-\$	942.50			

Bannockburn Arts Charitable Trust		
FINANCIAL STATEMENT - Profit /Loss		
FOR PERIOD 1st APRIL 2024 TO 31st MARCH 2025		
	<u>2024</u>	<u>2025</u>
INCOME:		
Interest - ANZ bank	\$ 219.48	\$ 239.05
Local stories	\$ 1,969.56	\$ 2,639.33
Local stories grant Te Hau Toka		\$ 700.00
Glass workshop	\$ 6,960.00	\$ -
Art Exhibition	\$ 17,811.00	\$ 21,081.03
Poison Creek tour	\$ 1,166.05	\$ -
Poetry workshop 24	\$ 2,500.00	\$ 1,000.00
CODC Grant september woolshed	\$ 2,146.00	\$ 1,889.00
Poetry Workshop Grant Arts central	\$ 1,880.00	\$ -
Arts central Grant wild stories		
Wild stories event		
Hidden gems movie night		
Ceramic sculpture workshop		\$ 1,855.00
Donations		\$ 600.00
	\$ 34,652.09	\$ 30,003.41
EXPENDITURE:		
Public liability insurance	\$ 891.25	\$ 885.00
Withholding tax	\$ 120.72	\$ 107.57
Website and email site	\$ 473.01	\$ 595.86
Local Stories	\$ 1,764.50	\$ 2,097.70
Glass workshop	\$ 6,692.40	\$ -
Art Exhibition	\$ 17,039.40	\$ 18,224.38
Poison Creek tour	\$ 1,260.00	\$ -
Christmas function	\$ 694.50	\$ 687.12
Hidden gems movie night		
Wild stories event		
Poetry workshop bonus payment		\$ 1,000.00
Poetry workshop 24 Hall hire		\$ 300.00
Ceramics sculpture		\$ 1,810.95

Christine Bar managers fees		\$	450.00
Lawyer fees		\$	442.13
	\$	28,935.78	\$ 26,600.71
Liabilities Sam Duckor Jones	-\$	3,960.00	\$ -
Balance - surplus	\$	1,756.31	\$ 3,402.70

	2026
\$	35.38
\$	3,428.13
\$	15,114.00
\$	1,008.55
\$	623.00
\$	2,556.32
\$	1,816.91
\$	1,100.00
\$	<u>25,682.29</u>
\$	919.43
\$	15.92
\$	883.72
\$	1,656.62
\$	14,371.00
\$	112.00
\$	853.16
\$	1,561.10

\$	20,372.95
\$	5,309.34

Bannockburn Arts Charitable Trust			
BALANCE SHEET			
FOR THE PERIOD 1ST APRIL TO 31ST MARCH		YTD JAN 2026	
	2024	2025	2026
Opening balance	\$ 9,218.17	\$ 14,985.43	14428.13
Current Assets			
ANZ Bank	\$ 14,985.43	\$ 14,428.13	19737.13
Fixed assets			
Nil			
Liabilities			
Sam Ducker jones	\$ 3,960.00	\$ -	
Balance	\$ 11,025.43	\$ 14,428.13	\$ 19,737.13
Difference		\$ 3,402.70	\$ 5,309.00

Cash reserves:

BACT has built up its cash reserves to enable us to start a young person art scholarship programme which the committee has approved for 2026 and ongoing.

BACT will also be contributing towards a picture hanging rail inside the Coronation Hall, Bannockburn. This is required for our annual art exhibition as we no longer have access to the Cairnmuir woolshed.

BACT has also committed to holding more community outreach programmes due to our stronger financial position.

The cash reserves are now in a sustainable position and this also enables BACT to hold more events such as community outreach/connection programmes at no or little cost to participants.

Creative Communities Scheme Application APP260210730



Creative Communities Scheme Application

Reference APP260210730 Submitted 05 Feb 2026 01:42

Funding for local arts projects

- CLOSING DATE: Monday 9 February 2026 at 4pm.
- FOR PROJECTS THAT TAKE PLACE BETWEEN: March 2026 and September 2026.

Before you start

Read the [Creative Communities Scheme Application Guide](#)

This guide tells you

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Note the local funding priorities are for the Central Otago District.

Application Checklist

- The project has an arts or creative cultural focus
- The project takes place in the local authority district that I am applying to
- You need to answer all of the questions in this form
- Provide quotes and other financial details
- Provide a detailed summary of what the applied CCS funding amount is requested for
- Provide other supporting documentation
- You will read and sign the declaration
- You will receive a copy of this application for your records

Page 1 of 8

1 Dunorling Street, PO Box 122, Alexandra, NZ | www.codc.govt.nz | info@codc.govt.nz | +64 3 440 0056

Privacy

The information you provide is official information and is used to help process your application. The information is held and used in accordance with the Local Government Official Information and Meetings Act 1987 and the Privacy Act 2020. This means that your information may be disclosed to other people who request it in accordance with the terms of these Acts. Under the Privacy Act 2020 you have the right to see and correct any personal information that Council may hold about you.

Declaration

By continuing with this application you certify that: The information you provide is true and correct to the best of your knowledge. Yes

Important information so you don't lose your data

If you wish to take some time completing this form, we strongly recommend that you **create a [login](#) and log in to your account prior to starting to complete the form.** This gives you the ability to save a draft and return to it later.

If you are a club or organisation, please use an email that is associated with the club rather than your work or personal email.

Logging in before starting to enter information into the form also means you won't lose your information if the form times out, or if you accidentally navigate away from the screen you're working on.

You cannot save your information and return to it later unless you log in before you start the form.

Regardless whether you are logged in, once you have completed and submitted the form, you will receive a copy of your submission to the email address you specify in the form.

Either go to our [Online Services](#) page to create an account (or log in if you already have an account) or continue below to start without logging in.

Applicant Details

Are you applying as an	Group
Full name of applicant	Southern Cancer Society Trust
Contact person (for a group):	Heather Locke
Postal Address:	283 Great King Street, Dunedin, Otago 9016, New Zealand
Email	heather.locke@southerncancer.org.nz
Phone Number (day)	0277700933
Name on bank account:	Southern Cancer Society Trust
GST number	144-641-744
Bank Account Number	06-0433-0684612-00

Ethnicity of applicant/group

(select below - you can select multiple options)

New Zealand European/Pākehā:

Māori

Pacific Island

Asian

Middle Eastern/Latin American/African

Other

Yes

Details

Those going through a cancer journey

Speak?

Would you like to speak in support of your application at the CCS assessment committee meeting? No

If yes, please talk to your local CCS administrator before you go so you know who you will be speaking to and for how long

How did you hear about the Creative Communities Scheme?

Council website

Other

About the project

Project Name

Bags of Hope

Brief description of project:

Schools children paint/draw bags that cancer patients use while receiving hospital care.

Venue and suburb or town:

Schools in Central Otago

When does the project start (estimated)?

24/04/2026

When does the project finish (estimated)?

30/11/2026

Number of active participants

500

Number of viewers/audience members

500

Funding criteria:

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's main focus.

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's main focus.

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

Artform or cultural arts practice

Artform

Craft/object art

Activity best describes your project?

Describes

Creation only

Project Details

1. The idea/Te kaupapa: What do you want to do?

Bags of Hope is an initiative of the Southern Cancer Society where students can create artwork and affix it to a bag for cancer patients. The patients then use them to store their clothes while undergoing treatment such as chemotherapy or radiotherapy at a hospital or treatment facility.

Supporting cancer patients can be a powerful and enriching experience for students, helping them grow into compassionate and caring individuals. They can develop empathy, and awareness of the challenges others face fostering a sense of community and solidarity, no matter their age. We know these bags have been extremely well received by cancer patients.

2. The process/Te whakatutuki: How will the project happen?

Southern Cancer Society and Central Otago District schools collaborate. Southern Cancer Society provides and bags and the artistic outline, then the students create uplifting, fun, sweet, silly messages for cancer patients. The bags are then picked up and distributed to patients, for which we've had amazing feedback from patients who said the bag really made their day.

3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

The school children, the teachers, Cancer Society staff, and cancer patients.

4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity, or young people.

We love offering the opportunity for children to help people in their region and further with something that seems small, but in fact makes a real difference to patient positive outlook. So much of hospital treatment is cold and clinical. The patients are often staying somewhere far from home, away from family and friends while they complete chemo or radiation. A personalized bag from Mason, age 9, Clutha Valley School, gives them a reason to smile. We explain to the young that their artistic talent is enriching a stranger's life at a time when they really need it.

Any additional comments in support of your application can be added here:

The budget

The budget/Ngā pūtea

See the [Creative Communities Scheme Application Guide](#) for more detail on how to complete this section

Are you GST resgistered?

Yes - Do NOT include GST in your budget

Please load quotes associated with the costs below:

[Shardlows Quote.pdf](#) (217 kb)

Project Costs

Write down all the costs of your project and include the details, e.g., materials, venue hire, promotion, equipment hire, artist fees and personnel costs.

Item = eg Hall Hire

Details = eg 3 days' hire at \$100 per day

Item	Bags
Details	500 large gusset diecut carry bags
Amount	885
Item	
Details	
Amount	
Item	
Details	
Amount	
Total Costs	
Item	
Details	
Amount	885

Project Income

Write down all the income you will get for your project from ticket sales, sale of artwork, other grants, donations, your own funds, other fundraising. Do not include the amount you will be requesting from CCS

Income - eg ticket sales

Details - eg 250 tickets at \$15 per head

Income	0
Details	None
Amount	0
Income	
Details	
Amount	
Income	
Details	
Amount	
Total Income	
Income	
Details	
Amount	0

Your Budget

Total Costs	\$885.00
Total Income	\$0.00
Total Income Less Costs	-\$885.00

CCS Request

Cost Less Income	\$885.00
Amount you are requesting from the Creative Communities Scheme	885.00

Financials

Financial Information

Please advise a breakdown of what you are requesting the funding for \$885- for the cost of 500 bags to provide to schools, then the completed art will be distributed to 500 cancer patients in Dunedin hospital.

Tell us about any other funding you have applied for or received for this project (remember you cannot receive funds for your project from both CCS and Creative New Zealand's other funding programmes).

Date applied

Who to

How much

Confirmed/unconfirmed

Date applied

Who to

How much

Confirmed/unconfirmed

Date applied

Who to

How much

Confirmed/unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	09/01/25
Project title	Art Class Rangiora
Amount Received	2360
Project completion report submitted	Yes
Date	05/06/25
Project title	Bags of Hope- Invercargill
Amount Received	564
Project completion report submitted	Yes

Page 6 of 8

Date	13/08/25
Project title	Bags of Hope- Timaru
Amount Received	885
Project completion report submitted	Yes
Date	03/06/25
Project title	Bags of Hope- Selwyn
Amount Received	885
Project completion report submitted	Yes

Other financial information

Groups or organisations must provide a copy of their latest financial statement. This can be a copy of the audited accounts, an income and expenditure statement or a copy of the unaudited management accounts. If your group or organisation has reserves which are not being used for this project, you should include within your reserves statement or policy what the funding is reserved for

- [OS Audited Financials 2025.pdf](#) (3 mb)
- [Notification of Amalgamation.pdf](#) (136 kb)
- [Shardlows Quote.pdf](#) (217 kb)
- [Bags of Hope - Information Pack.pdf](#) (3 mb)

Declaration

You must read and sign the following. Please tick each box to show that you have read the information and agree to each section

- I/We understand that if this application is successful I/we cannot receive funds for the same project from Creative New Zealand's other funding programme** Yes
- I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.** Yes

If this application is successful, I/we agree to:

- complete the project as outlined in this application (or request permission in writing from the CCS Administrator for any significant change to the project)** Yes
- complete the project within a year of the funding being approved** Yes
- complete and return a project report form (this will be sent with the grant approval letter) within two months after the project is completed** Yes
- return any unspent funds** Yes
- keep receipts and a record of all expenditure for seven years** Yes
- participate in any funding audit of my organisation or project conducted by the local council** Yes
- contact the CCS administrator to let them know of any public event or presentation that is funded by the** Yes

scheme

acknowledge CCS funding at event openings, presentations, or performances Yes

use the CCS logo in all publicity (e.g., poster, flyers, e-newsletters) for the project and follow the guidelines for use of the logo. Logo and guidelines can be downloaded from the [Creative New Zealand website](#) Yes

I understand that the Central Otago District Council is bound by the Local Government Official Information and Meetings Act 1987 Yes

I/we consent to Central Otago District Council recording the personal contact details provided in this application, retaining, and using these details, and disclosing them to Creative New Zealand for the purpose of evaluating the Creative Communities Scheme. Yes

I/we understand that my/our name and brief details about the project may be released to the media or appear in publicity material. Yes

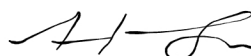
I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information. This consent is given in accordance with the Privacy Act 1993 Yes

Name: Heather Locke

Organisation Position: Grant and Bequest Specialist

Date: 25/02/2025

Signature



NOTE: All applications by person/s under the age of 18 must be signed by applicant's parent or legal guardian

From: Shardlows Packaging
Sent: Sunday, January 4, 2026 2:17 PM
To: volunteering@cancercwc.org.nz
Subject: SHARDLOWS QUOTE

Hello Rebecca

Thank you for your enquiry regarding the bags. Please see below pricing:

ISLGK
Large Brown Gusset Diecut Carrybags
510 x 360 x 125mm
\$2.05 each + GST (less than 100)
\$1.88 each + GST (for 100)
\$1.77 each + GST (for 500)
\$1.59 each + GST (for 1000)

Please note we usually hold 100 in stock but for larger quantities we would have to order these in which can take 2-4 weeks.


Kind regards



FIONA WILLIAMS SALES/PURCHASING

20 Saxon St, Linwood
Christchurch 8011
P O Box 4085
Christchurch 8140

T. (03) 389-3014
F. (03) 389-0108
W. www.shardlow.co.nz
E. sales@shardlow.co.nz

Follow us on facebook 

CONFIDENTIALITY NOTE: The information transmitted, including attachments, is intended only for the person(s) or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and destroy any copies of this information.

Bags of Hope – School Art Initiative

Bags of Hope is an initiative of the Southern Cancer Society where students can create an artwork and affix it to a bag for cancer patients. The patients then use them to store their clothes while undergoing treatment such as chemotherapy or radiotherapy at a hospital or treatment facility.

Supporting cancer patients can be a powerful and enriching experience for students, helping them grow into compassionate and caring individuals. They can develop empathy, and awareness of the challenges others face fostering a sense of community and solidarity, no matter their age. We know these bags have been extremely well received by Cancer patients.

Who can be involved?

It works best when there is a champion within your school. This ensures context and discussion so that suitability and quality does not drop. We suggest this is limited to students that are Year 7-8 and above. However, discretion can be used for younger students if the teacher in charge thinks they are capable”

The Designs

- Artwork should be bright, positive, and colourful designs completed, preferably on A3 paper.
- Please use a pencil, coloured pencils, watercolors or acrylics.
- The finished artwork is then stuck onto a recycled, brown paper bag which we supply.
- Label each bag with the first name, age and school of the artist. Please ensure this is neat and legible. For example – Sarah, Age 12, Balmacewan Intermediate
- Please do not use pastels, felt pens or crayons. If the bag gets wet, drawings can bleed onto the patient’s clothes.

Positive Messages 😊

Students can add a positive and/or inspirational message to the design. We suggest no more than one slogan and please check spelling beforehand.

Some examples are below:

- *“Stay Strong, You Are a Warrior!”*
- *“Hope is Stronger Than Fear.”*
- *“You Are Braver Than You Believe.”*
- *“Every Day is a Step Closer to Healing.”*





- “Your Strength Inspires Us All.”
- “Keep Fighting, You Are Not Alone.”
- “Believe in Miracles, They Happen Every Day.”
- “Your Courage is Contagious.”
- “Together, We Can Beat This.”
- “Never Give Up, You Are a Survivor.”

These messages are designed to uplift and encourage without minimizing the experiences patients face. They remind them that they have a strong support system and that their bravery is recognized and admired. Care should be taken to avoid words or slogans that are insensitive or unhelpful.

Supply & Collection

The Bags of Hope are sturdy and can be used multiple times. Bags will be delivered to your school and collected when completed.

The timing is at the discretion of the school, but we suggest these are completed within a month of supplying the bags so we can ensure a supply of bags for patients.

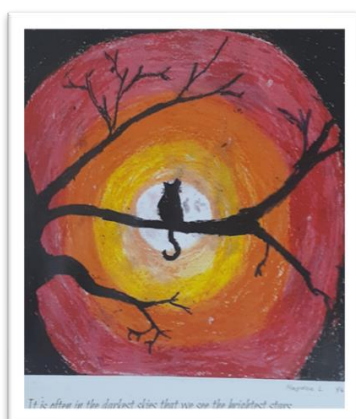
Apart from supplying directly to Oncology, they can be provided to patients staying at either Daffodil House in Dunedin or the Canterbury Cancer Centre in Christchurch.

How does your school begin?

Contact Heather Locke, Community Funding Manager

Email: heather.locke@southerncancer.org.nz

Mobile: 0277700933



Quote from picture 1 above: *It is often in the darkest days that we see the brightest stars*

**CANCER SOCIETY OF NEW ZEALAND, OTAGO AND
SOUTHLAND DIVISION INCORPORATED**

PERFORMANCE REPORT

FOR THE YEAR ENDED 31 MARCH 2025

Performance Report
Entity Name
For the year ended

Cancer Society of New Zealand, Otago and Southland Division Incorporated
31/03/2025

Table of Contents

Entity information	3
Independent Auditor's Report	4
Statement of Service Performance	5-6
Statement of Financial Performance	7
Statement of Financial Position	8
Statement of Cash Flows	9
Statement of Accounting Policies	10-11
Notes to the Performance Report	12-17

Performance Report**Entity Name***Cancer Society of New Zealand, Otago and Southland Division Incorporated***For the year ended**

31/03/2025

Entity information**Legal name of entity***Cancer Society of New Zealand, Otago and Southland Division Incorporated***Entity identifier**

CC23699

Type of entity*Registered Charity incorporated under the Charities Act 2005 and Society incorporated under the Incorporated Societies Act 1908.***Entity's purpose or mission**

The main objectives for which the Division is established are:

- a) To establish and maintain in Otago and Southland an Association of persons, and organisations interested in the alleviation, prevention and cure of Cancer, as a Division of the Cancer Society of New Zealand Incorporated ("the Society").*
- b) To undertake such work in connection with the alleviation, cure and prevention of Cancer as can best be undertaken on a local basis.*
- c) To conduct, co-ordinate and stimulate research work in Cancer.*
- d) To inform the public of problems concerning the prevention, alleviation and cure of Cancer.*
- e) To promote professional awareness concerning the problems of Cancer.*
- f) To provide funds for the training of individuals or groups of individuals in connection with the prevention, alleviation and cure of Cancer.*
- g) To provide funds and otherwise assist the Society in carrying out its and the Division's objectives.*
- h) To raise or receive funds to be used for the promotion of the objectives of the Division.*
- i) To foster the co-operation of the general public in the campaign against Cancer.*
- j) To provide in any way for the comfort and convenience of persons suffering or believed to be suffering from Cancer.*
- k) To employ, remunerate and dismiss employees, agents or companies.*
- l) Generally to further the interests and provide for the welfare, treatment and comfort of persons suffering from Cancer and allied diseases throughout New Zealand and to establish or to participate in any movement for research or enquiry into the causes of Cancer as the Board may from time-to-time consider necessary or advisable.*

Entity structure

The Cancer Society Otago & Southland is a member of the Cancer Society of New Zealand Incorporated. The Cancer Society of New Zealand Incorporated operates a federated model, with member divisions operating as separate legal entities. The Cancer Society Otago & Southland is governed by a Board of elected representatives, which has the full power, authority and exclusive responsibility to manage and control the business and affairs of the Division. The Division provides services to the population within the region of Health NZ, Te Whatu Ora, Southern.

Entity's governance arrangements

The affairs of the Society are governed by a Board which comprises Neil Boniface (Chairman), Chris Staynes, Louise Bremer, Judy Bevin, Linzi Ebbage-Thomas, Julia Pye and Nicola Coom (Chief Executive Officer).

Entity's reliance on volunteers and donated goods or services

Volunteers are at the heart of our organisation and are vital to our ability to provide supportive care services for people affected by cancer in our region. The Division utilised the services of approximately 1,500+ volunteers during the year to fundraise and support its programmes. These included individuals serving on the Division Board, drivers transporting people to treatment and medical appointments, community support group volunteers, fundraising participants and other activities.



Independent Auditor's Report

to the members of Cancer Society of New Zealand, Otago and Southland Division Incorporated

Qualified Opinions

We have audited the performance report of Cancer Society of New Zealand, Otago and Southland Division Incorporated which comprises the statement of financial position as at 31 March 2025 and the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year then ended, and the statement of accounting policies and other explanatory information.

In our opinion, except for the possible effects of the matters described in the *Basis for Qualified Opinions* section of our report:

- (a) the accompanying performance report presents fairly, in all material respects, the financial position of the Society as at 31 March 2025 and its entity information, financial performance and cash flows for the year ended on that date
- (b) the statement of service performance of the Society presents fairly, in all material respects, the service performance for the year ended 31 March 2025 in that the service performance information is appropriate and meaningful and prepared in accordance with the Societies' measurement bases or evaluation methods

in accordance with the accounting standard, Tier 3 (NFP) Standard.

Basis for Qualified Opinions

The Society's reporting of approximate volunteer hours worked in the Statement of Service Performance is based on estimates and the Society's control over much of this information is limited, and there are no practical audit procedures to determine the effect of this limited control. Accordingly, while we have no reason to doubt the reasonableness of the 12,518 hours disclosed, we are unable to form an opinion on it.

In common with other organisations of a similar nature, control over the revenues from donations, daffodil day, events, retail stores – CanShop and similar income prior to being banked is limited. It was not practicable to extend our examination of such income beyond the accounting for amounts received as shown by the accounting records of the Society, or to determine the effect of the limited control.

We conducted our audit in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)) and the audit of the service performance information in accordance with the ISAs (NZ) and New Zealand Auditing Standard 1 *The Audit of Service Performance Information*. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Society in accordance with Professional and Ethical Standard 1 (Revised) *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board and the International Ethics Standards Board for Accountants' *Code of Ethics for Professional Accountants (IESBA Code)*, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinions.

Other than in our capacity as auditors we have no relationship with, or interests in, the Society.

Board's Responsibilities for the Performance Report

The Board members are responsible, on behalf of the Society for:

- (a) the preparation and fair presentation of the entity information, financial statements and overall presentation, structure and content of the service performance information in accordance with the Tier 3 (NFP) Standard;
- (b) the selection of elements/aspects of service performance, performance measures and/or descriptions and measurement bases or evaluation methods that present service performance information that is appropriate and meaningful in accordance with the Tier 3 (NFP) Standard; and
- (c) such internal control as those charged with governance determine is necessary to enable the preparation of the financial statements and service performance report information that are free from material misstatement, whether due to fraud or error.

In preparing the performance report the Board members are responsible for assessing the Society's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless the Board members either intend to liquidate the Society or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Performance Report

Our objectives are to obtain reasonable assurance about whether the performance report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material, if individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this performance report.

A further description of our responsibilities for the audit of the performance report is located on the External Reporting Board website: <https://www.xrb.govt.nz/assurance-standards/auditors-responsibilities/audit-report>

This report is made solely to the Society's members as a body. Our audit work has been undertaken so that we might state to the Society's members those matters which we are required to state in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Society and the Society's members, as a body, for our audit work, for this report or for the opinion we have formed.

Audit Professionals Limited

Chartered Accountants
4 September 2025

Dunedin

Performance Report

Entity Name

Cancer Society of New Zealand, Otago and Southland Division Incorporated

For the year ended

31/03/2025

Statement of Service Performance

Description of medium to long term objectives

2024 – 2027 Strategic Plan - Reducing the incidence and impact of cancer

1. Grow investment in research & innovation to improve long term outcomes.
2. Prioritise early detection to reduce the incidence of cancer.
3. Extend our reach to support more whānau.
4. Generate sustainable funding to secure our future.
5. Partner for impact to unite the sector.

Description of key activities	Quantity	
	Current year	Last year
1. A RESPECTED VOICE ON CANCER PREVENTION		
Our Health Promotion teams provide expert guidance on healthy lifestyles and cancer prevention. Sun Smart accredited schools: Students reached	-	11,908
We regularly submit to local and central government on initiatives with modifiable cancer risk factors: Number of submissions	-	-
2. A VALUED PARTNER WITHIN THE HEALTH SECTOR		
We have strong relationships with the Ministry of Health and Health NZ, Te Whatu Ora, Southern to provide accommodation for clients at Cancer Society's Daffodil House, Dunedin.		
· Bed nights provided:	2,158	2,162
· Number of guests accommodated:	263	176
Funding Cancer Research - We contributed to local and national cancer research to help reduce the incidence of cancer.		
· Research funded:	\$ 246,418	\$ 105,592
3. USE OUR RESOURCES EFFICIENTLY		
Physical Resources - We use our resources efficiently to provide staff, volunteers and clients with fit-for-purpose amenities.		
· Vehicle fleet to enable delivery of services within the community (including donated vehicles)	8	8
· Cancer Society Daffodil House replacement and renewals expenditure	\$ 6,610	\$ 11,311
Workforce - Our highly skilled workforce includes supportive care staff, health promoters, finance and administration staff, volunteer co-ordinators, communications staff and fundraisers.		
· Full-time equivalent staff:	18.7	20.9
4. ANCHORED IN OUR COMMUNITIES DELIVERING HIGH VALUE SERVICES		
Support Services - We provided community based, nurse led, cancer support staff.		
· Total number of client contacts:	8,754	10,091
· Number of new clients offered support:	660	973
· Support care services, other than nurse services, including exercise programmes, frozen meals, art therapy, coffee groups, Look Good Feel Better, hospital visits, care packages, Daffodil House pastoral care, advocacy, referrals to other agencies and counselling sessions.	16	11

Performance Report**Entity Name***Cancer Society of New Zealand, Otago and Southland Division Incorporated***For the year ended***31/03/2025*

Volunteer Workforce & Driving Service - Our volunteer workforce is the backbone of our community cancer services.		
· Volunteer hours worked:	12,518	11,885
· Driving services transport clients to cancer treatment and medical appointments.	1,245	1,103
· Kilometres travelled:	37,200	32,363
Fundraising - Communities across the region have staged their own fundraising events, which provide funds for services and raise the profile of cancer in our communities.		
· Community fundraising - events	61	58
· Community fundraising - funds raised	\$ 109,910	\$ 116,887

Performance Report

Entity Name

Cancer Society of New Zealand, Otago and Southland Division Incorporated

For the year ended


31/03/2025


FINANCIAL INFORMATION

Statement of Financial Performance

	Note	Current year \$	Last year \$
Revenue			
Donations, koha, bequests and other general fundraising activities	1	2,800,479	2,992,090
General grants	1	321,644	413,287
Capital grants and donations	1	86,539	28,500
Membership fees and subscriptions		87	1,774
Interest, dividends and other investment revenue	1	181,829	228,603
Other revenue	1	507,768	193,981
Total revenue		3,898,347	3,858,235
Expenses			
Expenses related to fundraising	2	524,748	559,318
Employee remuneration and other related expenses	2	1,373,722	1,776,655
Volunteer related expenses		20,100	5,283
Other expenses related to service delivery	2	670,167	692,954
Other expenses	2	428,496	277,790
Total expenses		3,017,232	3,312,000
Surplus for the year		881,114	546,235

This performance report has been approved by those charged with governance.

Date 29 August 2025
 Signature 
 Name Judy Bevin
 Position Board Member & Treasurer

Date 29 August 2025
 Signature 
 Name Lesley Brook
 Position Board Member

Performance Report

Entity Name

Cancer Society of New Zealand, Otago and Southland Division Incorporated

For the year ended

31/03/2025

FINANCIAL INFORMATION

Statement of Financial Position as at 31 March 2025

	Note	Current year \$	Last year \$
Assets			
Current assets			
Cash and short-term deposits	3	2,142,894	474,022
Debtors and prepayments	3	104,187	165,763
Inventory	3	34,170	34,963
Investments	6	-	2,887,845
Other current assets	3	25,568	33,305
Total current assets		2,306,819	3,595,898
Non-current assets			
Property, plant and equipment	5	2,656,680	2,763,742
Investments	6	2,451,450	170,692
Total non-current assets		5,108,130	2,934,434
Total assets		7,414,949	6,530,332
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	192,454	122,564
Employee costs payable	4	62,161	105,144
Deferred revenue	4	31,334	57,733
Other current liabilities	4	10,553	7,558
Total current liabilities		296,502	292,999
Total Liabilities		296,502	292,999
Total assets less total liabilities (net assets)		7,118,447	6,237,333
Accumulated Funds			
Accumulated surpluses or (deficits)	7	7,118,447	5,462,489
Revaluation reserves	7	-	774,844
Total Accumulated Funds		7,118,447	6,237,333

Performance Report

Entity Name

Cancer Society of New Zealand, Otago and Southland Division Incorporated

For the year ended

31/03/2025

FINANCIAL INFORMATION
Statement of Cash Flows

	Current year \$	Last year \$
Cash flows from operating activities		
Operating receipts (money deposited into the bank account)		
Donations, koha, bequests and other general fundraising activities	3,370,831	3,274,586
General grants	351,644	413,287
Capital grants and donations	86,539	28,500
Membership fees and subscriptions	87	1,774
Interest, dividends and other investment receipts	95,308	111,763
Net GST Received	7,737	-
Total receipts	3,912,146	3,829,910
Less operating payments (money withdrawn from your bank account)		
Payments related to public fundraising	524,748	559,318
Employee remuneration and other related payments	1,416,705	1,812,652
Volunteer related payments	20,100	5,283
Other payments related to service delivery	597,498	755,277
Other payments	298,921	184,267
Total payments	2,857,972	3,316,797
Net cash flows from operating activities	1,054,174	513,113
Cash flows from other activities		
Cash was received from:		
Sale of property, plant and equipment	-	3,043
Sale of investments	2,043,908	1,257,500
Cash was applied to:		
Payments to acquire property, plant and equipment	22,511	82,252
Payments to purchase investments	1,406,699	1,718,390
Net cash flows from (to) other activities	614,698	(540,099)
Net increase/(decrease) in cash	1,668,872	(26,986)
Opening cash	474,022	501,008
Closing cash	2,142,894	474,022

Performance Report**Entity Name***Cancer Society of New Zealand, Otago and Southland Division Incorporated***For the year ended***31/03/2025***Statement of Accounting Policies****Basis of preparation**

This performance report is prepared in accordance with the XRB's Tier 3 (NFP) Standard. The entity is eligible and has elected to apply these requirements as it does not have public accountability and has total annual expenses of less than \$5,000,000. All transactions in the performance report are reported using the accrual basis of accounting. This performance report is prepared under the assumption that the Society will continue to operate for the foreseeable future.

Treatment of GST

The Society is registered for GST.

All amounts are recorded on a GST exclusive basis, except for Debtors and Creditors which are stated inclusive of GST

Income Tax

Cancer Society of New Zealand, Otago and Southland Division Incorporated is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Cash and short term deposits in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Basis of Measurement

These financial statements have been prepared on the basis of historic cost, unless otherwise noted in a specific accounting policy.

Presentational Currency

These financial statements are presented in New Zealand dollars, rounded to the nearest dollar.

Revenue Recognition

Revenue is recognised to the extent that it is probable that the economic benefit will flow to the Cancer Society of New Zealand, Otago and Southland Division Incorporated and revenue can be reliably measured. Revenue is measured at the fair value of consideration received. The following specific recognition criteria must be met before revenue is recognised.

Donations, Koha, Bequests and general fundraising activities

Income is recognised as revenue upon receipt and include donations from the general public, or donations received for specific programmes or services. Donations have been recorded as donations in kind when they are discounts to goods or services supplied. The Society has benefited from significant donations of services by volunteers. Although recognised as a major contribution for the Society's operations, these contributions are not recognised in these financial statements because of the difficulty in determining their value with reliability. Donations of significant assets however, for use by the Society, are recognised at fair value at the date of the donation.

Bequests are recognised on a cash basis as received. Any bequests which have a special purpose which has not been applied at balance date are recorded as a special purpose reserve.

General fundraising activities, including events, are recorded as revenue in the period that the function or event takes place.

Grant, general and capital, revenue includes grants given by other charitable organisations, philanthropic organisations, local government and central government agencies. Grant revenue is recognised when the conditions attaching to the grant have been complied with. Where there are unfulfilled conditions attaching to the grant, the amount relating to the unfulfilled condition is recognised as a liability and released to revenue as the conditions are met.

Payables & Accrued Expenditure

Payables and accrued expenditure represent liabilities for goods and services provided to the Society prior to the end of the financial year which are unpaid. Payables are recorded at the amount of cash required to settle those liabilities. The amounts are unsecured and are usually paid within 30 days of recognition.

Employee Entitlements

Employee entitlements that are due to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at the current rate of pay. These included salaries and wages accrued to balance date, annual leave and time in lieu earned but not yet taken at balance date.

Debtors & Prepayments

Receivables represent items that the Society has issued invoices for, but has not received payment for at year end. They are initially recorded at fair value and subsequently recorded at the amount the Society realistically expects to receive. Prepayments include insurances and other contracts that are matched on a monthly basis to the period in which the services are rendered.

Inventory

Prosthetic inventories are recorded at the lower of cost or net realisable value. Cost is determined on a first in, first out basis. Stocks are held in Dunedin and Invercargill.

Performance Report**Entity Name***Cancer Society of New Zealand, Otago and Southland Division Incorporated***For the year ended***31/03/2025***Property, Plant & Equipment**

Property, plant and equipment items are carried at cost or "deemed cost", less any accumulated depreciation and any accumulated impairment losses. A valuation was undertaken on 19th January 2005 for the purposes of assisting the Society with a mortgage advance against 283 Great King Street. Two valuation approaches were employed. The first was replacement cost and the second was as a rental investment. The assumptions used in terms of it being used as a rental investment was a rate of return of 8.25% per annum and based on the assumption a tenant would be responsible for all the outgoing. The valuation was undertaken by John Aldis Valuer Limited. The Society has elected to use fair value as deemed cost for the land and buildings upon transition to the Tier 3 (NFP) Standard.

Depreciation

Land is not depreciated.

Depreciation is calculated on the other property, plant and equipment items based on writing off the assets over their estimated useful lives at the following rates:

Building	2% CP
Chattels & furniture	10% DV & 30% CP
Computer equipment	9.60% - 36% CP
Managers office	9.5% DV
Motor vehicles	20% DV
Office and video equipment	15% - 20% DV
Welfare equipment	20% DV

Investments

Investments held by the Society comprise of Listed Shares, Listed Bonds, and Term Deposits, and are accounted as follows:

Listed Shares

Equity investments are measured at their market value at balance date. Any changes in market value are recognised as revenue or expense in the statement of financial performance in the period they arise.

Listed Bonds

Bonds are measured at market value at balance date. Any changes in market value are recognised as income or revenue in the period they arise. Interest income is recognised as they accrue.

Term Deposits

Term deposits are measured at cost. Interest income is measured on an accrual basis.

Tier 2 PBE Accounting Standards Applied (if any)

The Board has elected to apply PBE IPSAS28, PBE IPSAS30, and PBE IPSAS41 for recognition and measurement of its investments.

Changes in Accounting Policies

These annual accounts have been prepared following the Tier 3 (NFP) Standard. Last years annual accounts were prepared in accordance with Tier 2 Not-For-Profit PBE IPSAS. This change has not impacted the movement of figures reported but has reduced the disclosures required.

Reclassification of 2024 Comparative Figures

Various 2024 comparative figures have been reclassified to be consistent with the classification in 2025.

Performance Report

Entity Name

Cancer Society of New Zealand, Otago and Southland Division Incorporated

For the year ended

31/03/2025

Note 1 - Analysis of Revenue

Category	Analysis	Current year \$	Last year \$
Donations, koha, bequests and other general fundraising activities	Donation/ Koha	325,877	395,651
	Daffodil Day	618,109	536,049
	Legacies & Bequests	825,827	870,720
	Events	811,063	728,662
	Other Fundraising	148,849	150,760
	Prosthetics	70,754	52,765
Total		2,800,479	2,734,607

Category	Analysis	Current year \$	Last year \$
General grants	Aotearoa Gaming Trust (previously The Southern Trust)	40,000	61,840
	Ballantyne Grant	-	5,000
	Bendigo Valley	-	3,000
	Central Lakes Trust	75,040	70,000
	Callis Charitable Trust	-	7,000
	Community Trust South	32,875	25,075
	Downie Stewart	17,000	27,000
	Dunedin Casino Charitable Trust	-	2,000
	Dunedin City Council – rates relief and grant	11,719	12,002
	Grassroots Trust	10,000	9,000
	John Lemon Charitable Trust	35,000	30,000
	Kiwi Gaming	10,000	10,000
	Lion Foundation	10,000	37,464
	Perpetual Guardian	15,000	17,000
	Pub Charity	-	20,000
	Otago Community Trust	15,000	-
	Invercargill Licensing Trust	-	12,000
	ILT Foundation	10,000	10,000
	The Stewart Family	-	10,000
	The Guy Anson Waddel Charitable Trust	-	7,000
The Trusts Community Fund	26,000	24,000	
Numerous other grants	14,010	13,906	
Total		321,644	413,287

Category	Analysis	Current year \$	Last year \$
Capital grants and donations	ILT Foundation	-	10,000
	Invercargill Licensing Trust	-	11,000
	Community Trust South	-	7,500
	Harry J Wilson Trust	45,249	-
	Alexander McMillan Trust	41,290	-
Total		86,539	28,500

Category	Analysis	Current year \$	Last year \$
Interest, dividends and other investment revenue	Interest	121,051	97,408
	Dividends	30,656	28,572
	Unrealised Gains on Investment Portfolio	30,123	102,623
Total		181,829	228,603

Category	Analysis	Current year \$	Last year \$
Other revenue	Accommodation	262,713	191,469
	Retail Shop	245,055	257,483
	Gain on Sale of Motor Vehicle	-	2,512
Total		507,768	451,464

Performance Report

Entity Name

Cancer Society of New Zealand, Otago and Southland Division Incorporated

For the year ended

31/03/2025

Note 2 - Analysis of Expenses

Category	Analysis	Current year \$	Last year \$
Expenses related to fundraising	Fundraising	268,572	236,839
	Events	185,230	254,827
	Retail Shop	70,946	67,651
	Total	524,748	559,318

Category	Analysis	Current year \$	Last year \$
Employee remuneration and other related expenses	Salaries & Wages	1,360,802	1,748,312
	Staff Wellbeing	6,728	12,607
	Training & Development	6,192	15,737
	Total	1,373,722	1,776,655

Category	Analysis	Current year \$	Last year \$
Other expenses related to service delivery	Cancer Care	567,645	591,801
	Accommodation	55,676	52,931
	Prosthetics	44,078	34,520
	Health Promotion	2,768	13,702
	Total	670,167	692,954

Category	Analysis	Current year \$	Last year \$
Other expenses	Research	246,418	105,592
	Depreciation	98,118	93,523
	Audit Fee	10,000	10,000
	Other Expenses	42,503	68,675
	Loss on Disposal of Fixed Assets	31,457	-
	Total	428,496	277,790

Performance Report

Entity Name

Cancer Society of New Zealand, Otago and Southland Division Incorporated

For the year ended

31/03/2025

Note 3 - Analysis of Assets

Category	Analysis	Current year \$	Last year \$
Cash and short-term deposits	Cash Floats	34	38
	ANZ Bank	1,501,690	461,414
	ANZ - At Call	641,170	12,570
	Total	2,142,894	474,022

Category	Analysis	Current year \$	Last year \$
Debtors and prepayments	Debtors	57,468	120,052
	Prepayments	46,719	45,710
	Total	104,187	165,762

Category	Analysis	Current year \$	Last year \$
Inventory	Prosthetics Stock	34,170	34,963
	Total	34,170	34,963

Category	Analysis	Current year \$	Last year \$
Other current assets	GST Refund Due	25,568	33,305
	Total	25,568	33,305

Note 4 - Analysis of Liabilities

Category	Analysis	Current year \$	Last year \$
Creditors and accrued expenses	Creditors	1,010	88,325
	Accrued Expenditure	169,744	12,539
	Research Donation	21,700	21,700
	Total	192,454	122,564

Category	Analysis	Current year \$	Last year \$
Employee costs payable	Holiday Pay Owing	62,161	105,144
	Total	62,161	105,144

Category	Analysis	Current year \$	Last year \$
Deferred revenue	Income Received in Advance	31,334	57,733
	Total	31,334	57,733

Category	Analysis	Current year \$	Last year \$
Other current liabilities	Owing on Credit Cards	10,553	7,558
	Total	10,553	7,558

Performance Report

Entity Name

Cancer Society of New Zealand, Otago and Southland Division Incorporated

For the year ended

31/03/2025

Note 5 - Property, Plant and Equipment

Asset Class	Current year \$					
	Opening Carrying Amount	Purchases	Disposals	Depreciation and Impairment	Revaluation Movements	Closing Carrying amount
Land	893,281	-	-	-	-	893,281
Buildings	1,629,520	-	457	46,408	-	1,582,655
Motor vehicles	105,028	-	3,043	20,398	-	81,587
Furniture and fixtures	2,724	633	1,094	611	-	1,652
Office equipment	67,223	21,878	15,416	10,565	-	63,120
Computers	65,966	-	11,445	20,136	-	34,385
Total	2,763,742	22,511	31,455	98,118	-	2,656,680

Asset Class	Last year \$					
	Opening Carrying Amount	Purchases	Disposals	Depreciation and Impairment	Revaluation Movements	Closing Carrying amount
Land	893,281	-	-	-	-	893,281
Buildings	1,666,898	-	-	37,378	-	1,629,520
Motor vehicles	72,024	46,602	531	13,067	-	105,028
Furniture and fixtures	2,871	635	-	782	-	2,724
Office equipment	65,736	13,478	1,156	10,835	-	67,223
Computers	69,898	27,580	51	31,461	-	65,966
Total	2,770,708	88,295	1,738	93,523	-	2,763,742

Note 6 - Investments

Asset Class	Valuation Method	Current year \$					Closing Carrying amount
		Opening Carrying Amount	Purchases	Sales	Income	Gains/(Losses) or Impairment	
Listed Shares	Current Market Value	1,166,050	10,699	-	-	22,386	1,199,135
Listed Bonds	Current Market Value	198,299	-	-	-	7,831	206,130
Term Deposits > 90 Days	Cost	1,694,188	1,396,000	2,053,570	9,567	-	1,046,185
Total		3,058,537	1,406,699	2,053,570	9,567	30,217	2,451,450

Asset Class	Valuation Method	Last Year \$					Closing Carrying amount
		Opening Carrying Amount	Purchases	Sales	Income	Gains/(Losses) or Impairment	
Listed Shares	Current Market Value	1,065,106	2,682	-	-	98,262	1,166,050
Listed Bonds	Current Market Value	19,000	174,869	-	-	4,430	198,299
Term Deposits	Cost	1,410,125	1,988,000	1,714,501	10,564	-	1,694,188
Total		2,494,231	2,165,551	1,714,501	10,564	102,692	3,058,537

Current Investments
Non-Current Investments

2,887,845
170,692

3,058,537

Performance Report

Entity Name

Cancer Society of New Zealand, Otago and Southland Division Incorporated

For the year ended

31/03/2025

Note 7 - Accumulated Funds

Description	Current year \$						Total
	Capital Contributed by Owners	Accumulated Surpluses or Deficits	Restricted Reserves	Discretionary Reserves	Property Revaluation Reserve	Share Revaluation Reserve	
Opening balances	-	5,462,489	-	-	632,141	142,703	6,237,333
Surplus	-	881,114	-	-	-	-	881,114
Transfers to Accumulated Funds Surpluses or Deficits	-	774,844	-	-	(632,141)	(142,703)	-
Closing balances	-	7,118,447	-	-	-	-	7,118,447

Description	Last year \$						Total
	Capital Contributed by Owners	Accumulated Surpluses or Deficits	Restricted Reserves	Discretionary Reserves	Property Revaluation Reserve	Share Revaluation Reserve	
Opening balances	-	4,916,254	-	-	632,141	40,080	5,588,475
Surplus	-	546,235	-	-	-	102,623	648,858
Closing balances	-	5,462,489	-	-	632,141	142,703	6,237,333

Note 8 - Commitments and Contingencies

Commitments	Explanation and Timing	Current year	Last year
		\$	\$
Commitments to lease or rent assets	Not later than one year	66,526	42,884
	Later than one year and no later than five years	136,659	41,019
	Total	203,185	83,903

The Society had no capital commitments at 31 March 2025. (Last year: Nil)

Contingencies

The Society had no contingent liabilities at 31 March 2025. (Last year: Nil)

Performance Report

Entity Name	Cancer Society of New Zealand, Otago and Southland Division Incorporated
For the year ended	31/03/2025

Note 9 - Other

Goods or services provided to the entity in kind

Description	Amount \$
Various goods and services from suppliers and donors to support fundraising events	37,284

Note 10 - Related Party Transactions

There were no material transactions involving related parties during the financial year. (Last year - Nil)

Note 11 - Events After the Balance Date

Nature of the Event	Estimate of the financial effect	Effect, if any on the entity's ability to continue operating
Entity structure change.	All income and expenses, together with assets and liabilities reside in the new entity, Southern Cancer Society Trust.	Effective 1 April 2025 the Board of the Cancer Society of New Zealand Otago & Southland Division Incorporated completed a Deed of Transfer passing assets, liabilities and operations to the Southern Cancer Society Trust at their book values. The Society continues to operate for the purposes of bequests. In September 2025 the Board will meet to approve updates to the Rules and Constitution to enable reregistration under the Incorporated Societies Act 2022.

There were no events since 31 March 2025 that have occurred after the balance date that would have a material impact on these financial statements.

Note 12 - Ability to Continue Operating

As all operational activity is now conducted through the new entity, Southern Cancer Society Trust, Trustees are considering the appropriate legal structure for this entity. Once all information is available the Trustees will make a recommendation to Members at the Annual General Meeting.



10 March 2025

Southern Cancer Society Trust

Dear Suppliers,

We are writing to inform you that, effective **1 April 2025**, **Cancer Society of NZ Canterbury-West Coast** and **Cancer Society of NZ Otago-Southland** will be amalgamating to form a new entity **Southern Cancer Society Trust**. This change represents our commitment to strengthening our services and support for those affected by cancer across the South Island.

From **1 April 2025**, all invoices should be directed to:

Southern Cancer Society Trust

IRD: 144-641-744

NZBN: 9429052483141

Charity number: CC62920

We kindly ask that you update your records accordingly and ensure any future invoices are directed to this new account from this date. If any invoices dated April onwards aren't directed to Southern Cancer Society Trust, we will need to require the entity name to be updated correctly, which will result in a delay in processing your payments.

If you have any outstanding invoices relating to either **Cancer Society of NZ Canterbury-West Coast** or **Cancer Society of NZ Otago-Southland** we request that you submit these to us as soon as possible for payment.

We appreciate your cooperation during this transition and remain available to answer any questions you may have. Please feel free to contact us at accounts@southerncancer.org.nz should you require any further information.

Thank you for your support, and we look forward to continuing our valued relationship under the Southern Cancer Society Trust.

April Pike

Chief Financial Officer

Southern Cancer Society Trust

Cancer Society of NZ Canterbury – West Coast Inc

Cancer Society of NZ Otago and Southland Inc

   www.southerncancer.org.nz

Southern Cancer Society | 74 Langdons Rd, Christchurch 8041

Major Sponsor
