

KAIKŌURA DISTRICT COUNCIL WORKSHOP RECORD

Date:	Wednesday 10 th July 2024
Time:	9.00am – 9.22am
Location:	Totara, Council Chambers, Civic Building
Open or Closed:	Open Workshop Session
Apologies:	Councillor L Bond, Mayor C Mackle

Subject:	Discretionary Grants Process and criteria
Presenters:	Will Doughty - Chief Executive Officer
Workshop Notes:	<p><u>Purpose of the workshop/short description:</u></p> <p>The Chief Executive explained that the discretionary grants process has been run for three rounds and the next round is due in February 2025.</p> <p>The purpose of the workshop is to review the current discretionary grant process and suggestions for any changes ahead of the next round of funding in February 2025.</p> <p><u>What was discussed:</u></p> <p>Whether to include a financial cap, have a split between the financial categories on what gets supported and consider the use of a targeted rate.</p> <p>The Chief Executive highlighted that the process is running well and understood by the applicants.</p> <p>Of note:</p> <ul style="list-style-type: none"> • Inflation adjustments are included in the LTP. Should the Council want to consideration increasing the amount available in the fund from \$100,000, the changes would need to go through the annual plan process. • An Arts & Culture targeted rate would cover the Mayfair and Museum. It is not uncommon for Museums to have a targeted rate. • Under LGA councils have commitments to maintain museums. • Strategic decision through the LTP if the Council wants more support towards economic development. • Capping might cause issues but could allow flexibility - wording to set a cap at the time of the decision. • Don't see benefit to having a split between the financial categories. There is a disclaimer in the criteria that it's at the Council discretion. • Quarterly progress reports – should include an accountability clause, any outstanding reports could affect applicants' ability for future funding. • Do we include in the criteria that there is one elected member that undertakes the screening.

	<p><u>End Result / Direction from Council/ Actions:</u></p> <ul style="list-style-type: none">• Council staff to investigate a targeted rate for the museum. With a report to the August Council Meeting.• Council staff to include wording in the criteria that at the Council's discretion they may set a cap at the time of the decision.• Council staff to include in the application form a category for the applicant to tick.• Council staff to include wording that any outstanding reporting accountability will not be eligible for funding.• Update to Delegations Manual under CEO delegation for nominated person to screen the applications. This will then allow the Mayor to allocate the role at the start of each triennium.