

**QLDC Council**

**2 May 2024**

**Report for Agenda Item | Rīpoata moto e Rāraki take [11]**

**Department: Chief Executive**

**Title | Taitara : Chief Executive's Report**

**Purpose of the Report | Te Take mō te Pūroko**

---

The purpose of this report is to detail matters of general interest that do not require a full agenda report and to summarise items from recent meetings.

**Recommendation | Kā Tūtohuka**

---

That the Council:

1. **Note** the contents of this report;
2. **Agree** that the full Council shall be established as a Community Fund Panel to determine funding allocations under the QLDC Community Fund;
3. **Note** that Community Fund applicant presentations will occur in the Upper Clutha on 13 May 2024 and in Queenstown on 14 May 2024;
4. **Agree** that the Community Fund Panel shall meet on Tuesday, 21 May 2024 with the public excluded pursuant to sections(c)(i) and (ii) of the Local Government Official Information and Meetings Act 1987; and
5. **Note** that the outcomes of the QLDC Community Fund shall be communicated to the applicants by the end of July 2024.

**Prepared by:**



**Name:** Mike Theelen

**Title:** Chief Executive

15 April 2024

### **Decision-making Arrangements for Annual Community Funding**

1. Decisions regarding annual community funding will not be included in the 2024-2034 Long Term Plan deliberation process and instead will be run as a separate community funding process. The elements of each stage of this process are described in the following paragraphs.
2. The fund is open to receive applications from community organisations (not-for-profit, charitable or voluntary) from 9 April to 7 May 2024.
3. In order for there to be a body of elected members to decide on funding allocations, the full Council will meet as a 'Community Fund Panel' to agree on the allocation of available funds. Funding can be approved for operational or project expenses for up to three years, with a focus on allocating funding with the greatest potential for improving community wellbeing outcomes.
4. QLDC officers will evaluate the applications received and make recommendations to the Community Fund Panel, based on key criteria. A key focus of the decision-making process is to ensure the evaluation is fair, transparent and free from bias.
5. The Council (meeting as the Community Fund Panel) will hear applicant presentations in the Upper Clutha on 13 May 2024 and in Queenstown on 14 May 2024.
6. Following this, the Community Fund Panel meeting will be held on 21 May 2024 as a Council meeting with the public excluded pursuant to sections(c)(i) and (ii) of Local Government Official Information and Meetings Act 1987 because the applications were submitted in confidence, and therefore the discussions surrounding the applications need to be confidential. The meeting will have governance support and will be minuted.
7. Approved applications and funding allocations will be reported for final approval at the Council Meeting on 27 June 2024. The Community Fund Panel meeting minutes will be published alongside this Community Fund 2024-2027 report.
8. Community Fund applicants will have an opportunity to present on their applications to elected members (dates to be confirmed).

### **Committee Meetings of the Previous Round**

#### Community & Services Committee – Councillor Ferguson (Chair) (2 April 2024)

Information:

1. Queenstown Bay Foreshore Reserve Management Plan Amendment
2. New seat and memorial request in honour of Jim Ryan at the Arrowtown Library

#### Wānaka-Upper Clutha Community Board – Mr Simon Telfer (Chair) (18 April 2024)

Information:

1. Chair's Report
-