

## 1. BOARD FUNDING APPLICATION PROCESSES

The Board reviewed its current procedures for deciding funding applications made by deputations appearing before the Board. It was agreed that it would be undesirable to make decisions on applications immediately after hearing a deputation. It was also agreed that consistent information should be provided for all applications for funding, whether discretionary or project funding.

The Board **resolved** that:

1. Reports by officers on future applications be in a standard format, modelled on the form provided at the meeting by Ian Howell, with supplementary information attached to the form if necessary.
2. If there were sufficient applications to be considered at the same time, a Grants Committee (comprising all Board members) be formed to meet, receive deputations and consider applications in a more relaxed and informal manner, two or three times a year.
3. Authority be delegated to the Board Chairperson, the Community Affairs Committee Chairperson and the Community Advocate to approve grant applications up to \$1,000, with Board members being provided with copies of the officer's report form at least 48 hours prior to a decision being made on an application.
4. Applications not fitting into the above categories be dealt with in the same manner as at present, i.e. by deputation initially, followed by an officer's report to the next meeting.
5. The Community Affairs Committee be delegated authority to consider and make decisions on those funding applications where such a course of action was justified by the particular circumstances of the application/s concerned.
6. A further report formalising the above process be provided to a future Board meeting for approval.
7. The above practice be reviewed in six months' time.
8. Authority be delegated to the Board Chairperson, the Community Affairs Committee Chairperson and the Community Advocate to make decisions on any grant applications up to \$1,000 occurring during the holiday season until the Board next meets on 30 January 2001, effective immediately.