Council Members' Discretionary Fund Policy

1. INTRODUCTION

The purpose of this policy is to provide a framework that guides the Council in the allocation of discretionary funds the total amount of which is determined on an annual basis. These funds provide Council with the ability to approve small miscellaneous discretionary grants to community groups or organisations in response to requests that are received from time to time.

Discretionary can be defined as an amount of money that can be used for purposes to be decided later.

2. POLICY SCOPE

This policy applies to the discretionary funds made available by Council to the Community and Organisations and differs from Council's Community Grants. The fund recognises that there are circumstances which deserve the support of Council and often come up in an ad hoc way throughout the year.

3. POLICY STATEMENT

This funding program provides Council with an annual amount (subject to annual budget allocations) for the allocation of discretionary funding to spend for community purposes to benefit the residents of the District Council of Karoonda East Murray.

Discretionary funding cannot be stored or accumulated for use over more than one financial year.

4. ELIGIBILITY CRITERIA

Community organisations are eligible to apply for funding if they meet all of the following criteria:

- Operate within the District Council of Karoonda East Murray area or provide substantial benefit to residents of the Council area;
- Have appropriate insurance and adhere to sound Work Health and safety practices
- Are able to demonstrate financial viability;
- Have met acquittal conditions for previous Council grants and have no debt to Council, or have entered into scheduled payment arrangements with Council are being adhered to.

Who cannot apply

- Government agencies or departments of local, state or federal government;
- Educational, religious or medical organisations, where the application is for the organisation's core business.

5. FUNDING SUPPORT

Any funding or support provided is to be approved by Council through a formal resolution at a Council meeting.

6. CONFLICT OF INTEREST

Projects must not breach the requirements of the 'conflict of interest' provisions as detailed under Section 73 and 74 of the Local Government Act 1999. It is important that Council members are aware of these requirements and declare details of any Conflict of Interest when considering disbursement of discretionary funds if such a potential conflict exists.

7. PROCESS

Applications for Discretionary Funding must be received in writing by the Council and submitted directly to the Council and to be submitted no later than one week prior to the Council meeting.

In a year where a General Election is to occur, no applications shall be considered by the Council during the Caretaker Period.

8. TERMS AND CONDITIONS OF FUNDING

Additional information may be required by Council to assist in making an informed decision by Council. Funds are to be used for the stated purpose for which the funding was approved unless written permission has been obtained from Council.

This policy will be reviewed as required or within 12 months of the local government general election.

9. DOCUMENT AND ADMINISTRATION CONTROL

COUNCIL POLICY	
Policy title:	Council Members' Discretionary Fund Policy
Policy number:	KA40
Responsible officer:	Council
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Committee review:	
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Applicable legislation / related documents:	