

## Community Wellbeing Fund Committee

### Terms of Reference

Effective from 13 December 2021

<b>Type of Committee</b>	Sub-committee
<b>Responsible to</b>	Performance, Policy and Partnership Committee
<b>Legislative Basis</b>	Committee constituted by Council as per Clause 30 (1) (a) Schedule 7 of the Local Government Act 2002 Committee delegated powers by Council as per Clause 32 Schedule 7 of the Local Government Act 2002
<b>Membership</b>	Five members to be elected representatives, with the Mayor also able to join in his role on all committees. Up to four additional members to be nominated from the community, via recognised community groups, including a youth representative. Chair to be an elected member of Invercargill City Council. Membership will be determined in line with the Standing Orders of Council.
<b>Quorum</b>	A quorum shall be half of the members (including vacancies) if the number of members is even, and a majority (including vacancies) if the number of members is odd. In either case, a majority of members present must be Invercargill City Councillors. In the event of an elected member being unable to attend, they may appoint another elected member to attend in their place in order to achieve quorum.
<b>Frequency of Meetings</b>	Every two months
<b>Administration</b>	The Strategy and Policy team will provide analysis of project applications and advice, and the Governance and Administration team will provide secretarial support.
<b>Scope of Activities</b>	<ul style="list-style-type: none"><li>Responsible for considering applications, determining and approving funding for projects promoting community wellbeing within the Invercargill City District.</li></ul>

	<ul style="list-style-type: none"><li>▪ Responsible for considering applications, determining and approving funding for the applications in line with Council's Community Wellbeing Fund Framework.</li></ul>
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