MINUTES

OF THE

CORPORATE AND COMMUNITY SERVICES COMMITTEE

HELD ON

TUESDAY, 13 SEPTEMBER 2011
MINUTES OF THE MEETING OF THE CORPORATE AND COMMUNITY SERVICES COMMITTEE HELD IN THE COUNCIL CHAMBERS, 131 BELAIR ROAD, TORRENS PARK ON TUESDAY, 13 SEPTEMBER 2011 AT 8.31 PM.

MEMBERSHIP: Cr E Grimm (Presiding Member), Cr S Fisher (Deputy Presiding Member), His Worship the Mayor (M Picton), Crs C Adcock, C Campbell, C Gellie, N Greer, L Mortarty, D Munro, Y Poland, J Sanderson, J Silbereisen, M Ward and J Weaver.

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PRESENT: Cr E Grimm (Presiding Member), Cr S Fisher (Deputy Presiding Member), His Worship the Mayor (M Picton), Crs C Adcock, C Campbell, C Gellie, L Moriarty, D Munro, J Sanderson, J Silbereisen and M Ward.

APOLOGIES: Cr Greer, Cr Poland and Cr Weaver.

STAFF IN ATTENDANCE: Chief Executive Officer, Director Customers and Corporate, Director Planning, Development and Compliance, Acting Director Libraries, Community and Corporate Governance, Manager Community Services, Manager Finance and Secretary (LY).

WELCOME

The Presiding Member welcomed those present to the meeting.

CONFIRMATION OF MINUTES
(Ref: FF.01.2891) (Function/Activity: Governance/Committees)

MOVED Cr Campbell that the Minutes of the Meeting of the Corporate and Community Services Committee held on 9 August 2011 be confirmed.

SECONDED Cr Moriarty CARRIED
ADJOURNED BUSINESS
Nil.

BUSINESS

1. DEPUTATIONS
Nil.

2. PETITIONS
Nil.

3. FINANCE

3.1 ACCOUNTS
(Ref: FF 02.104) Chris Sandlant (Prepared: 1/8/11)
(Function/Activity: Financial Management / Accounting)

MOVED Cr Campbell that the report be received for information only.

SECONDED Cr Sanderson

CARRIED

3.2 BANK RECONCILIATION
(Function/Activity: Financial Management / Accounting)

MOVED Cr Sanderson that the Bank Reconciliation Statements as at 29 July 2011 be noted.

SECONDED Cr Campbell

CARRIED

3.3 PREDICTED FINANCIAL RESULT
(Ref: FF 01.2413) Chris Sandlant (Prepared: 1/8/2011)
(Function/Activity: Financial Management / Budgeting)

MOVED Cr Gellie that the report be received for information only.

SECONDED Cr Sanderson

CARRIED
4. ADMINISTRATION

4.1 STAFFING MOVEMENTS
(Ref: FF 02.218) John Skoblyk (Prepared: 31/8/11)
(Function/Activity: Human Resource Management/Advice)

MOVED Cr Campbell that the report be received for information only.

SECONDED Cr Sanderson

CARRIED

5. ASSET MANAGEMENT

Nil.

6. RECREATION AND OPEN SPACE

Nil.

7. COMMUNITY AND INFORMATION SERVICES

7.1 COMMUNITY DEVELOPMENT GRANTS REVIEW
(Ref: 02.2194) Stephen Saffin/Anne Jenner (Prepared: 23/8/11)
(Function/Activity: Social, Cultural & Community/Policy)

MOVED Cr Campbell that the matter be deferred for a briefing to occur with Elected Members at an appropriate time in the future.

SECONDED Cr Fisher

CARRIED UNANIMOUSLY

7.2 INDIVIDUAL DONATION SCHEME – BUDGET AND POLICY REVIEW
(Ref: FF.01.2365) Stephen Saffin/Lyn Young (Prepared: 25/8/11)
(Function/Activity: Financial Management / Policy)

MOVED Cr Ward:

(1) That the existing Individual Donation Policy 07.08 be revoked and replaced with the updated policy, viz:

PREAMBLE

City of Mitcham, through the Individual Donation Scheme has the opportunity to recognise and encourage its residents who achieve excellence in their chosen field as a representative of South Australia or Australia by assisting them to attend a sporting, cultural or academic event being held interstate or overseas.
PURPOSE

This policy outlines the criteria and guidelines for the assessment of applications received from residents of the City of Mitcham, requesting a donation to assist them participate as a state or national representative in a sporting, cultural or academic event.

SCOPE

All residents of the City of Mitcham are eligible to apply for a donation under this scheme.

DEFINITIONS

Nil.

PRINCIPLES

Applicants are required to complete an Individual Donation Scheme application form, which can be obtained from the Council’s website or by contacting Administration, and attaching supporting documentation for assessment.

Applications are assessed throughout the year as they are received, under the delegated authority of Council to the Chief Executive Officer, in accordance with the eligibility criteria and selection guidelines listed below.

Funding allocated will be divided into two equal amounts each financial year (July to December and January to June).

A report shall be provided to each Community Development Grants Sub Committee meeting, summarising all donations made under delegation.

POLICY STATEMENT

Eligible applicants (or their guardian) must complete an Individual Donation Scheme application form, which includes personal details, a tax declaration and proof of selection or evidence of the selection process undertaken by the applicant, to be eligible to represent the state or nation (ie letter from the state or national body applicant is representing or evidence that applicant has been successful at a regional, state or national level or other evidence of the selection process undertaken, enabling them to be eligible to attend the event).

Within the scope of Council’s budget allocation, donations ranging from $100 to $200 are available for applicants who successfully meet the eligibility criteria and follow the selection guidelines.
Eligibility criteria:

Eligible individuals include those who:

- reside within the City of Mitcham; and
- have been invited/selected to represent the state or the nation and are required to travel interstate or overseas to participate; and
- have not received an individual donation from the City of Mitcham in the past 24 months.

Selection Guidelines

- applications will only be accepted prior to the event occurring;
- generally this fund is for first time applicants, although an application 24 months following a previous donation by Council will be considered, based on demand and merit;
- A $100 donation will be available to those successful applicants travelling interstate to represent the state or the nation;
- A $200 donation will be available to those successful applicants travelling overseas to represent the state or the nation.

(2) That the funding allocation for 2011-2012 be increased to $10,000 (an increase of $3,800), with the increased funds to be transferred from Specific Donations account line 2.1.2 ($3,000) and Community Activities account line 2.6.1 ($800) at the next budget review. This allocation will be recurrent and include CPI increases.

SECONDED Cr Campbell CARRIED UNANIMOUSLY

8. STRATEGIC POLICY MATTERS

Nil.

9. REPORTS FROM SUB COMMITTEES

Nil.

10. REPORTS OUTSTANDING AND RESOLUTIONS NOT YET EFFECTED
(Ref: FF 01.779) (Prepared: 7/9/11)
(Function/Activity: Governance / Committees)

MOVED Cr Ward that the report be received for information only.

SECONDED Cr Sanderson CARRIED
11. OTHER BUSINESS

Nil.

12. CONFIDENTIAL

Nil.

CLOSE:

There being no further business, the meeting closed at 9.06 pm.