

Policy and Services Committee

held at the Civic Centre, Civic Drive, Greensborough on Tuesday 9 August 2016.

Minutes

Stuart Burdack
Chief Executive Officer

Wednesday 10 August 2016

Distribution:

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Wominje ka

Nillumbik Shire Council

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Nillumbik Shire Council

**Minutes of the Policy and Services Committee Meeting held Tuesday 9 August 2016.
The meeting commenced at 7pm.**

Councillors present:

Cr Anika Van Hulsen	Bunjil Ward (Chairperson)
Cr Meralyn Klein	Blue Lake Ward
Cr Michael Young	Edendale Ward
Cr Peter Perkins	Ellis Ward
Cr Ken King	Sugarloaf Ward
Cr Bronnie Hattam	Swipers Gully Ward (Mayor)
Cr Helen Coleman	Wingrove Ward

Officers in attendance:

Stuart Burdack	Chief Executive Officer
Pauline Gordon	General Manager Community and Leisure
Andrew Port	General Manager Corporate Services
Ransce Salan	General Manager Environment and Planning
Conal Creedon	General Manager Infrastructure Services
Jonathan McNally	Coordinator Statutory Planning

1. Welcome and apologies

Nil apologies

2. Disclosure of conflicts of interest

Nil

3. Confirmation of minutes

Confirmation of minutes of the Policy and Services Committee Meeting held on Tuesday 12 July 2016.

Motion

**Cr Ken King
Cr Michael Young**

That the minutes of the Policy and Services Committee Meeting held on Tuesday 12 July 2016 be confirmed.

CARRIED

4. Policy and Services reports

PS.028/16 Age-Friendly Victoria Declaration

Distribution: Public**Manager: Pauline Gordon, General Manager Community and Leisure****Author: Corrienne Nichols, Acting Manager Community Services and Social Development****Rebecca Burton, Team Leader Home and Community Care Services****Summary**

On 14 April 2016 the Municipal Association of Victoria (MAV) together with the State Government of Victoria jointly signed the Age Friendly Victoria Declaration. By signing the declaration both organisations demonstrate a commitment to work together to create an age friendly Victoria (Attachment 1).

Based on current population forecasts, Nillumbik's population aged 55 years and over will consist of almost 29 per cent of the total population by 2031.

The significant ageing of Nillumbik's population over the coming decades presents an opportunity for the municipality to build the age friendly capacity of the local community.

In addition to implementing the Positive Ageing Strategy 2013-2018, Council could further demonstrate its commitment to age friendly communities by signing the Age-Friendly Declaration Statement of Support and Partner Endorsement (Attachment 2).

Motion**Cr Bronnie Hattam****Cr Helen Coleman****That the Committee (acting under delegation from Council):**

- 1. Acknowledges the opportunity to commit to age friendly local communities.**
- 2. Approves the signing of the Age-Friendly Victoria Declaration Statement of Support and Partner Endorsement.**

Amendment**Cr Meralyn Klein****Cr Ken King****That the Committee (acting under delegation from Council):**

- 1. Acknowledges the opportunity to commit to Age-Friendly local communities.**
- 2. Approves the signing of the Age-Friendly Victoria Declaration Statement of Support and Partner Endorsement.**
- 3. Requests officers to provide a report to consider the adoption of the guidelines for differential rating for retirement villages as per State Government guidelines.**

CARRIED

Cr Meralyn Klein called for a division:

For: Crs King, Coleman, Klein, Perkins, Young and Hattam.

Against: Cr Van Hulsen.

4. Policy and Services reports

PS.028/16 Age-Friendly Victoria Declaration

Substantive Motion

That the Committee (acting under delegation from Council):

1. Acknowledges the opportunity to commit to Age-Friendly local communities.
2. Approves the signing of the Age-Friendly Victoria Declaration Statement of Support and Partner Endorsement.
3. Requests officers to provide a report to consider the adoption of the guidelines for differential rating for retirement villages as per State Government guidelines.

CARRIED

Cr Peter Perkins called for a division:

For: Crs King, Coleman, Klein, Perkins, Young and Hattam.

Against: Cr Van Hulsen.

4. Policy and Services reports

PS.029/16 Finance Policies (Cash Handling and Receipting Policy, Financial Hardship Policy, Councillor Resources and Expenses Policy)

Distribution: Public

Manager: Andrew Port, General Manager Corporate Services

Author: Vince Lombardi, Manager Finance

Melika Sukunda, Financial Accountant

Summary

This report presents three finance policies which were recently considered by the Audit Committee and which will require formal adoption by Council.

Council has a Cash Handling and Receipting Policy which specifies the actions and responsibilities of officers that are involved in handling, safeguarding and reporting of cash on behalf of Council.

Council's Financial Hardship Policy provides guidelines to assist in the assessment of applications received for the deferment of rates and charges, due to financial hardship.

Council has a Councillor Resources and Expenses Policy. This policy defines the entitlements of Councillors regarding reimbursement of costs incurred, and the equipment and resources to be made available to assist Councillors in performing their duties.

The policies have been periodically reviewed and updated, the latest review has been conducted and updated drafts of the policies were presented to the Audit Committee in May 2016.

Motion

Cr Helen Coleman

Cr Ken King

That the Committee (acting under delegation from Council):

- 1. Adopts the Cash Handling and Receipting Policy (Attachment 1)**
- 2. Adopts the Financial Hardship Policy (Attachment 2)**
- 3. Adopts the Councillor Resources and Expenses Policy (Attachment 3)**

CARRIED

5. **Supplementary and urgent business**

Nil

6. **Confidential reports**

The meeting may be closed to members of the public to consider confidential matters.

Motion

Cr Ken King

Cr Meralyn Klein

That Council closes the meeting to the public pursuant to section 89(2) of the *Local Government Act 1989* to consider the following item, which is confidential for the reason indicated:

Report no	Title	Reason for confidentiality
PS.030/16	Update on Amendment C101 - ESO Review and Section 39 Appeal	f) legal advice

CARRIED

The meeting closed to the public at 7.36pm.

The meeting closed at 7.55pm.

Confirmed: _____
Cr Anika Van Hulsen, Chair