

**MINUTES****CITY OF MELTON COUNCIL****POLICY REVIEW PANEL****WEDNESDAY 12 FEBRUARY****10:00 TO 11:30AM****INTERVIEW ROOM 1, CAROLINE SPRINGS CIVIC CENTRE****Attendance:**

Cr Kathy Majdlik, (Chair), Cr Nola Dunn, Cr Lara Carli, Peter Bean, Fiona MacPherson, Adam Boyle

**Minute taker:** Fiona MacPherson

**1. Minutes from 2 December meeting****Recommendation 1:**

Crs Carli/Dunn

That the Committee adopt the minutes of the Policy Review Panel held on 2 December 2013

**2. Terms of Reference**

Adam Boyle presented Terms of References for:

- Harness Racing Victoria Grants Program Assessment Panel
- The Club – Community Benefit Program Assessment Panel
- Community Grants Program – Annual Grants Assessment Panel
- Community Grants Program – Monthly Responsive Grant Assessment Panel.

An overview was provided on the differences between the internal and external funded programs and the associated assessment panels.

The Internal Grants program included the annual program and monthly grants. The CEO has delegated authority to approve grants under \$2,000 within the response grant program. All grants over \$2,000 are to be approved Council.

**Recommendation 2**

Crs Carli/Dunn

That the Terms of Reference for Harness Racing Victoria Grants Program Assessment Panel, The Club – Community Benefit Program Assessment Panel, Community Grants Program – Annual Grants Assessment Panel, Community Grants Program – Monthly Responsive Grant Assessment Panel be presented to Council for adoption.

**3. Revised Policy – minor change**

- Councillors agreed to the minor change requested by Cr Dunn to delete the word 'landowner' in the definition and replace with the word 'developer'.
- Councillors requested that a definition for developer be included also.

**Recommendation 3:**

Crs Dunn/Carli

That the policy be presented to Council for adoption.

**4. Next meeting date**

To be held 12 March 2014, Councillor Lounge, Melton. Cr Dunn advised that she would be an apology at the meeting.

Meeting closed at 11:30am.