



# Community Improvement Program (CIP) Valid Period of Offer Policy

## 1 Document Information

<b>Version Date</b> <i>(Draft or Council Meeting date)</i>	24 July 2018
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<b>Owner</b> <i>(Relevant director)</i>	Director of Engineering & Technical Services
<b>Status –</b> <i>Draft, Approved, Adopted by Council, Superseded or Withdrawn</i>	Adopted by Council
<b>Next Review Date</b>	Within 12 months of Council being elected
<b>Minute number</b> <i>(once adopted by Council)</i>	18/07/14

## 2 Summary

Adopt a policy for the CIP program that projects not taken up within 12 months of allocation being approved lapse.

## 3 Approvals

Title	Date Approved	Signature
Director of Engineering & Technical Services		

## 4 History

Minute No.	Summary of Changes	New Version Date
09/03/27	Adopted	March 2009
10/02/17	Readopted by Council	15 February 2010
13/09/30	Readopted as per s165(4)	17 September 2013
18/07/14	Readopted as per s165(4)	24 July 2018

## 5 Reason

To expedite completion of CIP projects.

## 6 Scope

All CIP grants approved by Council.

## 7 Associated Legislation

## 8 Definitions

CIP = Community Improvement Program grants.

## 9 Responsibilities

### 9.1 GM

The General Manager is responsible for the overall control and implementation of the policy.

### 9.2 Directors and Managers

Directors and Managers are responsible for the control of the policy and procedures within their area of responsibility.

### 9.3 Urban Asset Co-ordinator

The Urban Assets Coordinator is to report to Council all projects not taken up within the policy timeframe.

### 9.4 Employees

### 9.5 Others

## 10 Related Documents

Document Name	Document Location

## 11 Policy Statement

This Policy determines the maximum period of time allowed for Community Improvement Program (CIP) projects to take up approved funds, viz. within 12 months of allocation being approved.