

DA	YOUTH ACADEMIC ASSISTANCE	ACS11
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DELEGATED AUTHORITY CODE:	ACS11
DIRECTORATE:	Governance & Community Services
BUSINESS UNIT:	Community Development & Services
SERVICE UNIT:	Youth Services
RESPONSIBLE OFFICER:	Manager, Community Development
FILE NO.:	086/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	8 September 2016
POLICY REF.:	ACS11
VERSION NO.	5

Dates of Amendments / Reviews:		
DAPPS Meeting:	24 May 2012 28 August 2014	26 May 2016 25 August 2016
OCM:	9 April 2009 14 June 2012	11 September 2014 9 June 2016

FUNCTION DELEGATED:

The authority to allocate funds for young people residing in the City of Cockburn to attend academic events.

CONDITIONS/GUIDELINES:

- (1) Applicants must:-
 - (a) be either studying full-time or part-time at an education institution recognised by the State or Commonwealth Government, and;
 - (b) be 21 years of age or younger, and;
 - (c) reside within the City of Cockburn

- (2) Applications must:-
 - (a) be in writing, advising of when the event is to occur and the costs likely to be paid by the Applicant as a result of participation in the event, and;
 - (b) include written evidence of selection or participation by the applicant from the organising group or a representative of the academic body with which the student is associated.

- (3) The funds are available for travel assistance to a maximum of \$350 to any one individual for an event, with the actual amount to be determined at the discretion of the Delegated Officer in consideration of the overall cost of the travel.

- (4) All transactions utilising this delegation are to be recorded in the Recording of Delegated Decisions Register by the officer responsible for initiating the action taken, or by another officer under the direction of the initiating officer.

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AUTONOMY OF DISCRETION:

As provided in Conditions above.

LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:

Council Policy ACS11 "Youth Academic Assistance" refers.

DELEGATE:

Chief Executive Officer

Note: The Chief Executive Officer will sub-delegate this authority to

DELEGATE/S AUTHORISED:

Manager, Community Development