

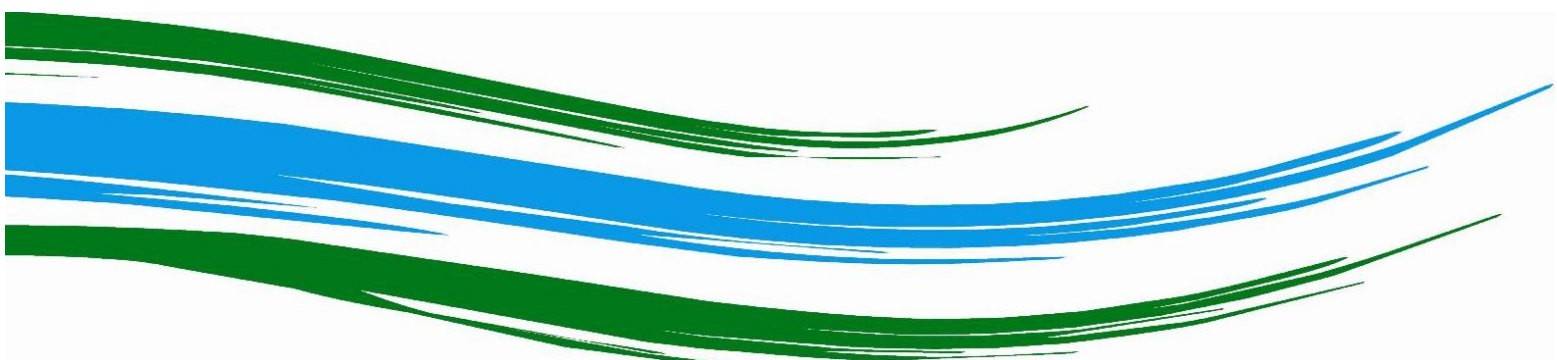


Camden Council

Attachments

Ordinary Council Meeting
27 August 2019

Camden Council
Administration Centre
70 Central Avenue
Oran Park



ORDINARY COUNCIL

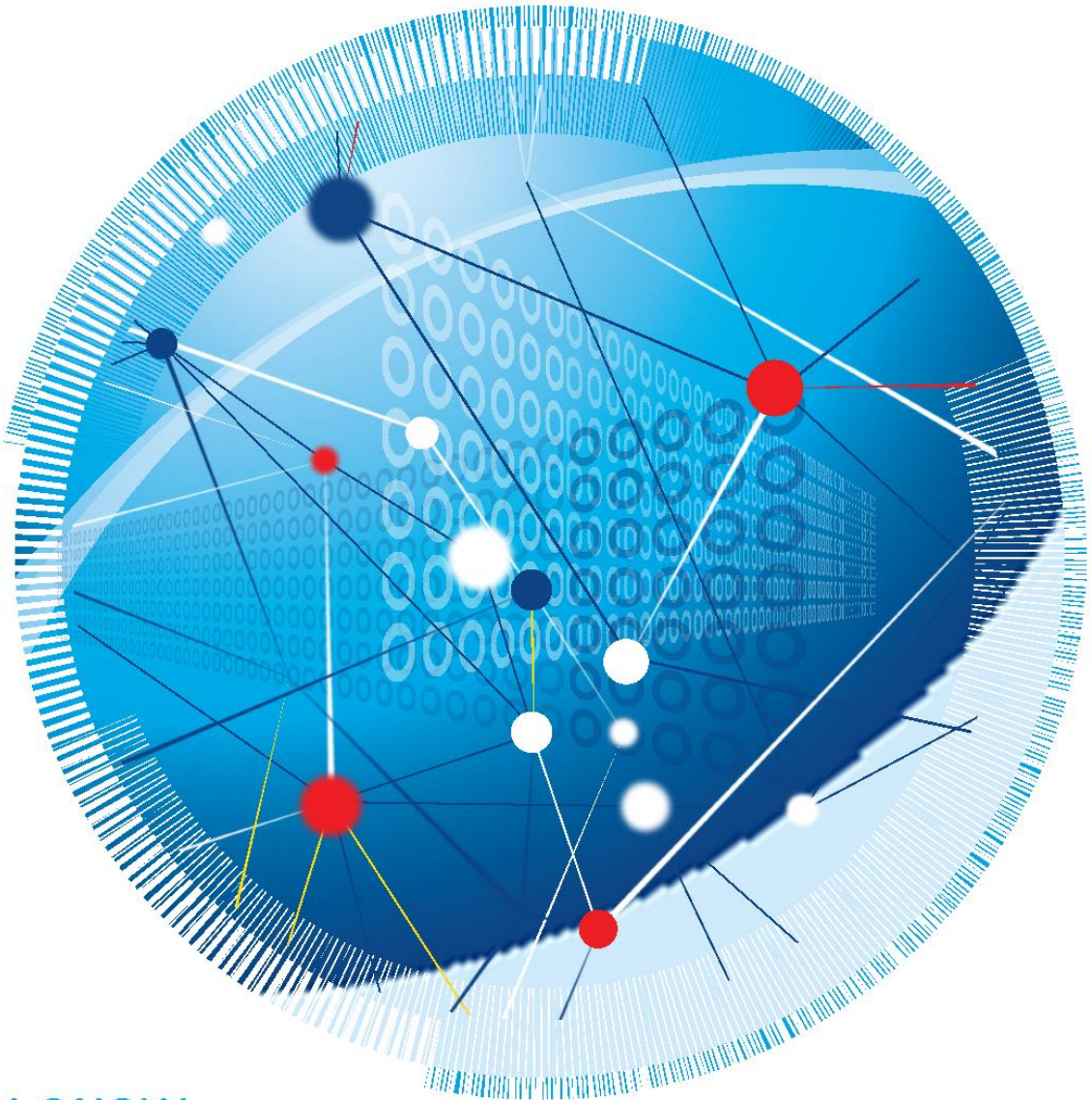
ATTACHMENTS - ORDINARY COUNCIL

ORD01	Local Government NSW Annual Conference 2019	
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REGISTRATION



**LGNSW
ANNUAL
CONFERENCE**
WARWICK FARM
14-16 OCTOBER 2019



LGNSW.ORG.AU

WELCOME TO THE LGNSW ANNUAL CONFERENCE 2019

LGNSW ANNUAL
CONFERENCE
REGISTRATION 2019

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**Welcome from
the President**
Cr Linda Scott

On behalf of the Board, I am delighted to welcome you to our 2019 LGNSW Annual Conference at Warwick Farm, in Liverpool - our 7th as a combined organisation. Conference is always a fantastic opportunity to bring together mayors, councillors and senior staff from across NSW to meet, debate, listen to and learn from each other.

It's also our most important policy setting forum, as the resolutions adopted here will set the advocacy agenda for the coming year. In past years, motions moved by Blue Mountains City Council and Wagga Wagga City Council have driven our advocacy on libraries, which successfully increased public library funding by \$60 million over the next four years, as reflected in this year's NSW Budget.

Motions moved by Bourke, Bland and Gunnedah Shire Councils reinforced advocacy that helped achieve \$355 million in additional drought assistance in the NSW Budget, including the new \$170 million Drought Stimulus Package, most of which will be channelled through drought affected councils. This year, your motion could lead to the changes needed for the public good of your community.

We know your local advocacy is so important, and that's why we're excited to be able to offer you the opportunity to meet a number of NSW ministers at a networking breakfast and, as always, there will be a comprehensive public service and trade exhibitions running throughout the conference.

It promises to be an exciting and rewarding few days. I look forward to seeing you at Warwick Farm in October.



**Welcome to
Liverpool**
Mayor Wendy Waller
Liverpool City Council

Liverpool City Council welcomes all delegates attending the 2019 LGNSW Annual Conference. We hope you enjoy the conference and your stay in Liverpool.

We are honoured to have the opportunity to showcase our thriving city, which is settling into its position as Sydney's third CBD, the gateway city to Western Sydney International Airport.

Liverpool's story is an extraordinary one. Australia's fourth-oldest settlement has built on its indigenous heritage and welcomed people from 150 cultures who now live together harmoniously.

Our doors are always open to people who want to make a new life in Australia and our young people are more ambitious than ever.

Our city is undergoing rapid change and Council is continually evolving to deliver for the community.

Liverpool has recently welcomed two universities and our hospital is undergoing a \$740 million upgrade. With all these changes, we are also keeping what we love about our city - heart and history.

We are pleased to host the conference at the new William Inglis Hotel and look forward to greeting you at the welcome function at Liverpool's premier arts and cultural institution, the Casula Powerhouse Arts Centre.

Once again, welcome to Liverpool. We hope you take the opportunity to explore our lively, walkable CBD and the unique profile it has to offer.



Liverpool celebrates. Ben Williams Photography

CONFERENCE VENUE

LGNSW ANNUAL
CONFERENCE
REGISTRATION 2019

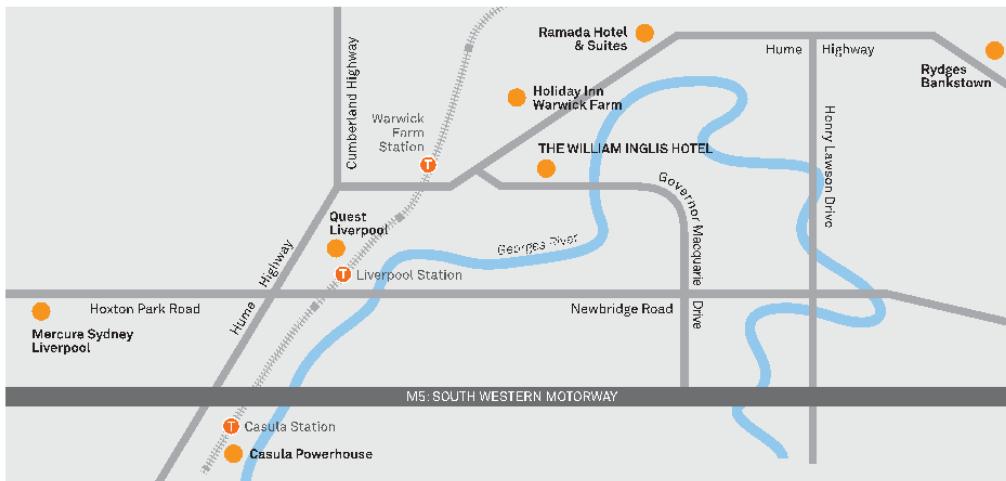
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The William Inglis Hotel

by Sofitel Warwick Farm

The conference will take place at The William Inglis Hotel, which is on Governor Macquarie Drive and directly accessible by road and train. Warwick Farm is only 40 minutes from Sydney's Kingsford Smith Airport and 10 minutes from the M5 Motorway. The hotel is also 10 minutes walking distance from Warwick Farm train station on the main Liverpool line and directly accessible from the Hume Highway at Warwick Farm.

The Sales Arena will be the venue for the plenary sessions. The trade exhibition will be in The Big Barn and Stable B, situated within the hotel's gardens and grounds.



Conference Overview

The 2019 conference program will begin with a Meet the Politicians breakfast event. Concurrent councillor training workshops will be available from 10am until 4.30pm (ticketed events). The Delegate Lounge sponsored by Transport for NSW will be open from lunch time. The President's Opening Reception will take place at Casula Powerhouse Arts Centre, where the exhibitions will be open to delegates to view.

On Day 2 the conference's full trade exhibition opens as do the federal and state conferences, followed by business sessions and consideration of motions. Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors will also take place throughout the day.

We will return to the Sales Arena that evening for the Conference Gala Dinner, which will be preceded by pre-dinner drinks outside in The Two Figs area (weather permitting).

Day 3 of the conference begins with the Australian Local Government Women's Association (ALGWA NSW) breakfast and a panel discussing Women in Leadership (ticketed event).

The plenary sessions will focus on innovation and aim to create discussion and inspire new thinking on how councils can address their challenges. Through the sharing of information, we will explore how councils can work together to develop innovative approaches to tackle common problems in the provision of facilities and services for their communities.

Be sure to stay until conference closing to hear from global futurist Chris Riddell. You will leave the conference with a clear vision of the challenges and opportunities to come!

If you are posting conference content on Twitter or Instagram, please use the hashtag #lgnsw2019.

BUSINESS PROGRAM

LGNSW ANNUAL
CONFERENCE
REGISTRATION 2019

Local Government NSW Annual Conference 2019

Full program details will be published on the LGNSW website, www.lgnsw.org.au

Abridged version of the Program as at July 2019

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MONDAY 14 OCTOBER William Inglis Hotel - MGallery, 155 Governor Macquarie Drive, Warwick Farm

7.00am – 9.30am	Meet the Politicians networking breakfast, <i>Sales Arena</i>
9.30am – 4.30pm	Registration
10.00am – 4.30pm	Councillor training workshops
10.00am – 12.00pm	Workshop 1a - Financial Decision-Making in Local Government, <i>Garden Pavilion</i> Workshop 1b - Understanding and Measuring Social Impact, <i>Grand Armees</i>
1.00pm – 2.30pm	Workshop 2a - Land Use Planning for Councillors, <i>Garden Pavilion</i> Workshop 2b - Update on the Code of Conduct, <i>Grand Armees</i>
3.00pm – 4.30pm	Workshop 3a - Local Government Procurement: Efficiencies and Opportunities, <i>Garden Pavilion</i> Workshop 3b - Speaking and Debating Skills, <i>Grand Armees</i>
1.00pm – 4.30pm	Delegate Lounge sponsored by Transport for NSW open for networking, <i>Pavilion B</i>
6.00pm – 8.00pm	President's Opening Reception at Casula Powerhouse Arts Centre , 1 Powerhouse Road, Casula

TUESDAY 15 OCTOBER

7.30am – 5.00pm	Registration opens, outdoor covered area between conference room and exhibition
8.00am – 9.00am	<input checked="" type="checkbox"/> Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors, <i>Garden Pavilion</i>
9.10am – 9.15am	Welcome to Country on behalf of Gandangara Aboriginal Land Council, Uncle Malcolm Maccoll
9.15am – 11.00am	Address from Cr Linda Scott , President, LGNSW Opening of the Federal Conference, chaired by Cr Linda Scott , including demonstration of voting units, adoption of standing orders, presentation of the auditor's report, general financial report and operating report to members, business session and consideration of motions. Opening of the State Conference, chaired by Cr Linda Scott , including adoption of standing orders, presentation of the auditor's report, general financial report and operating report to members, business sessions, and consideration of motions.
11.00am – 11.30am	Morning tea in trade exhibition, The Big Barn and Exhibition Stables <input checked="" type="checkbox"/> Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors, <i>Garden Pavilion</i>
11.30am – 5.00pm	Business session and consideration of motions
1.00pm – 2.00pm	Lunch in trade exhibition, The Big Barn and Exhibition Stables <input checked="" type="checkbox"/> Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors, <i>Garden Pavilion</i>
3.30pm – 4.00pm	Afternoon tea in trade exhibition, The Big Barn and Exhibition Stables <input checked="" type="checkbox"/> Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors, <i>Garden Pavilion</i>
7.30pm – 11.00pm	Conference dinner William Inglis Hotel, 155 Governor Macquarie Drive, Warwick Farm

WEDNESDAY 16 OCTOBER

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7.30am – 8.45am	Australian Local Government Women's Association (ALGWA NSW) Breakfast, <i>The Big Barn</i>
9.15am – 9.20am	Introduction by Master of Ceremonies, Ms Ellen Fanning
9.20am – 10.00am	Opening keynote to be advised
10.05am – 10.35am	Address from Cr Linda Scott , President, LGNSW on Association Initiatives and Treasurer's Report
11.05am – 11.45pm	Presentation from Mr Paul Hawkins , Chief Combobulator, Crazy Might Work Disruptive by Design: A Collaborative Approach to Solving Wicked Problems
11.45am – 12.45pm	Innovation Spotlight. Panel facilitated by Ellen Fanning
12.45pm – 1.45pm	General Managers Lunch
1.50pm – 2.15pm	Speaker to be confirmed
2.20pm – 3.20pm	Closing Keynote address: Mr Chris Riddell , global futurist
3.30pm – 4.00pm	Afternoon tea

This program is correct at the time of publication; speakers and program details may have changed due to unforeseen circumstances.



Liverpool Lights up. Ben Williams Photography



Liverpool Library - Sharing Knowledge

REGISTRATION

LGNSW ANNUAL
CONFERENCE
REGISTRATION 2019

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Registration to Attend the Conference

Registrations are now open on the [LGNSW website](#). We invite councillors, mayors, general managers and senior staff to register as individuals or groups.

Member Early bird registration rate is \$840 and applies if you register and pay by 9 September 2019

Member Standard registration rate is \$940 for all registrations from 10 September – 2 October 2019

Dinner is not included in the overall registration cost and is an optional added cost of \$110. Members wanting to take advantage of the early bird rates, who are uncertain of the names of councillors attending, can still register and pay now and confirm names later, provided they do so by 2 October. (Delegates' names and alterations to delegates' names can be completed online.)

Note: Voting delegates must be registered to attend the Conference *and* be registered as a voting delegate.

Registration as a Voting Delegate

Separate from Conference registration, financial members must nominate the names of their voting delegates for voting on motions and, where applicable, for voting in the LGNSW Board election, by 12 midnight (AEST) on Friday, 20 September 2019.

For all information relating to voting entitlements, nominations and dates, please refer to the [LGNSW website](#).

Register Online at www.lgnsw.org.au

Online registration is conducted through a secure site which accepts credit cards (Visa or Mastercard with a 1.0% surcharge), cheque and direct deposit payments. Once you have registered, you will receive a confirmation email and a tax invoice. Your registration will be confirmed once full payment is received.

Delegate Registration

On Monday, 14 October registration will open from 9.30am – 4.30pm under cover between the main conference room and trade exhibition. Registration will move to the President's Opening Reception at Casula Powerhouse Arts Centre from 6.00pm – 8.00pm. Registration opens from 7.30am on Tuesday, 15 October at the William Inglis Hotel in the same area as the previous day.

Delegate registration fees include business papers, the President's Opening Reception, two-day business sessions including morning and afternoon tea, lunch, delegate networking functions, name badge and a satchel. The cost to attend the conference is heavily subsidised by LGNSW and sponsors.

Optional Events

- Councillor training sessions incur a fee of \$55 and are part of the online registration optional events.
- The ALGWA breakfast is not part of the conference registration fee and is priced separately at \$55.
- The Meet the Politicians Networking Event is offered free of charge to members, on Monday 14 October, but you must register for this event to gain entry.
- The conference dinner is optional (\$110).

- A special interest session for general managers only is offered free of charge on Wednesday 16 October. Register online.

The conference fee does not cover accommodation or partner attendance. Partners wishing to attend social functions need to book and pay online.

Sponsor Registration Fees

Each sponsorship level includes a certain number of registrations. If sponsors wish to register additional staff, we have a special rate per person that includes the President's Opening Reception only. Tickets must be purchased separately for the dinner. All sponsors (whether included in your package or extra) must register attendance via the online registration portal.

Registration Fees (inclusive of GST)

DELEGATES	FEES
Member Early Bird Registration (paid by 9 September 2019)*	\$840
Member Standard Registration (paid by 1 October 2019)*	\$940
Conference Dinner Ticket (optional)	\$110
Non-member Early Bird Registration (paid by 9 September 2019)	\$1680
Non-member Standard Registration (paid by 1 October 2019)	\$1880
Non-member Conference Dinner Ticket	\$220
Sponsors Extra Staff Registration (paid by 1 October 2019)	\$550
Airport transfers each way	\$22
PARTNERS AND EXTRA GUESTS	
President's Opening Reception	\$88
Conference Dinner Ticket	\$110
Training Sessions (see draft program on website)	\$44
ALGWA Breakfast	\$55

* excludes dinner

Confirmation, Cancellation Policy and Enquiries

Should you be unable to attend, once registered, a substitute delegate is welcome to attend in your place at no additional charge. All cancellations and amendments must be advised in writing to the Conference Secretariat, Bradley Hayden at Bradley@ccem.com.au. Cancellations made by 5.00pm Tuesday 1 October 2019 will be eligible for a full refund less a \$220 administration fee per registration. Cancellations made after 5.00pm on this date are not refundable.

Special Requirements

If you have any special dietary requirements, access or other needs, please ensure you complete the appropriate section of the online registration form.

Privacy

When you register for the conference, LGNSW collects personal information from you to process your registration.

If you do not provide or we cannot otherwise collect all the information we request or need, we may not be able to register you for the conference.

LGNSW may disclose your personal information to third party conference organisers and third party service providers, who may be located overseas and may store your information overseas.

We may with your consent where required, use your contact details to send you (by telephone, post, email or SMS) marketing communications about our programs, products, services, promotions and events. You can opt out of marketing communications at any time, by particular means or at all, by following the unsubscribe function in the message we send, or by emailing or calling us.

Our privacy policy, which is available at lgnsw.org.au/privacy or by emailing or calling us on the details below, explains more about the types of personal information we usually collect and how we handle your personal information, as well as how you can request access to and correct personal information we hold about you, how you can complain about our handling of your personal information and how we deal with complaints.

For privacy related enquiries please contact us on 02 9242 4000, at lgnsw@lgnsw.org.au or at GPO Box 7003, Sydney NSW 2001.

Delegate Contact Details

Please note that a nametag scanning facility will be available on site for sponsors and exhibitors to scan delegates' nametags, with their agreement, resulting in delegate contact details going straight to the sponsor or exhibitor. By registering for the conference, you are deemed to have acknowledged and accepted this process.

Photography

There will be a photographer at the conference who will take pictures during the sessions and social functions. If you have your picture taken it is assumed you consent to LGNSW using images. Images may be used for print and electronic publications.

Liability for your Registration

In the event of unforeseen circumstances, LGNSW and the Conference Secretariat do not accept responsibility or liability for the loss of expenses incurred by delay, cancellation, or miscommunication. By completing and submitting the online registration form, you are deemed to have read and accepted the cancellation and privacy information.

Contact

The Conference Secretariat, Bradley Hayden, is your contact for:

- Sponsorship enquiries, bookings and the trade exhibition
- Registration and function enquiries for delegates, sponsors and partners including payments and inclusions

Email bradley@csem.com.au
Phone 0412 461 392
Address PO Box 5013, Albury NSW 2640

LGNSW manages arrangements for delegates, observers and partners attending this year's conference in relation to:

- Business papers and conference material
- Applications for service awards (to be presented as part of the Conference Gala Dinner)
- All general enquiries regarding the business program

Email events@lgnsw.org.au
Phone 02 9242 4000
Address GPO Box 7003, Sydney NSW 2001

Voting on Conference Motions

Conference motions are your opportunity to ask LGNSW to advocate for the issues important to your community at a state level. If you are a voting representative for your council, you **MUST** be in the main auditorium on Tuesday 15 October by 9.15am so that a quorum can be achieved. Voting at the conference will be by electronic handsets and a delegate plastic voting card will be distributed at registration. The plastic voting card must be returned at the end of the voting day or a fee of \$100 per card will be invoiced. Electronic handsets will be distributed at accessible points to the main theatre auditorium. A demonstration of the cards and electronic handsets will be given prior to business motion voting. Lanyards will also identify those who are voting delegates.

Contact LGNSW regarding:

- Voting delegate entitlements
- The 2019 Annual Conference dates and deadlines

For information relating to council voting entitlements, please contact Adam Dansie on 02 9242 4140. For details regarding your voting entitlements or how to change your voting delegate's name, please refer to the LGNSW website.

A reminder that registration as a voting delegate is a **separate process** to conference registration.

Business Papers

Member councils will receive a printed copy, for each registered voting delegate, of the business paper one week before the conference. Papers will also be available to download from LGNSW's website at this time.

GENERAL INFORMATION

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Guide to submitting Motions

See our new [Motions Submission Guide](#) on the conference page of LGNSW's website, information on how to write and submit a motion, how motions are dealt with at conference and what happens following the Conference.

Members are encouraged to review the [Record of Decisions](#) from the previous year's conference to avoid duplication and check our progress.

Policy Platform

LGNSW also recently published a [Policy Platform](#) to consolidate the policies and positions of LGNSW – as determined by members – into a single document for ease of reference. The Policy Platform can be found on the [LGNSW website](#).

Prior to voting on motions, the Policy Platform will be presented for members to endorse its fundamental principles.

Condition of Entry

It is a condition of entry that no delegate may disrupt the order of events or intent of the program. Anyone considered to be disturbing the program intent will be asked to leave. Only pamphlets and brochures approved by the event organisers may be distributed.

Service Awards and the AR Bluett Awards

Outstanding Service and Emeritus Mayor Awards will be presented during the conference on Tuesday 15 October 2019 to those who have given outstanding service to local government. To enable the processing of awards, councils are asked to advise LGNSW whether nominees for the award will be attending the conference. If not attending as a delegate, a dinner ticket will need to be purchased. The deadline for applications for awards to be presented at the conference is Monday 2 September 2019.

A letter confirming the presentation will be sent to your general manager. If you do not receive confirmation by Monday 30 September, please contact Karen Rolls at LGNSW on 02 9242 4050.

The online nomination form can be found on the [LGNSW website](#).

The AR Bluett Memorial Trustees will also present the prestigious AR Bluett Awards during the business program to councils that have been recognised as the most progressive in NSW in 2018/19. Widely acknowledged as the greatest accolade a council can achieve, this will be the 75th year for which the awards have been presented.



Accommodation

We encourage attendees to book accommodation as early as possible. Information on travel and accommodation is available on the LGNSW website.

Complimentary parking is available at the William Inglis Hotel.

Coach Transfers

Complimentary coach transfers will be offered between the conference venue and social functions from the hotels listed below, courtesy of Liverpool Council. Should you require a transfer it must be booked as part of your registration.

In addition, subsidised coach transfers will run from Sydney airport to the motels on Sunday afternoon and Monday as well as a return on the Wednesday afternoon. The charge is \$22 per person each way and these must be booked as part of the registration process.

Transfer hotels include:

- William Inglis Hotel
- Holiday Inn Warwick Farm
- Quest Liverpool
- Rydges Bankstown
- Ramada Hotel
- Mercure Liverpool

Child Care Arrangements

If you require child care please contact: www.dummiesandplaydates.com.au or call 0412 791 528

Environmental Sustainability Commitment

LGNSW is committed to ensuring the LGNSW Annual Conference 2019 is organised and conducted in a sustainable manner to reduce the impact on the planet. The event will adhere to LGNSW Principles and Guidelines for Event Sustainability.

Sponsorships and Partnerships

If you are interested in sponsoring the conference, giving support or taking part in our trade display, please contact the Conference Secretariat, Bradley Hayden, Countrywide Conference and Event Management at bradley@ccecm.com.au.

SOCIAL PROGRAM

LGNSW ANNUAL CONFERENCE REGISTRATION 2019

President's Opening Reception

Monday 14 October, 6.00pm – 8.00pm
Casula Powerhouse Arts Centre,
1 Powerhouse Road Casula
(Enter via Shepherd Street Liverpool)
Dress: smart casual for indoor/outdoor evening event.

Join special guests, fellow councillors, the LGNSW Board, general managers, sponsors and speakers for an official welcome and informal cocktail reception at Casula Powerhouse Arts Centre. Hear the symphonic tones of River City Voices choir, renowned for its vocal excellence, special artistic programs and events. Grab a drink and wander through the art gallery. One Past Liverpool, will be showing throughout October.

Transfer buses leave from the William Inglis Hotel and various hotels from 5.30pm and will loop back to the same hotels from 7.30pm.



Presented by
Premier Sponsor,
Statewide Mutual

statewide
mutual.

Conference Gala Dinner

Tuesday 15 October, doors open at 7.30pm.
Pre-dinner drinks in The Two Figs area from 7.00pm
(weather dependant)
Sales Arena, The William Inglis Hotel
Dress Code: Cocktail lounge suit
Cost \$110

Allocated seating required; register as part of the conference registration process. If you require a dinner transfer from selected hotels, please book online during registration.

Enjoy entertainment from Tom Burlinson, one of Australia's most popular and successful actors and entertainers. Since 2015 Tom has helped celebrate the 100th anniversary of the birth of Frank Sinatra by performing the classic live album 'Sinatra at the Sands' at major venues around Australia. The band will stay on and entertain you throughout the evening.



Tom Burlinson

Presented by
Elite Sponsor,
StateCover



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Casula Powerhouse



Sales Arena - William Inglis Hotel

OPTIONAL TICKETED EVENTS

LGNSW ANNUAL
CONFERENCE
REGISTRATION 2019

10

Meet The Politicians Breakfast

Monday, 14 October, 7.00am for 7.20am start
Sales Arena, The William Inglis Hotel
Cost: Free of charge to members

This optional event is part of the annual conference program and attendance is free to all members registered to attend the conference – simply RSVP for the breakfast as part of your registration.

Councillor training workshops

Monday 14 October
Cost: \$44 per workshop

Access to training workshops will be for ticket holders only. Tickets can be purchased in advance when registering for the conference and include afternoon tea.

10.00am – 12.00pm

Workshop 1a – Financial Decision – Making in Local Government, *Garden Pavilion*
Workshop 1b – Understanding and Measuring Social Impact, *Grand Armee*

1.00pm – 2.30pm

Workshop 2a – Land Use Planning for Councillors, *Garden Pavilion*
Workshop 2b – Update on the Code of Conduct, *Grand Armee*

3.00pm – 4.30pm

Workshop 3a – Local Government Procurement: Efficiencies and Opportunities, *Garden Pavilion*
Workshop 3b – Speaking and Debating Skills, *Grand Armee*

1.00pm – 4.30pm

Delegate Lounge sponsored by Transport for NSW open for networking, *Pavilion B*

Australian Local Government Women's Association (ALGWA NSW) Breakfast

Wednesday, 16 October,
7.15am for 7.30am start – 8.45am
The Big Barn, The William Inglis Hotel
Cost \$55. Access to the breakfast will be for ticket holders only. Tickets can be purchased in advance when registering for the conference.

Women in Leadership – Panel

This year's breakfast will feature a panel discussion on the topic of women in leadership. Inspiring women will share their experiences, challenges and advice. Ellen Fanning will facilitate an interactive discussion with the panel and audience.

Sponsored by Multicultural NSW



SPONSORS

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Transport Sponsor Special Interest Delegates Lounge

Sponsored by Transport NSW



Distinguished Sponsors



Coffee Cart Sponsor



Vehicle Equipment Sponsor





**Investment Summary Report
July 2019**

Camden Council
Executive Summary - July 2019



Investment Holdings

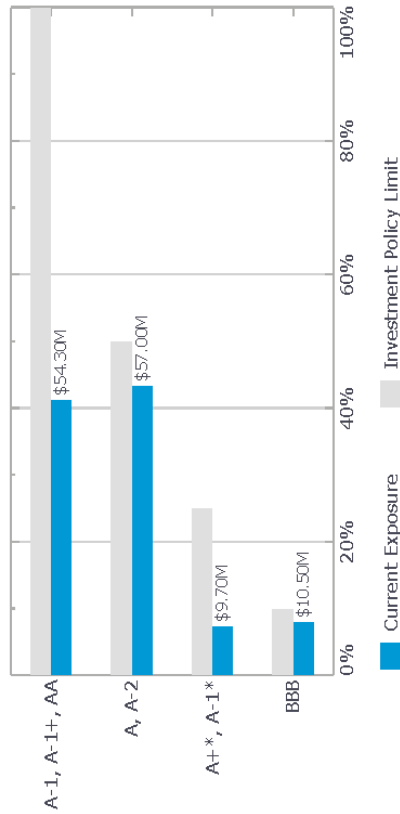
	Amount (\$)	Current Yield (%)
Cash	4,500,000.00	1.30
Term Deposit	127,000,000.00	2.73
	131,500,000.00	

Term to Maturity

	Amount (\$)	Policy Max
Between 0 and 1 Year	96,800,000	74% 100% ✓
Between 1 and 3 Years	23,000,000	17% 60% ✓
Between 3 and 5 Years	11,700,000	9% 30% ✓
	131,500,000	

Percentages in this report may not add up to 100% due to rounding

Detailed Maturity Profile



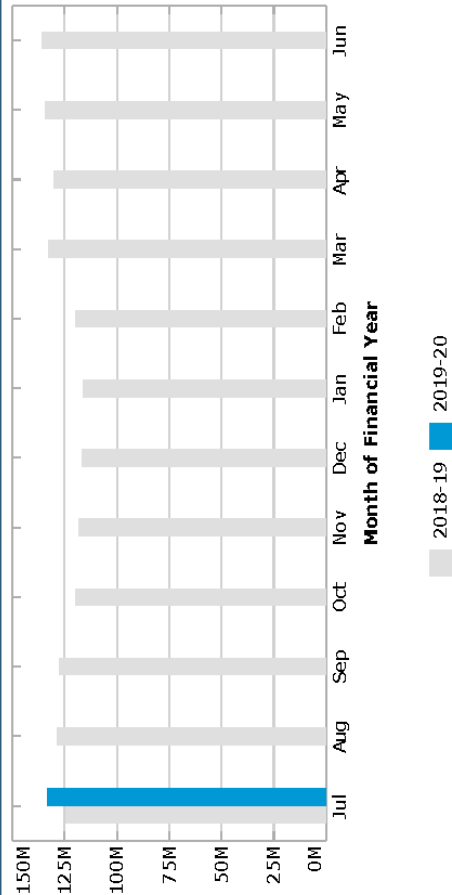
**Council's investment policy limits investments in foreign subsidiary banks which are monitored by APRA to a maximum 25% of the total portfolio*

Sources of Funds

	Amount (\$)
Section 7.11 Developer Contributions	85,321,000
Restricted Grant Income	2,925,000
Externally Restricted Reserves	14,396,000
Internally Restricted Reserves	16,100,000
Camden Regional Economic Taskforce	43,000
General Fund	12,805,000
Total Funds Invested	131,500,000

Council's investment portfolio has decreased by \$4.5m since the June reporting period. The decrease primarily relates to capital and operational expenditure during the month. The source of funds invested are indicative only, due to Council's annual financial reports still being finalised for 30 June 2019.

Investment Portfolio Balance



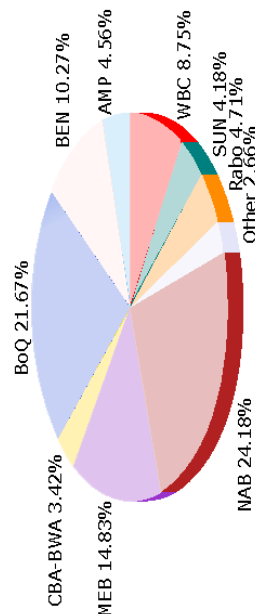
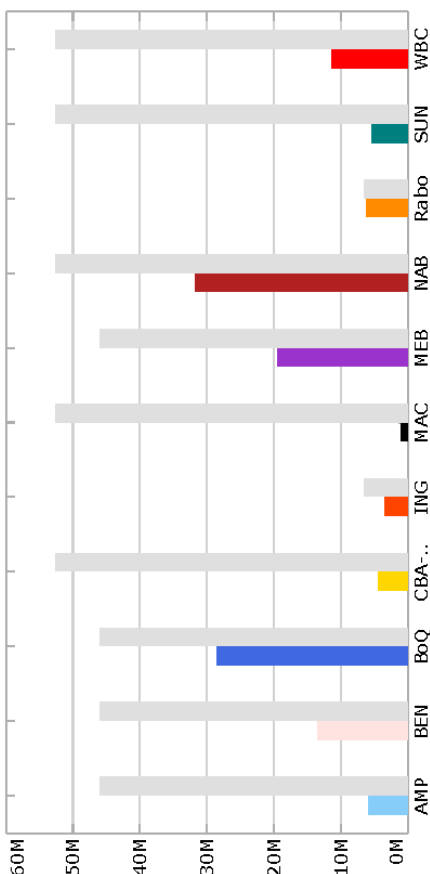


Camden Council
Individual Institutional Exposures Report - July 2019

Individual Institutional Exposures

Parent Group	Exposure (\$M)	Credit Rating	Policy Limit	Actual	Capacity
AMP Bank	6.00M	A-2, A-	35.00%	4.56%	40.02M
Bank of Queensland	28.50M	A-2, BBB+	35.00%	21.67%	17.52M
Bendigo and Adelaide Bank	13.50M	A-2, BBB+	35.00%	10.27%	32.52M
Commonwealth Bank of Australia	4.50M	A-1+, AA-	40.00%	3.42%	48.10M
ING Bank Australia (Foreign Sub)	3.50M	A-1*, A-*	5.00%	2.66%	3.08M
Macquarie Bank	1.00M	A-1, A	40.00%	.76%	51.60M
Members Equity Bank	19.50M	A-2, BBB	35.00%	14.83%	26.52M
National Australia Bank	31.80M	A-1+, AA-	40.00%	24.18%	20.80M
Rabobank Aus (Foreign Sub)	6.20M	A-1*, A+*	5.00%	4.71%	.38M
Suncorp Bank	5.50M	A-1, A+	40.00%	4.18%	47.10M
Westpac Group	11.50M	A-1+, AA-	40.00%	8.75%	41.10M
	131.50M				

Individual Institutional Exposure Charts



*Council's investment policy limits investments in foreign subsidiary banks which are monitored by APRA to a maximum 5% of the total portfolio in any single entity

Council's portfolio is within its individual institutional investment policy limits.
Council's portfolio is within its term to maturity investment policy limits.
Council's portfolio complies with the NSW Ministerial Investment Order.



Camden Council
Performance Summary - July 2019

Interest Summary

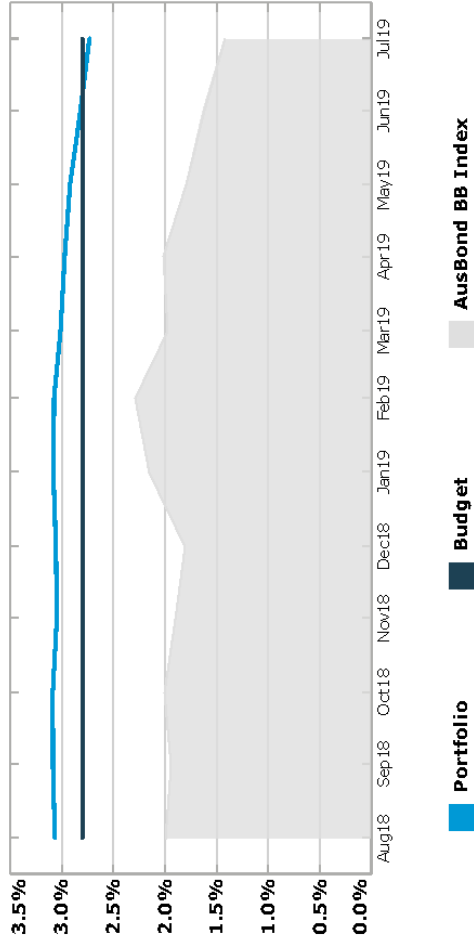
Interest Summary as of July 2019	
Number of Investments	93
Average Days to Maturity	357
Weighted Portfolio Yield	2.73%
CBA Call Account	1.30%
Highest Rate	4.25%
Lowest Rate	1.85%
Budget Rate	2.80%
Average BBSW (30 Day)	1.11%
Average BBSW (90 Day)	1.11%
Average BBSW (180 Day)	1.15%
Official Cash Rate	1.00%
AusBond Bank Bill Index	1.42%

Interest Received During the 2019/2020 Financial Year

	July	Cumulative	Original Budget	* Revised Budget
General Fund	\$87,800	\$87,800	\$1,450,000	\$1,450,000
Restricted	\$206,000	\$206,000	\$1,800,000	\$1,800,000
Total	\$293,800	\$293,800	\$3,250,000	\$3,250,000

*The Revised Budget is reviewed on a quarterly basis as part of the Budget Process

Investment Performance



Historical Performance Summary

	Portfolio	AusBond BB Index	Outperformance
Jul 2019	2.73%	1.42%	1.31%
Last 3 Months	2.82%	1.61%	1.21%
Last 6 Months	2.92%	1.84%	1.08%
Financial Year to Date	2.73%	1.42%	1.31%
Last 12 months	3.00%	1.90%	1.10%

Investment Performance

Council's portfolio returned 2.73%pa on a weighted average yield basis during July. This compares favourably with the Ausbond Bank Bill Index's return of 1.42%pa for the month.



Camden Council
Investment Holdings Report - July 2019

Cash Accounts						
Amount (\$)	Current Yield	Institution	Credit Rating	Amount (\$)	Deal No.	Reference
4,500,000.00	1.30%	Commonwealth Bank of Australia	A-1+	4,500,000.00	535548	
4,500,000.00				4,500,000.00		

Term Deposits										
Maturity Date	Amount (\$)	Rate	Institution	Credit Rating	Purchase Date	Amount plus Accrued Int (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
5-Aug-19	1,500,000.00	2.75%	ME Bank	A-2	11-Feb-19	1,519,325.34	537533	19,325.34	At Maturity	3183
7-Aug-19	1,500,000.00	2.75%	ME Bank	A-2	13-Feb-19	1,519,099.32	537541	19,099.32	At Maturity	3184
12-Aug-19	1,500,000.00	2.75%	ME Bank	A-2	20-Feb-19	1,518,308.22	537554	18,308.22	At Maturity	3186
14-Aug-19	1,500,000.00	2.75%	ME Bank	A-2	22-Feb-19	1,518,082.19	537558	18,082.19	At Maturity	3187
19-Aug-19	1,000,000.00	2.75%	Bank of Queensland	A-2	18-Feb-19	1,012,356.16	537547	12,356.16	At Maturity	3185
21-Aug-19	1,000,000.00	2.80%	AMP Bank	A-2	26-Feb-19	1,011,967.12	537563	11,967.12	At Maturity	3188
26-Aug-19	2,000,000.00	2.70%	ME Bank	A-2	28-Feb-19	2,022,783.56	537588	22,783.56	At Maturity	3190
28-Aug-19	1,000,000.00	2.70%	ME Bank	A-2	1-Mar-19	1,011,317.81	537596	11,317.81	At Maturity	3191
2-Sep-19	1,000,000.00	2.65%	ME Bank	A-2	6-Mar-19	1,010,745.21	537618	10,745.21	At Maturity	3194
4-Sep-19	1,500,000.00	2.65%	ME Bank	A-2	12-Mar-19	1,515,464.38	537627	15,464.38	At Maturity	3195
9-Sep-19	1,000,000.00	2.80%	AMP Bank	A-2	14-Mar-19	1,010,739.73	537638	10,739.73	At Maturity	3196
11-Sep-19	1,500,000.00	2.65%	Bank of Queensland	A-2	25-Mar-19	1,514,048.63	537649	14,048.63	At Maturity	3198
16-Sep-19	1,500,000.00	2.65%	Bank of Queensland	A-2	27-Mar-19	1,513,830.82	537700	13,830.82	At Maturity	3198
18-Sep-19	1,000,000.00	2.80%	AMP Bank	A-2	18-Mar-19	1,010,432.88	537646	10,432.88	At Maturity	3197
23-Sep-19	1,500,000.00	2.50%	National Australia Bank	A-1+	29-Mar-19	1,512,842.47	537762	12,842.47	At Maturity	3202
25-Sep-19	1,500,000.00	2.50%	National Australia Bank	A-1+	29-Mar-19	1,512,842.47	537763	12,842.47	At Maturity	3203
30-Sep-19	1,500,000.00	2.50%	National Australia Bank	A-1+	29-Mar-19	1,512,842.47	537764	12,842.47	At Maturity	3204
30-Sep-19	3,000,000.00	2.05%	Bank of Queensland	A-2	1-Jul-19	3,005,223.29	538108	5,223.29	At Maturity	3244
2-Oct-19	1,500,000.00	2.60%	Bank of Queensland	A-2	1-Apr-19	1,513,035.62	537766	13,035.62	At Maturity	3208
8-Oct-19	1,000,000.00	2.75%	AMP Bank	A-2	3-Apr-19	1,009,041.10	537781	9,041.10	At Maturity	3209
9-Oct-19	1,500,000.00	2.60%	Bank of Queensland	A-2	8-Apr-19	1,512,287.67	537792	12,287.67	At Maturity	3210



Camden Council Investment Holdings Report - July 2019

Term Deposits										
Maturity Date	Amount (\$)	Rate	Institution	Credit Rating	Purchase Date	Amount plus Accrued Int (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
14-Oct-19	1,000,000.00	2.44%	National Australia Bank	A-1+	15-Apr-19	1,007,219.73	537866	7,219.73	At Maturity	3211
14-Oct-19	500,000.00	2.44%	National Australia Bank	A-1+	23-Apr-19	503,342.47	537892	3,342.47	At Maturity	3213
16-Oct-19	1,000,000.00	2.45%	National Australia Bank	A-1+	18-Apr-19	1,007,047.95	537873	7,047.95	At Maturity	3212
16-Oct-19	500,000.00	2.44%	National Australia Bank	A-1+	23-Apr-19	503,342.47	537893	3,342.47	At Maturity	3214
21-Oct-19	1,000,000.00	2.45%	ME Bank	A-2	26-Apr-19	1,006,510.96	537899	6,510.96	At Maturity	3215
23-Oct-19	1,000,000.00	2.48%	Rural Bank	A-2	3-May-19	1,006,115.07	537925	6,115.07	At Maturity	3216
28-Oct-19	1,500,000.00	2.55%	Suncorp Bank	A-1	29-Mar-19	1,513,099.32	537759	13,099.32	At Maturity	3205
30-Oct-19	1,500,000.00	2.55%	Suncorp Bank	A-1	29-Mar-19	1,513,099.32	537760	13,099.32	At Maturity	3206
31-Oct-19	3,000,000.00	1.95%	National Australia Bank	A-1+	8-Jul-19	3,003,846.58	538176	3,846.58	At Maturity	3246
4-Nov-19	1,000,000.00	2.55%	Suncorp Bank	A-1	29-Mar-19	1,008,732.88	537761	8,732.88	At Maturity	3207
6-Nov-19	1,000,000.00	2.43%	Rural Bank	A-2	7-May-19	1,005,725.48	537929	5,725.48	At Maturity	3218
11-Nov-19	2,000,000.00	2.43%	Rural Bank	A-2	9-May-19	2,011,184.66	537934	11,184.66	At Maturity	3219
13-Nov-19	1,000,000.00	2.43%	Rural Bank	A-2	10-May-19	1,005,525.75	537935	5,525.75	At Maturity	3220
18-Nov-19	500,000.00	2.43%	Rural Bank	A-2	13-May-19	502,663.01	537938	2,663.01	At Maturity	3221
18-Nov-19	500,000.00	2.35%	Bank of Queensland	A-2	13-May-19	502,575.34	537939	2,575.34	At Maturity	3222
20-Nov-19	1,500,000.00	2.43%	Rural Bank	A-2	17-May-19	1,507,589.59	537957	7,589.59	At Maturity	3223
25-Nov-19	1,000,000.00	2.90%	ING Bank (Australia)	A-1*	23-Nov-17	1,019,942.47	535985	19,942.47	Annually	3032
25-Nov-19	1,500,000.00	2.43%	Rural Bank	A-2	21-May-19	1,507,190.14	537962	7,190.14	At Maturity	3224
27-Nov-19	1,000,000.00	4.10%	Rabobank Australia	A-1*	27-Nov-14	1,027,745.21	535518	27,745.21	Annually	2760
27-Nov-19	2,000,000.00	2.88%	Rural Bank	A-2	23-Nov-17	2,039,609.86	535987	39,609.86	Annually	3033
27-Nov-19	1,500,000.00	2.35%	Suncorp Bank	A-1	23-May-19	1,506,760.27	537970	6,760.27	At Maturity	3225
2-Dec-19	1,500,000.00	2.90%	ING Bank (Australia)	A-1*	27-Nov-17	1,529,436.99	535996	29,436.99	Annually	3035
2-Dec-19	1,500,000.00	2.83%	Rural Bank	A-2	1-Dec-17	1,528,028.63	536020	28,028.63	Annually	3037
2-Dec-19	1,500,000.00	2.30%	ME Bank	A-2	24-May-19	1,506,521.92	537972	6,521.92	At Maturity	3226
4-Dec-19	1,500,000.00	4.25%	Bendigo and Adelaide Bank	A-2	28-Nov-14	1,542,965.75	535488	42,965.75	Annually	2762
9-Dec-19	1,500,000.00	2.25%	National Australia Bank	A-1+	28-May-19	1,506,010.27	537983	6,010.27	At Maturity	3227

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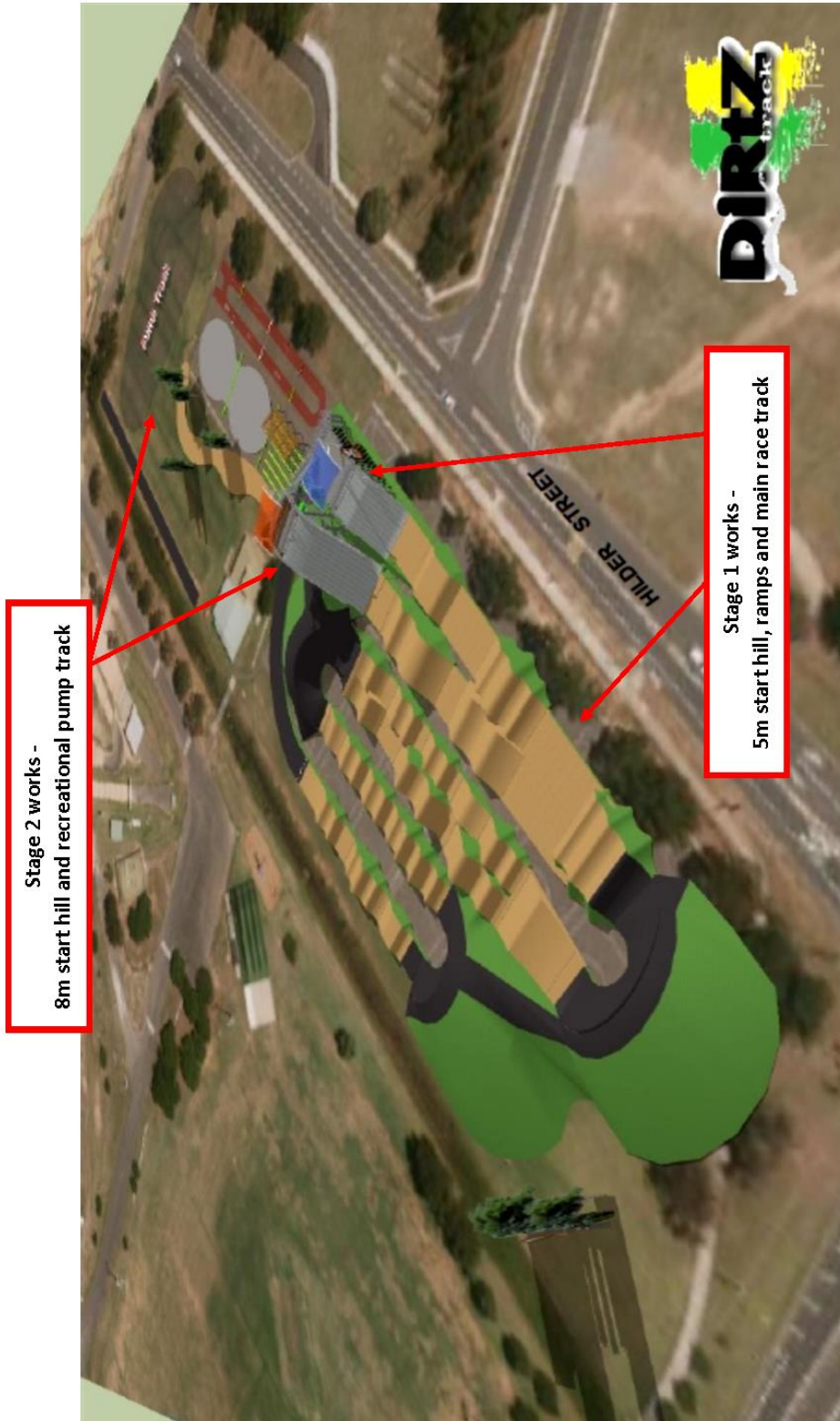
Camden Council
Investment Holdings Report - July 2019

Term Deposits										
Maturity Date	Amount (\$)	Rate	Institution	Credit Rating	Purchase Date	Amount plus Accrued Int (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
11-Dec-19	1,500,000.00	4.00%	National Australia Bank	A-1+	16-Dec-14	1,537,315.07	535504	37,315.07	Annually	2766
16-Dec-19	1,000,000.00	2.25%	Bank of Queensland	A-2	29-May-19	1,003,945.21	537988	3,945.21	At Maturity	3228
16-Dec-19	1,800,000.00	2.21%	National Australia Bank	A-1+	31-May-19	1,806,757.15	537993	6,757.15	At Maturity	3229
18-Dec-19	2,500,000.00	2.28%	ME Bank	A-2	3-Jun-19	2,509,213.70	537998	9,213.70	At Maturity	3230
18-Dec-19	1,500,000.00	2.05%	National Australia Bank	A-1+	19-Jun-19	1,503,622.60	538049	3,622.60	At Maturity	3237
19-Dec-19	1,000,000.00	3.85%	Macquarie Bank	A-1	19-Dec-14	1,177,838.36	535503	177,838.36	At Maturity	2767
23-Dec-19	2,000,000.00	2.20%	National Australia Bank	A-1+	4-Jun-19	2,006,991.78	538001	6,991.78	At Maturity	3231
30-Dec-19	1,500,000.00	2.15%	Bank of Queensland	A-2	11-Jun-19	1,504,506.16	538022	4,506.16	At Maturity	3234
2-Jan-20	1,000,000.00	2.15%	Bank of Queensland	A-2	5-Jun-19	1,003,357.53	538008	3,357.53	At Maturity	3233
6-Jan-20	1,000,000.00	2.15%	Bank of Queensland	A-2	12-Jun-19	1,002,945.21	538033	2,945.21	At Maturity	3235
8-Jan-20	1,500,000.00	2.05%	National Australia Bank	A-1+	17-Jun-19	1,503,791.10	538044	3,791.10	At Maturity	3236
13-Jan-20	1,000,000.00	2.05%	National Australia Bank	A-1+	19-Jun-19	1,002,415.07	538050	2,415.07	At Maturity	3238
15-Jan-20	1,500,000.00	2.10%	Bank of Queensland	A-2	24-Jun-19	1,503,279.45	538068	3,279.45	At Maturity	3239
20-Jan-20	1,000,000.00	2.00%	National Australia Bank	A-1+	26-Jun-19	1,001,972.60	538080	1,972.60	At Maturity	3240
22-Jan-20	1,500,000.00	2.00%	Bank of Queensland	A-2	3-Jul-19	1,502,383.56	538167	2,383.56	At Maturity	3245
28-Jan-20	1,500,000.00	1.90%	ME Bank	A-2	22-Jul-19	1,500,780.82	538324	780.82	At Maturity	3248
30-Jan-20	1,500,000.00	1.90%	National Australia Bank	A-1+	24-Jul-19	1,500,624.66	538335	624.66	At Maturity	3249
2-Feb-20	1,000,000.00	3.90%	Westpac Group	A-1+	2-Feb-15	1,019,019.18	535537	19,019.18	Annually	2772
10-Feb-20	1,000,000.00	2.90%	ING Bank (Australia)	A-1*	8-Feb-18	1,013,824.66	536215	13,824.66	Annually	3065
1-Jul-20	1,500,000.00	1.95%	National Australia Bank	A-1+	1-Jul-19	1,502,484.25	538107	2,484.25	At Maturity	3243
29-Jul-20	1,500,000.00	1.85%	ME Bank	A-2	29-Jul-19	1,500,228.08	538340	228.08	At Maturity	3250
18-Jan-21	2,000,000.00	2.15%	AMP Bank	A-	15-Jul-19	2,002,002.74	538210	2,002.74	Annually	3247
15-Mar-21	1,000,000.00	3.60%	Bank of Queensland	BBB+	15-Mar-17	1,013,709.59	535484	13,709.59	Annually	2958
29-Mar-21	1,500,000.00	2.65%	Bank of Queensland	BBB+	29-Mar-19	1,513,613.01	537758	13,613.01	Annually	3201
7-Apr-21	1,000,000.00	3.50%	Bank of Queensland	BBB+	3-Apr-17	1,011,506.85	535486	11,506.85	Annually	2963
17-May-21	1,000,000.00	3.10%	Westpac Group	AA-	16-May-17	1,006,539.73	535544	6,539.73	Quarterly	2975



Camden Council Investment Holdings Report - July 2019

Term Deposits										
Maturity Date	Amount (\$)	Rate	Institution	Credit Rating	Purchase Date	Amount plus Accrued Int (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
23-Jun-21	1,500,000.00	2.05%	Bank of Queensland	BBB+	26-Jun-19	1,503,032.88	538081	3,032.88	Annually	3241
1-Feb-22	1,000,000.00	3.60%	Westpac Group	AA-	1-Feb-17	1,009,073.97	535538	9,073.97	Quarterly	2936
2-Feb-22	1,500,000.00	3.57%	Westpac Group	AA-	2-Feb-17	1,513,350.82	535539	13,350.82	Quarterly	2937
10-Feb-22	1,000,000.00	3.56%	Westpac Group	AA-	10-Feb-17	1,008,095.34	535540	8,095.34	Quarterly	2938
15-Feb-22	1,500,000.00	3.75%	Bank of Queensland	BBB+	15-Feb-17	1,525,736.30	535547	25,736.30	Annually	2939
22-Feb-22	2,000,000.00	3.64%	Westpac Group	AA-	22-Feb-17	2,014,161.10	535541	14,161.10	Quarterly	2940
28-Feb-22	1,000,000.00	3.75%	Bank of Queensland	BBB+	27-Feb-17	1,015,924.66	535483	15,924.66	Annually	2946
28-Feb-22	1,000,000.00	3.55%	Westpac Group	AA-	28-Feb-17	1,006,321.92	535542	6,321.92	Quarterly	2950
1-Mar-22	1,000,000.00	3.58%	Westpac Group	AA-	1-Mar-17	1,005,786.85	535543	5,786.85	Quarterly	2952
3-Mar-22	1,000,000.00	3.60%	Westpac Group	AA-	3-Mar-17	1,005,819.18	535545	5,819.18	Quarterly	2954
9-Mar-22	1,000,000.00	3.61%	Westpac Group	AA-	9-Mar-17	1,005,044.11	535546	5,044.11	Quarterly	2956
23-Mar-22	500,000.00	3.80%	Bank of Queensland	BBB+	23-Mar-17	506,715.07	535485	6,715.07	Annually	2960
4-May-22	1,000,000.00	3.60%	Bank of Queensland	BBB+	8-May-17	1,008,383.56	535487	8,383.56	Annually	2971
27-Jun-22	1,500,000.00	2.10%	Bank of Queensland	BBB+	26-Jun-19	1,503,106.85	538082	3,106.85	Annually	3242
11-Dec-23	2,000,000.00	3.15%	National Australia Bank	AA-	19-Dec-18	2,038,835.62	537431	38,835.62	Annually	3070
18-Dec-23	4,500,000.00	3.15%	National Australia Bank	AA-	19-Dec-18	4,587,380.14	537432	87,380.14	Annually	3071
3-Jan-24	2,000,000.00	3.40%	Rabobank Australia	A+*	4-Jan-19	2,038,936.99	537443	38,936.99	Annually	3173
28-Feb-24	1,000,000.00	3.20%	Rabobank Australia	A+*	28-Feb-19	1,013,501.37	537586	13,501.37	Annually	3189
4-Mar-24	1,200,000.00	3.20%	Rabobank Australia	A+*	4-Mar-19	1,215,780.82	537601	15,780.82	Annually	3192
28-Mar-24	1,000,000.00	3.00%	Rabobank Australia	A+*	29-Mar-19	1,010,273.97	537765	10,273.97	Annually	3200
	127,000,000.00					128,298,378.19		1,298,378.19		





Camden Council Minutes

**Audit, Risk and Improvement Committee
Meeting**
22 May 2019

**Executive Boardroom
Camden Council
Administration Building
70 Central Avenue
Oran Park
5:00PM**



AUDIT, RISK AND IMPROVEMENT COMMITTEE

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Voting Members present:

John Gordon	Independent Member (Chair)
Elizabeth Gavey	Independent Member
Bruce Hanrahan	Independent Member
Cr Michael Morrison	Camden Council Councillor
Cr Paul Farrow	Camden Council Councillor

Attendees:

General Manager
Internal Audit Coordinator
Risk Management Officer
Manager Governance and Risk
Chief Financial Officer

Invitees:

Director Planning and Environment
Director Customer and Corporate Strategy
Director Community Assets
Director Sport, Community and Recreation
Caroline Karakatsanis Audit Office of NSW (External Auditor)
Internal Audit Analyst
Manager Growth and Advocacy (departed 5:40PM)
Coordinator Agreements Delivery (departed 5:25PM)
Team Leader Corporate Planning (departed 5:40PM)
Manager Customer Service and Corporate Performance (departed 5:40PM)
Chief People Officer (departed 6:22PM)

Apologies:

NIL

Meeting opened 5:03PM

BUS01 Apologies**RECOMMENDATION**

That leave of absence be granted

DISCUSSION

Mr Gordon acknowledged the valued contribution of Cr Fedeli to the Committee and welcomed Cr Farrow to the Committee.

DECISION

There were no leave of absences for this meeting.

BUS02 Declaration Of Interest**RECOMMENDATION**

That the declarations be noted.

DISCUSSION

Mr Gordon requested Council consider whether Audit, Risk and Improvement Committee independent members are required to complete a disclosure of interests return under the new Code of Conduct.

DECISION

That the Audit, Risk and Improvement Committee:

- i. Note there were no declarations to note
- ii. Requested Council Management determine if independent committee members are required to complete a Disclosure of Interests return under the new Code of Conduct.

BUS03 Minutes To The 6 March 2019 Business Assurance And Risk Committee MeetingRECOMMENDED

That the Audit, Risk and Improvement Committee:

- i. approve the minutes to the 6 March 2019 Business Assurance and Risk Committee meeting;
- ii. note the status of actions included in the actions list.

DISCUSSION

The Internal Audit Coordinator noted a cosmetic error in the contents page of the minutes to be corrected prior to submission to Council.

The Internal Audit Coordinator also provided an update on the actions listing including Project 24 (item 11), ERM update (item 22), the Auditor-General reports gap analysis (Items 23 and 46) and cyber security (item 45).

The General Manager entered the meeting at 5:15PM.

The Coordinator Agreements Delivery presented an update on the implementation of the Voluntary Planning Agreements/Works in Kind Agreements audit recommendations (item 39).

Mr Gordon requested continued updates every second meeting on the progress of implementation for this audit.

DECISION

The Audit, Risk and Improvement Committee:

- i. approved the minutes to the 6 March 2019 Business Assurance and Risk Committee meeting;
- ii. noted the status of actions included in the actions list.

Moved: Ms Gavey
Seconded: Cr Morrison

The Coordinator Agreements Delivery left the meeting at the end of this item.

BUS11 Corporate Health Indicators And Implementation Of Integrated Planning And Reporting Framework

RECOMMENDED

That the Audit, Risk and Improvement Committee note the report on Council's Corporate Health Indicators and Implementation of Integrated Planning and Reporting Framework.

DISCUSSION

The Team Leader Corporate Planning and Manager Customer Service and Corporate Performance entered the meeting at 5:26PM.

The Internal Audit Coordinator outlined the process for corporate reporting and highlighted some future improvement initiatives.

Mr Gordon requested the monthly Corporate Health Indicator report and six month delivery program report be presented to a future Committee meeting. Mr Gordon also suggested a Director or Branch Manager present on a key functional area and highlight their results included in the corporate reporting. It was suggested this be done half hour before the meeting for Committee members with other attendees not being required to attend

DECISION

The Audit, Risk and Improvement Committee:

- i. note the report on Council's Corporate Health Indicators and Implementation of Integrated Planning and Reporting Framework;
- ii. request that examples of the six monthly delivery program report and monthly Corporate Health Indicators be presented to a future Committee meeting with a presentation on the performance for one functional area of Council.

The Team Leader Corporate Planning, Manager Growth and Advocacy and Manager Customer Service and Corporate Performance left the meeting at the end of this item.

BUS04 Enterprise Risk Management - Top Risks

RECOMMENDED

That the Audit, Risk and Improvement Committee note the development and establishment of the Top 13 Council Risks as a key element of Council's Enterprise Risk Management Framework.

DISCUSSION

The Director Customer and Corporate Strategy outlined the process for identifying the risks reported.

Mr Gordon informed the Committee that he and Ms Gavey had discussed the report

prior to the meeting and provided feedback and other examples of risks in the context of ARIC's experience with a wide range of organisations including other councils.

It was advised that because the list is based on residual risk, some of the risks are not included in the top risks because they are well controlled. These risks would be high on the list of inherent risks.

Mr Gordon suggested that the top 20 risks be reported to the next meeting using inherent risk as the measure for ranking.

DECISION

The Audit, Risk and Improvement Committee:

- i. noted the development and establishment of the Top 13 Council Risks as a key element of Council's Enterprise Risk Management Framework;
- ii. requested the next report include the top 20 risks using the 'inherent' risk rating.

BUS05 Enterprise Risk Management - Review Of Policy And Strategy

RECOMMENDED

That the Audit, Risk and Improvement Committee note the amendments to the Enterprise Risk Management Policy and Strategy.

DISCUSSION

The Director Customer and Corporate Strategy outlined the three key changes to the policy and strategy.

Mr Gordon indicated that the documents were comprehensive and made some suggestions for improvement. References to Business Assurance and Risk Committee be changed to Audit, Risk and Improvement Committee; the ISO risk management standard reference be changed to the current standard; the definition of risk could reflect that risks can be both positive and negative.

Ms Gavey suggested the references to fraud prevention should also include corruption and that this should be defined. Ms Gavey also mentioned that the term 'no risk appetite' included in the Risk Management Strategy 'Risk Appetite Statement' be defined.

DECISION

The Audit, Risk and Improvement Committee noted the amendments to the Enterprise Risk Management Policy and Strategy.

BUS06 Human Resources Recruitment Internal Audit Report

RECOMMENDED

That the Audit, Risk and Improvement Committee note the Human Resources Recruitment Internal Audit Report.

DISCUSSION

The Chief People Officer entered the meeting at 6:05PM. The Internal Audit Coordinator outlined the scope of the audit and high level findings.

Mr Gordon commented on the large number of staff being recruited. The Chief People Officer discussed the business improvement process that was undertaken to increase efficiency in the recruitment process in preparation for the expected growth at Camden Council.

Mr Gordon asked about Council's Human Resources Strategy and program in relation to recruitment to ensure we attract, recruit and retain the right people to meet Council's needs. The Chief People Officer and the General Manager outlined some of Council's approach.

A presentation to a future Committee meeting was requested on Council's Human Resources program including Council's processes to attract, recruit and retain staff and to cover training, rewarding etc.

DECISION

The Audit, Risk and Improvement Committee:

- i. noted the Human Resources Recruitment Internal Audit Report;
- ii. requested a presentation to a future Committee meeting on Council's Human Resources Strategy/Program to attract, recruit and retain required staff.

The Chief People Officer left the meeting at the end of this item.

BUS07 External Audit Update

RECOMMENDED

That the Audit, Risk and Improvement Committee:

- i. note the Engagement Plan for the external audit for the year ending 30 June 2019;
- ii. note the Engagement Plan for the performance audit of the pre-lodgement and lodgement stages of Councils development application process.

DISCUSSION

Ms Karakatsanis outlined the engagement plan for the external audit including the key areas of focus and changes to accounting standards.

Ms Gavey requested background information on the Camden Region Economic Taskforce (CRET). The General Manager outlined the nature of the entity and its purpose. The Internal Audit Coordinator advised she will send through the link to CRET's strategic plan for further information.

Council's Internal Audit Coordinator advised Council received the final performance

audit report for comment late today. The Director Planning and Environment outlined some of the issues included in Camden's response to the draft report.

Mr Gordon requested the final performance audit report be tabled out of session once reviewed and available. It was also requested that depending on the report findings, the performance audit team attend a future meeting to outline the report.

DECISION

The Audit, Risk and Improvement Committee:

- i. noted the Engagement Plan for the external audit for the year ending 30 June 2019;
- ii. noted the Engagement Plan for the performance audit of the pre-lodgement and lodgement stages of Councils development application process;
- iii. requested the final performance audit report be sent to the Committee out of session;
- iv. requested the performance audit team from the Audit Office be asked to attend a future meeting to discuss the results of the report.

BUS08 Audit Report Recommendations - Implementation Status Update - April 2019

RECOMMENDED

That the Audit, Risk and Improvement Committee note the Implementation Status Update for 30 April 2019.

DISCUSSION

The Internal Audit Coordinator advised of a recommendation from the Civic Centre audit that had been marked complete however was recently found to not yet be implemented. Management advised this would be implemented by the end of May. The Internal Audit Coordinator also informed the Committee of the small number of overdue audit recommendations rated as 'significant'.

Ms Gavey mentioned the high percentage of recommendations due in the next two months.

DECISION

The Audit, Risk and Improvement Committee noted the Implementation Status Update for 30 April 2019.

BUS09 Internal Audit Plan Status Update

RECOMMENDED

That the Audit, Risk and Improvement Committee:

- i. note the internal audit plan status update;
- ii. note the credit card audit being undertaken at the request of the General

Manager;

- iii. approve an amendment to the Internal Audit Plan to outsource the property acquisitions and disposals audit.

DISCUSSION

The Internal Audit Coordinator highlighted the status of the plan and the additional audit related activities being undertaken. The Internal Audit Coordinator advised the credit card audit had commenced and requested approval to amend the Internal Audit Plan to outsource the property acquisitions and disposals audit.

DECISION

The Audit, Risk and Improvement Committee:

- i. noted the internal audit plan status update;
- ii. noted the credit card audit being undertaken at the request of the General Manager;
- iii. approved an amendment to the Internal Audit Plan to outsource the property acquisitions and disposals audit.

BUS10 Update On The Policy And Procedure Register

RECOMMENDED

That the Audit, Risk and Improvement Committee note the update on the Policy and Procedure Register.

DISCUSSION

Mr Gordon advised the report with the Policy and Procedure Register was excellent.

Mr Gordon asked about the inclusion of compliance with legislative requirements for each policy/procedure in the register. The Manager Governance and Risk reminded the Committee of a previous report where it was advised Managers receive regular updates on legislative changes, and are responsible for ensuring they are considered in policy reviews.

Mr Gordon suggested a long term goal should be to have a cascading annual sign off from each level of management that all legislative changes have been incorporated into policies and procedures.

The Committee agreed to annual reporting of the policies and procedures register and Ms Gavey requested a prior year summary comparative be provided as part of that report.

DECISION

The Audit, Risk and Improvement Committee:

- i. note the update on the Policy and Procedure Register

- ii. requested annual reporting of the Policy and Procedure Register with a prior year summary comparative included.

BUS12 Checklist Of Compliance With Committee RequirementsRECOMMENDED

That the Audit, Risk and Improvement Committee note the Checklist of Compliance with Committee Requirements.

DECISION

Following review and discussion, the Audit, Risk and Improvement Committee noted the Checklist of Compliance with Committee Requirements.

BUS13 General BusinessRECOMMENDED

That the Audit, Risk and Improvement Committee note any General Business items discussed.

DISCUSSION

There was no General Business from the members.

The Internal Audit Coordinator provided the results of the meeting length survey. It was agreed that every second meeting be 2.5 hours duration, commencing at 4:30PM.

DECISION

The Audit, Risk and Improvement Committee noted the General Business items discussed.

The Manager Governance and Risk and the Risk Management Officer left after this item.

*CC01 - Confidential Item***CC01 Other Audit And Risk Related Matters**RECOMMENDED

That the Audit, Risk and Improvement Committee note the other audit and risk related matters.

DISCUSSION

The Internal Audit Coordinator outlined the findings of the report on the matter.

DECISION

Following review and discussion, the Audit, Risk and Improvement Committee noted the other audit and risk related matters.

Meeting Closed: 7:22PM

Next Meeting:

The next meeting of the Audit, Risk and Improvement Committee is scheduled for 7 August 2019 at the Oran Park Executive Board Room, commencing at 4.30 pm.

Confirmed as a complete and accurate record of the meeting.

John A. Gordon
ARIC Chair