

Meeting Date: Tuesday 11 May 2021
Location: Council Chambers, Level 1A, 1 Pope Street, Ryde and Online
Time: 6.45pm

Committee Meetings will be recorded on audio tape for minute-taking purposes as authorised by the Local Government Act 1993. Committee Meetings will also be webcast.

NOTICE OF BUSINESS

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1 CONFIRMATION OF MINUTES - Finance and Governance Committee Meeting held on 13 April 2021

Report prepared by: Civic Services Manager
File No.: CLM/21/1/3/2 - BP21/307

REPORT SUMMARY

In accordance with Council's Code of Meeting Practice, a motion or discussion with respect to such minutes shall not be in order except with regard to their accuracy as a true record of the proceedings.

RECOMMENDATION:

That the Minutes of the Finance and Governance Committee 2/21, held on 13 April 2021, be confirmed.

ATTACHMENTS

- 1 MINUTES - Finance and Governance Committee Meeting - 13 April 2021

ITEM 1 (continued)

ATTACHMENT 1

**Finance and Governance Committee Meeting
MINUTES OF MEETING NO. 2/21**

Meeting Date: Tuesday 13 April 2021

Location: Council Chambers, Level 1A, 1 Pope Street, Ryde and Online

Time: 6.47pm

Councillors Present in Chambers: Councillors Purcell (Chairperson), Gordon and Pedersen.

Councillors Present online via audio visual: Councillor Brown.

Apologies: Councillors Clifton and Kim.

Absent: Councillor Maggio.

Note: In the absence of the Chairperson, Councillor Clifton, the Deputy Chairperson, Councillor Purcell chaired the meeting.

Staff Present: General Manager, Director – Customer and Community Services, Director – Corporate Services, Director – City Planning and Environment, Director – City Works, Manager – Communications and Engagement, Manager – People and Culture, Manager – Corporate Governance, Chief Financial Officer, System Support Officer, Civic Services Manager and Civic Support Officer.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

**1 CONFIRMATION OF MINUTES - Finance and Governance Committee
Meeting held on 9 February 2021**

RESOLUTION: (Moved by Councillors Gordon and Brown)

That the Minutes of the Finance and Governance Committee 1/21, held on 9 February 2021, be confirmed.

Record of Voting:

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

ITEM 1 (continued)

ATTACHMENT 1

2 ITEMS PUT WITHOUT DEBATE

RESOLUTION: (Moved by Councillors Gordon and Brown)

That the Committee adopt Item 3 and Item 4 on the Committee Agenda as per the recommendations in the reports.

Record of Voting:

For the Motion: Unanimous

3 INVESTMENT REPORT AS AT 28 FEBRUARY 2021

RESOLUTION: (Moved by Councillors Gordon and Brown)

That Council endorse the Investment Report as at 28 February 2021.

Record of Voting:

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

4 INVESTMENT REPORT AS AT 31 MARCH 2021

RESOLUTION: (Moved by Councillors Gordon and Brown)

That Council endorse the Investment Report as at 31 March 2021.

Record of Voting:

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

3 INVESTMENT REPORT AS AT 28 FEBRUARY 2021

Note: This Item was dealt with earlier in the meeting as detailed in these Minutes.

ITEM 1 (continued)

ATTACHMENT 1

4 INVESTMENT REPORT AS AT 31 MARCH 2021

Note: This Item was dealt with earlier in the meeting as detailed in these Minutes.

The meeting closed at 6.56pm.

CONFIRMED THIS 11TH DAY OF MAY 2021.

Chairperson

2 ITEMS PUT WITHOUT DEBATE

Report prepared by: Civic Services Manager

File No.: CLM/21/1/3/2 - BP21/308

REPORT SUMMARY

In accordance with Council's Code of Meeting Practice, the Committee can determine those matters on the Agenda that can be adopted without the need for any discussion.

RECOMMENDATION:

That the Committee determine the Items on the Agenda that will be adopted without any debate.

OR

That the Committee determine all Items on the Agenda.

3 INVESTMENT REPORT AS AT 30 APRIL 2021

Report prepared by: Chief Financial Officer**File No.:** GRP/21/8 - BP21/279

REPORT SUMMARY

This report details Council's performance of its investment portfolio as at 30 April 2021 and compares it against key benchmarks. The report includes the estimated market valuation of Council's investment portfolio and loan liabilities.

Council's return for the reporting period is 1.46%, which is 1.42% above the benchmark figure of 0.04%.

Income from interest on investments and proceeds from sale of investments totals \$3,123K for the financial year to date, which is \$40K above the 2020/21 year-to-date adopted budget of \$3,083K.

RECOMMENDATION:

That Council endorse the Investment Report as at 30 April 2021.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Pav Kuzmanovski
Chief Financial Officer

Report Approved By:

Mark Eady
Director - Corporate Services

ITEM 3 (continued)

Discussion

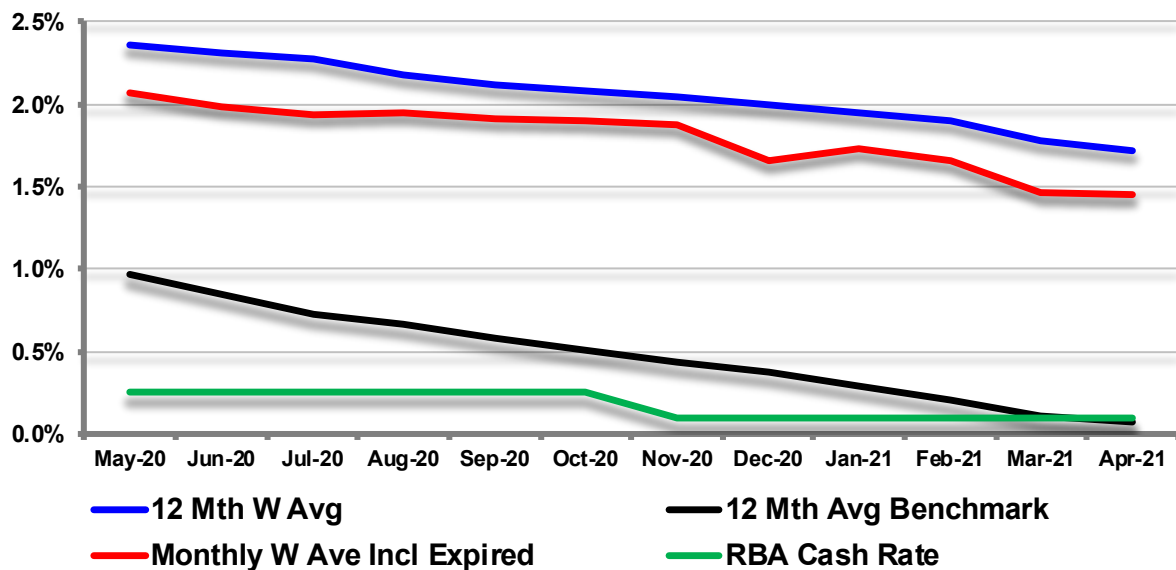
Council’s Responsible Accounting Officer is required to report monthly on Council’s Investment Portfolio and certify that the Investments are held in accordance with Council’s Investment Policy and Section 625 of the Local Government Act.

Investment Performance Commentary

Council’s performance against the benchmark for returns of its investment portfolio for April 2021 and the past 12 months are as follows:

	Apr	12 Mth	FYTD
Council Return	1.46	1.72	1.69
Benchmark	0.04	0.07	0.06
Variance	1.42	1.65	1.63

Performance - All Investments



Council’s investment portfolio as at 30 April 2021 was as follows:

Cash/Term Deposits	\$138.7M	62.5%
Floating Rate Notes	\$34.5M	15.6%
Fixed Bonds	\$48.7M	21.9%
Total Investments	\$221.9M	

ITEM 3 (continued)

Council continues to utilise the Federal Government's current guarantee (\$250K) investing in Term Deposits with a range of Authorised Deposit Taking Institutions (ADI's) on short to medium term investments (generally 30 days to 180 days maturity) where more competitive rates are available.

Whilst Council has moved some of its investment portfolio out to longer terms to lock in future returns, it should be noted that there is approximately \$100.8 million of Council's funds held in Internal Reserves (as at 30 June 2020).

Council's income from investments continues to exceed budgeted expectations, primarily due to Council's cash reserves balances being higher than anticipated.

Loan Liability

Council's loan liability as at 30 April was \$1.3 million which represents the balance of two loans which were established under the Local Infrastructure Renewal Scheme (LIRS). Council receives a 3% interest subsidy payment from the OLG twice a year.

1. A \$1.5M 10 year loan drawn down 31 January 2014 at 180 day Bank Bill Swap rate (BBSW) of +175 basis points for the Children's Play Implementation Plan, which was approved for an LIRS subsidy in Round 2. The interest rate for this loan is reset every six months;
2. A \$1.5M 10 year loan drawn down 1 September 2014 at 4.95% for Phase 2 of the Children's Play Implementation Plan, which was approved for an LIRS subsidy in Round 3.

ITEM 3 (continued)
INVESTMENT SUMMARY AS AT 30 APRIL 2021

Issuer	Investment Name	Investment Rating	Fossil Fuel	Invested at 30-Apr-21 \$000's	Annualised Period Return (%)	12 Month Average Return on Current Investments	Return since 01 July 2020	% of Total Invested	Maturity	Tenor
Bank of Queensland	1. Bank of Queensland Floating Rate Note	AAA	Y	1,200	1.09	1.14	1.13	0.54	14/05/2025	1826
National Australia Bank	2. NAB Fixed Bond (Covered)	AAA	Y	3,745	3.10	3.10	3.10	1.69	16/03/2023	1826
Suncorp-Metway	3. Suncorp-Metway Floating Rate Note	AAA	N	4,000	1.14	1.17	1.17	1.80	22/06/2021	1826
Australia and New Zealand Banking Group	4. ANZ Fixed Bond	AA-	Y	1,499	3.15	3.17	3.16	0.68	18/01/2023	1826
Australia and New Zealand Banking Group	5. ANZ Fixed Bond	AA-	Y	2,999	3.14	3.14	3.15	1.35	8/02/2024	1826
Australia and New Zealand Banking Group	6. ANZ Fixed Bond	AA-	Y	2,000	1.56	1.56	1.56	0.90	29/08/2024	1827
Australia and New Zealand Banking Group	7. ANZ Fixed Bond	AA-	Y	1,993	1.67	1.67	1.67	0.90	29/08/2024	1805
Australia and New Zealand Banking Group	8. ANZ Fixed Bond	AA-	Y	1,998	1.70	1.68	1.68	0.90	16/01/2025	1827
Australia and New Zealand Banking Group	9. ANZ Fixed Bond	AA-	Y	2,978	1.80	1.79	1.79	1.34	29/08/2024	1612
Australia and New Zealand Banking Group	10. ANZ Floating Rate Note	AA-	Y	1,500	0.95	0.86	0.85	0.68	18/01/2023	1826
Australia and New Zealand Banking Group	11. ANZ Floating Rate Note	AA-	Y	2,000	0.92	0.97	0.96	0.90	9/05/2023	1826
Australia and New Zealand Banking Group	12. ANZ Term Deposit	AA-	Y	4,000	1.52	1.57	1.56	1.80	10/11/2022	2557
Australia and New Zealand Banking Group	13. ANZ Term Deposit	AA-	Y	4,000	1.49	1.53	1.52	1.80	15/12/2022	2557
Commonwealth Bank of Australia	14. CBA At Call Account	AA-	Y	12,527	0.01	0.05	0.01	5.64		
Commonwealth Bank of Australia	15. CBA Fixed Bond	AA-	Y	3,991	3.47	3.42	3.42	1.80	25/04/2023	1916
Commonwealth Bank of Australia	16. CBA Fixed Bond	AA-	Y	3,496	3.27	3.28	3.28	1.58	16/08/2023	1826
Commonwealth Bank of Australia	17. CBA Fixed Bond	AA-	Y	3,484	3.23	3.25	3.24	1.57	11/01/2024	1826
Commonwealth Bank of Australia	18. CBA Term Deposit	AA-	Y	4,000	0.43	0.43	0.43	1.80	22/02/2022	365
National Australia Bank	19. NAB Fixed Bond	AA-	Y	3,000	3.15	3.14	3.14	1.35	12/05/2021	1826
National Australia Bank	20. NAB Fixed Bond	AA-	Y	3,997	3.08	3.07	3.07	1.80	10/02/2023	1918
National Australia Bank	21. NAB Fixed Bond	AA-	Y	2,998	2.95	2.94	2.94	1.35	26/02/2024	1826
National Australia Bank	22. NAB Floating Rate Note	AA-	Y	4,000	0.92	0.96	0.96	1.80	16/05/2023	1826
National Australia Bank	23. NAB Floating Rate Note	AA-	Y	2,000	0.95	0.99	0.99	0.90	19/06/2024	1827
National Australia Bank	24. NAB Term Deposit	AA-	Y	4,000	0.35	0.82	0.79	1.80	24/02/2022	371
National Australia Bank	25. NAB Term Deposit	AA-	Y	4,000	0.31	0.83	0.72	1.80	11/11/2021	231
National Australia Bank	26. NAB Term Deposit	AA-	Y	4,000	0.30	0.80	0.78	1.80	16/09/2021	182
National Australia Bank	27. NAB Term Deposit	AA-	Y	4,000	0.60	0.95	0.86	1.80	16/10/2021	365
National Australia Bank	28. NAB Term Deposit	AA-	Y	4,000	0.45	1.10	1.04	1.80	11/01/2022	357
National Australia Bank	29. NAB Term Deposit	AA-	Y	4,000	3.35	3.35	3.35	1.80	18/09/2023	1827
National Australia Bank	30. NAB Term Deposit	AA-	Y	2,000	0.50	0.50	0.50	0.90	2/12/2021	364
Westpac Banking Corporation	31. Westpac At Call Account	AA-	Y	19,314	0.01	0.01	0.01	8.70		
Westpac Banking Corporation	32. Westpac Floating Rate Note	AA-	Y	2,486	3.30	3.23	3.23	1.12	24/04/2024	1917
Westpac Banking Corporation	33. Westpac Term Deposit	AA-	Y	2,000	0.70	1.02	0.89	0.90	21/09/2021	364
Westpac Banking Corporation	34. Westpac Term Deposit	AA-	Y	4,000	3.55	3.55	3.55	1.80	22/02/2022	1825
Westpac Banking Corporation	35. Westpac Term Deposit	AA-	Y	4,000	3.32	3.32	3.32	1.80	9/08/2022	1813
Westpac Banking Corporation	36. Westpac Term Deposit	AA-	Y	2,000	3.38	3.38	3.38	0.90	18/08/2022	1815
Westpac Banking Corporation	37. Westpac Term Deposit	AA-	Y	4,000	1.21	1.27	1.26	1.80	17/02/2022	1826
Westpac Banking Corporation	38. Westpac Term Deposit	AA-	Y	4,000	3.15	3.14	3.14	1.80	2/11/2021	1461
Macquarie Bank	39. Macquarie Bank Fixed Bond	A+	Y	3,999	1.71	1.71	1.70	1.80	12/02/2025	1827
Suncorp-Metway	40. Suncorp-Metway Floating Rate Note (Covered)	A+	N	1,000	0.99	1.04	1.03	0.45	16/08/2022	1826
Suncorp-Metway	41. Suncorp-Metway Floating Rate Note	A+	N	1,200	1.14	1.19	1.19	0.54	24/04/2025	1823
Bank of Queensland	42. Bank of Queensland Fixed Bond	BBB+	Y	1,996	3.40	3.41	3.41	0.90	16/11/2021	1267
Bank of Queensland	43. Bank of Queensland Term Deposit	BBB+	Y	2,000	2.55	2.55	2.55	0.90	13/06/2024	1827
Bank of Queensland	44. Bank of Queensland Term Deposit	BBB+	Y	4,000	0.50	2.02	1.80	1.80	16/09/2021	273
Bank of Queensland	45. Bank of Queensland Term Deposit	BBB+	Y	2,000	0.50	2.03	1.72	0.90	13/05/2021	182
Bank of Queensland	46. Bank of Queensland Term Deposit	BBB+	Y	2,000	3.75	3.75	3.75	0.90	9/12/2021	1823
Bank of Queensland	47. Bank of Queensland Term Deposit	BBB+	Y	4,000	3.50	3.50	3.50	1.80	15/11/2022	1804
Bendigo and Adelaide Bank	48. Bendigo and Adelaide Bank Fixed Bond	BBB+	N	2,000	3.53	3.56	3.55	0.90	25/01/2023	1826
Bendigo and Adelaide Bank	49. Bendigo and Adelaide Bank Floating Rate Note	BBB+	N	1,998	1.12	1.17	1.17	0.90	25/01/2023	1532

ITEM 3 (continued)

Issuer	Investment Name	Investment Rating	Fossil Fuel	Invested at 30-Apr-21 \$000's	Annualised Period Return (%)	12 Month Average Return on Current Investments	Return since 01 July 2020	% of Total Invested	Maturity	Tenor
Heritage Bank	50. Heritage Bank Floating Rate Note	BBB+	N	2,000	0.82	0.86	0.86	0.90	12/08/2022	1085
AMP	51. AMP At Call Account	BBB	Y	396	0.51	0.58	0.55	0.18		
AMP	52. AMP Floating Rate Note	BBB	Y	2,000	1.16	1.20	1.19	0.90	10/09/2021	729
AMP	53. AMP Floating Rate Note	BBB	Y	997	1.43	1.47	1.46	0.45	30/03/2022	917
AMP	54. AMP Term Deposit	BBB	Y	1,000	0.80	0.80	0.80	0.45	30/07/2021	365
Bank Australia	55. Bank Australia Floating Rate Note	BBB	N	1,000	1.33	1.36	1.35	0.45	30/08/2021	1096
Bank Australia	56. Bank Australia Floating Rate Note	BBB	N	2,000	0.93	0.97	0.96	0.90	2/12/2022	1096
Credit Union Australia	57. CUA Floating Rate Note	BBB	N	1,000	1.14	1.20	1.19	0.45	24/10/2024	1827
Defence Bank	58. Defence Bank Term Deposit	BBB	N	2,000	0.43	1.37	1.31	0.90	8/02/2022	364
ME Bank	59. ME Bank At Call Account	BBB	N	7,552	0.60	0.71	0.70	3.40		
Newcastle Permanent Building Society	60. NPBS FRN	BBB	N	2,000	0.66	0.66	0.66	0.90	4/03/2026	1826
Newcastle Permanent Building Society	61. Newcastle Permanent Building Society Term Deposit	BBB	N	2,000	3.05	3.05	3.05	0.90	27/01/2022	1092
Newcastle Permanent Building Society	62. Newcastle Permanent Building Society Term Deposit	BBB	N	2,000	3.05	3.05	3.05	0.90	10/02/2022	1095
Police & Nurses Limited	63. P&N Bank Term Deposit	BBB	N	1,000	3.50	3.50	3.50	0.45	2/11/2023	1821
Teachers Mutual Bank	64. Teachers Mutual Bank Floating Rate Note	BBB	N	1,400	1.41	1.45	1.44	0.63	2/07/2021	1096
Auswide Bank	65. Auswide Bank Floating Rate Note	BBB-	N	1,500	1.09	1.13	1.12	0.68	17/03/2023	1095
Auswide Bank	66. Auswide Bank Term Deposit	BBB-	N	2,000	1.69	1.69	1.69	0.90	15/02/2022	715
Auswide Bank	67. Auswide Bank Term Deposit	BBB-	N	2,000	0.50	0.69	0.69	0.90	12/08/2021	182
QPCU	68. QBank Floating Rate Note	BBB-	N	750	1.54	1.58	1.57	0.34	14/12/2021	1096
QPCU	69. QBank FRN	BBB-	N	1,000	0.78	0.78	0.78	0.45	22/03/2024	1096
QPCU	70. QBank Term Deposit	BBB-	N	1,000	0.50	1.20	1.10	0.45	15/12/2021	372
QPCU	71. QBank Term Deposit	BBB-	N	1,000	1.65	1.65	1.65	0.45	6/05/2021	364
QPCU	72. QBank Term Deposit	BBB-	N	1,000	1.65	1.65	1.65	0.45	1/10/2021	365
BNK Banking Corporation	73. BNK Banking TD	Unrated	?	1,950	0.55	0.55	0.55	0.88	6/01/2022	274
WAW Credit Union Co-operative Limited	74. WAW CU Term Deposit	NA	N	2,000	0.80	1.38	1.30	0.90	15/12/2021	372
Coastline Credit Union	75. Coastline CU Term Deposit	NR	?	1,000	0.55	1.28	1.18	0.45	16/12/2021	371
Maitland Mutual	76. Maitland Mutual Term Deposit	NR	N	2,000	0.50	0.50	0.50	0.90	10/08/2021	180
Queensland Country Bank	77. Queensland Country Bank Term Deposit	NR	?	1,000	0.45	1.45	1.42	0.45	15/07/2021	121
Summerland Financial Services	78. Summerland CU Term Deposit	NR	N	2,000	0.40	0.40	0.40	0.90	6/07/2021	90
Warwick Credit Union	79. Warwick CU Term Deposit	NR	?	1,000	0.75	1.41	1.31	0.45	9/03/2023	728
Warwick Credit Union	80. Warwick CU Term Deposit	NR	?	1,000	0.55	0.55	0.55	0.45	5/08/2021	183
				221,943	1.46	1.75	1.72	100		

*Monthly returns when annualised can appear to exaggerate performance

**Market valuations are indicative prices only, and do not necessarily reflect the price at which a transaction could be entered into.

Return including Matured/Traded Investments

Weighted Average Return

Benchmark Return: AusBond Bank Bill Index (%)

Variance From Benchmark (%)

	Apr	12 Mth	FYTD
Weighted Average Return	1.46	1.72	1.69
Benchmark Return: AusBond Bank Bill Index (%)	0.04	0.07	0.06
Variance From Benchmark (%)	1.42	1.65	1.63

Investment Income

	\$000's
This Period	267
Financial Year To Date	3,123
Budget Profile	3,083
Variance from Budget - \$	<u>40</u>

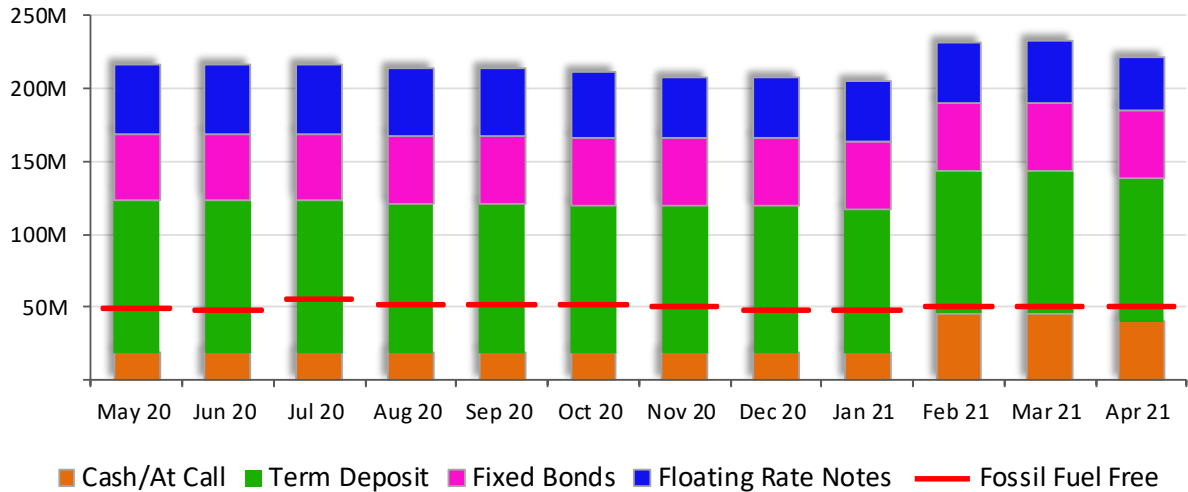
Fossil Fuel Free (000's)

Yes	50,400
No	165,593
Unknown	5,950

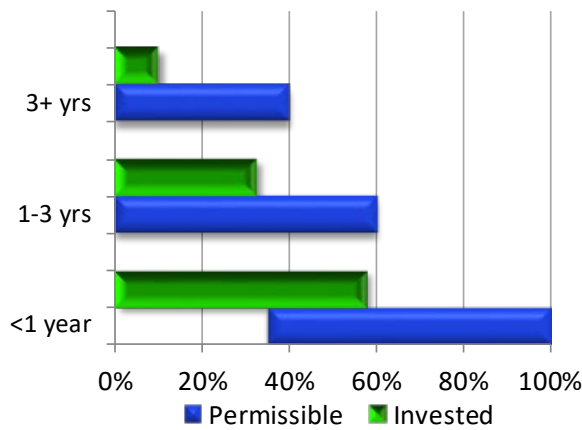
ITEM 3 (continued)

Analysis of investments

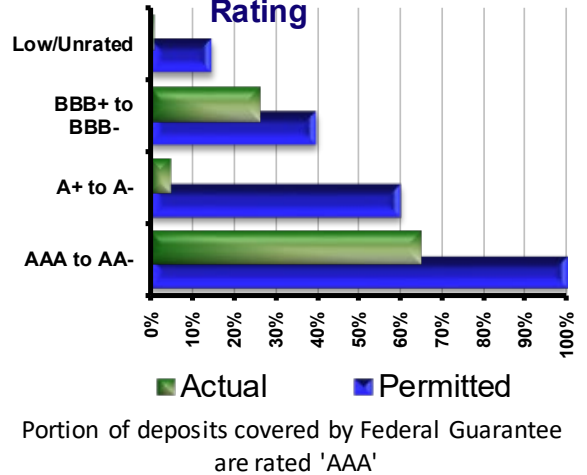
Total Funds Invested



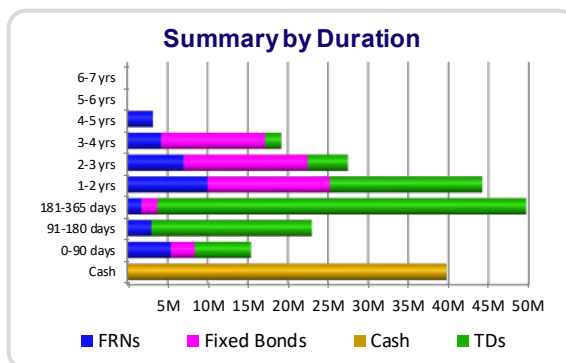
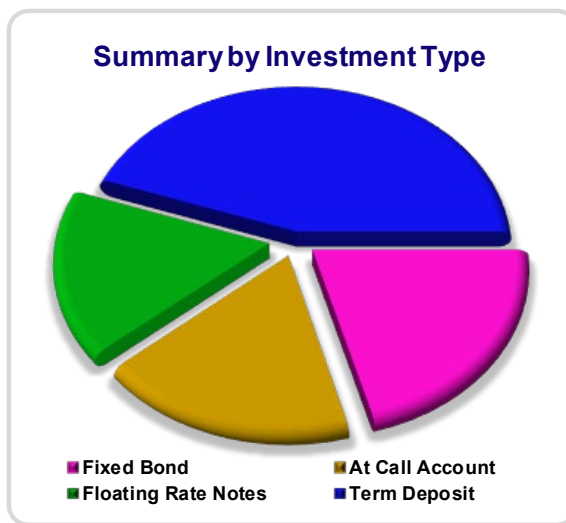
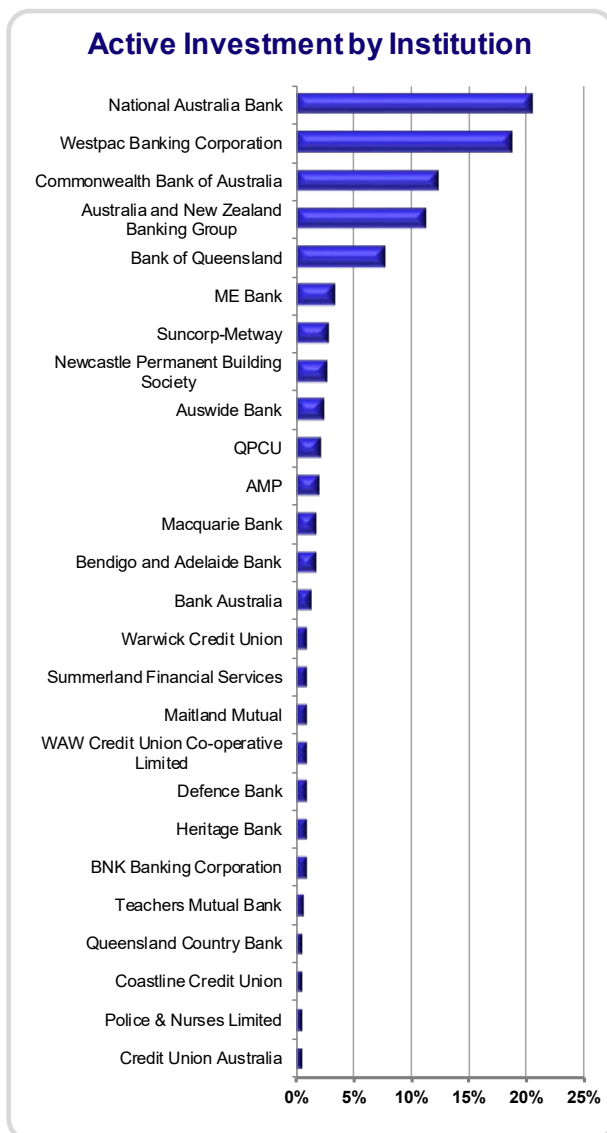
Policy Limits on Maturities



Investment Summary by Rating



ITEM 3 (continued)



	<365 days	>365 days
Cash/TDs	\$112.7M	\$26.0M
FRNs	\$10.1M	\$24.4M
Fixed Bonds	\$5.0M	\$43.7M
	\$127.9M	\$94.1M

Divestment of Fossil Fuel Aligned Financial Institutions

As at 30 April 2021, Council had a total amount of \$50M million invested in non-fossil fuel aligned financial institutions. A further \$6 million was invested in unrated financial institutions where their ‘alignment status’ is unclear/undetermined. It is almost certain all of these unrated financial institutions are non-fossil fuel aligned institutions as their lending profiles are almost identical to other unrated institutions. If it is assumed those institutions are non-fossil fuel aligned financial institutions, then the total amount is \$56 million (25.4% of Council’s total investment portfolio).

By way of comparison, Council had \$50.5 million (24.5% of its total investment portfolio) invested in non-fossil fuel aligned financial institutions, as at policy inception on 31 January 2018.

ITEM 3 (continued)**Financial Implications**

Council's return for the reporting period is 1.46%, which is 1.42% above the benchmark figure of 0.04%. Income from interest on investments and proceeds from sales of investments totals \$3,123K for the period ending 30 April 2021 and is \$40K above the 2020/21 year-to-date adopted budget of \$3,083K.

Summary

Council's investment portfolio continues to perform well with returns above benchmark. The recommendation in this report is consistent with Section 625 of the Local Government Act, which deals with the investment of surplus funds by Councils.

Certificate of the Chief Financial Officer (Responsible Accounting Officer)

I certify that as at the date of this report, the investments listed have been made and are held in compliance with Council's Investment Policy and applicable legislation.

Pav Kuzmanovski
Chief Financial Officer

4 DOMESTIC VIOLENCE AND COERCIVE CONTROL MASTERCLASS - 9 and 10 June 2021 in Sydney

Report prepared by: Civic Support Officer
File No.: CLM/21/1/3/2 - BP21/348

REPORT SUMMARY

This report seeks Council's approval for Councillor Pedersen to attend the Domestic Violence and Coercive Control Masterclass to be held in Sydney on Wednesday, 9 and Thursday, 10 June 2021.

RECOMMENDATION:

- (a) That Council approve Councillors Pedersen's request to attend the Domestic Violence and Coercive Control Masterclass in Sydney on 9 and 10 June 2021 including attendance fees, travel and other associated expenses.
- (b) That Council determine whether any other Councillor wishes to attend this Masterclass.

ATTACHMENTS

- 1 Domestic Violence Masterclass Brochure and Agenda - 9 and 10 June 2021
- 2 Councillor Attendance at Conferences Guidelines

Report Prepared By:

Kathryn Fleming
Civic Support Officer

Report Approved By:

Amanda Janvrin
Civic Services Manager

John Schanz
Manager - Corporate Governance

Mark Eady
Director - Corporate Services

ITEM 4 (continued)**Discussion**

The Domestic Violence and Coercive Control Masterclass is about understanding domestic violence, abusive behaviors and coercive control to improve incident response and victim support.

A copy of the Masterclass Brochure and Agenda is provided for in **ATTACHMENT 1**.

This interactive two day Masterclass will enable delegates to:-

- Define the full spectrum of domestic violence and abusive behaviors; learn how to identify these behaviors and respond effectively.
- Recognise coercive control, address pending changes in legislation to criminalise this behavior and learn how this will shape future incident response.
- Establish procedures and systems that will assist in the development, implementation and delivery of a sector-appropriate, trauma-informed response for service users and employees.
- Support victims and be an upstander to violence whilst reducing risk of vicarious trauma through helpful tools, resources and self-care strategies.

Financial Implications

Should Council resolve to approve Councillor Pedersen's attendance at the Masterclass the following estimated costs will be incurred:-

Registration Fee:	\$2099.00
Travel Fees:	\$ 200.00 (approx.)

Total est. cost \$2299.00 per person

In 2020/2021 Budget, there was an allocation of \$20,470 available for Councillors to attend conferences, with the current unexpended balance for Councillors being approximately \$1,800. Any additional funding required will be made available from the existing base budget.

ITEM 4 (continued)**Policy Implications**

The *Policy on the Expenses and Facilities for the Mayor and Other Councillors* sets out the entitlements for Councillors attending such Conferences. **ATTACHMENT 2** is the Guidelines for Councillor Attendance at Conferences. The Guidelines provide that in addition to the Local Government NSW Conference and the Australian Local Government Conference, every Councillor is entitled to attend one conference in NSW, Canberra, metropolitan Brisbane or metropolitan Melbourne. The conference must directly relate to the business of Council. More than one Councillor may attend the same conference if Council resolves that this will be beneficial for both Council and the Councillors concerned.

ITEM 4 (continued)

ATTACHMENT 1

DOMESTIC VIOLENCE & COERCIVE CONTROL MASTERCLASS



UNDERSTANDING DOMESTIC VIOLENCE, ABUSIVE BEHAVIOURS & COERCIVE CONTROL TO IMPROVE INCIDENT RESPONSE & VICTIM SUPPORT

This interactive 2 Day Masterclass, led by expert facilitator **Cathy Oddie**; will enable delegates to:

- ✔ Define the full spectrum of domestic violence and abusive behaviours; learn how to identify these behaviours and respond effectively
- ✔ Recognise coercive control, address pending changes in legislation to criminalise this behaviour and learn how this will shape future incident response
- ✔ Establish procedures and systems that will assist in the development, implementation and delivery of a sector-appropriate, trauma-informed response for service users and employees
- ✔ Support victims and be an upstander to violence whilst reducing risk of vicarious trauma through helpful tools, resources and self-care strategies

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BOOK EARLY & SAVE!

Sydney 9-10 June

Melbourne 16-17 June

Brisbane 23-24 June

Perth 29-30 June

Kathie Melocco, Chief Executive Officer, WOW Chaplaincy

Organised by **Aventedge.**

ITEM 4 (continued)

ATTACHMENT 1



Sydney 9-10 June

Melbourne 16-17 June

Brisbane 23-24 June

Perth 29-30 June

ABOUT THE EVENT

Domestic violence and coercive control are growing international issues with serious health, social and economic consequences for women, men, families and communities. The COVID-19 pandemic has only expedited the situation, with social restrictions combined with unemployment, financial stress, and cuts to services, there has been a sharp increase in domestic violence and abuse cases across Australia.

With many people working from home, there is a greater responsibility to predict, prepare for and prevent domestic abuse. As a WorkSafe compliance requirement recognising who is at risk and delivering timely assistance for victims has never been more critical.

The worst part of domestic violence identified by many victims is the psychological abuse or what is now termed coercive control. This includes manipulation to surveillance, an insidious 'system' of behaviours perpetrators use to dominate and entrap their victims. Ongoing discussions nationwide about the legal implications of coercive control has highlighted the lack of understanding on how to respond appropriately to this behaviour.

Join us at the Domestic Violence and Coercive Control Masterclass where you will learn to develop and sustain a robust service that will safeguard victims, teams, and funding. You will explore the latest developments in policy and legislation; and learn how to enhance safety and provide effective ongoing support.

WHO SHOULD ATTEND

This training is for NFPs, Public and Private sector industries. It is aimed at any professional whose work involves contact with victims and perpetrators of domestic violence, abuse, controlling and coercive behaviour including:



EXPERT FACILITATOR



Cathy Oddie
Family Violence and Financial Inclusion Consultant, Mental Health and Human Services Professional, Public Speaker, Survivor Ambassador and Lived Experience Advocate

Cathy Oddie has worked across a number of sectors including Centrelink, Superannuation, Mental Health and Family Violence. This cross-sector experience, as well as her own lived experience of family violence, sexual assault and mental health-related matters have given her a unique insight into the many challenges faced by those trying to navigate the service system for assistance.

Since 2007, Cathy has been a volunteer Survivor Advocate with Safe Steps Family Violence Response Centre. This role led Cathy to give evidence at the 2015 Victorian Royal Commission into Family Violence. Her testimony resulted in two of the final 227 Recommendations, one of which led to the Review of the Victims of Crime Assistance Act which was tabled to Victorian Parliament in 2018.

In 2019, Cathy became the first official survivor ambassador for Mettle Women Inc; an organisation which provides safe and accessible employment and opportunities to women who have experienced family violence and homelessness to establish financial independence. Cathy recently joined Victoria Legal Aid's "Specialist Family Violence Court Project" Steering Committee as a Family Violence Lived Experience Consultant.

Cathy is passionately committed to the healing, recovery and financial wellbeing of victim survivors of domestic and family violence.

TESTIMONIAL

Shaan Ross-Smith, Director MATE Program, Griffith University

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ITEM 4 (continued)

ATTACHMENT 1



Sydney 9-10 June

Melbourne 16-17 June

Brisbane 23-24 June

Perth 29-30 June

LEARNING OBJECTIVES

Adapt to the challenges presented by the COVID-19 pandemic to be able to respond effectively to those experiencing or perpetrating domestic violence and coercive control.

Understand what domestic violence and coercive control is and the important role that you and your organisation can play in primary prevention, crisis response, service delivery and the ongoing recovery and support needs of victim survivors.

Discover how to provide a trauma-informed approach in responding to domestic violence.

Protect your organisational reputation by mitigating risk through the latest industry developments and effective domestic violence policies

Determine what steps your organisation can take to improve service delivery to victim survivors and increase perpetrator accountability.

Identify how your organisation can become more culturally safe, inclusive and intersectional in responding to domestic violence experienced and perpetrated by marginalised communities.

Utilise the lived experience expertise of victim survivors and perpetrators in co-design processes when developing policy, legislation and improvements to service delivery responses.

Develop appropriate referral pathways and resources to best support the needs of your service users and workforce.

Create a safe environment to conduct successful investigation and management of domestic violence incidents.

Cate Quirk, Retired, Former Business Development and Key Account Manager

ONSITE SAFETY GUIDELINES

Your safety remains our number one priority, and we want you to feel confident attending our face-to-face events. To ensure optimal health and sanitary conditions onsite, safety measures that will be implemented on the day include:



Signage

Reminders on safe protocol will be placed throughout the venue.



Social distancing

Be mindful and always keep a safe distance. We are working closely with the venue to ensure that our seating plan and crowd flow adhere to the distancing rule.



Hygiene and Sanitation

We encourage you to practice good hygiene (wash your hands!) and will provide sanitation stations stocked with anti-bacterial hand sanitisers and disinfectant wipes onsite. The event space will be aired and sanitised during the break and all shared materials/equipment will be sanitised between users.



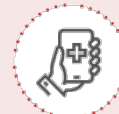
Temperature checks

Attendee temperature will be measure before allowing entry to the event. Those with heightened body temperature will be encouraged to follow health advice and seek further medical attention.



Catering

We are working closely with the venue to ensure that food are prepared safely. All refreshments will be pre-packed and served in a no-contact way.



Contact tracing

Our event registration processes, both pre-event and onsite, ensure that we have all your details. We may implement a seating plan to assist in contact tracing if necessary, and also encourage you to download the contact tracing app COVIDSafe (Australia).

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ITEM 4 (continued)

ATTACHMENT 1

MASTERCLASS AGENDA

Sydney 9-10 June

Melbourne 16-17 June

Brisbane 23-24 June

Perth 29-30 June

Registration and Welcome Coffee: 8:30 Course Duration: 9:00-5:00 including networking breaks Morning Tea: 10:30 / Lunch: 12:30 / Afternoon Tea: 3:00

The following sessions will be covered over the two-day interactive workshop.

Defining the Full Spectrum of Domestic Violence and Abusive Behaviours

- Understand and define the full spectrum of domestic violence and abusive behaviours
- Current definitions and recent legislative and policy reforms
- Challenge the myths, stereotypes and social tolerance of domestic violence and abuse
- Build an understanding of the experiences of victims affected by intimate partner violence, sexual violence, and community abuse
- Consider the cycle of abuse, the victim's journey, and the reasons why victims stay in abusive relationships

Identifying and Responding to Coercive Control

- How to identify and understand the nature of controlling and coercive behaviour
- How practitioners can support victims and realise the impact of controlling or coercive behaviour, using examples of recent case studies
- Addressing proposed legislation and the current debate on criminalising coercive control
- The role of the police and criminal justice agencies in investigating
- Issues of intention relating to domestic abuse
- Creating a safe environment to conduct successful investigation of incidents

Providing Trauma-Informed Care

- Understanding how to become trauma-informed on an organisational level and individually when delivering services, clinical responses and referral options
- Learn how provide a safe space and ensure a trigger free environment
- Consider the impact of domestic violence and abuse and what needs to be in place to leave an abusive relationship
- Psychological transformation, emotional behavioural change
- Learn how to provide effective trauma support
- Addressing Maslow's Hierarchy of Needs and supporting victim survivors to achieve post-traumatic growth

The Impact of Inclusivity and Intersectionality on Domestic Abuse

- Understanding domestic violence in LGBTQIA+, CALD and Aboriginal and Torres Strait Islander (ATSI) communities
- Supporting people living with disabilities who are experiencing domestic and family violence
- Elder abuse and abuse perpetrated by adolescents towards parents
- The complexity of when a person's carer is also their abuser
- Providing an appropriate domestic violence response in regional, rural and remote Australia

Recognising and Responding to Financial Abuse

- How to identify and respond to financial abuse
- Sexually transmitted debt and dealing with joint debts
- Improving financial disclosure
- Superannuation assistance
- Improving access to Property Settlements

Investigating Strangulation and Serious Acts of Violence

- Identify signs and symptoms of near-fatal strangulation and extreme acts of violence
- Exploring the current legislative landscape in Australia
- Investigate and document cases for prosecution
- Learn how to provide appropriate healthcare assessments and referrals

Overcoming Challenges to Effectively Support Your Workforce

- Implementing effective family violence policies to support your workforce
- Meeting WorkSafe compliance requirements and ensuring that employees experiencing psychosocial risks are being provided with a range of appropriate supports.
- Explore the new working from home challenges which have emerged as a result of the COVID-19 Pandemic and how this applies to situations of domestic and family violence

Becoming an Upstander, Developing Self-Care Practices, and Reducing Risk of Vicarious Trauma

- What it means to be an active bystander or upstander in responding to domestic violence
- Support and empower yourself and others to deliver the best care and service delivery through exploring self-care practices which can reduce burnout
- Identifying vicarious trauma and strategies to reduce the risk of this occurring and how to best support those who are experiencing it

Resources and Referral Pathways

- Identify the most appropriate resources and referral pathways which can be used in your organisation to best support victim survivors and perpetrators with their complex and varying needs
- Utilising lived experience advocates to inform on and participate in co-design processes for legislative and policy reforms and service delivery improvements

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ITEM 4 (continued)

ATTACHMENT 1

DOMESTIC VIOLENCE & COERCIVE CONTROL MASTERCLASS



Sydney 9-10 June
Melbourne 16-17 June
Brisbane 23-24 June
Perth 29-30 June

PRICING OPTIONS

Register today and save with our **EARLY-BIRD DISCOUNTS!**

Packages	SAVE \$600	SAVE \$500	SAVE \$400	SAVE \$300	Base price
	BOOK BEFORE 1 APR	BOOK BEFORE 16 APR	BOOK BEFORE 7 MAY	BOOK BEFORE 21 MAY	
2 Day Masterclass (NFP rate)	\$1,499	\$1,599	\$1,699	\$1,799	\$2,099
2 Day Masterclass (Standard rate)	\$1,799	\$1,899	\$1,999	\$2,099	\$2,399

All prices are in AUD and exclude GST. The Group Discounts compound on top of the Early-bird Discounts. Early-bird discounts are subject to availability.

SAVE WITH OUR GROUP DISCOUNTS

Send **3 delegates** and receive an **EXTRA 5% OFF**

Send **4 delegates** and receive an **EXTRA 15% OFF**

Send **5 delegates** and receive an **EXTRA 20% OFF**

REGISTER NOW!

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REGISTRATION DETAILS

Delegate 1

Name
Job Title
Tel
Email
Package

Delegate 2

Name
Job Title
Tel
Email
Package

Delegate 3

Name
Job Title
Tel
Email
Package

Delegate 4

Name
Job Title
Tel
Email
Package

Company Details

Company Name
Authorising Manager
Tel Email
Address

PAYMENT METHOD

- Bank Transfers:** (we will send you details in the invoice)
 Credit Card: Visit www.dvc.aventedge.com to pay with your credit card

Card type Visa MasterCard AMEX
Card No
Expiry Date Security
ID No
Cardholder's Name
Cardholder's Signature

[CLICK HERE TO SUBMIT YOUR COMPLETED FORM](#)

GENERAL TERMS:

- Payment terms: Payment is due within 14 days of the date of your invoice or immediately if the event will be held in less than 14 days between the invoice and date of the event.
- Payment must be received before the event date in order to allow you entry.
- All invoiced sums, including applicable taxes, are payable in full by the delegate to Aventedge.
- Payment is applicable when registration fees have been invoiced.
- Completing the online registration process or a registration form, is considered a commitment by all parties associated to the registration, for the delegate(s) to attend the event.
- Should a delegate be unable to attend the event a substitute delegate is welcome at no extra charge. However, no pass sharing at the event is allowed.
- Should a delegate be unable to attend the event and wish to cancel their invoiced registration then this will be subject to the following:
 - All requests for cancellation need to be made in writing to the relevant Aventedge office
 - Cancellations 15 days or more before the event: a credit voucher valid for 12 months will be issued less a \$250 + GST administration fee will be charged per delegate
 - Within 14 days before the event: no credit notes permitted
 - Registrations can be transferred to a colleague from the same company before the event without incurring a fee
- The event pass is valid for the designated person only. Pass sharing is not permitted.
- Aventedge will make its best endeavours to run the event per the published programme but reserves the right to alter the programme without notice including the substitution, alteration or cancellation of speakers, topics or the alteration of the dates of the event.
- Aventedge is not responsible for any loss or damage as a result of a substitution, alteration, postponement or cancellation of an event.
- All **Intellectual Property** rights in all materials produced or distributed by Aventedge in connection with this event is expressly reserved and any unauthorised duplication, publication or distribution is prohibited.
- Client information** is kept on our database and used to assist in providing selected products and services which may be of interest to the Client and which will be communicated by letter, phone, fax, email or other electronic means.
- Important note:** While every reasonable effort will be made to adhere to the advertised package, we reserve the right to change event dates, sites or location or omit event features, or merge the event with another event, as deemed necessary without penalty and in such situations no refunds, part-refunds or alternative offers shall be made. In the event that we permanently cancel an event for any reason whatsoever, (including, but not limited to any force majeure occurrence) and provided that the event is not postponed to a later date nor is merged with another event, the Client shall receive a credit note for the amount that the Client has paid to such permanently cancelled event, valid for up to one year to be used at another Aventedge event. No refunds, part-refunds or alternative offers shall be made.
- Governing Law:** This Agreement shall be governed and construed in accordance with the laws of the country this event is being held, and the parties submit to the exclusive jurisdiction of the Courts in that country. However, Aventedge only is entitled to waive this right and submit to the jurisdiction of the courts in which the Client's office is located.
- If you need to contact us for any reason concerning your registration, please email us at billing@aventedge.com
- If, for any reason, Aventedge decides to cancel or postpone this conference, Aventedge is not responsible for covering consequential costs (airfare, hotel, or other travel costs) incurred by clients.
- Completing and returning this Registration Form to us implies acceptance of the above Terms & Conditions.
- Occasionally your details may be obtained from, or made available to, external companies who wish to communicate with you offers related to your business activities.

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ITEM 4 (continued)

ATTACHMENT 2



Lifestyle and opportunity @ your doorstep



Councillor Attendance at Conferences Guideline

ITEM 4 (continued)

ATTACHMENT 2

Councillor Attendance at Conferences Guideline

Document Version Control

Document Name:	Councillor Attendance at Conferences Guideline
CM Reference WORD:	D21/58399
CM Reference PDF:	D21/58400
Document Status:	Approved by Council
Version Number:	Version 1.1
Review Date:	27 April 2021
Owner:	City of Ryde
Endorsed By:	Council on 28 September 2010
Distribution:	Internal and External

Change History

Version	Review Date	Author	Reason for Change
1.0	28 September 2010	Governance	Endorsed by Council on 28 September 2010.
1.1	27 April 2021	Corporate Governance	Document updated to align with new Council templates for guidelines.

Councillor Attendance at Conference Guideline		
Owner: Corporate Governance	Accountability: Mayoral and Councillor Support Service	Endorsed by Council on 28 September 2010
CM Reference: D21/58400	Last review date: 27 April 2021	Next review date: September 2022

ITEM 4 (continued)

ATTACHMENT 2

Councillor Attendance at Conferences Guideline

1. Related Policy

This guideline sets out the criteria to determine the attendance of Councillors at Conferences. It relates to the Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors.

2. Guideline

Council acknowledges the value of Councillor attendance at conferences to enable them to be both knowledgeable and current on issues affecting the City of Ryde. In order to ensure that attendance at Conferences is equitable, transparent and consistent, attendance will be limited as follows:

1. Local Government Association Conference – the number of voting delegates plus one. Details of the delegates and attendee to be determined by resolution of Council.
2. Australian Local Government Association Conference.
3. In addition, to 1 and 2 above, every Councillor is entitled to attend one conference in either NSW, Canberra, metropolitan Brisbane or metropolitan Melbourne. The conference must directly relate to the business of Council. More than one Councillor may attend the same conference if Council resolves that this will be beneficial for both Council and the Councillors concerned.
4. Within 2 months after the conference the attending Councillor must report to Council on the proceedings of the conference. That report will be included in the Councillors Information Bulletin.
5. No Councillor can attend a Conference without the prior approval of Council. Reports to Council are to include details of the Conference and an estimate of the associated costs including registration, transport and accommodation.
6. Council may resolve that a Councillor can attend more than one conference per year but this determination will be dependant on budgetary constraints and with an emphasis on ensuring that all Councillors have equal access to conferences.
7. Each year, as part of the review of the Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors, Council officers will provide a full report of expenditure and Conference attendance by Councillors.

Councillor Attendance at Conference Guideline		
Owner: Corporate Governance	Accountability: Mayoral and Councillor Support Service	Endorsed by Council on 28 September 2010
CM Reference: D21/58400	Last review date: 27 April 2021	Next review date: September 2022