

#### Minutes Legatus Group Audit & Risk Management Committee Friday 8 December 2022 10:30am

## Online via Zoom

## I.Meeting Attendance & Apologies

## I.I Meeting Attendance

#### **Present - Committee**

Mayor Rodney Reid Wakefield Regional Council, Mr Stephen Rufus CEO District Council of Peterborough and Mr Ian McDonald Independent

#### In Attendance

Simon Millcock (CEO) and Tracey Rains Legatus Group.

#### **Apologies**

Mayor Kathie Bowman District Council of Orroroo-Carrieton, Mr Peter Ackland CEO Port Pirie Regional Council and Mr Colin Davies Legatus Group Financial Services

#### **I.2 Membership – appointment of Chair**

The Legatus Group CEO provided a report with the agenda.

# Motion: That Stephen Rufus is appointed Chair of the Legatus Group Audit & Risk Management Committee for a two-year term.

Moved: Rodney Reid Seconded: Ian McDonald

CARRIED

## 2. Minutes of Previous Meeting

The minutes of the meeting 25 August 2022 were distributed to all members and with the agenda for the 9 September 2022 Legatus Group Meeting.

#### Motion: That the minutes of the Legatus Group Audit & Risk Management Committee Meeting held on 25 August 2022 be taken as read and confirmed.

Moved: Ian McDonald Seconded: Rodney Reid

CARRIED

#### 3. Business Arising Not Otherwise on The Agenda Nil

## 4. Financial Reports

4.1 21/22 Financial Report

The Legatus Group CEO provided a report with the agenda from the auditors re the 2021/2022 audited financial report.

#### Motion: That the committee notes the issues outlined in the letter from the auditors.

Moved: Rodney Reid Seconded: Ian McDonald CARRIED

4.2 22/23 Financial Report

Colin Davies Finance Officer provided the Legatus Group Management Report and the Profit and Loss Statement for the 2022/2023 Financial Year until 31 October 2022 with the agenda.

#### Motion: That the committee notes the report.

Moved: Ian McDonald Seconded: Stephen Rufus CARRIED

4.3 2022/2023 Budget Review 2

The Legatus Group CEO provided a report with the agenda which outlined the current status of the budget and that the Finance Officer was unable to complete.

Motion: That the committee notes the report and advises the Legatus Group that the Audit and Risk Management Committee will review and provide a report and recommendation on the budget review following its first meeting in 2023.

Moved: Rodney Reid Seconded: Ian McDonald CARRIED

## 5. Strategic Plan and Long-Term Financial Plan

The Legatus Group CEO Legatus Group provide a report and a draft long term financial review with the agenda re the draft strategic plan.

**Motion:** That the committee notes the report and:

1. advises the Legatus Group that the committee will undertake a workshop in early 2023 and provide a report to the Legatus Group 17 March 2023 meeting on the long-term financial plan; and

2. that the Legatus Group CEO will rework the draft Strategic Plan to cover the years 2023-2027 for consideration by the Legatus Group at their 17 March 2023 meeting before distributing to member councils.

Moved: Stephen Rufus Seconded: Rodney Reid

CARRIED

## 6. Charter

The Legatus Group CEO Legatus Group provided a report with the agenda re the charter.

Motion: That the committee notes the report and recommends that the Barossa Council request for the consideration by the Legatus Group of a variation to item 3.2 of the Charter by August 2023 is the subject of a report for the June 2023 Legatus Group meeting.

Moved: Ian McDonald	Seconded: Rodney Reid	CARRIED
---------------------	-----------------------	---------

## 7. Vacancy Deputy Chair

The Legatus Group CEO provided a report with the agenda on the current vacant position.

#### Matter was noted by committee.

#### 8.Policies

The Legatus Group CEO provided a report with the agenda along with draft Induction, Risk Management and Records Management Policies.

## Motion: That the committee notes the three draft policies will be workshopped and then presented to the Legatus Group for consideration.

Moved: Rodney Reid	Seconded: Stephen Rufus	CARRIED
--------------------	-------------------------	---------

## 9. Signatories Legatus Group Bank

The Legatus Group CEO provided a report with the agenda on the need to have a 3<sup>rd</sup> signatory for the bank account.

## Motion: That the committee recommends that the Legatus Group appoints Stephen Rufus as a signatory to the Legatus Group Bank Accounts.

Moved: Rodney Reid	Seconded: Ian McDonald	CARRIED

## 10. Work Plan

The Legatus Group CEO provided a report with the agenda on the workplan.

#### Motion: That the committee notes the work plan is up to date.

Moved: Rodney Reid Seconded: Stephen Rufus CARRIED

## II. Other Business

Nil

## 12. Close and date of next meeting

Meeting closed at: 11:39am

Next meeting Friday 10 February 2023 10.30am at Port Pirie (TBC) and that this includes a workshop on the Long-Term Financial Plan and the half year review of the Legatus Group Budget.