



## **Minutes of Audit and Risk Management Committee Meeting**

**13 March 2020**

### **Northern Areas Council Chambers Jamestown**

The meeting was opened at 10am.

#### **1. Meeting Attendance**

**Present:** Mayor Kathie Bowman (Chair), Mayor Denis Clark, Mr Peter Ackland and Mr Colin Byles and via telephone Mr Ian McDonald.

**In Attendance:** Legatus Group CEO Mr Simon Millcock

**Apologies:** Nil

#### **2. Confirmation of Previous Minutes**

Motion: That the minutes of the previous Legatus Group Audit and Risk Management Committee meeting held on 1 November 2019 be taken as read and confirmed

Moved: Colin Byles    Seconded: Mayor Denis Clark

**CARRIED**

#### **3. Business Arising Not Otherwise on the Agenda**

##### **3.1 2019/2020 Budget review**

The Legatus Group CEO provided a report with the agenda on the 2019/2020 budget review.

Motion: That the committee notes that the Legatus Group revised budget 2019/2020 has been adopted.

Moved: Peter Ackland    Seconded: Colin Byles

**CARRIED**

#### **4. Budget 2019/2020 update**

The Legatus Group CEO provided the financial reports with the agenda for the period 1 July 2019 – 29 February 2020 and the meeting noted that the financial reporting benefitted from the explanatory notes provided. Discussion included the need to ensure that carry over and committed funds are recognised. That there may be the need to show as liabilities those funds which have specific requirements from funding bodies that may require them to be returned is not spent.

Motion:

- i. That the Legatus Group Audit and Risk Management Committee notes the second quarter 2019/2020 financial reports were distributed to Legatus Group Mayors and CEOs.
- ii. That the Legatus Group Audit and Risk Management Committee notes the 2019/2020 budget update report provided by the Legatus Group CEO with regards income and expenditure.
- iii. That the Legatus Group Audit and Risk Management Committee recommends that the financial report provides notes against reserves or carry over to assist with clarity for members.

Moved: Mayor Denis Clark

Seconded: Colin Byles

**CARRIED**

## **5. Work Plan**

The Legatus Group CEO provided a report with the agenda. General discussions undertaken on the need for the annual budget review and changes to be approved by all Constituent Council as this could be a function that the Audit Committee can undertake and provide recommendations to the Legatus Group. The Legatus Group CEO to investigate and provide report to next meeting of the Audit and Risk Management Committee.

Motion:

- i. That the Legatus Group Audit and Risk Management Committee notes the current status of the work plan.
- ii. That the Legatus Group Audit and Risk Management Committee notes the terms expire for membership of Mayor Kathie Bowman and CEO Peter Ackland and that the Legatus Group CEO calls for nominations for these two positions.

Moved: Mayor Denis Clark

Seconded: Colin Byles

**CARRIED**

## **6. Other Business**

### **6.1 Coronavirus and Events**

The meeting discussed upcoming events being held by the Legatus Group and the current concerns regarding the slowing of the impact of the Coronavirus. The meeting noted the rapidly changing nature of the responses to reduce impacts re Coronavirus with a consensus that current events which have been planned continue but that the Legatus Group CEO await any guidelines from the LGA and Government and discuss with the partners who the events are being held with and then ensure that they comply.

## **7. Next meeting**

The next meeting to be held Friday 22 May 2020 in Jamestown to provide input to the 2020/2021 draft business plan and budget. Mayor Denis Clark noted his apology for that meeting.

*Meeting Closed at 10.50am*

Signed as a true and correct record:

Chairman \_\_\_\_\_ Dated            /    /