



ANNUAL GENERAL MEETING

Friday 4 September 2020 10am

Hosted by The Flinders Ranges Council

Notice is hereby given that the Annual General Meeting of the Legatus Group will be held on Friday 4 September 2020 starting at 10am in The Flinders Ranges Council Chambers | Seventh Street, Quorn SA 5433

A handwritten signature in blue ink, appearing to read "S. Millcock", is positioned above a horizontal line.

Simon Millcock
CEO Legatus Group

<u>9:30–10:00am</u>	<u>Arrival and Morning Tea</u>	<u>Pages</u>
	<u>1. Meeting Preliminaries:</u> <u>1.1 Attendances and Apologies (attendance sheet to be circulated at the meeting)</u> <u>1.2 Welcome</u> <u>1.3 Authorisation of Voting Delegates</u> <u>1.4 Confirmation of Previous AGM minutes 30 August 2019</u> <u>1.5 Business Arising not otherwise on the Agenda</u>	<u>3</u> <u>3</u> <u>3</u> <u>3</u> <u>7</u>
	<u>2. Annual General Meeting Requirements</u> <u>2.1 Annual Report 2019-20</u> <u>2.2 Annual Financial Statements 2019-20</u> <u>2.3 Appointment of Office Bearers</u> <u>2.4 Other organisations SAROC</u> <u>2.5 Delegations for 2020/2021</u> <u>2.6 Determination of Council Contributions for 2020/2021</u> <u>2.7 Determination of Delegate Allowances for 2020/2021</u>	<u>7</u> <u>16</u> <u>17</u> <u>18</u> <u>20</u> <u>21</u> <u>22</u>
	<u>3. Other Business and Meeting Close:</u> <u>3.1 Legatus Committees</u> <u>3.2 Date and location of 2020/2021 Legatus Group meetings</u> <u>3.3 Close by Chairman</u>	<u>22</u> <u>23</u> <u>23</u>

I. MEETING PRELIMINARIES

I.1 Attendance and Apologies

Meeting Attendance

A meeting attendance sheet will be circulated.

Apologies: MPs Stephan Knoll, Dan van Holst Pellekaan, Fraser Ellis, Jon Gee, Tony Piccolo, Mayor Wayne Thomas (Clare and Gilbert Valleys), CEOs Helen Macdonald (Clare and Gilbert Valleys) and CEO Martin McCarthy (The Barossa Council).

Recommendation: For information

I.2 Welcome

Mayor Peter Matthey

I.3 Authorisation of Voting Delegates

The Board is made up of the 15 principal members (Mayor) of each Constituent Council.

As such the individual who is the current principal member of the constituent council on any given date is a member of the board. The “principal member” includes any person acting in that office during a casual vacancy or any other absence of the principal member. The person so acting enjoys all the same rights and obligations of the principal member. As such if a Mayor is on leave then the Deputy Mayor would become the Acting Mayor and as such the principal member.

I.4 Confirmation of previous minutes

Recommendation: That the minutes of the 2019 Annual General Meeting held on 30 August 2019 at the Port Pirie Sports Precinct Memorial Drive Port Pirie be taken as read and confirmed.

Legatus Group AGM Minutes 30 August 2019 Port Pirie Sports Precinct, Memorial Drive, Port Pirie

I.0 Meeting Preliminaries

Present

Board members: Mayor Peter Matthey OAM – Chairman (Goyder), Mayor Leonie Kerley (Barunga West), Mayor Roslyn Talbot (Copper Coast), Deputy Mayor Elizabeth Calvert (Clare and Gilbert Valleys), Mayor Bill O’Brien (Light from 10.15am), Mayor Mark Wasley (Adelaide Plains), Mayor Phillip Heaslip (Mount Remarkable), Mayor Denis Clark (Northern Areas), Mayor Kathie Bowman (Orroroo Carrieton), Mayor Rodney Reid (Wakefield), Mayor Ruth Whittle OAM (Peterborough), Mayor Leon Stephens (Port Pirie) and Mayor Darren Braund (Yorke Peninsula).

In Attendance

Cr Greg Flint (Flinders Ranges), Deputy Mayor Cr John Neal (Goyder), Dr Helen Macdonald, (CEO Clare & Gilbert Valleys), Mr Muller Mentz (Director Copper Coast), Mr David Stevenson (CEO Goyder), Mr Wayne Hart (CEO Mount Remarkable), Mr Colin Byles (CEO Northern Areas), Mr Dylan Strong (CEO Orroroo Carrieton), Mr Andrew MacDonald (CEO Wakefield), Mr James Miller

(CEO Adelaide Plains), Mr Peter Ackland (CEO Port Pirie), Mr Darryl Whicker (Acting CEO Flinders Ranges), Mr Stephen Smith (Director) LGA) and Mr Simon Millcock (CEO Legatus Group).

State MP's: Hon Geoff Brock MP Frome

Apologies

Mayor Wayne Thomas (Clare and Gilbert Valleys), Mayor Bim Lange OAM (The Barossa) and Mayor Peter Slattery (The Flinders Ranges). Council CEO's Mr Andrew Cole (CEO Barunga West), Mr Martin McCarthy (Barossa), Mr Brian Carr (Light), Mr Peter McGuinness (Peterborough), Mr Russell Peate (Copper Coast) and Mr Andrew Cameron (Yorke Peninsula). MP's Minister's Hon Stephan Knoll Member for Schubert and Hon Dan van Holst Pellekaan Member for Stuart, Mr Fraser Ellis Member for Narrunga, Hon Tony Piccolo Member for Light. and Mr John Gee Member for Taylor. RDA CEOs Ms Claire Wiseman, Ms Anne Moroney and Ms Kelly-Anne Saffin.

1.1 Opening

The Chairman declared the meeting open at 10.05am

1.2 Welcome to Port Pirie Regional Council

Held over till ordinary meeting.

1.3 Authorisation of Voting Delegates

The meeting was advised that the Legatus Group CEO has received written correspondence from the Clare and Gilbert Valleys Council to advise that Mayor Wayne Thomas is on leave from the Council and Cr Elizabeth Calvert is Acting Mayor.

Motion: That Cr Elizabeth Calvert is the current principal member of the Clare and Gilbert Valleys Council for the Legatus Group meeting on 30 August 2019.

Moved: Mayor Denis Clark Seconded: Mayor Rodney Reid

CARRIED

1.4 Confirmation of Previous Minutes

Minutes of the Legatus Group Annual General Meeting held on 17 August 2018 at the Sir Hubert Wilkins Building OD5 Road Jamestown were tabled.

Motion: That the minutes of the Legatus Group Annual General Meeting held on the 17 August 2018 at the Sir Hubert Wilkins Building OD5 Road Jamestown be taken as read and confirmed.

Moved: Mayor Denis Clark Seconded: Mayor Rodney Reid

CARRIED

1.5 Business arising not otherwise on the agenda Nil

2 Annual General Meeting Requirements

2.1 Annual Reports

Motion: That the annual reports presented by Chairman Mayor Peter Matthey, CEO Simon Millcock and Mayor Kathie Bowman as Chair of the Audit and Risk Management Committee which had been distributed with the agenda be received and adopted as the Legatus Group Annual Reports for 2018/2019.

Moved: Mayor Leon Stephens Seconded: Mayor Mark Wasley CARRIED

2.2 Annual Financial Report

Motions:

1. That the Legatus Group annual financial statement for the year ending 30 June 2019 presents a fair view of the state of the financial affairs of the Legatus Group and that the board adopt the annual financial report.
2. That the Legatus Group writes to the Auditors Dean Newberry and Partners advising that the board discussed the requirements of the Related Party Disclosures and confirms that there are no transactions that are required to be disclosed.
3. That the Legatus Group write to thank the Flinders Ranges Council for the services provided to Legatus Group for their financial management.
4. The Legatus Group retain Dean Newberry and Partners as Auditor for the year ending 30 June 2020.
5. That the Chair, Legatus Group CEO certify via their signature acceptance of the 2018/2019 Legatus Group audited annual financial statement.

Moved: Mayor Ruth Whittle Seconded: Mayor Rodney Reid CARRIED

3.3 Election of Office Bearers

The Chairman declared all offices vacant and passed the Chairing of the meeting to the Legatus Group CEO. The CEO confirmed as per the agenda that at the close of business on Friday 23 August 2019 the following nominations had been received for the officer bearer positions:

Chair: Mayor S.P. (Peter) Matthey by the Regional Council of Goyder and Wakefield Regional Council
Deputy Chair: Mayor Kathie Bowman by District Council of Orroroo Carrieton

Motion: That Mayor Peter Matthey is elected to the position of Chair for the Legatus Group.

Moved: Mayor Darren Braund Seconded: Mayor Rodney Reid CARRIED

Motion: That Mayor Kathie Bowman is elected to the position of Deputy Chair for the Legatus Group.

Moved: Mayor Leonie Kerley Seconded: Mayor Ruth Whittle CARRIED

Nominations were called for the vacant Deputy Chairman position.

Motion: That Mayor Bill O'Brien be elected to the position of Deputy Chair of the Legatus Group.

Moved: Mayor Ruth Whittle Seconded: Mayor Leon Stephens CARRIED

Chairman Peter Matthey resumed chairing the meeting.

Mayor Bill O'Brien joined the meeting at 10.15am

3.4 Appointment of representatives to other organisations

The meeting noted that Mayor Peter Matthey and CEO Simon Millcock are members of the Yorke Mid North Alliance and that Mayor Peter Matthey and Mayor Bill O'Brien are members of the South Australian Regional Organisation of Councils.

3.5 Delegations

Motion: That the following delegations be approved for 2019/2020

Delegation	To
Bank account signatories	Legatus Group Chief Executive Officer (CEO), The Flinders Ranges Council CEO, Manager of Finance and Administration and Rates and Payroll Officer.
Approving expenditure of budgeted items	Legatus Group CEO
Approving project briefs	Legatus Group CEO
Approving contracts within budget up to \$5,000	Legatus Group CEO
Calling for tenders, contracts and consultancies	Legatus Group CEO after consultation with Chair and Deputy Chairs
Appointing tenders, contracts and consultancies	Legatus Group CEO after assessment panel and with approval from Chair and Deputy Chairs
Recruitment of staff other than CEO	Legatus Group CEO
Performance management of CEO	Chairman and Deputy Chairs
Performance management of staff and contractors	Legatus Group CEO

Moved: Mayor Kathie Bowman Seconded: Mayor Phillip Heaslip **CARRIED**

3.6 Determination of Council subscriptions 2019/2020

Motion: That the 2019/2020 Legatus Group Constituent Council subscriptions are set as \$11,135.

Moved Mayor Leon Stephens Seconded: Mayor Darren Braund **CARRIED**

3.7 Delegates Allowances

Chairman Mayor Peter Matthey left the room and Deputy Chair Mayor Kathie Bowman chaired the meeting.

Motion: That the 2019/2020 delegates allowance is set at \$4,300 for the Chair and \$1,700 to be spread across the Legatus Group zone delegates for SAROC and the Local Government Association Board.

Moved: Mayor Denis Clark Seconded: Mayor Rodney Reid **CARRIED**

Chairman Mayor Peter Matthey returned and resumed chairing the meeting.

4 OTHER BUSINESS

4.1 Legatus Group Committees

The meeting noted the Legatus Group CEO's report and the currency of the Audit and Risk Management, Community Wastewater Management and Road and Transport Infrastructure Advisory Committees appointments.

Motion: That Mayor Kathie Bowman is reappointed as a member and as Chair of the Legatus Group Audit and Risk Management Committee.

Moved: Mayor Denis Clark Seconded: Mayor Leon Stephens CARRIED

4.2 The 2019/2020 Legatus Group meetings

Motion: That the Legatus Group meetings for 2019/2020 are:

1. Friday 29 November 2019 – Barunga West Council
2. Friday 28 February 2020 – Clare and Gilbert Valleys Council
3. Friday 5 June 2020 – The Flinders Ranges Council
4. Friday 28 August and AGM – Yorke Peninsula Council

Moved: Mayor Leonie Kerley Seconded: Mayor Mark Wasley CARRIED

16 Close of Meeting

Meeting closed by the Chair at 10.30am.

1.5 Business arising not otherwise on the agenda

Nil

2. ANNUAL GENERAL MEETING REQUIREMENTS

2.1 Annual Report

Reports for Discussion

From: Simon Millcock, CEO, Legatus Group

Recommendation: That the Chairman, CEO and Chairman of Audit and Risk Management Committee Annual reports be accepted.

Background:

The Legatus Group Charter requires that the AGM receive the Legatus Group's Annual Report which may incorporate reports from committees and any representatives reports from other organisations. The Legatus Group Chair Mayor Peter Matthey, CEO Simon Millcock and Mayor Kathie Bowman Chair of the Audit and Risk Management Committee have prepared reports.

2019/2020 ANNUAL REPORT

The Legatus Group Charter clause 6.3 Annual Report

6.3.1 The Legatus Group must each year, produce an Annual Report summarising the activities, achievements and financial performance of the Legatus Group for the preceding Financial Year.

6.3.2 The Annual Report must incorporate the audited financial statements of the Legatus Group for the relevant Financial Year.

6.3.3 The Annual Report must be provided to the Constituent Councils by 30 September each year.

The Legatus Group is a regional subsidiary of:

- Adelaide Plains Council
- Barunga West Council
- Clare & Gilbert Valleys Council
- Copper Coast Council
- District Council of Mount Remarkable
- District Council of Orroroo/Carrieton
- District Council of Peterborough
- Light Regional Council
- Northern Areas Council
- Port Pirie Regional Council
- Regional Council of Goyder
- The Barossa Council
- The Flinders Ranges Council
- Wakefield Regional Council
- Yorke Peninsula Council

The Central Local Government Region was established in 1998 under Section 200 of the Local Government Act 1934 as a controlling authority. It now continues in existence as a regional subsidiary of its member Councils under Part 2 of Schedule 2 of the Local Government Act 1999 by the provisions of Section 25 of the Local Government (Implementation) Act 1999. In 2016 the Central Local Government Region of South Australia adopted the trading name of Legatus Group to which it is referred. The Legatus Group is established to:

- undertake co-ordinating, advocacy and representational roles on behalf of its Constituent Councils at a regional level
- facilitate and co-ordinate activities of local government at a regional level related to community and economic development with the object of achieving improvement for the benefit of the communities of its Constituent Councils
- develop, encourage, promote, foster and maintain consultation and co-operation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community
- develop further co-operation between its Constituent Councils for the benefit of the communities of the region
- develop and manage policies which guide the conduct of programs and projects in the region with the objective of securing the best outcomes for the communities of the region
- undertake projects and activities that benefit the region and its communities
- associate collaborate and work in conjunction with other regional local government bodies for the advancement of matters of common interest.

The Legatus Group is a body corporate and is governed by a Board of Management which has the responsibility to manage all activities of the group and ensure that they act in accordance with its Charter.

Contact Details: Address: 155 Main North Road CLARE SA 5453 PO Box 419 CLARE SA 5453
Telephone: 0407819000 Email: ceo@legatus.sa.gov.au Website: www.legatus.sa.gov.au

Legatus Group Board of Management: The Board consists of all principal members (Mayors) of the Constituent Councils which for 2019/2020 were:

Council	Delegate
Adelaide Plains Council	Mayor Mark Wasley
Barunga West Council	Mayor Leonie Kerley
Clare & Gilbert Valleys Council	Mayor Wayne Thomas
Copper Coast Council	Mayor Roslyn Talbot
District Council of Mount Remarkable	Mayor Phillip Heaslip
District Council of Orroroo Carrieton	Mayor Kathie Bowman
District Council of Peterborough	Mayor Ruth Whittle OAM
Light Regional Council	Mayor Bill O'Brien
Northern Areas Council	Mayor Denis Clark
Port Pirie Regional Council	Mayor Leon Stephens
Regional Council of Goyder	Mayor Peter Matthey OAM
The Barossa Council	Mayor Bim Lange OAM
The Flinders Ranges Council	Mayor Peter Slattery
Wakefield Regional Council	Mayor Rodney Reid
Yorke Peninsula Council	Mayor Darren Braund

Office Bearers for 2019/20

Chairman	Mayor Peter Matthey OAM
Deputy Chairs	Mayor Kathie Bowman Mayor Bill O'Brien
South Australian Regional Organisation of Councils	Mayor Peter Matthey Mayor Bill O'Brien
Chief Executive Officer	Mr Simon Millcock
Auditor	Dean Newberry and Associates

Chairman's Report

It has been my pleasure to serve as Chairman in 2019/20 and I take this opportunity to report on some highlights of the past year.

The Legatus Group provides a pivotal role in supporting member councils and advocating state-wide in the areas of Rating Equity for major energy producers, Community Wastewater Management Schemes, regional roads and coastal management. It is also taking a leadership role in the Regional Waste Management Strategy for the South Australian Regional Organisation of Councils (SAROC).

The organisation assisted all member councils in their successful efforts to access the Drought Communities Programme. The commitment by the Legatus Group on issues such as wellbeing, were a contributing factor for the State Government increasing resources to the Family and Business Support program, where two extra positions were made available. The drought continues to have a significant impact to regional SA, and our advocacy around inconsistencies re needs, assistance and funding are continued to be raised as appropriate.

The impacts of COVID-19 have been wide reaching, and I wish to recognise all councils in their efforts to support their communities. The disruptions to local government and Legatus will have an ongoing impact. Future implications are yet to be known, however as an organisation, strategic planning will assist in developing a way forward. As a broader region we escaped the devastating impact of bush fires in the summer of 2020. However, we acknowledge that there were significant impacts on the Yorke Peninsula, where member councils played a pivotal role in supporting communities.

Local government have been operating under the new LGA structure and this has meant a heavy load on our resources, for example, the new Planning and Design Code and consultation on the Local Government Reform Bill.

Announcements made by the state and federal government regarding funding for both the Horrocks and Barrier Highways are yet to result in any tangible results. The Road and Transport Infrastructure Advisory Committee have been active this year, and resulted in the renewed Deficiency Action Plan, a robust assessment of this year's Special Local Roads Program funding applications; and the release of the 2030 Industry Engagement report on the Legatus Group Regional Transport Plan. The Legatus Group 2019 Road and Transport Forum held in early July 2019 represented a very successful outcome by the committee, and future events are planned.

The region has been proactive in supporting the challenges and changing environment through the management of the Sector Agreement for the Climate Change Adaptation Plan, the release of a second report on a Regional Sustainability Hub, and the commencement of the Sustainability Hub Concept Plan (a Legatus Group funded project). The Legatus Group also managed the Yorke Mid North Coastal Management Action Plan which was released in early 2020 and have commenced (through funding from the Landscape Board) the implementation of the plan. In line with these initiatives the Legatus Group delivered a Regional Climate Ready webinar series throughout June due to COVID-19 restrictions.

We continue to encourage and foster closer working relationships with the three Regional Development Australia (RDA) organisations and Natural Resource Management Boards. Legatus Group was to have hosted the Yorke Regional Planning Forum in Clare, (impacted by COVID-19) a series of successful webinars took its place.

Legatus Group CEO committed large amounts of time to the development of the Conference and Forum and Mr Simon Millcock demonstrated immeasurable flexibility in changing these events to webinars at short notice. These events are available on our website as a result and provide a great resource. I also note with positivity his efforts to support regional councils through his role with the Functional Support Group re Waste and as the Chair of the Regional LGA Executive Officers Forum. On these collaborations, and his input, I again commend his work.

Collaborations have continued with regional organisations through the delivery of the Creative Industries report, Visitor Information Services report and Youth into Volunteering report. The collaboration and establishment of MoUs and partnerships with South Australian Universities, the City of Prospect and the Smarter Regions CRC are fruitful associations with long term benefit. The board through its CEO continues to position the Legatus Group as a proactive force in the region for engagement with all tiers of government. These advocacy and collaborative activities have enabled the securing of valuable and cost-effective research in areas that are of significance to local government, stakeholders and community.

The Audit and Risk Management Group Committee have ensured that the work plan has assisted us in improving our governance, and recommendations around variations to our policies and charter.

There has been valuable feedback gained from the Legatus Group Management Group meetings and information sharing opportunities by and for the CEO group. I note with interest their involvement with the Planning Commission and the ongoing discussions on Local Government Risk.

The Community Wastewater Management Advisory Committee assisted in the extension of the Joint CWMS program, staging of a successful SA conference and overseeing the release of the regional sludge viability report. Their continued work on issues around training and reduction in red tape is to be commended.

Whilst still in its infancy the Legatus Group Visitor Information Services Advisory Committee, are a great support via recent webinar, on the reopening of tourism in our region.

It has been pleasing to see the continued dialogue with the six State Government Members of Parliament, and our Federal Member. We are particularly enthused by their attendance at our board meetings.

In closing I would like to thank everyone who has taken a proactive role in progressing the strategic initiatives of the region. I thank Mayors Bill O'Brien (and also in his role on SAROC) and Kathie Bowman for your roles as Deputy Chairs.

Feedback tells that the reports prepared by Legatus Group CEO are progressed to the South Australian Regional Organisation of Councils (SAROC), and to other stakeholders and partners in all tiers of government. The organisation strives to continue to provide and improve upon strong partnerships and a collaborative approach, with our other regional local government associations, stakeholders and tiers of government. These activities are coordinated and managed by our CEO Mr Simon Millcock. I wish to thank him for his committed, dedicated and consistent approach in the development and delivery of the of the goals and directions of the board.

I would like to acknowledge all the Board members and those who have committed time to the Advisory Committees in what has been a tumultuous year. Your valuable service to the communities and the region continues to provide much needed leadership into the future.

Mayor Peter Matthey OAM
Chairman Legatus Group

CEO Report

In 2019-2020 the Legatus Group undertook a series of research papers and completed or commenced projects associated with the Legatus Groups Strategic and Business Plans, Yorke Mid North Regional Plan, Regional Climate Change Sector Agreement and the SAROC Strategic and Business Plans. The effort this year was to identify projects in these plans and ensure that engagement and data were the drivers for ongoing programs. This was designed to increase the level of interest from other possible partners and to secure increased funding for the region by ensuring alignment with grant programs.

There was a significant increase of interest in partnering with the Legatus Group which has seen the Legatus Group become one of only 2 South Australian Showcase regions for both the Smarter Regions Cooperative Research Centre submission and for the Hub and Spoke Regional Innovation Hub project. Legatus Group support has been securing (subject to COVID-19) for the region to be selected for the 2020 Parks and Leisure SA/NT and Mainstreet SA Conferences.

This year included successful grant applications which have been acquitted or reported on accordingly with \$550,340 (75%) of the Legatus Group's income coming from outside membership fees. This places the Legatus Group in a solid financial position which is reflected in the forthcoming 2020 – 2021 business plan and budget.

This year saw my attendance and deliver of the agendas, minutes and reports to over 30 Legatus Group Board / Committee, Yorke Mid North Alliance and SAROC meetings whilst managing the delivery of several regional forums, workshops and webinars. Administration responsibilities included the added roles of Chairing the Regional LGA Executive Officers, Secretariat to the Murray Darling Association Region 8 and a member of LGA Functional Support Groups associated with COVID-19 reference groups.

There were a series of forums and workshops including the 2019 Legatus Group Road and Transport Forum (plus a further information session on the progress of Major Road works by DPTI) and the 2019 SA Community Wastewater Management Conference. These provided a valuable opportunity for increased knowledge for both Elected Members and Operational Staff for member councils.

In response to COVID-19 was a digital preparedness webinar with topics such as cyber security and a Tourism Recovery webinar. Both were specifically for Legatus Group councils whilst recognising the competing demands on operational staff and programs being run by the LGA and others.

Due to COVID-19 restrictions the planned Yorke Mid North Forum and SA Climate Ready Conference were cancelled after the planning had been completed. In their place was the successful 7 week series of webinars which included 23 presenters and over 250 people registered. These are a great resource for councils and can be found at: <https://legatus.sa.gov.au/regional-learnings/>

The Drought played a significant role with input provided to the Future Drought Fund Consultative Committee and efforts to develop and identify a strategic approach to funding opportunities for the region. A working group was established and the delivery of a gap analysis on emerging themes for drought response and climate change resilience report <https://legatus.sa.gov.au/wp-content/uploads/2020/06/Drought-resilient-region-Gap-analysis-and-emerging-themes-report-v2.pdf> was completed. This is being used to position Legatus Group projects such as the Smart Irrigation for Public Spaces, Stormwater Harvesting and Reuse of Wastewater along with support for Wellbeing projects at a broader strategic level.

Whilst unsuccessful in funding of one of the two regional wellbeing officer roles via the LGA the Legatus Group was successful a Local Government Information Linkages and Capacity Building Program for an Inclusive and Accessible Tourism Experiences Yorke Peninsula project for 20/21. Support has been provided to the Legatus Management Group for key presenters at their meetings and their dialogue around Local Government Risk Management and changes to Planning.

Partnerships have been strengthened in the year with regional and state-based State Govt agencies including: SA Water, DIPT, PIRSA, DIS and DHS. This has led to new programs and forums / workshops being held and or supported for our region. Further work is required in the health sector and offers to assist continue.

The following is a list of 2019/2020 Legatus Group reports and projects:

1. Rating Equity report (completed) <https://legatus.sa.gov.au/wp-content/uploads/2020/03/Rating-Equity-Impact-Assessment-Final-Report-03Feb20.pdf> Note that the Legatus Group supports the approach by SAROC seeking a commitment from the State Government in working with local government on amendments to rating policy with regards to electricity generators.
2. Visitor Information Services report (completed and formation of advisory group) <https://legatus.sa.gov.au/wp-content/uploads/2019/08/Legatus-Group-Tourism-Visitor-Information-Services-Report-July-2019-Final.pdf>
3. Regional Transport Industry Engagement report (complete) <https://legatus.sa.gov.au/wp-content/uploads/2020/06/Industry-Engagement-Document-.pdf>
4. Regional Sludge viability report (completed) <https://legatus.sa.gov.au/wp-content/uploads/2019/08/Final-Report-Draft-Legatus-Group-Sludge-Viability-Project-.pdf>
5. Local Roads updated deficiency report (completed) <https://legatus.sa.gov.au/wp-content/uploads/2020/06/Regional-Transport-Plan-Road-Deficiency-Action-Plans-Apr-20-endorsed.pdf>
6. Coastal Management Action Plan (completed and implementation project commenced) https://landscape.sa.gov.au/files/sharedassets/northern_and_yorke/coast_and_marine/ny_coastactionplan_final_050520.pdf
7. Creative Industries report (completed) <https://legatus.sa.gov.au/wp-content/uploads/2020/06/Final-Creative-Industries-Report-April-2020.pdf>
8. Youth in Music (commenced) <https://legatus.sa.gov.au/yim/>

9. Youth into Volunteering (report completed and projects commenced)
<https://legatus.sa.gov.au/wp-content/uploads/2020/06/Final-Report-Youth-Volunteering-20-April-2020.pdf>
10. Brighter Futures – Project completed in Yongala, Mundoora, Balaklava, Crystal Brook and Jamestown and commenced with Orroroo Carrieton and Flinders Ranges.
11. CWMS (ongoing) Project Officer saw significant communication with CWMS staff, at the annual conference and in a series of communications sessions. The work has grown to have a state-wide scope and involves close collaboration with the LGA CWMS Manager. The work has focused on addressing the training needs, including for regulatory compliance; developing applications of new technology to equipment monitoring (in cooperation with UniSA); undertaking research into equipment selection and design criteria for new Schemes; and, advancing the concept of a biosolids composting plant to deal with CWMS sludge. More generally, the work is addressing the broader strategic aim of enhancing the governance of CWMS.
12. SA Regional Waste Management Strategy (commenced)
13. MoU and Strategic Research Action Plan established with University of SA and MoU established with the University of Adelaide
14. Reconciliation Action Research project (commenced)
15. Pit and Quarry Management report to SAROC (completed)
16. Restricted Access Vehicle Route Assessment Tool (completed and progressed to SAROC)

Benefits to constituent councils:

- Identify training needs for the Legatus Region Constituent Councils.
- Regional collaboration and priority setting and sharing of knowledge and resources in the areas outlined above.
- Delivery of regional strategic and business plans and annual work plans.
- Operate Legatus Group in accordance with legislative requirements and board policies and procedures.
- Well regarded by members and stakeholders as valid and relevant through regional collaboration and undertaking or supporting actions on identified priorities.
- Identify regional priorities through collaboration with members and stakeholders and develop agreed actions and/or support.
- Advocate with a single and united voice and in partnership with other Regional LGA's.
- Fostering of economic, environmental and social sustainability through pro-active, innovative, efficient and collaborative approaches to priority issues.

Benefits across the local government sector:

- Assistance with coordinating workshops and consultation sessions and improved regional delivery of LGA services.
- Identified and aided with regional and longer-term outcomes for Constituent Councils.
- Facilitates stronger regional collaboration on projects and areas for sharing of knowledge and services.
- Being able to undertake research projects on the needs specific to regional councils.

Observation:

This has been an extremely difficult year for all sectors of the community which is replicated in the local government sector. Working in isolation with increased workloads has been compounded with increased levels of anxiety and, as organisations we need to ensure the wellbeing occurs internally as well as with the support being provided to our communities.

The focus on securing data to assist in decision making and to assist with raising policy issues has seen continued constructive dialogue with Constituent Councils, Members of Parliament, Ministers, the Local Government Association SA, public servants and other regional stakeholders. The platform is in place to now expand on these reports and projects via tangible and constructive programs.

Simon Millcock
CEO Legatus Group

The Legatus Group Audit and Risk Committee summary of activities undertaken, and recommendations made during 2019-2020.

Date	No of Members Attending
22 Aug 2019	4
1 Nov 2019	3
13 March 2020	3
22 May 2020	4

Committee Member	No of Meetings Attended
Chairman Kathie Bowman	4
Mayor Denis Clark	2
Peter Ackland	4
Colin Byles	3
Ian McDonald	4

The following table sets out the principal issues addressed by the Committee for 2019-20 year.

Principal Issues Examined	Recommendations to Board
Financial Report	No issues, unqualified audit, adopted for the 18/19 financial year.
Review of budget against actuals	Noted no issues and supported the allocation of the expenditure identified of carry over reserves and accumulated surplus for 20/21 business plan and budget.
Review of work plan, internal controls	Work planned maintained and review undertaken of policies including 3 new policies (1) Working from Home (2) Agenda items and Meeting Presentations (3) Board Members Code of Conduct being adopted
Charter	Variations to charter supported re the 5.1 budget via report on ways to assist with streamlining the current charter and the process for seeking approval of the budget and its reviews.

Business, Budget and Strategic Plan	Noted the development of the 2019-2020 business plan and budget and recommended streamlining of the presentation of current budget when reviewed.
Membership	Recommendations to Board re membership of Audit Committee
Equity / reserves	Recommendations to Board on levels to be held

Chairman Kathy Bowman
Chairman Legatus Group Audit and Risk Management Committee

2.2 Annual Financial Report

Reports for Discussion

From: Simon Millcock, CEO, Legatus Group

Recommendations:

1. That the Legatus Group annual financial statement for the year ending 30 June 2020 presents a fair view of the state of the financial affairs of the Legatus Group and that the board adopt the annual financial report.
2. That the Legatus Group writes to the Auditors Dean Newbery and Partners advising that the board discussed the requirements of the Related Party Disclosures and confirms that there are no transactions that are required to be disclosed.
3. That the Legatus Group write to thank The Flinders Ranges Council for the services provided to Legatus Group for their financial management.
4. The Legatus Group retain Dean Newbery and Partners as Auditors for the year ending 30 June 2021.
5. That the Chair and the Legatus Group CEO certify via their signature acceptance of the 2019/2020 Legatus Group independence of the audited annual financial statement.

Background

The Legatus Group Charter requires that the AGM receive the audited financial statement for the preceding financial year.

The 2019/2020 Legatus Group audited annual financial report was undertaken by Dean Newbery and Partners. This report was prepared by Mr Sean Cheriton The Flinders Ranges Council Finance Consultant and was an agenda item at the Legatus Group Audit and Risk Committee meeting held on 21 August 2020. That meeting endorsed the Legatus Group annual financial statement for the year ending 30 June 2020 as presenting a fair view of the state of the financial affairs of the Legatus Group and that the board adopt the annual financial statement. The meeting also recommended that the Legatus Group retain Dean Newbery and Partners as Auditors for the year end 30 June 2021.

The reports and statements form part of the Legatus Group Annual Report which will be distributed to Constituent Councils for inclusion with their own annual reporting requirements.

The regulations also require that on an annual basis, the Chief Executive Officer of each Constituent Council, the Legatus Group Chair and the Chair of the Audit Committee provide a statement of certification that the auditor is independent of the subsidiary. This has been completed.

The Annual Financial Report is attached.

2.3 Election of Office Bearers

Note Chair Peter Mattey to step aside as Chair.

Reports for Discussion

From: Simon Millcock, CEO, Legatus Group

Recommendation:

- 1. That Mayor Peter Mattey is elected as Chair of the Legatus Group.**
- 2. That the election of the Deputy Chair positions are held via a secret ballot.**

Background

The Legatus Group Charter requires that a Chair and two Deputy Chairs be elected at the AGM by and from the Board Members. The Chair and Deputy Chairs shall hold office from the AGM at which they are elected until the next AGM

Nominations from Constituent Councils for the positions of Chair and Deputy Chairs must be in writing and must reach the Chief Executive Officer no later than one week prior to the date of the AGM. If the Chair resigns as Chair, is removed from office as Chair, refuses or is unable to act as Chairperson or is no longer a Board Member, either one of the Deputy Chairs may act as Chair until the election of a new Chair at the next AGM.

The Legatus Group CEO called for nominations from constituent councils on 1 July 2020 and again on 16 August 2020 advising that applications needed to be received in writing at least one week prior to the AGM (Friday 28 August 2020).

Nominations in writing received by the Legatus Group CEO by Friday 28 August 2020 were for:

- Chair 5 August 2020 Mayor S.P. (Peter) Mattey OAM by Regional Council of Goyder
- Deputy Chair:
 - 23 July 2020 Mayor Phillip Heaslip by District Council of Mount Remarkable
 - 29 July 2020 Mayor Rodney Reid and Mayor Kathie Bowman by the Wakefield Regional Council
 - 31 July 2020 Mayor Bill O'Brien Light Regional Council
 - 3 August 2020 Mayor Kathie Bowman District Council Orroroo Carrieton

Due to the current Chair Mayor Peter Mattey being nominated for the position as Chair he will step down for the election of Chair. As there is only one nomination received for the position a ballot will not need to be held. The person chairing the meeting will simply declare the person elected unopposed.

Given there are more than 2 nominations for the positions of Deputy Chair and the Charter is silent on how this matter is resolved a vote by secret ballot is considered best practice via the use of voting slips.

Unless otherwise required at law or this Charter, all matters for decision of a meeting of the Board shall be decided by a simple majority of the Board Members present and entitled to vote. All Board Members, including the Chair present and entitled to vote are required to vote. All Board Members including the Chair are entitled to a deliberative vote and if the votes are equal the Chair or other Board Member presiding does not have a second or casting vote.

The Legatus Group CEO has prepared a paper for each eligible board member to provide the names of their two preferred candidates for the Deputy Chair positions. The Legatus Group CEO will then check and tally the numbers from the responses provided. The 2 people with the highest number of votes will then be declared elected. Once the voting has been completed, if three or more nominees receive the same number of votes, the deadlock may be decided by chance in a way the meeting decides.

2.4 Appoint representatives to other organisations

Reports for Discussion

From: Simon Millcock, CEO, Legatus Group

Recommendation:

- 1. That the Legatus Group appoints Mayor Peter Matthey and CEO Simon Millcock are the Legatus Group members of the Yorke Mid North Alliance.**
- 2. That the Legatus Group appoints the Chair (name) and a Deputy Chair (name) as their nominees for the South Australian Regional Organisation of Councils.**

Background

The Charter requires that at the AGM appointments for representatives to other organisations occur.

Yorke Mid North Alliance

The Yorke Mid North Alliance is a formal alliance between RDA Yorke Mid North, Northern and Yorke Landscape Board and the Legatus Group and comprises the Chairs and CEOs of the three organisations. As such Mayor Peter Matthey and CEO Simon Millcock are the Legatus Group members of the Yorke Mid North Alliance.

South Australian Regional Organisation of Councils (SAROC)

The Legatus Group held a Special Meeting on Friday 14 August 2020 which noted that the Legatus Group CEO and the LGA CEO have liaised with each constituent councils and that the meeting included as part of its agenda the purpose of calling for nominations for the two Legatus Group positions on SAROC.

Discussion at the meeting was that the Legatus Group Charter outlines that the AGM is when positions for appointments are made for representatives to other organisations. The meeting noted that traditionally the Legatus Group Chair and a Deputy Chair who are appointed annually at the AGM have been the SAROC representatives. The meeting noted an expression of interest was made by Mayor Heaslip.

The Legatus Group corresponded with the LGA CEO seeking an extension of time in notifying the LGA CEO of the nominations for the two positions to SAROC until the Legatus Group AGM.

The report provided to the Legatus Group Special Meeting on 14 August 2020 was as follows.

The Legatus Group CEO received a letter from the LGASA CEO calling for nominations for Members of SAROC. This was distributed to all Legatus Group Mayors and CEOs on 23 July 2020 advising that:

- The terms of the current members of South Australian Regional Organisation of Councils (SAROC) expire at the 2020 LGA Annual General Meeting (AGM).
- Call for nominations for two (2) members of SAROC from the Legatus Group for a term commencing from the 2020 AGM and to remain in office until the 2022 AGM.

This will require a nomination form to be completed for each nominee to the position of member of SAROC and that it must be received by the LGA CEO, no later than 5pm Friday 28 August 2020.

The SAROC Terms of Reference requires that the LGA CEO write to each SAROC Regional Grouping calling for nominations for positions of members of SAROC. Each regional grouping has a slightly different method of nominating/selecting a member(s) to represent them on SAROC. As such, the Legatus Group CEO was requested to:

- liaise with each council in your regional grouping and (where necessary) coordinate a meeting for the purpose of calling for nominations for two positions on SAROC: and
- notify the LGA CEO of the regional groupings' nominations for the two positions on SAROC, by submitting the nomination form for each nominee, no later than 5pm Friday 28 August 2020.

The LGASA CEO advised that he was also sending a copy of the letter to council Mayors and CEOs.

There is flexibility for the Legatus Group to decide how it will proceed with providing nominations – if the meeting agrees to provide only two (2) nominations then the positions will be deemed filled by those two nominations and a formal election will not be required, but if more than two (2) nominations are provided then a formal election will be required.

If more than two nominations are received, following the close of nominations the LGA will write to you to advise that an election is required and to formally delegate the LGA CEO's role as Returning Officer to the Legatus Group CEO. The process for the election is below. The LGA will provide templates for the ballot papers and ballot envelopes and any other administrative support as needed.

Pursuant to clause 4.4.5 of the SAROC Terms of Reference, an election will be conducted as follows:

- Each member council within the Legatus Group will determine by resolution the two candidates it wishes to elect (i.e. a council meeting will need to be held by each member council)
- Ballot Papers must be sent to each member council by approx. 10 September 2020.
- Each member council will mark a ballot paper with an "X" next to the two candidates that the council wishes to elect and seal the ballot paper in the envelope marked 'Ballot Paper'. That envelope will then be put inside an enveloped marker 'Returning Officer'. The member council will indicate the council's name on the inside of the envelope flap of the second envelope and then seal and deliver it to the Returning Officer. A date for the return of envelopes to the Legatus Group CEO can be set by the Legatus Group CEO but should provide enough time for each council to hold a council meeting.
- On receipt of the envelopes the Returning Officer (Legatus Group CEO as the LGA CEO's delegate) will open the outer envelope and record the name of the member council on the roll of members eligible to vote and place the 'Ballot Envelope' in a ballot box (this will ensure anonymity of the votes by ensuring the ballot paper is not linked to the member council)

- *The Returning Office shall, in consultation with member councils, nominate a date and time and place for counting of the votes and invite each candidate and a person nominated as the candidates scrutineer to be present (this can be done over web conferencing if necessary). Counting of the votes should be scheduled for no later than 19 October 2020.*
- *At the counting of the votes the Returning Officer will produce the unopened 'Ballot Paper' envelopes from the ballot box, open them and if assessing them as valid, counting the votes received by each candidate*
- *The two candidates with the most votes shall be deemed elected.*
- *In the case of candidates receiving the same number of votes, the Returning Officer shall draw lots at the counting of the vote and the lot drawn will be the candidate elected.*
- *The Returning Officer will notify the LGA of the result of the election as soon as possible and the successful candidates will take office from the conclusion of the LGA AGM on 29 October 2020.*

The Legatus Group Charter requires that the AGM is when appointments for representatives to other organisations occur and it is noted that Friday 28 August 2020 is prior to the Legatus Group AGM.

A key eligibility criterion is that 'a person nominating as a member of SAROC must be a representative of a member on the relevant SAROC Regional Grouping and only a Council Member can be nominated to SAROC.'

The Legatus Group Charter is silent on specific SAROC appointments and in previous years the Chair and a Deputy Chair have been the Legatus Group nominations to SAROC. The current SAROC representatives are Chair Mayor Peter Matthey and Deputy Chair Bill O'Brien.

Noted that Legatus is unable to nominate from Port Pirie Regional Council (nor can they vote on the Legatus Group appointments) as they can be nominated in the Spencer Gulf Cities position.

To date Mayor Heaslip (Mount Remarkable) has expressed interest in being nominated to SAROC.

On 28 August 2020 the Legatus Group CEO received advise that the District Council of Orroroo Carrieton had nominated Mayor Kathie Bowman for the position of Deputy Chair of Legatus Group and for membership of SAROC, and request the CEO formally advise the Legatus Group CEO of such nominations prior to the Legatus Group AGM scheduled for the 4th September 2020.

2.5 Delegations

Clause 2.6 of the Legatus Group Charter by resolution delegate to a committee of the Legatus Group, an employee of the Legatus Group, a Constituent Council or to a person for the time being occupying a particular office or position in the Legatus Group any of its powers and functions under this Charter or the Act but may not delegate:

- the power to impose charges;
- the power to borrow money or obtain any other form of financial accommodation not contained in a Budget adopted by the Legatus Group;
- the power to approve expenditure of money on the works, services or operations of the Legatus Group not contained in a Budget adopted by the Legatus Group and approved by the Constituent Councils;
- the power to approve the reimbursement of expenses or payment of allowances to Board Members;

- the power to adopt or revise a Budget, Business Plan, Strategic Plan or Long-Term Financial Plan of the Legatus Group;
- the power to adopt or revise financial estimates and reports.

A delegation is revocable at will and does not prevent the Legatus Group from acting in a matter. Where a power or function is delegated to an employee, or a person occupying a particular office or position, that employee or person is responsible to the Chief Executive Officer for the efficient and effective exercise or performance of that power or function.

Recommendation: That the following delegations be approved for 2019/2020:

Delegation	To
Bank account signatories	Legatus Group Chief Executive Officer (CEO), The Flinders Ranges Council CEO, Director of Finance and Administration and Financial Consultant and Rates and Payroll Officers.
Approving expenditure of budgeted items	Legatus Group CEO
Approving project briefs	Legatus Group CEO
Approving contracts within budget up to \$5,000	Legatus Group CEO
Calling for tenders, contracts and consultancies	Legatus Group CEO after consultation with Chair and Deputy Chairs
Appointing tenders, contracts and consultancies	Legatus Group CEO after assessment panel and with approval from Chair and Deputy Chairs
Recruitment of staff other than Chief Executive Officer	Legatus Group CEO
Performance management of Chief Executive Officer	Chair and Deputy Chairs
Performance management of staff and contractors	Legatus Group CEO

2.6 Determination of Council Subscription for 2020/2021

Reports for Discussion

From: Simon Millcock, CEO, Legatus Group

Recommendation: That the 2020/2021 Constituent Council subscription is set at \$11,135

Background

Clause 7.2 of the Legatus Charter notes that all constituent councils shall be liable to contribute monies to the Legatus Group each financial year and that this subscription will be set at the Annual General Meeting. This will be due and payable within one month of a written request from the Chief Executive Officer for payment. The 2018/2019 subscription was \$11,105 and 2019/2020 \$11,135. The 2020/2021 Budget which was approved by all constituent councils has the subscription remaining at \$11,135.

The Charter says the Board can raise revenue through subscriptions and levies from Constituent Councils. Every Constituent Council shall be liable to contribute monies to the Legatus Group each

financial year. The Barossa Council wrote to the board and recommended a 5% reduction to the fee. If that were supported it would make the subscription fee \$10,580 and involve a reduction of income of \$8,325 to the budget. They also sought to gain a comparison on the role and remuneration of the Executive Officers for each Regional LGA.

A comparison across the Regional LGAs in SA on membership fees indicates that the Legatus Group membership fees are the lowest based on the averages from 2018/2019 figures.

- Eyre Peninsula LGA 11 councils average fee \$16,730 (highest \$35,300)
 - Executive Officer 23hrs per week \$60.72per hour
- Murraylands Riverlands 8 councils average fee \$17,930 (highest \$28,240)
 - Executive Officer 30hrs per week \$75 per hour
- Limestone Coast 7 councils average fee \$91,770 (highest \$180,000)
 - Executive Officer Full Time \$79.85per hour + \$8,500 vehicle
- Southern and Hills 6 councils base fee \$13,540
 - Executive Officer 25hrs per week \$95per hour + \$13,632 vehicle
- Legatus Group 15 councils fee \$11,135 (all pay same fee)
 - Executive Officer Full time \$77.96 per hour + nominal \$15,000 vehicle

2.7 Delegate Allowances

Reports for Discussion

From: Simon Millcock, CEO, Legatus Group

Recommendation: That the 2020/2021 delegates allowance is set at \$4,300 for the Chair and \$1,700 to be spread across the Legatus Group zone delegates for SAROC and the Local Government Association Board.

Background

The Legatus Board has previously approved at its AGM an allocation of funds as an allowance to the Chair and the SAROC delegates. In 2019/2020 these were set at \$6,000 made up of \$4,300 for the Chair and then \$1,700 allocation to be spread across delegates.

3. OTHER BUSINESS

3.1 Legatus Committees

Reports for Discussion

From: Simon Millcock, CEO, Legatus Group

Recommendation: The meeting notes the continuation of the current Legatus Group Committees.

Audit and Risk Management Committee

The Charter at clause 6.5 requires the establishment of an Audit and Risk Management Committee and their appointments cannot exceeding two (2) years although at the expiry of which such a member will be eligible for reappointment.

The current Audit and Risk Management Committee members are:

- Chairman Kathie Bowman appointed on 5 June 2020 and her terms expires on 5 June 2022.
- Mayor Denis Clark appointed on 14 December 2018 and his term will expire on 13 December 2020.
- CEO Peter Ackland appointed on 14 August 2020 and his term will expire on 14 August 2022.
- Mr Ian McDonald appointed on 15 Feb 2019 and his term will expire on 14 February 2021.
- CEO Colin Byles appointed on 31 May 2019 and his term will expire on 30 May 2021.

Transport and Road Infrastructure Advisory Committee: The current Transport and Road Infrastructure Advisory Committee were appointed for a two-year term and their first meeting was held on 14 March 2020. CEO Helen Macdonald was appointed at the Legatus Group meeting 15 February 2019 and her position expires on 15 February 2021.

Community Wastewater Management Advisory Committee: The current Community Wastewater Management Advisory Committee were appointed for a two-year term and their first meeting was held 6 March 2020.

Visitor Information Services Advisory Committee: The current Visitor Information Services Advisory Committee were appointed for a two-year term and their first meeting was held 8 May 2020.

3.2 2019/2020 Legatus Group Meetings

Reports for Discussion

From: Simon Millcock, CEO, Legatus Group

Recommendations: That the 2020/2021 Legatus Group meetings are to be held:

- **Friday 27 Nov 2020 – Yorke Peninsula Council + workshop strategic plan**
- **Friday 5 March 2021 – Adelaide Plains Council**
- **Friday 11 June 2021 – District Council Orroroo Carrieton**
- **Friday 3 September 2021 – Copper Coast + AGM**

Background

The practice has been for ordinary meetings to be held quarterly and for the AGM to be held in conjunction with the meeting that best aligns with the date required by the Charter. The list of councils hosting meetings in the past 6 years is:

2015: Northern Areas Council, District Council of Orroroo Carrieton, District Council of Peterborough and Port Pirie Regional Council.

2016: Wakefield Regional Council, Yorke Peninsula Council, District Council of Barunga West and The Flinders Ranges Council.

2017: Clare and Gilbert Valleys Council, District Council of Mount Remarkable, Copper Coast Council and Regional Council of Goyder.

2018: Adelaide Plains Council, Light Regional Council, Northern Areas Council and The Barossa Council.

2019: District Council of Peterborough, Wakefield Regional Council, Port Pirie Regional Council and Barunga West Council.

2020: Clare and Gilbert Valleys and The Flinders Ranges.

4. CLOSE