



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

**19 February 2021**

### **Northern Areas Council Chambers & via Zoom**

The meeting was opened at 10.30am.

#### **1. Attendance**

**Committee:** Mayor Kathie Bowman (Chair) and Mr Colin Byles in person with Cr Denis Clark and Mr Ian McDonald via zoom.

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

**Apology:** Mr Peter Ackland

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

Motion:

1. That the minutes of the previous Legatus Group Audit and Risk Management Committee meeting held on 13 November 2020 be taken as read and confirmed.
2. That the Committee notes the reappointment of Ian McDonald for two years from 15 February 2021.

Moved: Colin Byles      Seconded: Cr Denis Clark

**CARRIED**

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

##### **3.1 Financial Management Services**

The Legatus Group CEO provided a report on the Expression of Interest for the provision of Financial Management Services and the quote received from CJ Davies Consulting. The committee discussed the quote and the current arrangements.

Motion:

1. The committee recommends that the Legatus Group accepts the quote from CJ Davies Consulting for a 3-year term commencing from 1 April 2021 and that the Legatus Group CEO consults with the Chair and Deputy Chairs in compliance with the Legatus Group Policy to gain their approval for a contract to be entered.
2. That the Legatus Group thanks the Flinders Ranges Council for their support during the past 3 years.

Moved: Cr Denis Clark      Seconded: Ian McDonald

**CARRIED**

### **3.2 Review of Strategic Plan**

The Legatus Group CEO provided a report on the progress of the review and the committee discussed with the following points noted:

1. The value of Legatus is through its strength in collaboration and advocacy whereby individual members can raise matters which can be debated, researched to form a collective response / approach to progress to SAROC and to the LGA.
2. There is a variance in how some councils use their membership of Legatus and consideration on ways to support member councils in leveraging this support should be considered.
3. There is a need for flexibility around project development and resourcing which may include sub-regional and for projects which arise during the financial year that may not have been initially in the business plan or budget.
4. Support for the continuation of this committee.

### **3.3 Review of the 20/21 Budget**

The Legatus Group CEO and Finance Manager provided a report and revised budget for 20/21 and the variances were outlined.

Motion: That the committee notes the Budget Review has been completed in accordance with the charter and as there is no additional financial contribution being sought from Constituent Councils the Legatus Group can consider adopting the revised budget at their 5 March 2021 Board meeting.

Moved: Colin Byles      Seconded: Ian McDonald

**CARRIED**

### **3.4 External facilitator for CEOs Performance Review**

The Legatus Group CEO provided a report that advised McArthur had been appointed as the consultants along with a copy of the proposed questionnaire to be used and who would receive.

Motion: That the committee notes the report and agrees with the questions and the people identified in the report to be approached.

Moved: Ian McDonald      Seconded: Cr Denis Clark

**CARRIED**

### **3.5 Expression of interest for filling vacancy on the committee**

The meeting noted the report by the Legatus Group CEO that there had been no response to the call for Expressions of Interest for the vacancy of Cr Denis Clark from 30 April 2021 and that this be listed as an agenda item for the 5 March 2021 Legatus Group meeting.

### **3.6 Internal Controls / Disaster Recovery**

The meeting discussed the value in progressing this once the new financial management is in place.

Motion: That the committee considers this at their next meeting.

Moved: Colin Byles      Seconded: Cr Denis Clark

**CARRIED**

## **4. Financial Report**

### **4.1 20/21 Financial Report**

The Legatus Group CEO provided a report including (1) Budget Comparison report for the first half 2020/2021 which has been provided to Legatus Group Councils (2) Profit and Loss by Job - January 2021 report (3) The Balance Sheet January 2021 and (4) Profit and Loss reports January 2021. The

Legatus Group CEO provided an update on the progress of projects which have yet to commence or have variations.

Motion: That the committee notes the report.

Moved: Ian McDonald    Seconded: Cr Denis Clark

**CARRIED**

## **5. Legatus Group Work Plan**

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

Motion:

1. That the committee notes the work plan is up to date.

Moved: Colin Byles    Seconded: Ian McDonald

**CARRIED**

## **6. Other Business**

The Committee noted that Cr Denis Clark is not seeking reappointment to the Committee and wished to acknowledge the important contribution that he has made not only to the Committee but also to the Legatus Group and that his contributions have been extremely valuable.

## **7. Next meeting**

Friday 28 May 2021 10.30am Council Chambers Jamestown.

*Meeting Closed at 11.25am*

Signed as a true and correct record:

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