



Unconfirmed Minutes of Audit and Risk Management Committee Meeting

24 May 2022 held at Northern Areas Council Chambers and via zoom

The meeting was opened at 10.05am.

1. Attendance

Committee: Mr Colin Byles and via zoom Mayor Rodney Reid, Mr Peter Ackland and Mr Ian McDonald.

In Attendance: Legatus Group CEO Mr Simon Millcock and via zoom Finance Officer Mr Colin Davies.

Apologies: Chair Mayor Kathie Bowman.

Mayor Rodney Reid welcomed everyone and Chaired the meeting.

2. Confirmation of Previous Minutes

Motion: That the minutes of the Legatus Group Audit and Risk Management Committee meeting held on 1 March 2022 be taken as read and confirmed.

Moved: Ian McDonald Seconded: Peter Ackland

CARRIED

10.10am the meeting was interrupted due to connectivity issues until 10.16am

3. Business Arising Not Otherwise on the Agenda

3.1 Committee positions

The Legatus Group CEO provided a report with the agenda.

Motion: The committee notes the report.

Moved: Ian McDonald Seconded: Colin Byles

CARRIED

3.2 Charter and Strategic Plan

The Legatus Group CEO provided a report with the agenda.

Motion: The committee notes the report.

Moved: Peter Ackland Seconded: Mayor Rodney Reid

CARRIED

3.3 Policies

The Legatus Group CEO provided a report with the agenda.

Motion: The committee notes the report.

Moved: Peter Ackland Seconded: Mayor Rodney Reid

CARRIED

4. Financial Reports

4.1 2021/2022 Financial Report

Colin Davies provided a report with the agenda which included the Management Report, Profit and Loss Report and Bank Reconciliation as of 1 July 2021 till 30 April 2022.

Motion: That the committee notes the report.

Moved: Ian McDonald Seconded: Colin Byles

CARRIED

4.2 2021/2022 Budget Review 3

The Legatus Group CEO and Finance Officer provided re report which contained the 2021/2022 Budget Review 3 as of 3 May 2022. The meeting noted the allocation of \$5,000 towards the Wellbeing Report will be an agenda item for 10 June 2022 Legatus Group meeting.

Motion. That the committee notes the report and recommends that the Legatus Group receives the revised budget and advises that there is no need to submit the revised budget to member councils.

Moved: Ian McDonald Seconded: Peter Ackland

CARRIED

5. 2022/2023 Business Plan and Budget

The Legatus Group CEO provided a report which included the 2022/2023 Draft Business Plan and Budget. Discussion included the use of reserve funds and Mayor Rodney Reid advised he will speak to this matter at the 10 June 2022 Legatus Group meeting.

Motion:

1. That the committee notes that the 2022/2023 Draft Business Plan and Budget were distributed in compliance with the Legatus Group Charter.
2. That the committee notes the level of reserves identified in the 2022/2023 Draft Business Plan and Budget aligns with the approach to support the use of reserves funds and the committee recommends the Legatus Group gives due consideration to the long term sustainability of the Legatus Group by continuing its practice of using reserve funds.

Moved: Peter Ackland Seconded: Ian McDonald

CARRIED

6. Work Plan

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

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

Moved: Colin Byles Seconded: Mayor Rodney Reid

CARRIED

7. Other Business

7.1 Long Term Financial Plan

General discussions held that this will be further developed in alignment with the Strategic Plan and the need for high level guidance on the financials with consideration given on the support for administration, advocacy, forums / conferences and current strategies. Noting the comments around the current use of reserves in item 5 of these minutes.

7.2 Acknowledgement of contributions to the Committee

The meeting noted that the terms of Mayor Bowman and Mr Colin Byles expire on 5 June 2022.

Motion: That the committee recommends the Legatus Group acknowledges the contribution Mayor Kathie Bowman and Mr Colin Byles have made to the Audit and Risk Management Committee.

8. Next meeting

Date in to be confirmed

9. Meeting closed 11.00am