



AGENDA ORDINARY MEETING

Friday 10 February 2023 10:30am

Port Pirie Council Chambers

115 Ellen Street, Port Pirie

A handwritten signature in blue ink, appearing to read "S. Millcock", is enclosed in a thin black rectangular border.

Simon Millcock
Chief Executive Officer

VISION

The Central Local Government Region of SA (Legatus Group) is recognized, respected and supported as a strong and successful region.

OUR VALUES

The Legatus Group:

- Speaks with one voice on what matters most to our communities.
- Works together efficiently making the best use of available resources for delivery of services.
- Builds partnerships with those who can contribute to stronger and more sustainable communities.

OPENING OF MEETING

The Legatus Group Chair will open the meeting.

ACKNOWLEDGEMENT OF COUNTRY

The hosting Council will provide an acknowledgement of Country.

WELCOME BY HOST COUNCIL

The hosting Council will provide a welcome (10 minute maximum)

ORDER OF BUSINESS

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ATTACHMENTS

- A – Draft minutes Audit and Risk Management Committee (pages 43-44)
- B – Draft minutes CWMS Advisory Committee (pages 45 -46)
- C – Financial Management Report until 31 December 2022
- D – Profit and Loss Statement until 31 December 2022
- E – Budget Review 2022/2023
- F – Draft Strategic Plan 2023 – 2027
- G – Draft Long Term Financial Plan 2023 -2027
- H - Copper Coast Council Proposed item of Business.
- I - Flinders Ranges Council Report
- J - Government Gazette 31 March 2020
- K – Draft Board Induction Policy
- L - Draft Risk Management Policy
- M – Draft Records and Information Management Policy

I. ADMINISTRATIVE MATTERS

Meeting attendance sheet to be distributed.

I.1 Apologies

Members:

I.2 Leave of Absence

I.3 Conflict of Interest

I.4 Previous meeting minutes

Legatus Group meeting held 16 December 2022.

Recommendation: That the minutes of the Legatus Group Ordinary Meeting held on 16 December 2022 be confirmed as a true and correct record.

DISCUSSION

The minutes of the Legatus Group Ordinary Meeting held on 16 December 2022 were distributed to all Mayors and CEOs of the Constituent Councils and can be found at: <https://legatus.sa.gov.au/wp-content/uploads/2022/12/Unconfirmed-Minutes-16-December2022-1.pdf>

I.5 Legatus Group Action List (July 2021 – February 2023)

Author: Simon Millcock Legatus Group CEO

Update on resolutions of the Legatus Group requiring action relating to meetings are provided for noting. Once an action has been noted as completed by the board, it is removed from the list.

Recommendation: That the Legatus Group receives and notes the report

Legatus Group Meetings – 3 September 2021

Item	Topic	Action	Status	Comment
11	Legatus Group Strategic Plan Review	Draft updated and workshopped with Audit and Risk Management Committee 31 Jan 2023	Ongoing	Refer agenda item 4.3

Legatus Group Ordinary Meeting – 10 December 2021

Item	Topic	Action	Status	Comment
4.4	Wellbeing – Alliance with Lifeline	Report provided to SAROC for their consideration not presented by LGA Secretariat.	Ongoing	Refer agenda item 4.6
4.8	Fair rating for Electricity Generators	Advocacy discussions held with Minister for Local Govt and LGA	Ongoing	Refer agenda item 4.6

Legatus Group Ordinary Meeting – 11 March 2022

Item	Topic	Action	Status	Comment
4.6	Regional Waste Management Authorities	Workshop to be held in early 2023	Ongoing	Waiting on the Regional Management Group to meet
4.11	New policies	Drafted – workshopped with Audit and Risk Management Committee 31 Jan 2023	Completed	Refer agenda item 4.10

Legatus Group Ordinary Meeting – 9 September 2022

Item	Topic	Action	Status	Comment
4.3	Strategic Plan	Report on long term sustainability	Ongoing	Refer agenda item 4.3
4.6	Mental Health	Report to SAROC seeking their support in advocating to the Minister for Health for increased support to Regional SA regarding mental health services not progressed by LGA Secretariat.	On going	Refer agenda item 4.6

Legatus Group Ordinary meeting - 16 December 2022

Item	Topic	Action	Status	Comment
4.1	Invitation to the relevant State Government Ministers to attend and open Regional Forums.	Invitations sent	Completed	Confirmed and waiting on confirmation of attendance
4.3	Budget Review	Draft provided and discussed by the Audit and Risk Management Committee 31 Jan 2023	Completed	Refer agenda item 4.2
4.5	Meeting by Chair and CEO with member councils	Program or meetings developed	Completed	Meetings arranged with 13 councils 2 to be confirmed
4.6	Legatus Group nominees to SACCA	Names provided to SACCA	Completed	
4.7	MoU with Lions International	MoU completed, signed and commenced	Completed	Media release and coverage received

4.8	Rating Equity – need for LGA to advocate to SA Govt matter of priority	Letter forwarded 20 Dec 2022 to LGA President and CEO	On-going	No response from LGA Light Regional Council motion – writing to their local MPs
4.9	Appreciation of RDA CEOs resigning	Correspondence provided	Completed	
5.1.1	Appointments to LGA Board and SAROC and timing of the AGM	Letter forwarded 24 Dec 2022 to LGA President and CEO	On-going	No response from LGA
5.1.2	Letter in support re blackspot funded towers to strengthen the voice of the Zone Emergency Management Committees	Letter being drafted by Goyder Regional Council	On-Going	

1.6 Deferred/Adjourned Items

Nil

2 PRESENTATIONS / PETITIONS / DEPUTATIONS

2.1

DANIEL WILLSON ACTING CEO ACTING CHIEF EXECUTIVE OFFICER RDA YORKE MID NORTH

2.2

ANDREW LAMB DIRECTOR ADVOCACY LOCAL GOVERNMENT ASSOCIATION

3 REPORTS FOR INFORMATION

Report title: Committee minutes
Item No: 3.1
Date of Meeting: 10 February 2023
Author: Legatus Group CEO Simon Millcock

1. REPORT PURPOSE

To provide the board with a copy of the minutes from the Legatus Group Committees.

2. RECOMMENDATION

That the Legatus Group receives and notes the Audit and Risk Management Committee and the Community Wastewater Management Schemes Advisory Committee minutes.

3. BACKGROUND

Section 6.5, 7.10 and 7.11 of the Legatus Group Charter provides for the establishment of committees. The Legatus Group currently has 5 committees whose terms or reference are provided in the Charter or in the case of the advisory committees are set by the Legatus Group.

Due to the change of date for the Legatus Group meeting some of the advisory committee meetings have to allowed for their minutes to be included in this agenda.

The Legatus Group Chairman is in discussions with the 2022 Chairman of the Regional Management Group and the possible Chairman for 2023.

The Chairs of the following Committees have provided the minutes / communique of their meeting for the information of the Legatus Group.

1. Audit & Risk Management Committee 31 January 2023 (Attachment A)
2. Community Wastewater Management Schemes Advisory Committee 3 February 2023 (Attachment B)

4 REPORTS FOR DECISIONS

Report Title: Business Plan Update
Item No: 4.1
Date of Meeting: 10 February 2023
Author: Legatus Group CEO Simon Millcock

1. REPORT PURPOSE

This report provides a brief update on the 2022/2023 Legatus Group Business Plan.

2. RECOMMENDATION

That the Legatus Group notes the report and encourages members and constituent council to attend the forums and conferences as outlined.

3. BACKGROUND

The Legatus Group 2022/2023 Business Plan was approved by the Constituent Councils and adopted by the Legatus Group at their 10 June 2022 meeting.

The Legatus Group CEO is available to meet with member council to discuss and provides a quarterly update with the agenda and has distributed newsletters in August and October 2022 and January 2023. The Legatus Group Chair and CEO are arranging to meet with member councils during February and April 2023.

Several grants have been sought either to deliver or partner on and the following is an update:

- Carbon Offsetting for Local Government (Legatus Group / City of Adelaide / Light / Adelaide Hills) – Not successful LGA R&D but progressing through a separate format.
- Climate Resilient Asset Capacity Augmentation for Community Wastewater Management with Constructed Floating Wetland Systems (Uni SA) – 2 applications were not successful but being progressed through other channels.
- Caravan / RV Dump Point Project (Flinders Uni) – Successful through the LGA CWMS Committee.
- LG Career Pathways & Workforce Toolkit for Regional SA Councils (Torrens Uni) – Successful and commenced.
- Prosperous Regions Conference (UniSA) – successful and refer below for more details below.
- Native Foods Supply Chain (UniSA) – confirmed and commenced.
- Disaster Risk Reduction - Grant Application SAFECOM – successful and refer to separate report at agenda item 4.7.
- Drought Future Fund - Community Impact project (Northern and Yorke Alliance via RDA BGLAP) – waiting on response.
- Office for Ageing Well Community Grants – application being submitted for regional expos / forums.

Regional support to member councils has been provided for the following:

1. Assisted the Local Govt Functional Support Group with connecting to Legatus Group Council to assist Riverland Murraylands Councils re the floods.
2. Planning and Land Use Services support for the State Planning Commission workshops in Clare 23 February and Maitland 24 February and attended the Copper Coast Economic Analysis and Strategic Land Use workshop.

3. Department for Trade and Investment Planning and Land Use Services assistance offered and waiting on confirmation of the dates and locations for the Yorke Peninsula and Mid North Regional Land use Planning workshops, anticipating being late February.

The project updates are provided as a snapshot with colour coding used for each project Green – on track Yellow – some delay Red – potential concern. Members may wish to seek clarification.

Project	Status
Drought Resilience Plan	Draft plan returned 22 Dec 2022 <ul style="list-style-type: none"> • Page turn - session 16th January • Steering Committee meeting to agree changes 25th January • Circulate revised materials for approval - 1st February • Final lodgment – 8th February
Disaster Risk Reduction	Advice received 19 Dec 2022 that Grant Application was successful. Contract being finalised. Project Reference Group formed, included in budget review and advertisement for Project Officer refer agenda item.
Drought Future Fund	Community Impact project EOI submitted by RDA Barossa Light Gawler Adelaide Plains – no updates
Climate Change Sector Agreement	Admin now being managed by Landscape Board – updated from Legatus Group provided.
Smart Irrigation System	No further uptake by member councils
Storm Water Harvesting	On track – Data collected from sites last week of Nov 2022 TREENET and Spacedown Under Attended Two wells site for tree measurements (control and passive irrigation) to include in the tree plotter re TREENET organisation’s street tree trial project. Updated report provided 15 Dec 2022 and EOI distributed to member councils. <ul style="list-style-type: none"> • Copper Coast Council outlined their problems with the initial trial and didn’t accept offer of new trial. • Northern Areas and Clare and Gilbert valleys Council held discussions with Spacedown Under
Resilient Coastal Ecosystems in Northern and Yorke	Funding provided to the Landscape Board Djulda-wawa Badja project which has commenced. This includes commencement of coastal revegetation and osprey nest construction plus the recruitment of a Ranger.
Carbon Offsetting	LGA R&D Grant submitted and not successful and follow up with other interested councils and UniSA via Andrew Nesbitt at LGA with contributions so far: <ul style="list-style-type: none"> • City of Adelaide – \$20,000 • Adelaide Hills - \$2,000 • Light Regional - \$2,000 • Legatus Group - \$3,000 Meetings held with UniSA to investigate a potential partnership to deliver this project which was considered by working group. Currently seek additional co-contributions from Councils and/or the Regional Climate Partnerships if required.

Brighter Futures / Community Development	<ul style="list-style-type: none"> EOI distributed to member councils for their consideration in 22/23 and responses from YPC and Peterborough – YPC decided not to progress.
Leading Australian Resilient Communities	Being supported by the Legatus Group and commencing early 2023 and over 30 applications were received. The Leaders Institute of SA have been thrilled with the applications received and are thank full for the help provided and further offer to assist.
Volunteering	<p>Ongoing – workshop held with Volunteer Australia with Volunteering NT & SA. The ipad training program is due to commence in early 2023 waiting on Volunteer SA/NT.</p> <p>Meeting held with SA Ambulance re possible trial project.</p> <p>Grant application being developed for Ageing Well Community Grants to run series of expos and forums in the region including at Port Pirie, Copper Coast, Clare and Gilbert Valleys and Light Regional Councils areas.</p> <p>Forum held July 2022.</p>
Women 45+	Catalyst Foundation have commenced a State-wide project that is designed for Women45+ upskilling in leadership and Legatus Group partnering on a networking co-design forum in Jamestown on 5 May 2023.
Disability Inclusion Yorke Peninsula (YP) Tourism	<ul style="list-style-type: none"> Meeting being held with YPC, CCC and BWC and YPT on 20 Dec 2022 Legatus Group partnered with the Disability, Ageing & Lifestyle Expo and coordinated the Accessible Tourism Forum 7-8 July in Kadina. Opening the Door to Nature trial for the all-terrain wheelchairs occurred on the Yorke Peninsula with progress occurring for Clare Valley and possibly Barossa Valley and Southern Flinders.
Reconciliation	<ul style="list-style-type: none"> Coordinated the Native Foods Cultural Awareness Forum 5 August 2022 Quorn and collaborated with the Flinders Ranges Quandong Festival. Not successful with the Building Better Regions Fund Grant Application for a Cultural Awareness project that will focus on native plants / seeds for a bread making story telling project. UniSA partnership on Native Food Supply Chain project commenced Continued membership of the Northern and Yorke Aboriginal Engagement Committee
Attraction and retention Workforce	<p>Stage 1 completed and published on Legatus Group Website</p> <p>Stage 2 Torrens University in partnership with Legatus Group developing a Local Government Career Pathways & Workforce Toolkit for Regional South Australia – funding through LGA R&D Grant has commenced.</p>
Wellbeing	<ul style="list-style-type: none"> Meeting held with MPs Hon Geoff Brock, Penny Pratt, Fraser Ellis, Lifeline and Legatus Group Chair and CEO and Minister for Health Hon Chris Picton – SA Chief Psychiatrist attend 16 Dec Legatus Group meeting for update. Meeting held with Nadia Clancy the Premiers Advocate for Suicide Prevention and Lifeline to discuss support required in the region. Support for a Rural Generalist Mentoring Program has been progressed and meeting held with Clare Mental Health Network. Chief Psychiatrist attended 16 Dec Legatus Group meeting – Follow up letter to Minister Picton sent. Report to SAROC
Regional Conference / forums	<ul style="list-style-type: none"> Accessible Tourism Forum – 7-8 July 2022 Kadina Community Development Forum – 22 July 2022 Burra Cultural Awareness Forum – 5 August 2022 Quorn –

	<p>Planning commenced for following events in 2023:</p> <ul style="list-style-type: none"> • SA CWMS Conference 17 Feb Mawson Lakes UniSA – postponed until June 2023 • Legatus Roads Forum 3 March Maitland registrations open and program being finalised. • Yorke Mid North Regional Forum 31 March Barossa Valley • Legatus Group Waste Forum 12 May Peterborough • Urban Sustainability Forum 26 May Hewett
SLRP and Regional Roads Plan	<p>Refer to committee minutes for updates.</p> <ul style="list-style-type: none"> • Total \$4.056m allocated to 5 projects in the Legatus Group Region • HDS have been contracted and are updating the Legatus Group 2030 Regional Road Plan • The Bridges and Culverts Report should be integrated with the Legatus Group 2030 Regional Transport Plan with the need to list priority rankings and for support for both advocacy and grant funding. With HDS being contacted re the associated costs for integrating the Bridges and Culverts Report with the Legatus Group 2030 Regional Transport Plan. • HDS responded and email sent to all councils for any further roads to be included.
IT data gathering and digital research project	<ul style="list-style-type: none"> • The 2021 Customer Request project completed and nominated for a LGITSA award. • 2022 project being developed with support from FOUR and UniSA is Climate Resilience through data driven awareness and connectivity for Regional SA Communities (on hold) – workshop to be held early 2023 – not successful with LGA R&D or auDA Foundation grant applications. • Following up meeting held with UniSA and Four to explore a workshop to align with the urban suitability forum.
Rating Equity	<p>Informal discussions have continued with Hon Geoff Brock MP in his role as Local Member for Schubert and report provided 16 Dec 2022 Legatus Group meeting. Letter sent to LGA President Dec 2022 to gain support from LGA to encourage State Govt to make a priority.</p>
Legatus Group Waste Management Action Plan	<ol style="list-style-type: none"> 1. KESAB <ul style="list-style-type: none"> • A webinar held on 9 December with KESAB titled Your Partners in Community Engagement and Education • KESAB developing some options for the Legatus Group to consider with its member councils for KESAB to provide/support waste education across the Councils, or for smaller geographically aligned groups within Legatus. This may provide some economies of scale for member councils and would complement the work KESAB currently do in some of the member councils and their Wipe Out Waste program. 2. District Council of Peterborough compost trial commenced. <ul style="list-style-type: none"> • Site approvals to be completed by 30 April 2023 • Fogo systems education to commence 1 March 2023 and be completed by 30 June 2024 • Site preparation to commence 1 April 2023 and be completed by 30 June 2023 • Site Operational by 1 July 2023 through until 30 June 2025 3. MoU with Lions signed and meeting being held on ideas with Southern based Legatus Group Councils.
CWMS	<p>Refer to committee minutes for updates. December report provided on the Joint CWMS Services Arrangements by Legatus Group to LGA CWMS Management Committee 2022-2023 including:</p>

	<ul style="list-style-type: none"> • Assisting Councils in responding to regulatory audits • Extending the life and capacity of CWMS – project involving YP Council and UniSA + grant application assistance not successful with LGA R&D Grant or via LGA CWMS application • Organise the 2023 CWMS Annual Conference • Workshops have been held for Limestone Coast, Eyre Peninsula and Southern and Hills LGAs. • Meeting with LGA Secretariat and Legatus Group CEO and Project Manager to discuss consideration of increased inclusion of the management / operations of CWMS matters within LGA / SAROC Strategic and Business Plans. Refer to Agenda item 4.8. • Follow up with UniSA on staged approach to the wetlands trial
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Regional Forums 30 & 31 March 2023

Thursday 30 March

Invites are being distributed for the ***Prosper! Interdisciplinary solutions for Prosperous Regions Forum*** to be held on the afternoon of Thursday 30 March 2021 at the Barossa Regional University Campus as a prelude to the Northern & Yorke Regional Forum on Friday 31 March.

The forum is being run through UniSA’s Centre for Enterprise Dynamics in Global Economies in partnership with the Legatus Group. Early- and mid-career researchers are being invited to present and pitch their research projects and participate in roundtable discussions with regional leaders and senior academics.

This will be followed by a Dinner at the Barossa Weintal Hotel.

Friday 31 March

Registrations are open for the annual **Northern and Yorke Regional Forum** which is being held at the Barossa Weintal Hotel.

<https://NYRegionalForum.eventbrite.com.au>

The Northern and Yorke Alliance members RDA Yorke and Mid North, RDA Barossa Light Gawler Adelaide Plains, Northern and Yorke Landscape Board and the Legatus Group annual forum brings together regional leaders, policy makers, researchers, industry and community.

This year's theme is “**Land Use**”.

This annual forum is a think tank for regional and topical issues. It assists the Northern and Yorke Alliance in actively supporting and keeping their members, region and governments informed whilst complementing their combined efforts.

It provides a mechanism for these regional organisations to work closely together, share information and resources and promote better coordination and collaboration on initiatives that may have a better long-term benefit for the community if addressed from a triple bottom line perspective.

Report Title: Financial Report 2022/2023
Item No: 4.2
Date of Meeting: 10 December 2022
Author: Legatus Group CEO Simon Millcock

1 REPORT PURPOSE

This report seeks a decision of the Legatus Group in relation to the 2022/2023 Legatus Group Budget and CEOs Credit Card purchases. This report includes the 2022/2023 budget review with the variance report comparison including actual to original budget. This has resulted in a revised reduced deficit of \$6,700 and no increase in council contributions.

2 RECOMMENDATIONS

That the Legatus Group:

- 1. Receives the report and that pursuant to Section 123(13) of the Local Government Act 1999 and Section 7 of the Local Government (Financial management) Regulations 2011 the Legatus Group notes the contents of the Statutory Finance Reports for the period ending 31 December 2022.**
- 2. Receives and adopts the revised 2022/2023 Budget Review 3 and notes that there is no need to submit the revised budget to member councils for their approval.**
- 3. Notes the CEOs credit card expenditure report for 1 December 2022 till 31 January 2023.**

3 BACKGROUND

Refer item 3.1 of this agenda Legatus Group Audit and Risk Management Committee (Attachment A)

The Legatus Group 9 September 2022 meeting received a report including the Audit and Risk Management Committees recommendations and adopted the revised 2022/2023 Budget.

The Legatus Group 16 December 2022 meeting received a report including the Audit and Risk Management Committee recommendations and noted that a Budget Review will be provided following the next meeting of the Legatus Group Audit and Risk Management Group.

The Legatus Group Finance Officer prepared the attached Legatus Group Management Report (Attachment C) and the Profit and Loss Statement for the 2022/2023 Financial Year until 31 December 2022n (Attachment D).

The Legatus Group CEO at that time had advised the Legatus Group Finance Officer of the following changes to expenditure which have been incorporated in (Attachment E) titled Budget Review 3.

1. Workers Comp may reduce by \$1,000 to \$2,900.
2. Vehicle Maintenance will need to go up by \$2,000 to \$3,000 as there was the need for new tyres and increased servicing (due to no new car this year)
3. IT & Web to go up by 1,000 as extra website updates were required.

The Legatus Group CEO after receiving attachments C and D of this agenda provided the following information to the Legatus Group Finance Officer which outlined various changes that have now been incorporated in Attachment E.

I. New project Community Continuity Planning listed under PO01.

\$92,000 Grant from State Govt – not all expected in this financial year as the project will cover both 22/23 and 23/24 so suggested allocating \$46,000 (50%) for this financial year in following manner. This was in alignment with the grant application and the contract which is being finalised and the project is expected to commence on 13 February 2023.

Income

42002 \$16,000 LGA Grant (have moved this amount from the \$25,000 allocated PO28)
42201 \$46,000 SA Govt Grant

Expenditure

Employee costs .3FTE 5 months \$11,000
Admin Officer increase by 5 hours per week commencing 13 Feb 2023
62005 \$32,000 Consultants
62009 \$3,000 Venue Hire
63001 \$4,500 Catering

2. Interest 43001 from LGFA – increase by \$2,000 to \$14,000 due to the higher interest rates.
3. PO28 changes
 - a. Income 42002 \$15,000 LGA Grant (other \$25k allocated PO01 \$16K PO22 \$6k and PO24 \$3k)
 - b. Expenditure 62005 (\$5,000 Workforce \$10,000 Reconciliation)
4. 49000 income will now be \$9,000 (not \$10,000) as the 2 RDAs have committed \$3,000 each as has the Landscape Board
5. PO22 changes as further work required outlined in proposal from HDS and considered by the Road Transport Infrastructure Advisory Committee
 - a. Income 42002 \$6,000 LGA Grant
 - b. Expenditure 62005 \$30,000 (increase from \$16,000)
6. PO 24 Carbon Offsetting Project – Legatus may manage this project which is still to be confirmed
 - a. Income \$3,000 LGA Grant (transfer from item 42002)
 - b. Expenditure 62005 \$3,000

The Legatus Group Audit and Risk Management Committee meeting held on 31 January 2023 noted a report on the 2022/2023 budget and passed the following motion: “That the committee notes the report and recommends that the Legatus Group receives the revised budget.”

The Legatus Group CEO credit card expenditure 1 December 2022 till 31 January 2023 was as follows (note that 2nd payment for Adobe subscription has been resolved from January 2023).

Date	Item	Amount
December 2022		
2	Facebook – marketing	45.18
2	International transaction fee	1.36
7	KS & CA Hunt – Fuel	51.99
9	Adobe – subscription	69.98
12	X Convenience – Fuel	51.50
13	Adobe – subscriptions	28.99
13	Office National – stationary – ink printer	243.75
14	OTR – Fuel	26.03
14	City of Adelaide – Parking	7.20
14	City of Adelaide – Parking	6.97
17	SOL Trading – Meal	16.00
18	Ampol – Fuel	74.54
23	LH Perry – Fuel	60.16
30	Coles Express – Fuel	73.84
30	Bendigo Bank – card fee	4.00
January 2023		
3	Adobe – subscription	69.98
5	Xero – subscription	76.00
6	Coles Express – Fuel	54.19
12	Saddleworth Roadhouse – Fuel	77.85
18	OTR – Fuel	48.74
20	A Pot called kettle – meal	11.30
20	City of Adelaide – Parking	8.54
20	U Park – Parking	14.00
20	Lillymay Hotels - meal	12.00
25	Logo Embroidery – Legatus Logo set up	60.00
25	Circum Carwash	15.50
26	KS & CA Hunt – Fuel	69.79
31	Bendigo Bank – card fee	4.00

4. RELEVANT CORE STRATEGIES/POLICIES

Section 5 Legatus Group Charter includes.

- 5.1.5 Reports summarising the financial position and performance of the Legatus Group against the Budget must be prepared and presented to the Board at each ordinary meeting of the Board and copies provided to the Constituent Councils.

- 5.1.6 The Legatus Group must reconsider its Budget in accordance with the Act and in a manner consistent with the Act and may amend its Budget for a Financial Year at any time before the year ends.
- 5.1.7 The Legatus Group must submit to each Constituent Council for approval, any proposed amendment to the Budget that provides for an additional financial contribution by the Constituent Councils.

5. FINANCIAL IMPLICATIONS

Nil

6. RISK ASSESSMENT

These matters were discussed at the Legatus Group Audit and Risk Management Committee meeting held on 8 December 2022 and all matters are within the current budget.

The Legatus Group Audit and Risk Management Committee have noted that there is a risk associated with only having 2 signatories to the Legatus Group Bank Accounts and recommend that a third person is approved.

The Legatus Group CEOs Credit Card payments are provided for scrutiny by the Board.

7. Attachments:

C Legatus Management Report for December 2022

D Legatus Profit & Loss Jobs Report for December 2022

E Legatus Group Budget Review

Report Title: Legatus Group Strategic Plan Review

Item No: 4.3

Date of Meeting: 10 February 2023

Author: Legatus Group CEO Simon Millcock

1 REPORT PURPOSE

This report is in keeping with the Legatus Group Charter and seeks a decision of the Legatus Group to distribute to Constituent Councils the Draft Legatus Group Strategic Plan 2023 – 2027 and its associated Long-Term Financial Plan. This report outlines the processes undertaken between 2021 and 2023 by the Legatus Group on the review of their Strategic Plan 2018 -2028.

2 RECOMMENDATION

That the Legatus Group:

- 1. Receives and notes the report.**
- 2. That the Legatus Group CEO distributes the draft Legatus Group Strategic Plan 2023 – 2027 and Long-Term Financial Plan to Constituent Councils for their consideration by 5 May 2023.**

3 BACKGROUND

During 2021 and 2022 the Legatus Group reviewed its current Strategic Plan via surveys and workshops in keeping with its requirements under the Charter.

The Legatus Group held a workshop on 11 March 2022 and this included comments from the Legatus Regional Management Group these notes were distributed to Mayors and CEOs.

All Board Members received a copy of the Regional Management Group survey results and the power point. It was noted that they had previously received and discussed the Strategic Plan at their meetings in June 2021 and the review of the draft in Sept 2021.

The LGA President had spoken of the value of the Legatus Group to the LGA Board and SAROC and the local government sector in general.

All attendees at the workshop were provided with an opportunity to comment on the Values Report which the Legatus Group CEO had prepared and general consensus was that along with the benefits to the whole of the local government sector there had been specific benefits directly and indirectly to constitute councils and their communities in general.

It was noted that this varies from year to year and topic to topic across the members with many commenting that the strength was having a united voice that in some cases may not always have direct impact on an individual council.

Examples cited included the Rubble Royalties and Rating Equity and aligned with support for sub-regional approaches / topics where appropriate and examples of coastal & mental health (northern councils) as these don't all relate to all councils but agreement was that having the whole 15 councils support is of value. In some cases, member councils have had their return on investment into the Legatus Group being extremely high.

The reviews, workshops and discussions included the strength of the regional partnerships and the key strategies which had been developed for the Legatus Group including the Strategic Plan, Regional

Transport Plan and the Waste Resources and Recovery Strategy and through the Alliance and Partnerships are the Northern and Yorke Regional Plan, Northern and Yorke Coastal Management Action Plan, Northern and Yorke Climate Change Sector Agreement and the Northern and Yorke Drought Resilience Plan. These documents all add value for member councils.

The meetings have noted that in the past 5 years the board has received and endorsed along with these strategic plans 16 other relevant reports which have benefitted and will continue to benefit the region and led to a series of projects and programs for member councils which have not been funded by the councils.

The Legatus Group 10 June 2022 meeting received a report including a draft strategic plan and long term financial plan and requested the Legatus Group CEO distribute the Draft Legatus Group Strategic Plan for the period 2022 – 2032 and its associated Long-Term Financial Plan and 3 year Action Plan to Constituent Councils for their endorsement.

The Legatus Group 9 September 2022 meeting received and noted the Legatus Group CEOs report which included the approval of the Draft Strategic Plan by all member councils and minutes of the Legatus Group Audit and Risk Management Committee on the Draft Strategic Plan and Long Term Financial Plan 2022-2032.

That meeting noted that the Legatus Group was unable to adopt the Legatus Group Strategic Plan as The Barossa Council recommended the Legatus Group defers its decision to review its long term sustainability. The meeting noted that the Legatus Group have:

- recognised the need to give consideration to the long-term sustainability by continuing its practice of using reserve funds; and
- that the revised Charter requires the Legatus Group to prepare and implement a 4-year Strategic Management Plan and removes the need to prepare and submit to the Constituent Councils for their approval a Long-Term Financial Plan covering a period of at least ten years.

The meeting requested the Legatus Group CEO develop a report with input from the Legatus Group Audit and Risk Management Committee on options associated with the financial viability of the Legatus Group and that a workshop is held following the November 2022 Local Government Elections before providing recommendations to member councils for further consideration.

At the 8 December 2022 Legatus Group Audit and Risk Management Committee the following motions were carried:

1. Advise 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.

The Legatus Group meeting 16 December 2022 received a report on the Strategic Plan and Long Term Financial Plan and noted the Audit Committees minutes from 8 December 2022. The Legatus Group noted the report and encouraged constituent councils to meet with the Legatus Group Chair and CEO to discuss the Legatus Group Strategic Plan prior to the March 2023 Legatus Group meeting.

The Legatus Group at their 16 December 2022 meeting recommended that their meeting scheduled for 17 March 2023 and is now held on 10 February 2023. As such the Legatus Group Chair and CEO have not been able to meet with all constituent councils but they have been scheduled for the majority of the member councils during February, March and April 2023.

The Legatus Group CEO in discussions with the Legatus Group Finance Officer prepared a draft revised Long Term Financial Plan for 4 years to align with a new draft 4 year Strategic Plan. The 8 December 2022 Audit and Risk Management Committee received this draft and associated report which was also provided with the agenda for the 16 December 2022 Legatus Group meeting and this formed the basis of the workshop held by the Audit Committee on 31 January 2023.

The Legatus Group CEO reworked the Draft Strategic Plan to cover the years 2023-2027 and a draft Long Term Financial Plan which were workshopped at the 31 January 2023 the Legatus Group Audit and Risk Management Committee. The Audit Committee meeting held after the workshop minutes show that the committee “Endorses the report and that the revised draft Strategic Plan and Long-Term Financial Plan will be provided to the Legatus Group 10 February 2023 meeting”.

The attached Draft Strategic Plan 2023-2027 (Attachment F) and a draft Long Term Financial Plan (Attachment G) are now provided.

The approach to the long term financial plan was outlined in the Legatus Group CEOs report which was noted at the Legatus Group 16 December 2022 meeting and following the workshop by the audit committee it now includes:

Income:

1. 2023/2024 – Membership increases of 10% then 5% increase for 2024/2025 and back to 3.5% for 2025/2026 and 2026/2027
2. 2023/2024 – and each following year \$30,000 from a levy which would come from those member councils who receive SLRP funding in that year (this would cover the costs associated with the Regional Transport Plan)
3. 2023/2024 – and onwards LGA Regional Development Capacity funding at \$40,000

Expenditure:

1. 2023/2024 – reduce the Admin Officer by 30%
2. 2024/2025 and onwards
 - CEO position reduce by 20% e.g. .8FTE but allow for 3% CPI increase.
 - Remove the staging of forums / conferences at no cost to members.
 - Reduce the financial services by 50%

This would allow for increases to the CEO and Admin support subject to gaining grant funding and an allocation in the grant fund for administrative costs.

The main source of income for the Legatus Group is membership fees which for the financial year 2017-2018 were set at \$10,850 and are currently at \$11,590 (an average increase over the 6 years of less than 1.5% per annum). These amounts have not covered the full administration costs of the Legatus Group.

As of 30 June 2020, the Legatus Group had Net Assets of \$1,258,000 which had grown by \$541,000 from 30 June 2017 (\$716,000). The Legatus Group through recommendations by the Audit and Risk

Management Committee had agreed to reduce these to around \$450,000 and the current budget reflects that this will be close to occurring by 30 June 2023.

- 2016-2017 Profit \$30,221
- 2017-2018 Profit \$105,422
- 2018-2019 Profit \$179,372
- 2019-2020 Profit \$223,308
- 2020 – 2021 Loss (\$303,505)
- 2021-2022 Loss (\$301,453)
- 2022 – 2023 Projected Loss (\$212,000)

The bulk of the profits in the years 2017 – 2020 were as the result of the contribution from 8 of the member councils (at varying levels) to the Rubble Royalties Program. 80% of what the Adelaide Plains, Clare and Gilbert Valleys, Barunga West, Mount Remarkable, Northern Areas, Goyder, Wakefield and Yorke Peninsula paid to the SA Govt was returned to the Legatus Group through the LGA. These funds were required to be expended in the year they were received or through approval carried over to the next year.

The Legatus Group successfully lobbied for these royalties to be removed by the State Government as local government has experienced a considerable increase in the costs of maintaining and constructing roads since the state government ‘rubble royalties’ tax was introduced. As such all 8 member councils no longer have to pay and, in some cases, these amounted to costs of over \$50,000 per year.

These funds have been used during the period 2017-2022 by the Legatus Group for project work including being leveraged to gain other grants and to help offset Project Officer expenses. It also meant that some of the project work undertaken by the Legatus Group CEO which would normally be allocated into a budget for grant applications did not need to occur.

As such there has been a disparity and lack of equity in the funding of the Legatus Group by its members and membership fees have not increased in line with CPI or the administrative requirements.

The Legatus Group member fees have been the lowest on average for several years in comparison to the other Regional LGAs. Comparable regional LGA’s membership contributions currently are:

- Eyre Peninsula total \$199,000 with 11 members average \$18,000
- Riverland Murraylands total \$154,000 + SLRP surcharge \$26,000 with 7 members average \$25,700
- Southern and Hills total \$120,000 + SLRP levy \$20,000 with 6 member councils average \$23,300

As such the comparison shows that the Legatus Group membership fees are between 45% - 65% less than these 3 Regional LGAs.

It is difficult to compare the Legatus Group with the Limestone Coast LGA as they have significantly more regional and economic development roles than the other Regional LGAs and their 7 member councils contribute close to \$875,000 annually.

For the term of the current contract of the CEO (June 2024) there are savings being made for 2022-2023 and 2023-2024 in the area of administration as the contract to lease premises has been removed. The Legatus Group CEO has committed to working from home and as such there are savings to the Legatus Group due to no office rent, office phone and office internet costs along with reduced fuel as no need to travel to office.

4 RELEVANT CORE STRATEGIES/POLICIES

The Legatus Group Charter says:

6.1 Strategic Plan

6.1.1 The Legatus Group shall prepare and implement a 4 year Strategic Management Plan and a 2 year Action plan.

6.1.2 The Strategic Management Plan will:

- (a) identify the Legatus Group objectives over the period;
- (b) identify the principal activities that the Legatus Group intends to undertake to achieve its objectives;
- (c) state the measures that are to be used to monitor and assess the performance of the Legatus Group over the period;
- (d) identify the broad means by which its activities are to be carried out;
- (e) address issues associated with arranging its affairs; and
- (f) make provision for the review of the Legatus Group charter and activities every 2 years.

6.1.3 Submit the Strategic Plan to the Constituent Councils for their approval.

6.1.4 The Legatus Group may amend its Strategic Management Plan at any Board meeting for consideration by the Constituent Councils but must review the Strategic Management Plan at least once during its term.

5 FINANCIAL IMPLICATIONS

Nil

6 RISK ASSESSMENT

The impact on the Legatus Group is moderate as there is consensus across members has been that the Strategic Plan is appropriate but that some members sought greater clarity that the board is addressing the longer-term finances of the Legatus Group.

7 ATTACHMENTS

F Draft Strategic Plan 2023 - 2027

G Long Term Financial Plan 2023 -2027

Report Title: Legatus Group Business Plan 2023/2024
Item No: 4.4
Date of Meeting: 10 February 2023
Author: Legatus Group CEO Simon Millcock

I REPORT PURPOSE

This report is in keeping with the Legatus Group Charter and seeks a decision of the Legatus Group to authorise the Legatus Group CEO to develop a draft business plan and budget and distribute to Constituent Councils in keeping with the Legatus Group Charter. Whilst recommending an alteration to the Charter to enable setting of the date for adopting the business plan and budget to be more flexible.

2 RECOMMENDATIONS

- 1. That the Legatus Group receives and notes the report.**
- 2. That the Legatus Group CEO develops a draft 2023/2024 Business Plan and Budget based on the actions and budget as outlined in the 2023/2024 draft Legatus Group Strategic Plan and the draft Long Term Financial Plan.**
- 3. That the Legatus Group holds an on-line Special Meeting for the Legatus Group on Friday 2 June 2023 to consider adopting the 2023/2024 Legatus Group Business Plan and Budget.**
- 4. That the Legatus Group when considering the next review of the Charter varies item 5.1.3 of the Legatus Group to read “the Legatus Group must adopt the Annual Business Plan and Budget after 31 May and before 31 July for the ensuing Financial Year”.**

3 BACKGROUND

The Legatus Group shall prepare an Annual Business Plan linking the core activities of the Legatus Group to strategic, operational and organisational requirements with supporting financial projections setting out the estimates of revenue and expenditure as necessary for the period.

The Legatus Group is required to consult with the Constituent Councils prior to adopting or amending the Annual Business Plan; and ensuring contents of the Business Plan are in accordance with the Act.

The proposed Annual Business Plan and the Budget must be referred to the Constituent Councils at least eight (8) weeks prior to the date of the meeting at which the budget is to be adopted.

Constituent Councils may comment on the Annual Business Plan and the Budget in writing to the Chief Executive Officer at least ten (10) business days before the meeting at which the budget is to be adopted or through its Board Member at that meeting.

The Charter outlines at item 5.1.3 that the Legatus Group must adopt the Annual Business Plan and Budget after 31 May and before 30 June for the ensuing Financial Year.

The amount of each Constituent Council’s subscription is outlined in the draft budget and is decided at the meeting where the Legatus Group adopts the Annual Business Plan and Budget.

The September 2022 Legatus Group AGM listed an ordinary meeting of the Legatus Group for Friday 16 June 2023. The 16 December 2022 Legatus Group meeting resolution over turned this date after moving that the dates for Legatus Group Ordinary meetings be held in the months of February, May, August and November. Arrangements have been made that the Northern Areas Council will host on 19 May 2023.

As such the meeting on 19 May 2023 would not be able to adopt the business plan or budget nor decide on subscriptions as it occurs prior to 31 May.

The setting of a date for the adoption of the business plan and budget supports the approach for constituent councils as they are required to have at least 8 weeks' notice prior to the date for adoption. By providing the date of 2 June 2023 for a Special Meeting to consider the business plan and budget will meet the current Charter requirements.

The above recommendation 3 re a variation to the charter will allow greater flexibility in deciding when the Business Plan, Budget and Subscriptions can be decided but that they must still be adopted prior to 30 June.

The Legatus Group Charter may be amended by a resolution passed by a simple majority of the Constituent Councils. Before the Constituent Councils vote on a proposal to alter this Charter, they must take into account any recommendation of the Board.

The above recommendations along with the recommendations at item 4.3 of this agenda will allow the following to be provided to Constituent Councils at the same time.

1. Draft Strategic Plan 2023-2027
2. Draft Long Term Financial Plan 2023-2027
3. Draft Business Plan and Budget 2023/2024
4. Recommendation from the board on changing the charter at item 5.1.3

These matters were the subject of an agenda item by the Legatus Group Audit and Risk Management Committee meeting 31 January 2023 and their resolution was; "The committee recommends to the Legatus Group that a Special Meeting of the Board is held on-line to consider the 2023/2024 Legatus Group Business Plan and Budget. That the Legatus Group when considering the next review of the Charter varies item 5.1.3 of the Legatus Group to read "the Legatus Group must adopt the Annual Business Plan and Budget after 31 May and before 31 July for the ensuing Financial Year".

4 RELEVANT CORE STRATEGIES/POLICIES

The Legatus Group Charter items:

- 5.1 Budget
- 6.2 Annual Business Plan
- 7.2 Subscriptions
- 7.8 Alteration to the Charter

5 FINANCIAL IMPLICATIONS

Nil

6 RISK ASSESSMENT

The impact on the Legatus Group is high if the charter is not followed but low if complied with.

7 ATTACHMENTS Nil

Report Title: Legatus Group Deputy Chairperson

Item No: 4.5

Date of Meeting: 10 February 2023

Author: Legatus Group CEO Simon Millcock

1. REPORT PURPOSE

This report is in keeping with the Legatus Group Charter and seeks a decision of the Legatus Group on the appointment to the current Deputy Chairperson vacancy.

2. RECOMMENDATION

That the Legatus Group notes the report and

- 1. That the appointment to fill the vacancy for Deputy Chairperson will be an agenda item at the 19 May 2023 Legatus Group meeting.**
- 2. Appoints _____ to assist the Chairman and Deputy Chairman with the Legatus Group CEO's 2023 performance review.**

3. BACKGROUND

On the 19 December 2022 the Legatus Group CEO called for nominations re the vacant Legatus Group Deputy Chairperson position.

The information provided was that nominations must be in writing and must reach the Legatus Group Chief Executive Officer no later than Friday 17 February 2023. This was due to the Legatus Group September 2022 AGM receiving nominations and appointing:

- Chairman: Mayor Rodney Reid by Wakefield Regional Council
- Deputy Chairman: Mayor Bill O'Brien by Light Regional Council

Both were appointed for 2-year terms in compliance with the Charter and the meeting carried a motion *“That the Legatus Group calls for expressions of interest for the vacant Deputy Chairperson position following the November 2022 Local Government elections”*.

The Legatus Group Charter is silent on filling a casual vacancy for the Deputy Chairperson and following discussions by the Legatus Group CEO with the Legatus Group Chairperson and Deputy Chairperson it was considered appropriate that any decision on the appointment is delayed until after the 16 December 2022 meeting and induction session as there are 5 new members and this was to be their first meeting.

The date for receiving nominations was selected prior to the decision on the date for the next Legatus Group meeting and it allowed time for this to be considered by Constituent Councils at their January or February meetings. The Legatus Group Charter says that nominations are to come from Constituent Councils for the positions of Chairperson and Deputy Chairpersons.

Noted that one of the roles for the Deputy Chairperson includes the performance review of the Legatus Group CEO and this will need to be undertaken in April 2023.

4 RELEVANT CORE STRATEGIES/POLICIES

The Legatus Group Charter says:

3.5 Chair of the Board

3.5.1 A Chair and two Deputy Chairs shall be elected at Annual General Meetings by and from the Board Members.

3.5.2 The Chair and Deputy Chairs shall hold office from the Annual General Meeting at which they are elected for a period of two years.

3.5.3 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 relevant Annual General Meeting that these positions become vacant.

3.5.4 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 Annual General Meeting.

3.5.5 The Chair shall preside at all meetings of the Board and, in the event of the Chair being absent from a meeting, one of the Deputy Chairs chosen by those Board Members present shall preside and in the event of the Chair and both Deputy Chairs being absent from a meeting, the Board Members present shall appoint a Board Member from amongst them, who shall preside for that meeting or until the Chair or a Deputy Chair is present.

5 FINANCIAL IMPLICATIONS

Nil

6 RISK ASSESSMENT

The impact on the Legatus Group is slight for the conduct of the meeting as there is a Deputy Chairperson in place and moderate for the purposes of the CEO's Performance Review as there would only be 2 undertaking the review.

7 ATTACHMENTS

Nil

Report Title: Legatus Group and SAROC
Item No: 4.6
Date of Meeting: 10 February 2023
Author: Legatus Group CEO Simon Millcock

1. REPORT PURPOSE

This report provides information re dialogue between the Legatus Group and the LGA and SA Regional Organisation of Councils (SAROC) via the LGA Secretariat and seeks a resolution from Legatus.

2. RECOMMENDATION

That the Legatus Group notes the report and:

- 1. Advises the South Australian Regional Organisation of Councils (SAROC) that any ambiguity associated with the Regional Local Government Associations being able to provide reports to SAROC should be resolved so that they can provide both a filtering mechanism for members and submit appropriate reports to SAROC.**

2. BACKGROUND

The Legatus Group has been providing reports and correspondence to SAROC on many topics including more recently:

- Rubble Royalties – resulted in a change in legislation and removal of the royalty.
- Rating Equity – Private Members Bill introduced.
- SA Regional Road Priority Project – SAROC forming a working group being led by Legatus Group CEO.
- Waste Management Infrastructure for South Australian Regional Local Government Report and Regional SA Waste and Resource Recovery Background Report.
- Attracting, Developing and Retaining Regional Local Government Workforce Report.

Plus, the Legatus Group have working with other Regional LGAs on topical issues for the local government sector which are reported to SAROC by the Regional LGA EOs communique at each SAROC meeting. The Legatus Group also have a standing item on the SAROC agenda to provide a topical report on what the Legatus Group are doing.

The Legatus Group has supported the Legatus Group CEO to work in partnership with the LGA Secretariat on many projects and have assisted in the delivery of 3 SA CWMS Conferences and a Regional SA Waste Conference.

Legatus Group member councils have raised matters through the Legatus Group agendas that they believe are a regional or state-wide issue and Legatus Group meetings have discussed and provided reports and correspondence to SAROC and the LGA accordingly or in some cases they have not progressed.

Following the 16 December 2022 Legatus Group meeting the Legatus Group CEO provided the following items to SAROC and the LGA.

- 1. Report and recommendation from the Legatus Group titled Increased Wellbeing / Mental Health Support seeking that the SAROC Chair writes to Hon Chris Picton MP Minister for Health**

encouraging the SA Government to increase resources to mental health services including extending support for the current and proposed models of community connect centres outlined by the Legatus Group. This report was provided to both Legatus Group SAROC members prior to being sent to the LGA Secretariat for inclusion into the SAROC January agenda within the cut off time for agenda items. It followed a recommendation at the September 2022 Legatus Group meeting and the subsequent attendance by SA's Chief Psychiatrist at the December meeting.

2. Appointments to LGA Board and SAROC and timing of the AGM letter date 24 Dec 2022 to LGA President and CEO
3. Rating Equity – need for LGA to advocate to SA Govt matter of priority letter dated 20 Dec 2022 to LGA President.

The report and recommendation re Item 1 were derived from the September 2022 Legatus Group meeting motion which says:

1. Approves the release of the July 2022 Update Report - Wellbeing Gap Analysis Legatus Group Northern Councils on the Legatus Group website.
2. The Legatus Group Chair invites the Minister for Health to attend the next Legatus Group meeting to outline the Governments approach in supporting the proposed Lifeline Community Connect Model or other centralised models for the delivery of mental health in the region.
3. That the Legatus Group provide a report to SAROC seeking their support in advocating to the Minister for Health for increased support to Regional SA regarding mental health services.

The report to SAROC contained information that following the Sept 2022 Legatus Group there was a meeting held with Minister Picton to discuss increased support on the centralised model that the Legatus Group are supporting and that the Chief Psychiatrist attended the December 2022 Legatus Group meeting where he outlined the value of such a model.

The LGA Secretariat sought a response from the Legatus Group CEO about the ability to add items to the SAROC agenda and the advice provided was that this was appropriate and that the specific report have been provided in the format the LGA provided.

The LGA subsequently advised the Regional LGA Executive Officers after the SAROC agenda had been distributed that there has been a bit of confusion about the process for adding items to the Agenda. The advice included:

“Technically, according to the LGA constitution and SAROC Terms of Reference proposed motions should be moved by Members (ie councils). I understand that that requirement has not always been followed. Each Regional LGA has a standing agenda item to provide a report. For next week’s meeting, that remains an opportunity to raise any issue you choose to.”

“The trouble with motions of the latter sort, mean that decisions (requiring resources) can be made in isolation; rather than in the context of ‘here are all of the useful things that we would like to do’ (a lot) and ‘here are the resources available to do those useful things (much less).”

“Part of the reason for setting this out, is that the Secretariat staff, particularly the policy team are working beyond capacity.”

Mayor Rodney Reid raised this matter at the SAROC 19 January 2023 meeting and their minutes reflect *“There was a general discussion regarding the process for Regional LGAs to raise items of business to the SAROC Committee. The Committee will discuss this at the March workshop”*.

The Legatus Group CEO advised the LGA Secretariat on 24 January 2023 that a report would be provided to the 10 February 2023 Legatus Group meeting outlining the following:

- That there should not have been an issue about resources for the wellbeing item as the LGA has a Senior Project Officer for Wellbeing and as included in the report this activity would require limited staff resources and has no implications to budgets and aligns with SAROC's advocacy for improved health services. If asked assistance could have been provided to draft a letter.
- That this matter has been reported on or discussed at 5 SAROC meetings via previous Legatus Group updates to SAROC as such is not a new topic.
- It was acknowledged that for SAROC meetings the LGA Secretariat can make comment as they have on previous reports and recommendations from Regional LGAs.
- That the report came from LGA member councils via a SAROC Regional Grouping and as such abides with the SAROC ToR.
- That the SAROC Communications Plan is a guiding document on the relationship between Regional LGAs and SAROC and that this outlines that reports and recommendations can be provided by Regional LGAs.

The advice received from Andrew Lamb Director Advocacy Local Government Association on 25 January 2023 was:

LGA Constitutional Framework

1. *The LGA must abide by its constitution and the Ancillary Documents to the constitution, such as the SAROC Terms of Reference. Failure to abide by these documents does not authorise subsequent breaches.*
2. *To the extent that a policy document, such as a communications plan, is inconsistent with the constitution documents, the constitution documents will prevail.*
3. *Regional Groupings are referred to in the Schedule to the Terms of Reference. Whilst the names of the Groupings are mostly consistent with the Regional LGA's established by groups of councils, they are not the same or interchangeable. The Regional LGA's are corporate bodies established by the Minister with their own legal identity whereas the regional groupings of members are a creature of the LGA Constitution and SAROC Terms of Reference with no legal identity.*
4. *Subsidiaries of councils, including regional LGAs are not a 'Member' for the purposes of the LGA Constitution nor Ancillary Documents.*

Whilst there will be a review of the constitutional documents in the coming year, there is no ambiguity in the above points.

Prioritisation of the resources of the LGA Secretariat

The motion you drafted for SAROC proposed a particular course of advocacy. That is, an executive officer drafted and submitted a motion that had not been moved by one of the regional LGAs nor by a member council, as required. Each motion proposed by a member council consumes Secretariat resources. The fact that you had prepared a paper for SAROC with arguments, is not the point. In the case of a proposed direction to draft a letter to a Minister on regional mental health, this would (amongst other things) involve a consideration of:

- *Based on the specialised understanding of Secretariat staff, whether the proposed course of action was an optimal course of action;*
- *Whether the proposed action was included in existing LGA priorities and KPIs;*
- *if so,*
 - *whether the proposed was consistent with the current advocacy strategy; and*
 - *whether the proposed action made sense in the context of recent advocacy (e.g. had there been recent written correspondence or meetings with the Minister on the same subject);*

- *If not, whether resources were available or whether resources should be diverted from other Secretariat priorities, to perform the proposed action.*

SAROC and the LGA Board might not always accept the LGA Secretariat comments, but they are always provided. Each motion submitted also requires administrative resources.

I set out in my email of 16 January an explanation of how the LGA Constitution and Terms of Reference are tools aimed at prioritising the work of the LGA.

Let me try and explain it another way that will be familiar to elected members of councils. Most councils are familiar with the debate that the elected members should concentrate on strategic issues, providing the settings for council administrations to carry out the operations of the council. Similarly, the LGA General Meetings and LGA Board set the strategic direction of the LGA and the Secretariat carries out the operations. That is not to deny the power of the General Meeting and Board to direct at the operational level; rather to set out the ideal arrangements, in the ordinary course of affairs.

As an important local government stakeholder, determined to support your region, I completely understand how desirable it would be for a regional LGA to have a direct conduit to resources that would further your particular agendas. 68 councils and plenty of other organisations in the local government sector also have strong and valid views about how LGA resources should be deployed. Most of these would need a good argument before they agreed to increase the subscription fees to the LGA. As I said on 16 January, there are not sufficient LGA resources, to perform all of the tasks that all member councils and all other stakeholders recommend. The resources of the Secretariat are at -or beyond -capacity and new sources or work cannot be accepted without a debate about reducing the work performed on some other priority.

There must be a system to prioritise, and the current system is set out in the constitutional documents. Importantly, consideration of a motion to consume Secretariat resources in isolation of all of the other competing demands for those resources undermines the constitution and the decisions of the Board in setting the priorities and KPIs.

I invite you instead, in the coming constitutional debate, to put aside your regional focus and channel your energies into a constructive discussion about priority setting and how the resources of the LGA can be fairly, reasonably, and democratically deployed.

Advice from the LGA CEO Clinton Jury provided on 31 Jan 2023 says:

All regional LGA's have a standing item on SAROC agendas to report/update unfettered information in that forum. I am aware you've been challenged by the matter of the items of business coming direct to us from the regional LGA's and their officers but this is one that hopefully is resolved during our independent review of our constitution. The flow of items of business at the moment is clear and the issue of capacity for the secretariat is a real one. If ultimately the members decide that they want Regional LGA's to be able to raise an item of business to get the Secretariat to undertake their work then we will re-tool accordingly.

The Legatus Group CEO has advised Andrew Lamb and Clinton Jury that the report and recommendation were in keeping with the motion of the Legatus Group.

4 RELEVANT CORE STRATEGIES/POLICIES

This matter sits at the core of the Legatus Group Objects and Purpose for which the Legatus Group is established including items outlined in the Legatus Group Charter including (1) undertake co-ordinating, advocacy and representational roles on behalf of the Constituent Councils at a regional level; (2) facilitate and co-ordinate activities of local government at a regional level related to community and (3) associate, collaborate and work in conjunction with other regional local government bodies for the advancement of matters of common interest; and

5 FINANCIAL IMPLICATIONS

Nil

6 RISK ASSESSMENT

The impact on the Legatus Group is high if this matter is not resolved and by seeking a resolution it will clarify the approach to be taken.

7 ATTACHMENTS

Nil

Report Title: Northern and Yorke Community Continuity Planning for Disasters

Item No: 4.7

Date of Meeting: 10 February 2023

Author: Legatus Group CEO Simon Millcock

1. REPORT PURPOSE

This report is to provide the Legatus Group with information on the successful grant received by the Legatus Group through the 2022-23 Disaster Risk Reduction - Grant Application (Round 3) Grant for a project titled Northern and Yorke Community Continuity Planning for Disasters.

2. RECOMMENDATION

That the Legatus Group notes the report and encourages member councils to actively support the initiatives that will be developed.

3. BACKGROUND

As outlined in the 16 December 2022 Legatus Group meeting item 4.1 Business Plan update a Disaster Risk Reduction - Grant Application SAFECOM Expression of Interest had been approved and the full application was submitted.

Support for this grant application was provided by RDA Yorke Mid North, Northern and Yorke Landscape Board, Lifeline Country to Coast and the University of Adelaide. This project aligns with the Northern and Yorke Drought Resilience Plan and the MoU between Lifeline and the Legatus Group.

The Legatus Group CEO was interviewed and on the 19 December 2022 Hon Joe Szakacs MP Minister for Police Emergency Services and Correctional Services advised that the Legatus Group had been successful with an allocation of \$92,000 from this grant program. This is to be matched by \$16,000 cash from the Legatus Group.

This project is in alignment with the 2022/2023 Legatus Group Business Plan items:

- a) Continue to advocate on behalf of the region for increased health services.
- b) Be an active partner in regional capacity building programs including Volunteering and Community Development.
- c) Support and develop partnerships with other organisations to increase opportunities to build Social Infrastructure and Community Services.
- d) Support the development of social capital through regional forums.

The \$16,000 contribution from the Legatus Group comes from the allocation of \$25,000 in the 2022/2023 Legatus Group Budget. The Legatus Group Budget Review 3 agenda item 4.2 refers to this project. This will involve a part time Project Officer for 11 months and an extension of the Legatus Group Admins Officers employment for the initial 4-5 months.

The project will deliver a series of coordinated workshops that cover continuity awareness and planning on social, environmental and economic aspects of building resilience. This will be a holistic approach that brings together the farming and urban sectors of the region for information, workshops and forums through a central theme that is relevant to this region.

The impacts of drought and disasters and the preparedness to engage discuss and plan need to occur from the local resident, farmer, progress association and business and cannot be undertaken in isolation.

Included with this is the need to support regional networks and encourage the efficient use of new technologies and ways of supporting each other.

Impacts on community groups re volunteering – engaging with children and young people and the use of positive messaging – attendance at significant events and the use of online campaigns need to be developed to allow for the region to fully engage in developing their own community and preparedness.

The current work in the region is focusing on the farming sector and this project will allow for the development of increased community resilience to focus on disaster resilient communities, individuals and organisations.

The project is designed to support awareness and actions so that they can better:

- function while under stress
- implement successful adaptation
- self-reliance
- social capacity

The focus is on supporting communities through their councils to share the burden of resilience which is important to social support systems via their progress associations / families and networks, social cohesion, mutual interest groups, and mutual self-help groups.

A reference group is being formed and includes:

- Legatus Group CEO
- Lifeline Country to Coast
- Red Cross
- Lions International
- University of Adelaide
- Drought Hub

Legatus Group members may consider joining the reference group.

Milestones are:

Grant Agreement signed and returned to SAFECOM January 2023

By June 2023

- Establishment of the Steering Group (Including Legatus Group, Lifeline Country to Coast, Adelaide University, Lions Club, Drought Innovation Hub) and contracts in place June 2023
- Appointment of project staff
- Develop the annual program of workshops.
- Complete the draft of the toolkit and have it approved by the Steering Group prior to finalisation.
- Progress report submitted to SAFECOM.

By December 2023

- Finalise the toolkit and release to relevant stakeholders.
- Final workshops held.
- Complete draft of evaluation report
- Final Report including Evaluation, Statement of Financial Expenditure, Finance Report or Summary, and Certificate of Compliance completed and sent to SAFECOM.

4 RELEVANT CORE STRATEGIES/POLICIES

The Legatus Group Charter includes the following that outlines some of the roles of the Legatus Group:

- Undertake projects and activities that benefit the Region and its communities.
- Build partnerships with those who can contribute to stronger and more sustainable communities.
- Make submissions for and accepting grants, subsidies and contributions to further its objects and purposes.

Goal Four of the Legatus Group Strategic Plan includes work together to manage the sustainability of communities and supporting the Constituent Councils with Emergency Management Planning.

5 FINANCIAL IMPLICATIONS

Nil within the budget.

6 RISK ASSESSMENT

The impact on the Legatus Group is slight financially as there was a budget line and the allocation from the existing budget.

This project provides a strong leadership role and support mechanism for member councils.

7 ATTACHMENTS

Nil

Report Title: LGA CWMS Committee
Item No: 4.8
Date of Meeting: 10 February 2023
Author: Legatus Group CEO Simon Millcock

1. REPORT PURPOSE

This report provides background on matters relating to support for member councils and the local government sector relating to Community Wastewater Management Schemes (CWMS).

2. RECOMMENDATION

That the Legatus Group notes the report and:

- 1. Requests the Legatus Group CEO to provide a report via SAROC that includes the LGA to consider reviewing the terms of the Legatus Group CWMS Advisory Committee including consideration of expanding the role or creating a new committee for areas of support sought by member councils associated with CWMS.**
- 2. That the Legatus Group continues to support a joint CWMS Service Arrangements for Regional Councils with the LGA to be managed through the Legatus Group.**

3. BACKGROUND

Since early 2018 when a 2 year Joint CWMS Service Arrangements by Legatus Group with the LGA CWMS Management Committee was entered into there have been 3 extensions with the current one to expire in June 2023.

Initially the agreement was based around supporting the Legatus Group Councils but this has expanded to include all councils within SAROC. This approach has been supported by other Regional LGAs.

Project Manager Dr Paul Chapman has been contracted on a part time bases since March 2019 by the Legatus Group to support the areas identified in the Joint CWMS Service Arrangements.

There are regular reports provided to the LGA CWMS Management Committee, Regional LGA Executive Officer Forums and the Legatus Group CWMS Advisory Committee.

There have been surveys, 3 annual conferences, annual workshops with all Regional LGA CWMS Operators and a risk-based workshop with LG Mutual.

The State Government provides full sewage collection, treatment and disposal services for metropolitan Adelaide and major provincial cities, about 90% of the State's 'wastewater' population, while Local Government is responsible for effluent and some sewage collection, treatment and disposal services for other country towns.

Local Government currently operates 175 CWMS in 50 councils throughout the state. Most of the CWMS in SA are owned and operated by the Regional Council they are situated in.

In February 2021 Paul Chapman developed a discussion paper which was designed to provide an overview of the findings for discussion and be progressed as a report to SAROC on the possibility of establishing a LGA CWMS Committee that would look to support the sector.

A meeting was held in 2021 with the Regional LGA EOs Forum including the Chair of SAROC and LGA Secretariat representatives to discuss the discussion paper. There was not the appetite at the time by the LGA Secretariat to progress with this approach.

On 13 December 2022 a meeting was held at LGA House including Paul Chapman and Simon Millcock along with LGA Secretariat staff to further discuss the possible establishment of a LGA CWMS Committee.

A draft report was provided by Simon Millcock and titled Subject: Key Topics CWMS – who could take the lead in supporting. This report was acknowledged on 4 January 2023 via an email of thanks for providing the document, and that it will be reviewed and feedback provided in the near future.

On 25 January 2023 the Legatus Group CEO received a response to the draft report which indicated possible discrepancies outlined by the LGA's response and the information they provide on their website. The Legatus Group CEO requested this be investigated further by David Eggers the LGA CWMS Manager to ensure there is clarity.

On the 9 January 2023 the Eyre Peninsula LGA wrote to the SA Regional Organisation of Council (SAROC) recommending: *“That SAROC propose that a CWMS unit be established by the LGA”*.

The Legatus Group CWMS Advisory Committee discussed this matter at their meeting on Friday 3 February 2023 and passed the following resolutions:

- That the Legatus Group CWMS Advisory Group recommends that the Legatus Group advocates via SAROC for the LGA to consider reviewing the terms of the Legatus Group CWMS Advisory Committee including consideration of expanding the role or creating a new committee in the areas of support sought by member councils for CWMS.
- That the Legatus Group CWMS Advisory Committee recommends that the Legatus Group continues to support a joint CWMS Service Arrangements for Regional Councils to be managed through the Legatus Group with the LGA.

4. RELEVANT CORE STRATEGIES/POLICIES

This matter has direct relevance to several of the Legatus Group Objects and Purpose as outlined in the Legatus Group Charter and includes:

- Undertake co-ordinating, advocacy and representational roles on behalf of the 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 the Constituent Councils.
- Develop further co-operation between the Constituent Councils for the benefit of the communities of the Region.

The Legatus Group has established a CWMS Advisory Committee and both the Legatus Group Strategic Plan and Business Plan refer to support for members councils associated with CWMS to progress the areas identified in reports and research for CWMS.

5. FINANCIAL IMPLICATIONS Nil

6. RISK ASSESSMENT The impact on the Legatus Group is low as they don't manage any CWMS assets but in some cases the risk of not supporting is high for member councils.

7. ATTACHMENTS Nil

Report Title: Legatus Group New Policies
Item No: 4.9
Date of Meeting: 10 February 2023
Author: Legatus Group CEO Simon Millcock

1. REPORT PURPOSE

This report is provided to gain approval for 3 new policies.

2. RECOMMENDATION

That the Legatus Group notes the report and approves the following three new policies:

- **Board Induction Policy**
- **Risk Management Policy**
- **Records and Information Management Policy**

3. BACKGROUND

Following a review of the Legatus Policies it was recommended that there be policies for (1) Board Induction (2) Risk Management (3) Records and Information Management

The Legatus CEO drafted these 3 policies and they were workshopped by the Legatus Audit and Risk Management Committee refer agenda item 3.1. The committee recommended the adoption of the three draft policies being presented to the Legatus Group for approval.

4. RELEVANT CORE STRATEGIES/POLICIES

Legatus Group charter includes providing effective governance and developing such policies and procedures as give effect to good governance and administrative practices.

5. FINANCIAL IMPLICATIONS

Nil

6. RISK ASSESSMENT

The impact on the Legatus Group is low and by adopting the 3 policies will assist with ensuring good governance.

7. ATTACHMENTS

K – Draft Board Induction Policy

L - Draft Risk Management Policy

M – Draft Records and Information Management Policy

Report Title: Legatus Group CEO leave and involvement with outside organisations.

Item No: 4.10

Date of Meeting: 10 February 2023

Author: Legatus Group CEO Simon Millcock

1. REPORT PURPOSE

This report is provided to inform the Board of the Legatus Group CEOs leave and involvement with organisations outside of his employment.

2. RECOMMENDATION

That the Legatus Group notes the report.

3. BACKGROUND

The Legatus Group CEOs employment agreement says that he must not be directly or indirectly engaged, concerned or interested in any employment, trade, business, profession or occupation beyond the scope of his employment responsibilities that require the provision of services or advice by the Chief Executive Officer unless he has the prior consent in writing of the Authority.

The Legatus Group CEO since commencing employment has advised in writing the Legatus Group Chairpersons of his outside interests and has reported to the Legatus Group on several occasions and this has included taking approved leave to be involved in these activities.

These outside interests include being a Friendship Ambassador for Changshu City in China to which he provides his support pro-bono by assisting with delegations to and from Changshu City. There is no payment associated with this role and he covers his own travel costs.

The Legatus Group CEO is being invited back to Changshu City to reconnect following the opening of borders with possible travel date the end of April 2022. A leave application for approx. 2 weeks will be submitted and arrangements are being made to ensure there is administrative coverage for the Legatus Group during this leave.

4. RELEVANT CORE STRATEGIES/POLICIES

CEO's employment agreement.

5. FINANCIAL IMPLICATIONS

Nil

6. RISK ASSESSMENT

The impact on the Legatus Group is low and the report ensures that the board is aware.

7. ATTACHMENTS Nil

5 MOTIONS AND QUESTIONS

5.1 Motions of which Notice has been given.

The Legatus Group Policy Agenda Items and Presentations Policy says:

Member Councils wishing to present matters to the Board or committees for discussion or decision must consider the schedule of meetings of the Board of Management and the Committees and must be undertaken in consultation the Legatus CEO. All matters for discussion and seeking of resolution must be made in writing with sufficient time to ensure that the Legatus Group CEO can provide in the appropriate agenda.

The Legatus Group CEO called for items of business from Constituent Council and the following were received.

Report Title: Mayor and Councillors displayed Principal Office of the Council

Item No: 5.1.1

Date of Meeting: 10 February 2023

Author: Russell Peate CEO Copper Coast Council

1 REPORT PURPOSE

For information- so members are aware when it is on the LGA OGM Agenda.

2 RECOMMENDATIONS

That the Legatus Group notes the report.

3 BACKGROUND

The Copper Coast Council are seeking to advise Legatus Group members of their motion (Attachment F) which will be presented at the LGA OGM.

This follows a review of the recent Local Government Election for the reinstatement of the requirement for all nominations received for the position of Mayor and Councillors to be displayed in the Principal Office of the Council.

4 RELEVANT CORE STRATEGIES/POLICIES

The Legatus Group Charter includes that it is established to undertake advocacy and representational roles on behalf of the Constituent Councils.

5. FINANCIAL IMPLICATIONS Nil

6. RISK ASSESSMENT Nil

7. ATTACHMENTS

H – Copper Coast Council Proposed item of Business.

Report Title: Councillor participation at Council meetings through electronic means

Item No: 5.1.2

Date of Meeting: 10 February 2023

Author: Eric Brown CEO The Flinders Ranges Council

1 REPORT PURPOSE

The Flinders Ranges Council is seeking support from the Legatus Group to lobby the Minister for Local Government, potentially with assistance from the LGA, for the re-introduction of Councillor participation in Council meetings by electronic means as was allowable during the COVID public health emergency.

2 RECOMMENDATION

That the Legatus Group supports The Flinders Ranges Council in their advocacy for the reintroduction of electronic attendance by Councillors at Council meetings.

3 BACKGROUND

The Flinders Ranges Council has requested that this matter is raised for consideration by the Legatus Group meeting.

Council resolved as follows at the 20 December 2022 Ordinary meeting of Council:

“That Council request the Mayor and Chief Executive Officer raise the reintroduction of electronic attendance by Councillors at Council meetings through the Flinders Alliance, Legatus and the Minister for Local Government for consideration.”

Attachment I is the Councils report for background information. The requested to Legatus, is that Legatus lobby the Minister for Local Government as a group, potentially with assistance from the LGA, for the re-introduction of Councillor participation in Council meetings by electronic means as was allowable during the COVID public health emergency.

It is reasonable to assume that a code of practice should be developed to prevent unintended consequences, but this could easily be done through the LGA or Office of Local Government, as with other policies and codes of practice.

The logic and intended outcome/benefit to be achieved is to assist Councils, particularly rural Councils, with reduced travel times and also to improve the ease and safety of attendance at Council meetings.

It is note that many of the Councillors need to travel 130km+ (round trip) to attend a Council meeting, which finish late into the evening, this requires Councillors to travel through reasonably dangerous areas with large kangaroo, wallaby, emu and stock populations at night, reducing travel speed to in the order of 70 to 80km/h. For example, between Hawker and Quorn.

Further, given the regional location, many Councillors need to travel around the state and country for work or other reasons and attendance at meetings electronically makes it possible to do so during regular occurrences of required travel.

It is also clear that although there were teething issues to start with, electronic meetings were run very efficiently and appear to have allowed for greater community attendance (by measure of the number of views of recorded Council meetings versus attendance in person).

4 RELEVANT CORE STRATEGIES/POLICIES

The Legatus Group Charter includes to undertake co-ordinating, advocacy and representational roles on behalf of the Constituent Councils at a regional level and provide strong advocacy speaking with one voice on what matters most to the communities of the Constituent Councils.

5 FINANCIAL IMPLICATIONS Nil

6 RISK ASSESSMENT Nil

7 ATTACHMENTS

I – Flinders Ranges Council Report

J – Government Gazette 31 March 2020

5.2 Motions without Notice

The Chair to ask Members if there are any motions without notice.

5.3 Questions with Notice

Nil

5.4 Questions without Notice

The Chair to ask the Members if there are any questions without notice.

6 MEMBERS COMMUNICATION

Report Title: Chairperson's Report February 2023

Item No: 6.1

Date of Meeting: 10 February 2023

Author: Mayor Rodney Reid Chairperson of Legatus

1. REPORT PURPOSE

To provide information on key meetings/functions that Mayor Reid as Chairperson of Legatus has attended during the current reporting period. The detail is in summary format only.

2. RECOMMENDATION

That the chairperson's report for February 2023 be received and noted.

3. REPORT

Legatus Chairperson's Report December 2022			
Date	Location	Purpose	Comments
2022/12/16	Kapunda	Legatus meeting and Induction workshop.	It was great to see 13 mayors or acting mayors and 6 CEOs at the meeting. Welcome to the 5 newly elected mayors and thank you everyone for participating. Bill O'Brien gave a comprehensive update on Light Council. Thank you to Flinders Ranges, Goyder and Peterborough for putting motions onto the agenda. Less people stayed for the Induction Workshop which I understand at this busy time of the year.
2023/01/09	Emails and Phone Calls	Legatus CEO Simon Millcock	Simon spoke to me on the phone re a possible Grievance Matter that involved him and therefore asked me to deal with it. He sent through an email trail. I read them carefully. I contacted all parties concerned and the outcome was such that it was a misunderstanding and no further action was required.
2023/01/11	Phone	CEO Stephen Rufus	I rang Stephen Rufus, CEO of The District Council of Peterborough re the Waste Project and where to from here for that project. This gave me greater clarity on the project.
2023/01/16	Phone	Christian Cominos ABC Port Pirie	Christian contacted me for a comment re Legatus and Lions MoU re Waste. This was a pre-record and only one sentence was used a few days later.
2023/01/16	Phone	Simon Millcock	Simon submitted an agenda item for the SAROC agenda from Legatus only for it to be rejected and not put on the agenda due to the Terms of Reference of SAROC indicating that only member councils can submit agenda items.

2023/01/17	Balaklava	Meeting Agendas	Simon Millcock, Tracey Rains, Debra Swan and I met to discuss the formatting of the agenda for Legatus. It was also a training exercise for Tracey with great support from Debra Swan re the merging of the agenda in preparation and also minute taking and formatting.
2023/01/18	Watervale	Memorandum of Understanding	Legatus and Lions International signed a Memorandum of Understanding in relation to waste management and reduction.
2023/01/19	Adelaide	SAROC Meeting	I was pleased to nominate Mayor Stevens of Port Pirie as Chairperson of SAROC and to see him get the position. I was not able to place on the agenda as a motion without notice the motion that Simon submitted but I did lead the discussion on the need to change the Terms of Reference for SAROC to allow such agenda items in the future. There will be a review of the Terms of Reference this year.
2023/01/30	Home	Meeting with Simon Millcock	This was an opportunity to finalise preparations for Council visits re Legatus Strategic Plan and future directions of Legatus.
2023/01/30	Mallala	Adelaide Plains Council Meeting	Simon and I presented the Legatus Strategic and Business Plan at the Adelaide Plains Council.
2023/01/31	Peterborough	Finance Workshop	The Audit and Risk Committee held a great workshop discussing the Long-Term Financial Plan and looking at the 3 new policies being proposed for the February Meeting to accept.
2023/01/31	Peterborough	Legatus Audit and Risk Committee	The meeting was held at Peterborough, and we had the chance to see the upstairs facilities including the council chambers. Thanks, Stephen Rufus, for hosting and chairing this meeting.

4. RELEVANT CORE STRATEGIES/POLICIES N/A

5. FINANCIAL IMPLICATIONS Nil

6. RISK ASSESSMENT Nil

7. ATTACHMENTS Nil

7 BEST PRACTICE PRESENTATION

Wakefield Regional Council's Rating Policy Journey

Over the past three years Wakefield Regional Council has been on a journey to develop a rating policy and methodology, which considers capital values on an annual basis and applies a series of mathematically driven criteria that ensure fair and equitable distribution of the rates burden across all land use categories.

8 CLOSE and DATE FOR NEXT MEETING Friday 19 May 2023 10.30am to be hosted by Northern Areas Council

Attachment A

Draft Minutes Legatus Group Audit & Risk Management Committee Tuesday
31 January 2023 Council Chambers District Council Peterborough

1. Open Chairman Stephen Rufus opened the meeting at: 11:50am

1.1 Meeting Attendance & Apologies

Present – Mayor Rodney Reid, Mayor Kathie Bowman, Stephen Rufus and Ian McDonald

In Attendance: Simon Millcock (Legatus Group CEO), Tracey Rains (Admin Officer) and Colin Davies (Finance Officer) via phone.

Apologies: Peter Ackland

2. Minutes of Previous Meeting

The minutes of the meeting held 8 December 2022 were distributed to all members and with the agenda for the 16 December 2022 Legatus Group Meeting.

Motion: That the minutes of the Legatus Group Audit and Risk Management Committee Meeting held on 8 December 2022 be taken as read and confirmed.

Moved: Mayor Rodney Reid Seconded: Ian McDonald CARRIED

3. Business Arising Not Otherwise on The Agenda

Nil

4. Financial Reports

4.1 2022/2023 Financial Report

The Legatus Group Finance Officer provided a report with the agenda which included the Legatus Group Management Report and the Profit and Loss Statement for the 2022/2023 Financial Year until 31 December 2022.

Motion: That the committee notes the report.

Moved: Mayor Kathie Bowman Seconded: Mayor Rodney Reid CARRIED

4.2 2022/2023 Budget Review

The Legatus Group CEO provided a report with the agenda which included the Legatus Group Management Budget Review for the 2022/2023 Financial Year with the agenda.

Motion: That the committee notes the report and recommends that the Legatus Group receives the revised budget.

Moved: Stephen Rufus Seconded: Ian McDonald CARRIED

5. Strategic Plan and Long-Term Financial Plan

The Legatus Group CEO provided a report including the revised draft Strategic Plan and the draft Long Term plan 2023- 2027 with the agenda. This matter was the subject of an earlier workshop held that day by the committee.

Motion: That the committee endorses the report and that the revised draft Strategic Plan and Long-Term Financial Plan will be provided to the Legatus Group 10 February 2023 meeting.

Moved: Stephen Rufus Seconded: Mayor Rodney Reid CARRIED

6. Charter

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

Motion:

1. The committee notes the report and recommends to the Legatus Group that a Special Meeting of the Board is held on-line to consider the 2023/2024 Legatus Group Business Plan and Budget.
2. That the Legatus Group when considering the next review of the Charter varies item 5.1.3 of the Legatus Group to read “the Legatus Group must adopt the Annual Business Plan and Budget after 31 May and before 31 July for the ensuing Financial Year”.

Moved: Ian McDonald Seconded: Mayor Kathie Bowman CARRIED

7. Policies

The Legatus Group CEO provided a report with the agenda. This matter was the subject of an earlier workshop held that day by the committee.

Motion: That the committee recommends the adoption of the three draft policies being presented to the Legatus Group for approval.

Moved: Mayor Kathie Bowman Seconded: Mayor Rodney Reid CARRIED

8. Signatories Legatus Group Bank

The Legatus Group CEO provided a report with the agenda.

Motion: That the committee notes the report.

Moved: Mayor Rodney Reid Seconded: Stephen Rufus CARRIED

9. 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: Mayor Rodney Reid Seconded: Mayor Kathie Bowman CARRIED

10. Close and date of next meeting

Meeting closed at: 12:29pm Next meeting Friday 5 May 2023 10.30am Port Pire Council Chambers. (TBC)

Attachment B

Draft Minutes Legatus Group CWMS Advisory Committee

3 February 2023 10.30 via Zoom

1. Welcome Appointment of Chairperson

Simon Millcock the Legatus Group CEO opened the meeting at: 10:31am

Motion: That Mayor Leon Stephens is appointed to Chair the CWMS Advisory Committee.

Moved: Grant Stephens Seconded: Gary Easthope CARRIED

2. Attendance

Members: Mayor Leon Stephens, Grant Smith, Gary Easthope and Nathan Berry

Non-Members: Legatus Group Mayor Rodney Reid, Simon Millcock (CEO), Paul Chapman (Project Manager) and Tracey Rains (Administration), Thomas McKellar (LGA), David Eggers (LGA)

3. Apologies Nil

4. Conflict of Interest Nil

5. Minutes of previous meeting

The draft minutes from the previous meeting held on 2 December 2022 had been distributed.

Motion: That the Legatus Group Community Wastewater Management Scheme Advisory Committee minutes of the 2 December 2022 include the items raised by Nathan Berry and be taken as read and confirmed.

Moved: Nathan Berry Seconded: Grant Smith CARRIED

6. Matters Arising

6.1 CWMS Annual Conference

The Legatus Group Project Manager provided a report with the agenda and advised that the new date is the 8 June 2023.

The meeting noted the report.

6.2 CWMS Subsidy Funding Scheme

The Legatus Group Project Manager provided a report with the agenda.

Motion: That the Advisory Committee notes this report and that David Eggers CWMS Manager at the LGA discussed these matters.

Moved: Grant Smith Seconded: Gary Easthope CARRIED

6.3 On-line, on-demand CWMS training course

The Legatus Group CEO provided a report with the agenda and David Eggers outlined that he will investigate the delay in completing.

The meeting noted the report.

6.4 UniSA and Yorke Peninsula CWMS expansion project

The Legatus Group Project Manager provided a report with the agenda and David Eggers sought a copy of the email regarding revised request.

The meeting noted the report.

6.5 CWMS Awareness Training for elected Council members

Discussed as part of item 7.1

6.6 Regulation of CWMS in Small Regional Councils

The Legatus Group Project Manager provided a report with the agenda and discussion on the role for LGA CWMS Management Committee.

Motion: That the advisory committee discusses these and other regulatory issues and, if it is thought appropriate, invites comments on the issues raised from the appropriate regulator.

Moved: Gary Easthope Seconded: Grant Smith

CARRIED

7. Other Business

7.1 LGA CWMS Committee / Role of Legatus Group

The Legatus Group CEO provided a report with the agenda.

Motion:

1. That the Legatus Group CWMS Advisory Group recommends that the Legatus Group advocates via SAROC for the LGA to consider reviewing the terms of the Legatus Group CWMS Advisory Committee including consideration of expanding the role or creating a new committee in the areas of support sought by member councils for CWMS.
2. That the Legatus Group CWMS Advisory Committee recommends that the Legatus Group continues to support a joint CWMS Service Arrangements for Regional Councils to be managed through the Legatus Group with the LGA.

Moved: Gary Easthope

Seconded: Grant Smith

CARRIED

7.2 Introducing the new LGA CWMS Manager David Eggers

David Eggers attended the meeting and provided an update on his role.

7.3 Brainstorming the activities of the Legatus CWMS Advisory Committee

Held over for future meeting.

8. Meeting closed at 11.52am Date of next meeting to be confirmed.