



AGENDA SPECIAL MEETING

Friday 2 June 2023 Join Zoom Meeting 10.30am

<https://us02web.zoom.us/j/87914490652>

Meeting ID: 879 1449 0652

Passcode: 852764

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.

ORDER OF BUSINESS

No.	Title
1	ADMINISTRATIVE MATTERS 1.1 Apologies 1.2 Leave of Absence 1.3 Conflict of Interest
2	REPORTS FOR DECISION Legatus Group Business Plan and Budget 2023/204
3	CLOSE

ATTACHMENTS

A – 2023/2024 Revised Draft Business Plan and Budget

I. ADMINISTRATIVE MATTERS

The Legatus Group Charter sets out the ability for a Special Meeting of the Legatus Group which includes:

- The Legatus Group may call a special meeting to all Board Members and Chief Executive Officers of the Constituent Councils and provide notice at least twenty four (24) hours prior to the commencement of the special meeting.
- The request to the Chief Executive Officer requiring a special meeting to be held must be accompanied by the agenda for the meeting and any written reports intended to be considered at the meeting.

The Legatus Group Charter sets out that a meeting of the Legatus Group Board can occur via the contemporary linking together by telephone, audio-visual or other instantaneous means ('telecommunications meeting') of the Board Members provided that at least a quorum is present, is deemed to constitute a meeting of the Board.

Each of the Board Members taking part in the telecommunications meeting, must at all times during the telecommunications meeting be able to hear and be heard by each of the other Board Members present.

At the commencement of the meeting the Chairperson of the meeting will require each Board Member to announce their presence to all other Board Members taking part in the meeting.

A Board Member must not leave a telecommunications meeting by disconnecting his/her telephone, audio-visual or other communication equipment, unless that Board Member has previously notified the Chair of the meeting.

I.1 Apologies

I.2 Leave of Absence

I.3 Conflict of Interest

2. REPORTS FOR DECISIONS

Report Title: Legatus Group 2023/2024 Business Plan and Budget

Date of Meeting: 2 June 2023

Author: Legatus Group CEO Simon Millcock

1. REPORT PURPOSE

This report is presented for discussion and consideration by the Legatus Group to adopt the Legatus Group 2023/2024 Business Plan and Budget.

2. RECOMMENDATION

That the Legatus Group receives and notes the report and adopts the Legatus Group 2023/2024 Business Plan and Budget.

3 BACKGROUND

Following a report on the 2023/2024 Legatus Group Business Plan and advice from the Audit and Risk Management Committee the Legatus Group motion on 10 February 2023 was:

- 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.
- 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.

The Legatus Group CEO developed a draft 2023/2024 Business Plan and Budget and following consultation with the Legatus Group Chair and Deputy Chair distributed these to all member councils on 14 March 2023. They were distributed with the revised draft Strategic Plan and Long-Term Financial Plan which had been presented at the January 2023 Audit and Risk Management Committee and February 2023 Legatus Group meetings. This approach meets the requirements of the Charter and allowed member councils time to provide responses.

Reports were provided with the agenda at the 19 May 2023 Legatus Group meeting which included:

- The minutes of the 5 May 2023 Legatus Group Audit and Risk Management Committee recommendations:
 - That the committee advises the Legatus Group that the Charter requirements with regards the 2023/2024 Business Plan and Budget have been complied with.
 - That the committee requests that future annual business plans and budgets be closely aligned to the strategic plan.
 - That the committee notes the level of reserves identified for use in the 2023/2024 Draft Business Plan and Budget.
- The responses by all constituent councils. The Board noted these responses and that 11 of the member councils approved and 4 member councils had not approved.

The Legatus Group 19 May 2023 meeting passed the following motion:

“Requests the CEO to provide a report at the proposed special meeting on 2 June 2023 outlining all expenditure in the proposed draft Business Plan and Budget for 2023/2024 that can be put on hold until a new Strategic Plan has been adopted, specifically focusing on new projects that do not align with the Legatus Group’s key responsibility of advocacy and existing projects that can be placed on hold without causing financial contractual, reputational or other detriment.”

The Legatus Group also passed the following motions that have an impact on the Business Plan and Budget for 2023/2024.

- The Legatus Group adopted Budget Review 4 for 2022/2023 which shows Equity of \$514,700 as of 30 June 2023 compared to the draft budget for 2023/2024 which showed this amount as \$477,800.
- The draft budget for 2023/2024 re CEO’s wage to show a 2% increase from 2022/2024 amount.
- The board will seek consultants to undertake review of CEO position, Charter and Strategic Plan.

This information was provided to the Legatus Group Finance Officer and the updated 2023/2024 Legatus Group Budget is included with Attachment A. Noting that it does not include any increase on membership fees or levies.

The timelines for the review of the Charter and the Strategic Plan are that the board will decide at their August 2023 meeting on who the consultant will be. The likelihood is that the review would take a couple of months before the board would receive the report and recommendations (November meeting). This would then need to be distributed to constituent councils for their consideration (December / January). As such any new Strategic Plan is unlikely to be adopted prior to February 2024 – noting that the Strategic Plan will need to be endorsed by all 15 member councils as the process will be operating under the current charter.

The following is a report on expenditure that might be considered to be placed on hold with regards the draft 2023/2024 Business Plan and Budget.

Item	Comment
Administration	
Conferences / Forums	There would be a cost of \$7,000 to the budget with \$15,000 allocated for expenses re the annual Roads, Waste, Wastewater, Community and Regional which includes income of \$8,000 from registrations with a nominal allocation of \$3,000 for each event. The only project under consideration prior to February 2024 is the Community Development Forum. As such the Roads, Waste, Wastewater and Regional Forums would all occur after February 2024 but a commitment would need to be made prior to then.
Review of the CEO role, Charter and Strategic Plan	The board have endorsed undertaking these.
Projects	
PO28 – Regional Sustainability	Allocation has been made for the following - Population / housing \$5,000 Regional Health \$25,000 and Reconciliation \$10,000 –

	<p>these funds come from the LGA Regional Capacity Building Grant and are required to be expended in the financial year. As such could be some aspects placed on hold although there is some commitment to the Northern and Yorke Landscape Board Aboriginal Engagement Committee and to progressing mental health.</p>
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4 RELEVANT CORE STRATEGIES/POLICIES

Charter 5.1 Budget

5.1.1 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.

5.1.2 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.

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

5.1.4 The Legatus Group must provide a copy of its adopted Budget to the Constituent Councils within five (5) business days after the adoption of the Budget by the Legatus Group

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.

5.1.8 The contents of the Budget must be in accordance with the Act.

5 FINANCIAL IMPLICATIONS Nil

6 RISK ASSESSMENT

The impact on the Legatus Group specific to the recommendations is low as 73.33% of constituent councils have approved the Business Plan and Budget and the budget remains in line with the level of reserves previously identified by the Legatus Group as being sustainable.

7 ATTACHMENTS

Draft Revised 2023/2024 Legatus Group Business Plan and Budget.

3. CLOSE AND DATE OF NEXT MEETING:

Friday 25 August 2023 AGM 10.00 am which will followed by the Ordinary meeting and to be hosted by the District Council of Peterborough.

