



# AGENDA

## South Australian Local Government Financial Management Group Executive Committee

28 July 2017 at 9:30am

City of Prospect Council Chamber – 128 Prospect Road, Prospect)

### 1. Present

#### Executive Committee:

- Clive Hempel (President), Wakefield Regional Council
- Kate George (Vice President), City of Salisbury
- Marcus Smith (Treasurer), Mount Barker District Council
- Alexander Oulianoff, Mount Barker District Council
- Anna-Lucia Draper, City of Tea Tree Gully
- Annette Martin, City of Charles Sturt
- Anthony Amato, Town of Gawler
- Chris Birch, City of Prospect
- Craig Mudge, District Council of Mount Remarkable
- Diane Eckermann, City of Onkaparinga
- Elizabeth Williams, Alexandrina Council
- Gary Lewis, Town of Walkerville
- Gary Long, City of Prospect
- Leta Northcott, City of Unley
- Mark Lague, The Barossa Council
- Mick Wetherall, City of Port Adelaide Enfield
- Norm Biggs, City of West Torrens
- Pep Piscioneri, Adelaide City Council
- Rajith Udugampola, Adelaide Plains Council
- Ray Barnwell, City of Marion
- Simon Zbierski, City of Campbelltown

#### Proxies:

- Sunny Lim, City of Playford (for Anita Futterer)

#### Observers/Guests:

- Davin Lambert, Local Government Finance Authority

*It is important to note that on occasion it may be necessary for the Executive Committee to discuss an item in confidence and in those circumstances, observers and guests will be asked to leave the room for that item.*

### 2. Apologies

- Anita Futterer, City of Playford
- Eion Williamson, District Council of Grant
- Karishma Reynolds (Secretary), City of Burnside
- Stephanie Juhas, City of Victor Harbor
- Shane Sody, Local Government Association of SA

### 3. Presentations

3.1 Davin Lambert – Local Government Finance Authority

### 4. Confirmation of Minutes

**Recommendation:** That the minutes of the meeting held on Friday, 23 June 2017 be confirmed as a true and correct record.

### 5. Business Arising from the Minutes

Nil

### 6. Treasurer's Report

**Recommendation:** That the financial statement for the month of June 2017 be noted.

**Recommendation:** That the hourly rate for the contract Finance Officer be increased from \$34 to \$35 from 1 July 2017.

Treasurer's Report			
Action Items	Meeting	Responsible	Status
Organise the appropriate licences for Cloud based QuickBooks Plus and discuss setup with the Finance Officer.	26/06/15	Treasurer	<b>In Progress. Possibly going to use Xero.</b>

### 7. Projects/Work Groups – Update/Status

#### 7.1 Seminars – Clive Hempel (Chairperson)

- New FMG Logo
  - Final two logos selected by the Executive Committee.
  - Final two logos and original logo to be provide to Membership for feedback via survey.
- AGM – 25 August 2017 – Adelaide Zoo Sanctuary
- Conference & Workshop – 7 & 8 December 2017 – National Wine Centre

Seminars			
Action Items	Meeting	Responsible	Status
Setup a Facebook group for the workgroup to see how it works.	31/03/17	Seminar Workgroup	<b>Facebook group created – yet to complete active testing.</b>

## 7.2 Membership & Communication – Diane Eckermann (Chairperson)

Membership & Communication			
Action Items	Meeting	Responsible	Status
Review the Executive Committee visiting Regional LGA meetings to discuss topical issues.	29/05/15	Membership Workgroup	To investigate further.
LinkedIn, Facebook or a website forum to be investigated with the help of Irene Scales before an information sharing platform is selected.	31/03/17	Membership Workgroup	Seminars working group to trial Facebook Group.

## 7.3 Rating and Valuation – Norm Biggs (Chairperson)

Rating and Valuation			
Action Items	Meeting	Responsible	Status
Rate rebate policy – a possible LGR&D Scheme application to be prepared for funding to update the 2008 policy. Workgroup to seek a quote from Michael Kelledy (original author of the policy) to see how much it would cost to have the policy updated.	24/02/17	Rating & Valuation Workgroup	

## 7.4 Local Government Price Index – Chris Birch & Rajith Udugampola

Local Government Price Index			
Action Items	Meeting	Responsible	Status
Speak with the SA Centre for Economics regarding forecasting and commentary for the LGPI and provide feedback to the Executive Committee.	18/03/16 & 29/04/16	Chris Birch / LGPI Workgroup	Forecasting model in place by Feb/March 2017 for the 2017/18 financial year. Request for quote has been submitted.

## 7.5 Newsletter / Website – Elizabeth Williams (Chairperson)

## 7.6 Financial Management Framework – Mark Lague (Chairperson)

- AASB124 – Related Party Disclosures – compliance (comments/issues/approach) (Mark and Tony)
- R&D Funding – Specifications for External Audit (Clive Hempel)
  - Two documents, published by the LGA (with assistance from FMG) and prescribed in regulations as requirements for all Local Governments to use:
    - The Model Financial Statements
    - The Better Practice Model – Internal Financial Controls
  - Do we need a third one? Specifications for External Audit?
  - The closing date for R&D applications is 28 July 2017.

**7.7 Internal Controls & Risk Management – Annette Martin (Chairperson)**

**7.8 Fees and Charges – Elizabeth Williams (Chairperson)**

**7.9 Costing Principles – Alex Oulianoff (Chairperson)**

**7.10 Asset Management – Pep Piscioneri (Chairperson)**

<b>Asset Management</b>			
<b>Action Items</b>	<b>Meeting</b>	<b>Responsible</b>	<b>Status</b>
Develop a list of topics for the Executive Committee to consider for future conferences and workshops and for future agendas of the Executive Committee.	26/06/15	Pep Piscioneri	<b>In progress.</b>

**7.11 Long Term Financial Plan – Anna-Lucia Draper (Chairperson)**

<b>Long Term Financial Plan</b>			
<b>Action Items</b>	<b>Meeting</b>	<b>Responsible</b>	<b>Status</b>
Executive Committee to review the Long Term Financial Model Agreement in the new year with David Maxwell.	25/11/16	LTFP Workgroup	

**7.12 Dog and Cat Management – Simon Zbierski (Chairperson)**

**8. Correspondence**

8.1 Letter from Hon Geoff Brock MP, Minister for Local Government – Better Practice Model Internal Financial Controls.

**9. Confidential Discussion Items**

Nil

**10. Other Business**

10.1 Secretariat Arrangements (Clive Hempel)

<b>Other Business</b>			
<b>Action Items</b>	<b>Meeting</b>	<b>Responsible</b>	<b>Status</b>
Possibility of having an Eyre Peninsula Financial Managers Group (sub group of LGFMG) to assist with keeping in touch with industry changes and Eyre Peninsula city counter parts - President to contact Michelle Tucker and advise her of the Executive Committee's discussion and then contact Regional LGA's to seek their feedback.	31/10/14	President	<b>Continue to investigate options.</b>

Other Business			
Action Items	Meeting	Responsible	Status
Email other states to ask what their issues are with residual values.	18/03/16	President	<b>WA Finance Professionals have indicated a willingness to work together. Clive to follow up.</b>
Invite Peter Ilee to a future Executive Committee meeting to discuss Grants Commission payments once meeting locations are known for 2017/18.	23/06/17	President	

## 11. Next Meeting

22 September 2017 – Mid Murray Council

## 12. Close

**For further information regarding topics raised at the FMG Executive Committee meetings, please see the contact details below:**

FMG President, Clive Hempel: [chempel@wakefieldrc.sa.gov.au](mailto:chempel@wakefieldrc.sa.gov.au)

- Asset Management Workgroup Chairperson, Pep Piscioneri: [p.piscioneri@adelaidecitycouncil.com](mailto:p.piscioneri@adelaidecitycouncil.com)
- Costing Principles Workgroup Chairperson, Alex Oulianoff: [aoulianoff@dcmtbarker.sa.gov.au](mailto:aoulianoff@dcmtbarker.sa.gov.au)
- Dog and Cat Management Chairperson, Simon Zbierski: [szbierski@campbelltown.sa.gov.au](mailto:szbierski@campbelltown.sa.gov.au)
- Fees and Charges Workgroup Chairperson, Elizabeth Williams: [elizabeth.williams@alexandrina.sa.gov.au](mailto:elizabeth.williams@alexandrina.sa.gov.au)
- Financial Management Framework Workgroup Chairperson, Mark Lague: [mlague@barossa.sa.gov.au](mailto:mlague@barossa.sa.gov.au)
- Internal Controls & Risk Management Workgroup Chairperson, Annette Martin: [amartin@charlessturt.sa.gov.au](mailto:amartin@charlessturt.sa.gov.au)
- Local Government Price Index Workgroup Chairperson, Chris Birch: [chris.birch@prospect.sa.gov.au](mailto:chris.birch@prospect.sa.gov.au)
- Long Term Financial Plan Workgroup Chairperson, Anna-Lucia Draper: [anna.draper@cttg.sa.gov.au](mailto:anna.draper@cttg.sa.gov.au)
- Membership & Communication Workgroup Chairperson, Diane Eckermann: [diaeck@onkaparinga.sa.gov.au](mailto:diaeck@onkaparinga.sa.gov.au)
- Newsletter & Website Workgroup Chairperson, Elizabeth Williams: [elizabeth.williams@alexandrina.sa.gov.au](mailto:elizabeth.williams@alexandrina.sa.gov.au)
- Rating and Valuation Workgroup Chairperson, Norm Biggs: [nbiggs@wtcc.sa.gov.au](mailto:nbiggs@wtcc.sa.gov.au)
- Seminars Workgroup Chairperson, Clive Hempel: [chempel@wakefieldrc.sa.gov.au](mailto:chempel@wakefieldrc.sa.gov.au)