

## AGENDA

### South Australian Local Government Financial Management Group Executive Committee

22 September at 9:30am

Mid Murray Council (Meeting Room 1), 49 Adelaide Road, Mannum SA

#### 1. Present

##### Executive Committee:

- Clive Hempel (President), Mid Murray Council
- Kate George (Vice President), City of Salisbury
- Alexander Oulianoff (Treasurer), Mount Barker District Council
- Anna-Lucia Draper (Secretary), City of Tea Tree Gully
- Anita Futterer, City of Playford
- 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
- Eion Williamson, District Council of Grant
- Elizabeth Williams, Alexandrina Council
- Leta Northcott, City of Unley
- Michael Wetherall, City of Port Adelaide Enfield
- Mike Carey, Adelaide Hills Council
- Norman Biggs, City of West Torrens
- Pep Piscioneri, City of Adelaide
- Ray Barnwell, City of Marion
- Simon Zbierski, City of Campbelltown
- Stephen Rufus, District Council of Orroroo Carrieton

##### Proxies:

N/A

##### Observers/Guests:

- Mr Bheshraj Adhikari, Dharan Sub-Metropolitan City Nepal

*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

- Mark Lague, The Barossa Council

#### 3. Welcome to New Executive Committee Members

- Stephen Rufus
- Mike Carey

#### 4. Presentations

Nil

#### 5. Confirmation of Minutes

**Recommendation:** That the minutes of the meeting held on Friday, 28 July 2017 be confirmed as a true and correct record.

#### 6. Business Arising from the Minutes

Nil

#### 7. Treasurer's Report

**Recommendation:** That the financial statements for August 2017 be noted.

Treasurer's Report			
Action Items	Meeting	Responsible	Status
Investigate future options for an automated finance and event registrations system.	28/07/17	Treasurer	

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

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

- New FMG Branding
  - Banners
  - Styling
- Conference & Workshop – 7 & 8 December 2017 – National Wine Centre
  - Program confirmation underway.
  - Approval of registration fees.
  - Increase the >100km rebate to individuals instead of one per Council and make the >100km from the conference venue instead of from the Adelaide CBD.

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>
Invite the Valuer-General to the next conference to discuss changes to the land valuations office.	28/07/17	Seminar Workgroup	

## 8.2 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.

## 8.3 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	

## 8.4 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.

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

- The Winter 2017 Newsletter was released on 28 August 2017. The work group are now planning for the Spring 2017 edition with an estimated release date of mid November 2017. The work group welcomes suggestions on content for the Spring 2017 edition.

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

- Building Upgrade Finance Legislation – LGA circular 33.2 – discuss opportunities to share policy, process and other (Clive Hempel)
- AABS124 – Related Party Disclosures – share experiences, ways to take a uniform approach, learn from interstate information (Clive Hempel)

## 8.7 Internal Controls & Risk Management – Annette Martin (Chairperson)

Asset Management			
Action Items	Meeting	Responsible	Status
Add final Better Practice Model to the FMG website with a link and provide it to the membership.	28/07/17	Secretariat	

## 8.8 Fees and Charges – Elizabeth Williams (Chairperson)

- We have a new key contact at BDO being Stephen Nisbet. Elizabeth met with Stephen on 26 August to get an update on the project and determine next steps. Stephen has been in contact with the ATO and has received further queries from them in regards to fees classified as Commercial Services these include hire fees, administration fees, caravan park fees and fees for professional services. These queries are currently being worked through.

## 8.9 Costing Principles – Alex Oulianoff (Chairperson)

## 8.10 Asset Management – Pep Piscioneri (Chairperson)

Asset Management			
Action Items	Meeting	Responsible	Status
Send a letter to IPWEA in relation to an FMG representative for IPWEA.	28/07/17	Pep Piscioneri	

## 8.11 Long Term Financial Plan – Anna-Lucia Draper (Chairperson)

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

## 8.12 Dog and Cat Management – Simon Zbierski (Chairperson)

## 9. Correspondence

Nil

## 10. Confidential Discussion Items

Nil

## 11. Other Business

### 11.1 FinPro Conference – Victoria

- Leading Transformation Conference
- 18-20 October 2017, Mantra Lorne

**Recommendation:** That ---- be the SALGFMG representative attending the Victorian FinPro conference under reciprocal arrangement.

### 11.2 Meeting Dates & Locations for 2017-2018

- 27 October 2017
- 24 November 2017
- 19 January 2018
- 23 February 2018
- 30 March 2018
- 27 April 2018
- 25 May 2018
- 22 June 2018
- 27 July 2018
- 21 September 2018

### 11.3 Working Group Members for 2017-2018

### 11.4 Email from City of Darwin Finance - would like a representative to attend the December Conference and Workshop.

Other Business			
Action Items	Meeting	Responsible	Status
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>
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	
LGFA economic update to be sent out to FMG Members when it's received monthly. Also add to the FMG website & newsletters.	28/07/17	Secretariat	
Add Davin Lambert to July Executive Committee meeting standing items so he can provide an LGFA update annually.	28/07/17	Secretariat	

### 11. Next Meeting

To be confirmed.

### 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@mid-murray.sa.gov.au](mailto:chempel@mid-murray.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:  
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- Newsletter & Website Workgroup Chairperson, Elizabeth Williams:  
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- Rating and Valuation Workgroup Chairperson, Norm Biggs: [nbiggs@wtcc.sa.gov.au](mailto:nbiggs@wtcc.sa.gov.au)
- Seminars Workgroup Chairperson, Clive Hempel: [chempel@mid-murray.sa.gov.au](mailto:chempel@mid-murray.sa.gov.au)