

AGENDA

South Australian Local Government Financial Management Group Executive Committee

22 February 2019 at 9:30am

West Wing Conference Room – Adelaide Hills Council, 63 Mt Barker Road, Stirling

1. Present

Executive Committee:

- Kate George (President), City of Salisbury
- Alexander Oulianoff (Treasurer), Mount Barker District Council
- Clive Hempel (Secretary), Mid Murray Council
- Annette Martin, City of Charles Sturt
- Anthony Amato, Town of Gawler
- Chris Birch, City of Prospect
- David Harman, City of Marion
- Katy Bone, Town of Walkerville
- Mark Lague, The Barossa Council
- Mike Carey, Adelaide Hills Council
- Norm Biggs, City of West Torrens
- Pep Piscioneri
- Rajith Udugampola, Adelaide Plains Council
- Sarah Taylor
- Sonia Sghendo, City of Onkaparinga

Proxies:

- Marc Sodomka, City of Port Adelaide Enfield (for Angela Papatheodorakis)
- Rebecca Talbot, Campbelltown City Council (for Simon Zbierski)

Observers/Guests:

- Karishma Reynolds, City of Burnside
- Rebecca Muller, LGA
- Tim Aplin, City of Salisbury

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

- Angela Papatheodorakis, City of Port Adelaide Enfield
- Craig Mudge, District Council of Mount Remarkable
- Elizabeth Williams (Vice President), Alexandrina Council
- Grace Pelle, City of Playford Leta Northcott, City of Mitcham
- Simon Zbierski, City of Campbelltown

3. Presentations

Nil

4. Confirmation of Minutes

Recommendation: That the minutes of the meeting held on 18 January 2019 be confirmed as a true and correct record.

5. Projects/Work Groups – Update/Status

5.1 Asset Management – Katy Bone (Chairperson)

5.2 Costing Principles – Alex Oulianoff (Chairperson)

5.3 Events – Kate George (Chairperson)

5.3.1 March Conference – 15 March 2019, Adelaide Convention Centre

Events			
Action Items	Meeting	Responsible	Status
Information Sharing Platform - LinkedIn, Facebook or a website forum (to be investigated with the help of Irene Scales).	31/03/17	Seminar Workgroup	Facebook group created – yet to complete active testing.
Registration fees for Sponsors at Member rate for additional tickets.	23/11/18	Seminar Workgroup	Completed. To be discussed again during the review of the Sponsorship Proposal for 2019/20.

5.4 Fees and Charges – Elizabeth Williams (Chairperson)

In late January 2019 the ATO were in touch with BDO regarding the Class Ruling advising that a Draft Class Ruling is at an advanced stage and they will update us again in the near future. BDO have passed on to the ATO the FMG's frustrations with the length of time to progress the Class Ruling.

The Department of Treasury and Finance have advised that the preliminary rate for this year's fees and charges is 2%. They have provided the below list of fees/reg's on the Local Government list.

Attorney-General			
Attorney General			
Regulated	167	Freedom of Information Act, 1994	Freedom of Information (Fees and Charges) Regulations 2003
	274	Land and Business (Sale and Conveyancing) Act 1994	Land and Business (Sale and Conveyancing) Regulations 2010

Health and Wellbeing				
Minister Wade				
	Regulated	187	Food Act 2001	Food Regulations 2017
		190	South Australian Public Health Act 2011	South Australian Public Health (Legionella) Regulations 2013
		191	South Australian Public Health Act 2011	South Australian Public Health (Wastewater) Regulations 2013
Human Services				
Minister Lensink				
	Regulated	272	Supported Residential Facilities Act, 2009	Supported Residential Facilities Regulations 2009
Planning, Transport and Infrastructure				
Attorney General				
	Regulated	181	Land and Business (Sale and Conveyancing) Act, 1994	Land and Business (Sale and Conveyancing) (Fees) Regulations 2017
Minister Knoll				
	Regulated	162	Development Act, 1993	Development Regulations 2008
		237	Local Government Act, 1999	Local Government (General) Regulations 2013
		238	Private Parking Areas Act, 1986	Private Parking Areas Regulations 2014
		254	Valuation of Land Act, 1971	Valuation of Land Regulations 2005
Police				
Minister Knoll/Wingard				
	Regulated	220	Expiation of Offences Act, 1996	Expiation of Offences Regulations 2011

Shane Sody of the LGA is liaising with Human Services to see if we can get action to lift the regulated fees under the Supported Residential Facilities Regulations 2009 which had no indexation for 8 years.

5.5 Financial Management Framework – Mark Lague (Chairperson)

5.5.1 Internal Control Survey

5.5.2 2019 Draft Model Financial Statements (MFS)

5.5.3 AASB15, AASB16, AASB1058

5.5.4 LGA Financial Sustainability Information Papers

Financial Management Framework			
Action Items	Meeting	Responsible	Status
Discuss ideas from Councils for best practice in relation to AASB124 Related Party Disclosures.	22/09/17	Financial Management Framework Workgroup	Added to the draft MFS 2019 review consideration.
Discuss what the restrictions are relative to note 10 and also if practical examples should be developed to cover what the restrictions are.	26/10/18	Financial Management Framework Workgroup	Added to the draft MFS 2019 review consideration.
Internal Controls survey to be sent to the Executive Committee for additions and feedback. Prepare survey monkey survey once all feedback is received and provide the link to the LGA for distribution via an LGA circular.	23/11/18	Mark Lague / Patricia Coonan	For discussion at the February Executive Committee Meeting
Accounting for the urban tree fund - 12 responses that were received were all different. Issue to be raised at next meeting of the workgroup.	23/11/18	Financial Management Framework Workgroup	Added to the draft MFS 2019 review consideration.

5.6 Local Government Price Index – Chris Birch (Chairperson)

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	Awaiting result of the Rate Capping Bill to determine whether a forecasting indicator is required.
Work on a set of definitions for data that feeds into the LGPI and supply it to the Grants Commission for their consideration.	21/09/18	LGPI Workgroup	

5.7 Long Term Financial Plan – Kate George (Chairperson)

5.8 Membership & Communication – Craig Mudge (Chairperson)

Membership & Communication			
Action Items	Meeting	Responsible	Status
Draft an application form for the engagement of distant FMG Members. The form will act as an 'expression of interest' for those members to request to attend FMG Executive Committee meetings free of travel expenses.	23/03/18	Clive Hempel	

5.9 Rating and Valuation – Simon Zbierski (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	Completed. Revenue Professionals SA have engaged Michael Kelledy to undertake a rewrite.
Speak with the LGA regarding “Charge’s against the land”, such as Outstanding Block Clearing Fees and charges under the SA Health Act. Can these be placed on the assessment (rate notice) and charged fines/interest?	23/03/18	Rating & Valuation Workgroup	

5.10 DACO Update – Simon Zbierski and Clive Hempel

6. Treasurer’s Report

Treasurer’s Report			
Action Items	Meeting	Responsible	Status
Purchase and setup XERO and Arlo.	27/04/18	Treasurer	Arlo setup complete. Xero setup complete – only a few areas left to update.
Commence legal action to recover unpaid sponsorship for 2017/18.	21/09/18	President/ Treasurer	Completed.

7. Correspondence

Nil

8. Confidential Discussion Items

Nil

9. Other Business

9.1 FinPro Conference, Western Australia – Reciprocal Arrangement

One Executive Committee Member can attend the conference on the interstate reciprocal arrangement (free conference ticket and accommodation - SALGFMG pays for flights and car hire if required).

9.2 Executive Committee Nominations for Vacant Positions

Nominations Received:

- Grace Pelle, City of Playford
- Karishma Reynolds, City of Burnside

Recommendation: That Grace Pelle and Karishma Reynolds be appointed to the Executive Committee in the position of Committee Member for the duration of the existing term expiring at the 2019 SALGFMG AGM.

9.3 Accounts Payable Payment to Councils – EFT or Cheque (Mike Carey)

9.4 Home/Aged Care Assistance ATO Contractors Issue (carried forward from January)

Other Business			
Action Items	Meeting	Responsible	Status
Prepare a letter of thanks for Anna-Lucia Draper who has resigned from the Executive Committee.	22/06/18	Secretariat	In progress for all outgoing Executive Committee Members.
Home/Aged Care Assistance ATO Contractors Issue – add to February agenda.	23/11/18	Secretariat	Completed

10. Next Meeting

29 March 2019 – Town of Walkerville

Standing and Future Items	Meeting	Frequency
Sponsorship Proposal for the next financial year	March	Annually
AGM Matters and Recommendations: <ul style="list-style-type: none"> • Constitution Draft • Membership Guidelines Draft • Membership Fees Recommendation to AGM • Honorary & Life Member Nominations • Auditor Appointment Recommendation to AGM • Executive Committee Nominations 	June	Annually
<ul style="list-style-type: none"> • Davin Lambert – LGFA update • Constitution Recommendation to AGM • Membership Guidelines adoption 	July	Annually
<ul style="list-style-type: none"> • New Committee Members • Workgroup allocations • Proxy/Deputy Chairperson for each of the Workgroups and Executive Committee meetings • Meeting dates for next 12 months • Event registration fees for the financial year 	September	Annually
DACO Update	Every Meeting	Every Meeting

11. Close

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

FMG President, Kate George: kgeorge@salisbury.sa.gov.au.

- Asset Management Workgroup Chairperson, Katy Bone: KBone@walkerville.sa.gov.au
- Costing Principles Workgroup Chairperson, Alex Oulianoff: aoulianoff@dcmtbarker.sa.gov.au
- Events Workgroup Chairperson, Kate George: kgeorge@salisbury.sa.gov.au
- Fees and Charges Workgroup Chairperson, Elizabeth Williams: elizabeth.williams@alexandrina.sa.gov.au
- Financial Management Framework Workgroup Chairperson, Mark Lague: mlague@barossa.sa.gov.au
- Local Government Price Index Workgroup Chairperson, Chris Birch: chris.birch@prospect.sa.gov.au
- Long Term Financial Plan Workgroup Chairperson, Kate George: kgeorge@salisbury.sa.gov.au
- Membership & Communication Workgroup Chairperson, Craig Mudge: finance@mtr.sa.gov.au
- Rating and Valuation Workgroup Chairperson, Simon Zbierski: szbierski@campbelltown.sa.gov.au