

AGENDA

South Australian Local Government Financial Management Group Executive Committee

29 March 2019 at 9:30am

West Wing Conference Room – Walkerville Town Hall - 66 Walkerville Terrace, Gilberton

1. Present

Executive Committee:

- Kate George (President), City of Salisbury
- Elizabeth Williams (Vice President), Alexandrina Council
- Alexander Oulianoff (Treasurer), Mount Barker District Council
- Clive Hempel (Secretary), Mid Murray Council
- Angela Papatheodorakis, City of Port Adelaide Enfield
- Annette Martin, City of Charles Sturt
- Anthony Amato, Town of Gawler
- Chris Birch, City of Prospect
- Craig Mudge, District Council of Mount Remarkable
- David Harman, City of Marion
- Grace Pelle, City of Playford
- Karishma Reynolds, City of Burnside
- Katy Bone, Town of Walkerville
- Leta Northcott, City of Mitcham
- Mark Lague, The Barossa Council
- Norm Biggs, City of West Torrens
- Pep Piscioneri
- Rajith Udugampola, Adelaide Plains Council
- Sarah Taylor
- Simon Zbierski, City of Campbelltown
- Sonia Sghendo, City of Onkaparinga

Proxies:

Nil

Observers/Guests:

- Alicia Stewart, City of Port Adelaide Enfield
- Rebecca Muller, LGA

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

- Mike Carey, Adelaide Hills Council

3. Presentations

3.1 Grants Commission Returns - Peter Ilee, Executive Officer, SA Local Government Grants Commission

4. Confirmation of Minutes

Recommendation: That the minutes of the meeting held on 22 February 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 AGM – 30 August 2019

5.3.2 November Workshop & Conference – 28 & 29 November 2019

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.
Training by the FMG or the LGA on the accounting standards.	22/02/19	Seminar Workgroup	

5.4 Fees and Charges – Elizabeth Williams (Chairperson)

5.5 Financial Management Framework – Mark Lague (Chairperson)

5.5.1 Internal Control Survey – held over from the January meeting

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.

Financial Management Framework			
Action Items	Meeting	Responsible	Status
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 March 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
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

Recommendation: That all four Office Bearers (President, Vice-President, Secretary and Treasurer) be authorised to approve invoices for payment through the Xero Accounting Software.

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.

7. Correspondence

Nil

8. Confidential Discussion Items

Nil

9. Other Business

9.1 Local Government Reform Program – item held over from February meeting

9.2 Home/Aged Care Assistance ATO Contractors (Grace Pelle) – item held over from November meeting

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	
Home/Aged Care Assistance ATO Contractors Issue – add to March agenda.	23/11/18	Secretariat	

10. Next Meeting

3 May 2019 – Mount Barker District Council

Standing and Future Items	Meeting	Frequency
Sponsorship Proposal for the next financial year	April	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

Standing and Future Items continued...	Meeting	Frequency
<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