

## AGENDA

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

26 July 2019 at 9:30am

Linden Room (1<sup>st</sup> first floor), City of Burnside – 401 Greenhill Road, Tusmore

#### 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
- 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
- Mike Carey, Adelaide Hills Council
- Norm Biggs, City of West Torrens
- Pep Piscioneri
- Rajith Udugampola, Adelaide Plains
- Sarah Taylor
- Simon Zbierski, City of Campbelltown

##### Proxies:

- Nil

##### Observers/Guests:

- 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

- Chris Birch, City of Prospect
- Craig Mudge, District Council of Mount Remarkable
- Mark Lague, The Barossa Council
- Sonia Sghendo, City of Onkaparinga

### 3. Presentations

Nil

### 4. Confirmation of Minutes

*Recommendation: That the minutes of the meeting held on 21 June 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 – Stamford Plaza Adelaide

##### 5.3.2 December Workshop & Conference – 5 & 6 December 2019 – Adelaide Oval

##### 5.3.3 May Conference – 15 May 2020 – Adelaide Convention Centre

Events			
Action Items	Meeting	Responsible	Status
Training by the FMG or the LGA on the accounting standards.	22/02/19	Seminar Workgroup	

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

Fees and Charges			
Action Items	Meeting	Responsible	Status
Elizabeth Williams is to provide a copy of the first ruling to Patricia Coonan, to be emailed to Executive Members watermarked "DRAFT not to be circulated".	22/02/19	Elizabeth Williams / Patricia Coonan	Completed

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

##### 5.5.1 Contract for the Model Financial Statements

FMG sub-committee to assist LGA for RFT.

Financial Management Framework			
Action Items	Meeting	Responsible	Status
<p>Wastewater reserves, people who have them are starting to discuss going into negative. Advice from auditors is that you can have a reserve in negative however in the notes when it comes to reserves, in the model statements a reserve can't be at a negative number.</p> <p>Alex will discuss this matter with SALGAG for clarification.</p> <p>Workgroup to pick up as feedback for the MFS's next financial year.</p>	21/06/19	Treasurer  FMF Workgroup	

### 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	<b>Determine whether a forecasting indicator is required.</b>
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	
LGPI – to be provided to Secretariat once confirmed for distribution to the membership.	21/06/19	Chris Birch	

### 5.7 Local Government Reform – Kate George (Chairperson)

### 5.8 Long Term Financial Plan – Kate George (Chairperson)

### 5.9 Membership & Communication – Craig Mudge (Chairperson)

#### 5.9.1 Expression of Interest Form for Attendance at FMG Executive Committee Meetings

#### 5.9.2 Honorary Membership Nomination

**Recommendation:** That the SALGFMG Executive Committee recommends to the Annual General Meeting that Clive Hempel be offered Honorary Membership.

Membership & Communication			
Action Items	Meeting	Responsible	Status
A draft application form for the engagement of distant FMG Members has been produced. The form will act as an 'expression of interest' for those members to request to attend FMG Executive Committee meetings with reimbursement of accommodation and travel expenses.	31/05/19	Membership & Communication.	<b>Included in this agenda.</b>
Buddy list to be reviewed and distributed to Executive Committee.	21/06/19	M&C Workgroup	

#### 5.10 Rating and Valuation – Simon Zbierski (Chairperson)

#### 5.11 DACO Update – Simon Zbierski and Clive Hempel

### 6. Treasurer's Report

Finance			
Action Items	Meeting	Responsible	Status
Complete outstanding BAS statements once journal and receipt issues are resolved.	21/06/19	Treasurer	
Prepare financial reports monthly for the Executive Committee.	21/06/19	Treasurer	
Contact Ian McDonald in advance of the AGM to seek his interest in providing accountant services for 2019/20.	21/06/19	Treasurer	
Organise for the Executive Committee Office Bearers to be signatories on the NAB account.	21/06/19	Treasurer	

### 7. Correspondence

Nil

### 8. Confidential Discussion Items

Nil

### 9. Other Business

#### 9.1 Draft Constitution Feedback

**Recommendation:** That it be a recommendation to the SALGFMG AGM that the changes to the Constitution be adopted.

## 9.2 LG Research & Development Scheme Funding Submission – IAMP Templates

A funding application has been developed to obtain \$20,000 in funding through the LG R&D Scheme to improve the IAMP templates and outputs.

**Recommendation:** That the SALGFMG endorses the application to the LG R&D Scheme for funding to the value of \$20,000 (ex GST) for the purposes of improving and updating IAMP templates and outputs.

Other Business			
Action Items	Meeting	Responsible	Status
Local Government Reform Program – create an FMG Workgroup	29/03/19	Secretariat	<b>Kate to send email to organise a meeting – same members of the LGPI workgroup.</b>
Form a Data Collections – Annual Grants Commission Returns workgroup.	29/03/19	Executive Committee	<b>Kate to send email to organise a meeting – same members of the LGPI workgroup.</b>
Prepare a submission to the Productivity Commission on the Inquiry into Local Government Costs and Efficiency on behalf of the SALGFMG.	21/06/19	President	<b>Completed</b>
Distribute Constitution to FMG membership for comment.	21/06/19	Secretariat	<b>Completed</b>
Finalise Membership Guidelines and add to the website.	21/06/19	Secretariat	<b>Completed</b>
Distribute Executive Committee and Life and Honorary Membership nomination forms to membership.	21/06/19	Secretariat	<b>Completed</b>
Have a look at the model spreadsheet previously circulated for rate capping and provide the information to Patricia to distribute to the Executive Committee for responses that will then be provided to the LGA.	21/06/19	Clive Hempel	<b>Completed</b>
That submissions for the Local Government Research and Development Scheme be prepared in consultation with the Executive Committee out of session.	21/06/19	Simon Zbierski	

## 10. Next Meeting

27 September 2019 – City of Salisbury

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

## 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](mailto:kgeorge@salisbury.sa.gov.au).

- Asset Management Workgroup Chairperson, Katy Bone: [KBone@walkerville.sa.gov.au](mailto:KBone@walkerville.sa.gov.au)
- Costing Principles Workgroup Chairperson, Alex Oulianoff: [aoulianoff@dcmtbarker.sa.gov.au](mailto:aoulianoff@dcmtbarker.sa.gov.au)
- Events Workgroup Chairperson, Kate George: [kgeorge@salisbury.sa.gov.au](mailto:kgeorge@salisbury.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)
- Local Government Price Index Workgroup Chairperson, Chris Birch: [chris.birch@prospect.sa.gov.au](mailto:chris.birch@prospect.sa.gov.au)
- Local Government Reform Chairperson, **TBC**
- Long Term Financial Plan Workgroup Chairperson, Kate George: [kgeorge@salisbury.sa.gov.au](mailto:kgeorge@salisbury.sa.gov.au)
- Membership & Communication Workgroup Chairperson, Craig Mudge: [finance@mtr.sa.gov.au](mailto:finance@mtr.sa.gov.au)
- Rating and Valuation Workgroup Chairperson, Simon Zbierski: [szbierski@campbelltown.sa.gov.au](mailto:szbierski@campbelltown.sa.gov.au)