

AGENDA

South Australian Local Government Financial Management Group Executive Committee

28 February 2020 at 9:30am

Council Chambers, City of Burnside – 401 Greenhill Road, Tasmore

1. Present

Executive Committee:

Office Bearers:

- 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

Members:

- Annette Martin, City of Charles Sturt
- Anthony Amato, Town of Gawler
- Chris Birch, City of Prospect
- David Harman, City of Marion
- Karishma Reynolds, City of Burnside
- Katy Bone, Town of Walkerville
- Luke Harris, City of Mitcham
- Marc Sodomka, City of Port Adelaide Enfield
- Mark Lague, The Barossa Council
- Norm Biggs, City of West Torrens
- Rajith Udugampola, Adelaide Plains
- Samantha Grieve, City of Playford
- Simon Zbierski, City of Campbelltown

Proxies:

- Kevin Carter, City of Onkaparinga (for Sonia Sghendo)

Observers/Guests:

- Rebecca Muller, LGA

Secretariat:

- Patricia Coonan

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
- Sonia Sghendo, City of Onkaparinga

3. Presentations

3.1 City of Burnside Welcome – Chris Cowley, Chief Executive Officer

4. Confirmation of Minutes

Recommendation: That the minutes of the meeting held on 31 January 2020 be confirmed as a true and correct record with one correction to item 9.2 – Mover was Marc Sodomka not Mark Lague.

5. Projects/Work Groups – Update/Status

5.1 Asset Management – Katy Bone (Chairperson), Annette Martin (Deputy Chairperson)

5.2 Costing Principles – Alex Oulianoff (Chairperson), Mark Lague (Deputy Chairperson)

5.3 Events – Kate George (Chairperson), Elizabeth Williams (Deputy Chairperson)

5.3.1 May Conference – 15 May 2020 – Adelaide Convention Centre

5.3.2 November Workshop & Conference

5.4 Fees and Charges – Elizabeth Williams (Chairperson), Anthony Amato (Deputy Chairperson)

5.5 Financial Management Framework – Mark Lague (Chairperson), Clive Hempel (Deputy Chairperson)

5.5.1 Draft Model Financial Statements 2020 – update and consider approval process

5.5.2 LGA Information Papers review – update

Financial Management Framework			
Action Items	Meeting	Responsible	Status
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. Alex will discuss this matter with SALGAG for clarification. Workgroup to pick up as feedback for the MFS's next financial year.	21/06/19	Treasurer FMF Workgroup	

5.6 Fines Enforcement Recovery Unit – Annette Martin (Primary Contact)

5.7 Local Government Price Index – Chris Birch (Chairperson), Michael Carey (Deputy Chairperson)

Local Government Price Index			
Action Items	Meeting	Responsible	Status
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	
Contact the Grants Commission to see if there is a guide for the return for how the administration allocations are being entered (operating expenses section). It would be valuable to have a consistent approach to provide to the Grants Commission.	25/10/19`	LGPI Workgroup	Hoping to meet with the Grants Commission soon.
Form a Data Collections – Annual Grants Commission Returns workgroup.	29/03/19	Executive Committee	Chris to send email to organise a meeting – same members of the LGPI workgroup.

5.8 Local Government Reform – Kate George (Chairperson)

5.9 Long Term Financial Plan – Kate George (Chairperson), Samantha Grieve (Deputy Chairperson)

5.10 Membership & Communication – Anthony Amato (Chairperson), Marc Sodomka (Deputy Chairperson)

5.10.1 Buddy List (Patricia Coonan)

5.11 Planning Portal – Clive Hempel and Samantha Grieve (Primary Contacts)

Membership & Communication			
Action Items	Meeting	Responsible	Status
Buddy list to be reviewed and distributed to Executive Committee.	21/06/19	Secretariat	Completed

5.12 Rating and Valuation – Simon Zbierski (Chairperson)

6. Treasurer's Report

Finance			
Action Items	Meeting	Responsible	Status
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	

Finance			
Action Items	Meeting	Responsible	Status
Organise for the Executive Committee Office Bearers to be signatories on the NAB account.	21/06/19	Treasurer	Forms to be signed.

7. Correspondence

7.1 Strategic Asset Management Intensive Courses – IPWEA SA

8. Confidential Discussion Items

Nil

9. Other Business

9.1 FBT and Car Parking Fringe Benefits (Tony Amato)

Other Business			
Action Items	Meeting	Responsible	Status
LGA Circular regarding the benefits of membership.	25/10/19	Secretariat	To be prepared when the 50% discount rate kicks in March/April.

10. Next Meeting

27 March 2020 – City of Mitcham

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"> • 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 • Buddy List • 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

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, Anthony Amato: tony.amato@gawler.sa.gov.au
- Rating and Valuation Workgroup Chairperson, Simon Zbierski: szbierski@campbelltown.sa.gov.au