

AGENDA

South Australian Local Government Financial Management Group Executive Committee

24 April 2020 at 9:30am
Via Zoom Video Conferencing

1. Present

Executive Committee:

Office Bearers:

- Elizabeth Williams (Vice President), Alexandrina Council
- Clive Hempel (Secretary), Mid Murray Council
- Alexander Oulianoff (Treasurer), Mount Barker District 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
- Mike Carey, Adelaide Hills Council
- Norm Biggs, City of West Torrens
- Rajith Udugampola, Adelaide Plains
- Samantha Grieve, City of Playford
- Simon Zbierski, City of Campbelltown
- Sonia Sghendo, City of Onkaparinga

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

- Kate George (President), City of Salisbury

3. Presentations

Nil.

4. Confirmation of Minutes

Recommendation: That the minutes of the meeting held on 27 March 2020 be confirmed as a true and correct record.

5. Projects/Work Groups – Update/Status

5.1 Asset Management – Annette Martin (Chairperson), Deputy Chairperson TBC

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

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

An update report has been provided for discussion.

5.3.1 August AGM & Conference

5.3.2 November Workshop & Conference

5.3.3 Sponsorship

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

An update report has been provided for discussion.

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

An update report has been provided for discussion.

5.5.1 Draft Model Financial Statements 2020

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	
Finalise feedback on the draft Financial Statements to Ernst and Young.	27/03/20	FMF Workgroup	

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

Fines Enforcement Recovery Unit Workgroup			
Action Items	Meeting	Responsible	Status
Additional reporting information to be provided to the Fines Enforcement Recovery Unit for discussion on how we can implement those changes.	27/03/20	FERU Workgroup	

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	Chris has met with Peter Ilee, the workgroup will now discuss the six issues put forward.
Check if the update of the LGPI forecast indicator information can be released to the membership.	27/03/20	Rebecca Muller	

5.8 Local Government Reform – Kate George (Chairperson)

Local Government Reform			
Action Items	Meeting	Responsible	Status
Update on the Local Government Reform Bill to be provided to the April meeting.	27/03/20	Rebecca Muller	

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

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

An update report has been provided for discussion.

Membership and Communication			
Action Items	Meeting	Responsible	Status
Secretariat to prepare an email for review of the President to be emailed to all on the Buddy List outlining the Buddy Program and any upcoming events.	28/02/20	Secretariat	

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

An update report has been provided for discussion.

Planning Portal			
Action Items	Meeting	Responsible	Status
Provide information from DPTI regarding frequently asked questions document to the Executive Committee.	27/03/20	Clive Hempel	

5.12 Rating and Valuation – Simon Zbierski (Chairperson), Luke Harris (Deputy Chairperson)

An update report has been provided for discussion.

6. Treasurer’s Report

Finance			
Action Items	Meeting	Responsible	Status
Prepare financial reports monthly for the Executive Committee.	21/06/19	Treasurer	
Organise for the Executive Committee Office Bearers to be signatories on the NAB account.	21/06/19	Treasurer	Forms to be signed.
Undertake steps required to transition away from AUSkey.	27/03/20	Treasurer	

7. Correspondence

Nil

8. Confidential Discussion Items

Nil

9. Other Business

9.1 LGRS Insurance Renewal 2020/21

An update report has been provided for discussion.

9.2 Local Government Reform Update

An update report has been provided for discussion.

9.2 COVID-19

Other Business			
Action Items	Meeting	Responsible	Status
LGA Circular regarding the benefits of membership.	25/10/19	Secretariat	

10. Next Meeting

29 May 2020 – via Zoom Video Conferencing

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, Annette Martin: amartin@charlessturt.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