

## AGENDA

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

25 October 2024

At 9:30am at the City of Tea Tree Gully

Harpers Field Community Centre, 39 One Tree Hill Rd, Golden Grove

#### 1. Present

##### Executive Committee

##### Office Bearers:

- Luke Harris (**President**), City of Mitcham
- Grant Jennings (**Vice President**), Whyalla City Council
- Jade Bird (**Treasurer**), City of Onkaparinga
- Clive Hempel (**Secretary**), Mid Murray Council

##### Members:

- Alexander Brown, City of Unley
- Alexander Oulianoff, Mount Barker District Council
- Annette Martin, City of Charles Sturt
- Chris Birch, City of Burnside
- Kate George, City of Salisbury
- Lisa Gilmartin, City of West Torrens
- Nicole Van Berkel, City of Adelaide
- Rajith Udugampola, Adelaide Plains Council
- Rebecca Baines, City of Tea Tree Gully
- Simon Zbierski, City of Campbelltown
- Trisca Price, City of Playford

##### Proxies:

Nil

##### LGA Representative:

- To be confirmed, LGA

##### Observers/Guests:

- Amanda Barber, LGFA
- Erin McGarry, Town of Gawler

##### Secretariat:

- Patricia Coonan, TPS

*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

- Jodie Summer, District Council of Yankalilla
- Cadel Blunt, City of Holdfast Bay

### 3. Conflicts of Interest

Executive Committee Members are asked to advise if they have any general or material conflicts of interest in relation to the items on this agenda.

### 4. Confirmation of Minutes

**Recommendation:** *That the minutes of the meeting held on 27 September 2024 be confirmed as a true and correct record of that meeting.*

**Recommendation:** *That the minutes of the Special meeting held on 8 October 2024 be confirmed as a true and correct record of that meeting.*

### 5. Presentations

Nil

### 6. Standing Items

#### 6.1 Local Government Association Update / Local Government Reform – LGA Representative

### 7. Discussion Items

#### 7.1 Strategic Session

#### 7.2 AASB Service Performance Reporting Project Advisory Panel – Invitation to Nominate (Luke Harris)

#### 7.3 Employment Tax Webinar Series (Rebecca Baines)

#### 7.4 Buddy Session: Discussion and Networking

**Recommendation:**

*That the SALGFMG Executive Committee notes the proposed structure and content for the Buddy Session at the upcoming conference, aimed at discussing key Local Government finance challenges, sharing best practices, and exploring future support needs.*

#### 7.5 Key Legislative Dates

**Recommendation:**

*That the SALGFMG Executive Committee provides feedback on the proposal to develop and maintain a key dates resource.*

Discussion Items			
Action Items	Meeting	Responsible	Status
LGPI email from the LGA. Luke to prepare the questions from the LGA into a survey and provide to the Executive Committee.	27/09/24	Workgroup	Completed
Comprehensive income statements AASB standard changes.	27/09/24	Luke and Patricia	Chase up Sabine Schuhrer for further information.

Discussion Items			
Action Items	Meeting	Responsible	Status
Initial contact with Councils regarding the buddy system.	27/09/24	Grant	Draft email for each Buddy Region and provide to Patricia for distribution.
Organise registration and travel for the Victorian and Queensland conferences for Jodie and Luke.	27/09/24	Patricia	Completed
Superannuation Compliance for LG Councils – prepare survey and send guidelines and excel spreadsheet to Member Councils.	27/09/24	Patricia and Luke	Completed
Proposed meeting structure for Strategy session.	27/09/24	Luke	Completed
Send final FMG Strategy and Buddy List to Members.	27/09/24	Patricia	Completed

## 8. Work Groups – Update/Status

8.1 Asset Management – Grant Jennings (Chairperson), Alex Brown (Deputy Chairperson)

8.2 Costing Principles – Alex Oulianoff (Chairperson), Jade Bird (Deputy Chairperson)

8.3 Events & Membership – Luke Harris (Chairperson), Grant Jennings (Deputy Chairperson)

Events and Membership			
Action Items	Meeting	Responsible	Status
Discuss FMG KPI's, an annual Member Survey and presentation of achievements at each AGM.	19/01/24	Workgroup	Data for past events and memberships to be provided to Events Workgroup for discussion. Data for KPI's needs to include information received in event surveys.
Discuss innovation awards to be incorporated in the FMG major conference – discuss with the LGFA process and potential categories Collaboration, Innovation, Regional, Most Improved etc.	16/02/24	Workgroup / LGFA	To be discussed as part of the FMG Strategy.

8.4 Financial Management Framework – Clive Hempel (Chairperson), Lisa Gilmartin (Deputy Chairperson)

Financial Management Framework			
Action Items	Meeting	Responsible	Status
AASB: ED SR1 Disclosure of Climate-related Financial Information. The SALGFMG is trying to get some influence in relation to the Model Financial Statements and disclosures that we may be committed to in the future.	17/11/23	Workgroup	

**8.5 Internal Financial Controls (Better Practice Framework) – Kate George (Chairperson) and Jodie Summer (Deputy Chairperson)**

**8.6 Local Government Price Index / Grants Commission – Chris Birch (Chairperson), Rajith Udugampola (Deputy Chairperson)**

Local Government Price Index			
Action Items	Meeting	Responsible	Status
Work with the Local Government Grants Commission to modernise/update the purpose codes naming and descriptions within Appendix B of the Model Financial Statements.	28/04/23	Workgroup	In progress – the LG Grants Commission is happy to discuss updates to Appendix B of the MFS.

**8.7 Marketing & Communications – Rebecca Baines (Chairperson) Jade Bird (Deputy Chairperson)**

Marketing and Communications			
Action Items	Meeting	Responsible	Status
Setup Microsoft Tennant after the ACNC application status is known.	27/09/24	Workgroup	
Create an email template to introduce Members to their FMG buddies.	19/01/24	Grant Jennings	
Discuss further the setup of the Long Term Financial Plan User Group and Strategic Group.	19/01/24	Workgroup	Potentially hold a LTFFP Online Session / Forum. See if this can be a channel through Yammer.

**8.8 Rating and Valuation – Simon Zbierski (Chairperson), Cadel Blunt (Deputy Chairperson)**

A report has been provided with the agenda.

**Recommendation:**

*That the SALGFMG Executive Committee notes the minutes of the Rating & Valuation Working Group meeting held on 8 October 2024.*

**8.9 Student Placement Program – Luke Harris (Chairperson), Kate George (Deputy Chairperson)**

Student Placement Program			
Action Items	Meeting	Responsible	Status
Negotiate and discuss the future of the Student Placement Program and the leftover funds with the LGFA.	19/01/24	President & Vice President	In progress.
Prepare a newsletter article about grad timings with Uni SA for this year with contact details.	19/01/24	Vice President	
Organise a presentation at the November/December Workshop on Luke's experience with a graduate to encourage uptake.	19/01/24	Vice President	

## 9. Treasurer's Report

A report has been provided as part of the agenda papers.

**Recommendation:**

*That the SALGFMG Executive Committee notes the Finance report for the period ending 30 September 2024.*

Treasurer			
Action Items	Meeting	Responsible	Status
Commence formal debt collection for the current outstanding debt of greater than 180 days.	19/04/24	Treasurer	Completed
Submit an LGA News Article regarding discounted FMG membership.	31/05/24	Secretariat	
Organise for the NAB account signatories to be updated.	27/09/24	Secretariat and Treasurer	In Progress

## 10. Other Business

Other Business			
Action Items	Meeting	Responsible	Status
Finalisation of the Fees and Charges ATO Class Rulings.	28/04/23	President & Treasurer	Grant has finalised the funding acquittal. The first final ruling has been completed but the second has not been completed. Alex Oulianoff is the contact for the second part.
Key Dates Calendar for Local Government. Luke will see if he can find one and speak with the LGA.	27/09/24	Luke Harris	

## 11. Monthly Member Update Email: Key Dates and Key Information

## 12. Confidential Discussion Items

Nil

## 13. Next Meeting

6 December 2024 – District Council of Yankalilla

## 14. Close

Standing and Future Items	Meeting	Frequency
<ul style="list-style-type: none"> <li>Consider topics for the upcoming LG Research and Development Scheme funding round – usually opens in June and ends in August</li> </ul>	February	Annually
<ul style="list-style-type: none"> <li>Presentation from the Local Government Grants Commission</li> </ul>	April	Annually
<ul style="list-style-type: none"> <li>Sponsorship Proposal for the next financial year</li> <li>Review Auditor ahead of recommendation at July meeting</li> </ul>	April/May	Annually
AGM Matters and Recommendations: <ul style="list-style-type: none"> <li>Constitution Draft</li> <li>Membership Guidelines Draft for adoption</li> <li>Membership Fees Recommendation to AGM</li> <li>Honorary &amp; Life Member Nominations</li> <li>Auditor Approach Recommendation</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>Auditor Appointment Recommendation to AGM</li> <li>Honorary &amp; Life Member Recommendation</li> <li>Event Registration Fees for the Financial Year</li> <li>Consider Victorian Conference Representation – interstate reciprocal arrangement</li> </ul>	July	Annually
<ul style="list-style-type: none"> <li>Buddy List</li> <li>New Committee Members</li> <li>Workgroup allocations including Chair and Deputy Chair</li> <li>Meeting dates for next 12 months</li> <li>Consider Conference Representation – interstate reciprocal arrangements</li> </ul>	September	Annually

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

FMG President, Luke Harris: [lharris@mitchamcouncil.sa.gov.au](mailto:lharris@mitchamcouncil.sa.gov.au)

- Asset Management Workgroup Chairperson, Grant Jennings: [grant.jennings@whyalla.sa.gov.au](mailto:grant.jennings@whyalla.sa.gov.au)
- Costing Principles Workgroup Chairperson, Alex Oulianoff: [aoulianoff@dcmtbarker.sa.gov.au](mailto:aoulianoff@dcmtbarker.sa.gov.au)
- Events & Membership Workgroup Chairperson, Luke Harris: [lharris@mitchamcouncil.sa.gov.au](mailto:lharris@mitchamcouncil.sa.gov.au)
- Financial Management Framework Workgroup Chairperson, Clive Hempel: [chempel@mid-murray.sa.gov.au](mailto:chempel@mid-murray.sa.gov.au)
- Internal Financial Controls (Better Practice Framework) Workgroup Chairperson, Kate George: [kgeorge@salisbury.sa.gov.au](mailto:kgeorge@salisbury.sa.gov.au)
- Local Government Price Index Workgroup Chairperson, Chris Birch: [chris.birch@prospect.sa.gov.au](mailto:chris.birch@prospect.sa.gov.au)
- Marketing & Communications Workgroup Chairperson, Rebecca Baines: [rebecca.baines@cttg.sa.gov.au](mailto:rebecca.baines@cttg.sa.gov.au)
- Rating and Valuation Workgroup Chairperson, Simon Zbierski: [szbierski@campbelltown.sa.gov.au](mailto:szbierski@campbelltown.sa.gov.au)
- Student Placement Program Workgroup Chairperson: Luke Harris: [lharris@mitchamcouncil.sa.gov.au](mailto:lharris@mitchamcouncil.sa.gov.au)