



# AGENDA

## South Australian Local Government Financial Management Group Executive Committee

26 May 2017 at 9:30am

Town of Walkerville Town Hall (Civic Centre, 66 Walkerville Terrace, Gilberton)

### 1. Present

#### Executive Committee:

- Clive Hempel (President), Wakefield Regional Council
- Kate George (Vice President), City of Salisbury
- Marcus Smith (Treasurer), Mount Barker District Council
- Karishma Reynolds (Secretary), City of Burnside
- Anna-Lucia Draper, City of Tea Tree Gully
- Annette Martin, City of Charles Sturt
- Anthony Amato, Town of Gawler
- Chris Birch, City of Prospect
- Craig Mudge, District Council of Mount Remarkable
- Diane Eckermann, City of Onkaparinga
- Elizabeth Williams, Alexandrina Council
- Gary Lewis, Town of Walkerville
- Gary Long, City of Prospect
- Leta Northcott, City of Unley
- Mark Lague, The Barossa Council
- Mick Wetherall, City of Port Adelaide Enfield
- Pep Piscioneri, Adelaide City Council
- Rajith Udugampola, Adelaide Plains Council
- Ray Barnwell, City of Marion
- Simon Zbierski, City of Campbelltown

#### Proxies:

Nil

#### Observers/Guests:

- Shane Sody, Local Government Association of SA

*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

- Alexander Oulianoff, Mount Barker District Council
- Anita Futterer, City of Playford
- Eion Williamson, District Council of Grant
- Norm Biggs, City of West Torrens
- Julie Campbell, Mid Murray Council
- Stephanie Juhas, City of Victor Harbor

### 3. Presentations

Nil

### 4. Confirmation of Minutes

*Recommendation: That the minutes of the meeting held on Friday, 28 April 2017 be confirmed as a true and correct record.*

### 5. Business Arising from the Minutes

Nil

### 6. Treasurer's Report

*Recommendation: That the financial statement for the month of April 2017 be noted.*

Treasurer's Report			
Action Items	Meeting	Responsible	Status
Organise the appropriate licences for Cloud based QuickBooks Plus and discuss setup with the Finance Officer.	26/06/15	Treasurer	<b>In Progress. Possibly going to use Xero.</b>
Follow up the 60-90 day outstanding payments – specifically the outstanding sponsor payment and conference payment.	31/03/17	Treasurer	

### 7. Projects/Work Groups – Update/Status

#### 7.1 Seminars – Clive Hempel (Chairperson)

- AGM – 25 August 2017 – Adelaide Zoo Sanctuary
  - Confirmed Speaker: Dr Keith Suter
- Conference & Workshop – 7 & 8 December 2017 – National Wine Centre
  - Program planning commenced

Seminars			
Action Items	Meeting	Responsible	Status
Setup a facebook group for the workgroup to see how it works.	31/03/17	Seminar Workgroup	

#### 7.2 Membership & Communication – Diane Eckermann (Chairperson)

Membership & Communication			
Action Items	Meeting	Responsible	Status
Review the Executive Committee visiting Regional LGA meetings to discuss topical issues.	29/05/15	Membership Workgroup	<b>To investigate further.</b>
LinkedIn, facebook or a website forum to be investigated with the help of Irene Scales before an information sharing platform is selected.	31/03/17	Membership Workgroup	<b>Seminars working group to trial Facebook Group.</b>

Membership & Communication			
Action Items	Meeting	Responsible	Status
Executive Committee Members to contact all Councils to see if there is anything the FMG can assist them with. Councils that were qualified may need assistance and those that weren't may still benefit from assistance. Diane to prepare email template/dot points.	24/02/17 & 28/02/17	Diane Eckermann & Executive Committee	

### 7.3 Rating and Valuation – Norm Biggs (Chairperson)

Rating and Valuation			
Action Items	Meeting	Responsible	Status
Rate rebate policy – a possible LGR&D Scheme application to be prepared for funding to update the 2008 policy. Workgroup to seek a quote from Michael Kelledy (original author of the policy) to see how much it would cost to have the policy updated.	24/02/17	Rating & Valuation Workgroup	

### 7.4 Local Government Price Index – Chris Birch & Rajith Udugampola

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>Forecasting model in place by Feb/March 2017 for the 2017/18 financial year. Request for quote has been submitted.</b>

### 7.5 Newsletter / Website – Elizabeth Williams (Chairperson)

- Survey Results (Clive Hempel)

Newsletter / Website			
Action Items	Meeting	Responsible	Status
Clive to draft an FMG survey and send it to the workgroup chairpersons.	31/07/15	Clive Hempel	<b>Completed</b>

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

- 2017 Model Financial Statements Update (Mark Lague)

Financial Management Framework			
Action Items	Meeting	Responsible	Status
AASB 124 to be discussed by the workgroup and report back to the Executive Committee meeting.	25/11/16	FMF Workgroup	<b>Work in progress.</b>
Provide feedback from the Executive Committee on reporting of the Roads to Recovery funding to John Wright and David Maxwell.	28/04/17	President	

**7.7 Internal Controls & Risk Management – Annette Martin (Chairperson)**

**7.8 Fees and Charges – Elizabeth Williams (Chairperson)**

**7.9 Costing Principles – Alex Oulianoff (Chairperson)**

**7.10 Asset Management – Pep Piscioneri (Chairperson)**

<b>Asset Management</b>			
<b>Action Items</b>	<b>Meeting</b>	<b>Responsible</b>	<b>Status</b>
Develop a list of topics for the Executive Committee to consider for future conferences and workshops and for future agendas of the Executive Committee.	26/06/15	Pep Piscioneri	<b>In progress.</b>

**7.11 Long Term Financial Plan – Anna-Lucia Draper (Chairperson)**

<b>Long Term Financial Plan</b>			
<b>Action Items</b>	<b>Meeting</b>	<b>Responsible</b>	<b>Status</b>
Executive Committee to review the Long Term Financial Model Agreement in the new year with David Maxwell.	25/11/16	LTFP Workgroup	

**8. Correspondence**

**9. Confidential Discussion Items**

**10. Other Business**

<b>Other Business</b>			
<b>Action Items</b>	<b>Meeting</b>	<b>Responsible</b>	<b>Status</b>
Possibility of having an Eyre Peninsula Financial Managers Group (sub group of LGFMG) to assist with keeping in touch with industry changes and Eyre Peninsula city counter parts - President to contact Michelle Tucker and advise her of the Executive Committee's discussion and then contact Regional LGA's to seek their feedback.	31/10/14	President	<b>Continue to investigate options.</b>
Email other states to ask what their issues are with residual values.	18/03/16	President	<b>WA Finance Professionals have indicated a willingness to work together. Clive to follow up.</b>

**11. Next Meeting**

23 June 2017 – City of Charles Sturt

**12. Close**

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

FMG President, Clive Hempel: [chempel@wakefieldrc.sa.gov.au](mailto:chempel@wakefieldrc.sa.gov.au)

- Asset Management Workgroup Chairperson, Pep Piscioneri: [p.piscioneri@adelaidecitycouncil.com](mailto:p.piscioneri@adelaidecitycouncil.com)
- Costing Principles Workgroup Chairperson, Alex Oulianoff: [aoulianoff@dcmtbarker.sa.gov.au](mailto:aoulianoff@dcmtbarker.sa.gov.au)
- Dog and Cat Management Chairperson, Simon Zbierski: [szbierski@campbelltown.sa.gov.au](mailto:szbierski@campbelltown.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)
- Internal Controls & Risk Management Workgroup Chairperson, Annette Martin: [amartin@charlessturt.sa.gov.au](mailto:amartin@charlessturt.sa.gov.au)
- Local Government Price Index Workgroup Chairperson, Chris Birch: [chris.birch@prospect.sa.gov.au](mailto:chris.birch@prospect.sa.gov.au)
- Long Term Financial Plan Workgroup Chairperson, Anna-Lucia Draper: [anna.draper@cttg.sa.gov.au](mailto:anna.draper@cttg.sa.gov.au)
- Membership & Communication Workgroup Chairperson, Diane Eckermann: [diaeck@onkaparinga.sa.gov.au](mailto:diaeck@onkaparinga.sa.gov.au)
- Newsletter & Website Workgroup Chairperson, Elizabeth Williams: [elizabeth.williams@alexandrina.sa.gov.au](mailto:elizabeth.williams@alexandrina.sa.gov.au)
- Rating and Valuation Workgroup Chairperson, Norm Biggs: [nbiggs@wtcc.sa.gov.au](mailto:nbiggs@wtcc.sa.gov.au)
- Seminars Workgroup Chairperson, Clive Hempel: [chempel@wakefieldrc.sa.gov.au](mailto:chempel@wakefieldrc.sa.gov.au)