

## AGENDA

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

27 October 2017 at 9:30am

City of West Torrens, George Robertson Room  
1st floor Civic Centre, 165 Sir Donald Bradman Drive, Hilton

#### 1. Present

##### Executive Committee:

- Clive Hempel (President), Mid Murray Council
- Kate George (Vice President), City of Salisbury
- Alexander Oulianoff (Treasurer), Mount Barker District Council
- Anita Futterer, City of Playford
- Annette Martin, City of Charles Sturt
- Anthony Amato, Town of Gawler
- Diane Eckermann, City of Onkaparinga
- Eion Williamson, District Council of Grant
- Elizabeth Williams, Alexandrina Council
- Leta Northcott, City of Unley
- Mark Lague, The Barossa Council
- Michael Wetherall, City of Port Adelaide Enfield
- Mike Carey, Adelaide Hills Council
- Norman Biggs, City of West Torrens
- Pep Piscioneri, City of Adelaide
- Ray Barnwell, City of Marion
- Simon Zbierski, City of Campbelltown
- Stephen Rufus, District Council of Orroroo Carrieton

##### Proxies:

Nil

##### Observers/Guests:

Nil

*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

- Craig Mudge, District Council of Mount Remarkable
- Chris Birch, City of Prospect

#### 3. Welcome to New Executive Committee Members

- Stephen Rufus

#### 4. Presentations

Nil

#### 5. Confirmation of Minutes

*Recommendation: That the minutes of the meeting held on Friday, 22 September 2017 be confirmed as a true and correct record.*

**CARRIED**

#### 6. Business Arising from the Minutes

Nil

#### 7. Treasurer's Report

*Recommendation: That the financial statements for September 2017 be noted.*

Treasurer's Report			
Action Items	Meeting	Responsible	Status
Investigate future options for an automated finance and event registrations system.	28/07/17	Treasurer	

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

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

- New FMG Branding
  - Banners
- Conference & Workshop – 7 & 8 December 2017 – National Wine Centre

Seminars			
Action Items	Meeting	Responsible	Status
Setup a Facebook group for the workgroup to see how it works.	31/03/17	Seminar Workgroup	<b>Facebook group created – yet to complete active testing.</b>
Invite the Valuer-General to the next conference to discuss changes to the land valuations office.	28/07/17	Seminar Workgroup	
Provide further design concepts to the Executive Committee for consideration.	22/09/17	Seminar Workgroup	

## 8.2 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	To investigate further.
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	Seminars Workgroup to trial Facebook Group.

## 8.3 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	LGA R&D funding to be applied for in 2018, if unsuccessful then consideration of funding jointly by FMG & RPSA. Expressions of interest would be sought for the rewrite of the Rebate Information Paper.

## 8.4 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	Request for quote has been submitted.

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

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

Financial Management Framework			
Action Items	Meeting	Responsible	Status
Discuss ideas from Councils for best practice in relation to AASB124 Related Party Disclosures.	22/09/17	Financial Management Framework Workgroup	

## 8.7 Internal Controls & Risk Management – Annette Martin (Chairperson)

Internal Controls & Risk Management			
Action Items	Meeting	Responsible	Status
Add final Better Practice Model to the FMG website with a link and provide it to the membership once the LGA version has been reformatted.	28/07/17	Secretariat Annette Martin	<b>Annette to organise with Patricia.</b>

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

## 8.9 Costing Principles – Alex Oulianoff (Chairperson)

## 8.10 Asset Management – Pep Piscioneri (Chairperson)

Asset Management			
Action Items	Meeting	Responsible	Status
Send a letter to IPWEA in relation to an FMG representative for IPWEA.	28/07/17	Pep Piscioneri	

## 8.11 Long Term Financial Plan – Anna-Lucia Draper (Chairperson)

Long Term Financial Plan			
Action Items	Meeting	Responsible	Status
Executive Committee to review the Long Term Financial Model Agreement in the new year with David Maxwell.	25/11/16	LTFP Workgroup	
Seek clarity on IPWEA's involvement and work with LG Solutions to negotiate on pricing for their model.	22/09/17	LTFP Workgroup	

## 8.12 Dog and Cat Management – Simon Zbierski (Chairperson)

## 9. Correspondence

Nil

## 10. Confidential Discussion Items

Nil

## 11. Other Business

### 11.1 Office Bearers Vacancy – Secretary Position (Clive Hempel)

Due to the recent resignation of Anna-Lucia Draper, the FMG Secretary role is now vacant.

The SALGFMG Constitution states that:

*5.9 Vacancies unfilled or arising in the Office Bearers or other Executive Committee Members may be filled by the Executive Committee by co-opting Members for the unexpired period of the term.*

When referring to the constitution the Secretary will

- Chair the meeting if the President and Vice President are not present at a meeting;
- Take minutes if the secretariat and the Vice President are absent;
- Be the Public Officer of the Group  
[https://www.cbs.sa.gov.au/assets/files/03\\_po\\_responsibilities.pdf](https://www.cbs.sa.gov.au/assets/files/03_po_responsibilities.pdf)
- Be responsible for obtaining insurance information for the Group to be provided to the Executive Committee for decision.

The group must not go without a Secretary for longer than one month, this requires us to appoint one at this meeting.

**Recommendation:** That..... Be appointed Secretary of the Local Government Financial Management Group until the 2018 Annual General Meeting.

### 11.3 Improving State Government/Local Government Engagement (Clive Hempel)

A project of looking at the practical “how to” of working together between spheres of Government. This will start with a survey that will be sent out to both State and Local Government staff followed by a workshop of interested State and Local Government Staff. The outcomes will be a set of principals for engagement between State and Local Government and resources which might be in the form of a guide and or training manuals.

### 11.3 Administering the Construction Industry Training Fund Levy for Council Construction/Works (Mark Lague)

Other Business			
Action Items	Meeting	Responsible	Status
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>
Invite Peter Ilee to a future Executive Committee meeting to discuss Grants Commission payments once meeting locations are known for 2017/18.	23/06/17	President	
LGFA economic update to be sent out to FMG Members when it’s received monthly. Also add to the FMG website & newsletters.	28/07/17	Secretariat	

Other Business			
Action Items	Meeting	Responsible	Status
Add Davin Lambert to July Executive Committee meeting standing items so he can provide an LGFA update annually.	28/07/17	Secretariat	
Contact City of Darwin Finance and discuss a reciprocal arrangement for events.	22/09/17	President	
Contact the LGFA to discuss the method of calculation for Note 13 (Weighted Average Interest Rate) – weighted approach as at 30 June. Could the LGFA provide or create a spreadsheet.	22/09/17	Annette Martin	

## 11. Next Meeting

To be confirmed.

## 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@mid-murray.sa.gov.au](mailto:chempel@mid-murray.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@mid-murray.sa.gov.au](mailto:chempel@mid-murray.sa.gov.au)