

AGENDA

South Australian Local Government Financial Management Group Executive Committee

27 April 2018 at 9:30am

Barossa Council (Council Chambers, 43 Tanunda Road, Nuriootpa)

1. Present

Executive Committee:

- Clive Hempel (President), Mid Murray Council
- Alexander Oulianoff (Treasurer), Mount Barker District Council
- Anna-Lucia Draper, Town of Walkerville
- Anthony Amato, Town of Gawler
- Chris Birch, City of Prospect
- Craig Mudge, District Council of Mount Remarkable
- Diane Eckermann, City of Onkaparinga
- Eion Williamson, District Council of Grant
- Elizabeth Williams (Secretary), Alexandrina Council
- Kate George (Vice President), City of Salisbury
- 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

Proxies:

- Donna Stubbs, City of Charles Sturt (for Annette Martin)

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

- Annette Martin, City of Charles Sturt
- Leta Northcott, City of Unley

3. Presentations

Nil

4. Confirmation of Minutes

Recommendation: That the minutes of the meeting held on 23 March 2018 be confirmed as a true and correct record.

5. Business Arising from the Minutes

Nil

6. Treasurer's Report

Recommendation: That the financial statements for March 2018 be noted.

6.1 Resignation of Finance Officer

After 11 years of working as the SALGFMG Finance Officer, Maria Hocking has advised that she will be ceasing work from 30 June 2018.

6.2 Quotes for Account/Book Keeping Software and Event Management/Ticketing Software

Pricing for Accounting / Book Keeping Software:

XERO Accounting:

- \$50 per month

Pricing for Event Management / Ticketing Software:

Arlo:

- Circa \$100 per month
- Plus \$2 per ticket sold
- Plus "one off" implementation fee of \$165.

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

7. Projects/Work Groups – Update/Status

7.1 Seminars – Clive Hempel (Chairperson)

- AGM to be held on 31 August 2018 at the Adelaide Zoo Sanctuary.
- Workshop and Conference to be held on 29 and 30 November 2018, venue TBC.

Seminars			
Action Items	Meeting	Responsible	Status
Setup a Facebook group for the workgroup to see how it works.	31/03/17	Seminar Workgroup	Facebook group created – yet to complete active testing.

7.2 Membership & Communication – Eion Williamson (Chairperson)

Membership & Communication			
Action Items	Meeting	Responsible	Status
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.
Draft an application form for the engagement of distant FMG Members. The form will act as an ‘expression of interest’ for those members to request to attend FMG Executive Committee meetings free of travel expenses.	23/03/18	Clive Hempel	

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	LG 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.

7.4 Local Government Price Index – Chris Birch

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. Chris Birch will follow up with Chris Russell at the LGA.

7.5 Newsletter / Website – Elizabeth Williams (Chairperson)

Newsletter / Website			
Action Items	Meeting	Responsible	Status
Speak with Tim Muhlhausler as SALGAG President about writing an article to help Members prepare for the AASB16 leasing standard: what needs to be collected and noted and what needs a decision.	23/03/18	Elizabeth Williams	

7.6 Financial Management Framework – Mark Lague (Chairperson)

7.6.1 CITF Levy Administration Issues and Simplification:

- Council Consultation Update.

7.6.2 Financial Statements, Note 14 Other Commitments:

- Employee Contracts \$ to be included or not?

7.6.3 Accounting Standards AASB1058, AASB15, AASB1004 Interpretation Dec 2016, AASB16:

- General discussion for a joint approach with their application.

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	Mark has received information from John Wright, Tim Muhlhausler and David Maxwell. It is still confusing so it is recommended that a paper, guide or a table ideally needs to be prepared.

7.7 Fees and Charges – Elizabeth Williams (Chairperson)

7.8 Costing Principles – Alex Oulianoff (Chairperson)

7.9 Asset Management – Pep Piscioneri (Chairperson)

7.10 Long Term Financial Plan – Kate George (Chairperson)

Long Term Financial Plan			
Action Items	Meeting	Responsible	Status
Review the Coalface Long Term Financial Model and its future.	25/11/16	LTFP Workgroup	To be looked at in June.
Further request to LGA regarding the LGR&DS funding and developing the LG Solutions 'lite' model and finalise the agreement.	22/09/17	LTFP Workgroup	Agreement and pricing under negotiation with LG Solutions.

7.11 Dog and Cat Management – Simon Zbierski (Chairperson)

Dog and Cat Management			
Action Items	Meeting	Responsible	Status
Draft scenario information on DACO for FMG Members: provide scenarios, impacts on Councils, cash handling options, impact on desexing of dogs, payments in advance etc.	23/03/18	Simon Zbierski and Kate George	

8. Correspondence

8.1 Letter to the LGA regarding Long Term Financial Plan Funding Conditions

9. Confidential Discussion Items

10. Other Business

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	Continue to investigate options.
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	Will be attending the September meeting.
Contact Chris James (President of LGITSA) to see how we can communicate and work together.	23/03/18	President	
Speak with the LGA regarding 'Outstanding Block Clearing Fees'	23/03/18	President	

11. Next Meeting

25 May 2018 at the City of Charles Sturt.

Standing Items	Meeting	Frequency
Sponsorship Proposal for the next financial year	March	Annually
AGM Matters and Recommendations: <ul style="list-style-type: none"> • Constitution Adoption • Membership Guidelines Adoption • Membership Fees • Honorary & Life Member Nominations • Auditor Appointment • Executive Committee Nominations 	June	Annually
Davin Lambert – LGFA update	July	Annually
<ul style="list-style-type: none"> • New Committee Members • Workgroup allocations • Meeting dates for next 12 months • Event registration fees for the financial year 	September	Annually

12. Close

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

FMG President, Clive Hempel: chempel@mid-murray.sa.gov.au.

- Asset Management Workgroup Chairperson, Pep Piscioneri: p.piscioneri@adelaidecitycouncil.com
- Costing Principles Workgroup Chairperson, Alex Oulianoff: aoulianoff@dcmtbarker.sa.gov.au
- Dog and Cat Management Chairperson, Simon Zbierski: szbierski@campbelltown.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, Eion Williamson: eion.williamson@dcgrant.sa.gov.au
- Newsletter & Website Workgroup Chairperson, Elizabeth Williams: elizabeth.williams@alexandrina.sa.gov.au
- Rating and Valuation Workgroup Chairperson, Norm Biggs: nbiggs@wtcc.sa.gov.au
- Seminars Workgroup Chairperson, Clive Hempel: chempel@mid-murray.sa.gov.au