

## AGENDA

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

27 July 2018 at 11am

Council Chambers, District Council of Mount Remarkable – 3 Stuart Street, Melrose

#### 1. Present

##### Executive Committee:

- Clive Hempel (President), Mid Murray Council
- Kate George (Vice President), City of Salisbury
- Alexander Oulianoff (Treasurer), Mount Barker District Council
- Elizabeth Williams (Secretary), Alexandrina Council (via teleconference)
- Craig Mudge, District Council of Mount Remarkable
- Norman Biggs, City of West Torrens
- Pep Piscioneri, City of Adelaide
- Ray Barnwell, City of Marion
- Simon Zbierski, City of Campbelltown

##### Proxies:

Nil

##### Observers/Guests:

- Anne O'Reilly, Port Augusta City Council
- Davin Lambert, LGFA
- Katy Bone, Town of Walkerville

*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
- Anthony Amato, Town of Gawler
- Chris Birch, City of Prospect
- Diane Eckermann, City of Onkaparinga
- Eion Williamson, District Council of Grant
- Leta Northcott, City of Unley
- Mark Lague, The Barossa Council
- Michael Wetherall, City of Port Adelaide Enfield
- Mike Carey, Adelaide Hills Council
- Shane Sody, Local Government Association of SA

### 3. Presentations

3.1 Davin Lambert – LGFA Update

### 4. Confirmation of Minutes

**Recommendation:** That the minutes of the meeting held on 22 June 2018 be confirmed as a true and correct record.

### 5. Business Arising from the Minutes

### 6. Treasurer’s Report

**Recommendation:** That the financial statements for June 2018 be noted.

**Recommendation:** That the SALGFMG Executive Committee recommends to the Annual General Meeting that Ian McDonald be appointed the Auditor for 2018/19.

Treasurer’s Report			
Action Items	Meeting	Responsible	Status
Buy a gift for Maria and thank Maria formally.	27/04/18	President/ Secretariat	
Purchase and setup XERO and Arlo.	27/04/18	Treasurer	<b>In progress.</b>

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

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

7.1.1 AGM to be held on 31 August 2018 at the Adelaide Zoo Sanctuary.

7.1.2 Workshop and Conference to be held on 29 and 30 November 2018 at Adelaide Oval.

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>

#### 7.2 Membership & Communication – Eion Williamson (Chairperson)

##### 7.2.1 Draft Membership Guidelines

The draft Membership Guidelines agreed to at the June Executive Committee meeting were circulated to the membership for feedback and some changes have been suggested.

**Recommendation:** That the SALGFMG Executive Committee adopts the Membership Guidelines as amended.

### 7.2.3 Honorary and Life Member Nominations

**Recommendation:** That the SALGFMG Executive Committee recommends to the Annual General Meeting that Mick Wetherall be offered Honorary Membership.

Membership & Communication			
Action Items	Meeting	Responsible	Status
Information Sharing Platform - LinkedIn, Facebook or a website forum to be investigated with the help of Irene Scales.	31/03/17	Membership Workgroup	<b>Seminars Workgroup to trial Facebook Group.</b>
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	
Selection for one free attendance to the end of year Conference is offered each year to at least one Regional Council (location >200km from Adelaide CBD). The selection process is based on specified criteria used and as recommended to the Executive Committee by the Membership Group.	22/06/18	Membership Workgroup	

### 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	<b>Revenue Professionals SA have applied for LG R&amp;D funding for the rewrite of the Rebate Information paper.</b>

### 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	<b>Awaiting result of the Rate Capping Bill to determine whether a forecasting indicator is required.</b>
Organise a meeting with Lisa Teburea to discuss Rate Capping – how do we influence the information.	25/05/18	President	<b>Initial meeting has occurred. Another meeting will need to be held during the week of 9 to 13 July after the Rate Capping Workshop.</b>

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

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

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

**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)**

<b>Long Term Financial Plan</b>			
<b>Action Items</b>	<b>Meeting</b>	<b>Responsible</b>	<b>Status</b>
Review the Coalface Long Term Financial Model and its future.	25/11/16	LTFP Workgroup	<b>To be looked at in July once agreement has been signed with LG Solutions. .</b>

**7.11 Dog and Cat Management – Simon Zbierski (Chairperson)**

**8. Correspondence**

Nil

**9. Confidential Discussion Items**

Nil

**10. Other Business**

**10.1 Draft Constitution**

The draft Constitution agreed to at the June Executive Committee meeting were circulated to the membership for feedback and some changes have been suggested.

***Recommendation:*** That the SALGFMG Executive Committee recommends to the Annual General Meeting that the Constitution be adopted as amended.

## 10.2 Rate Capping 2018/19

Thirty six Councils have supplied the impact of rate capping to their current Long Term Financial Plan, as per the modelling spreadsheet that was emailed to all FMG members on 12 July 2018. All responses have been forwarded to the LGA to enable an analysis of the effect of the potential capping across the different categories of Councils. The Liberal Government has just advised that the Bill will be going to the Legislative Council on Friday 27 July for debate in a move to push Labor into disclosing their position on the Bill. To this stage the Labor party have advised that they are still presently in consultation with the Local Government sector and the general public.

Thanks to the following Councils that supplied the capping information:- Alexandrina, Barossa, Barunga West, Berri Barmera, Burnside, Campbelltown, Ceduna, Charles Sturt, Coorong, Copper Coast, Gawler, Goyder, Grant, Holdfast Bay, Karoonda East Murray, Kimba, Light, Marion, Mid Murray, Mitcham, Mount Remarkable, Northern Areas, Norwood Payneham & St Peters, Playford, Port Augusta, Port Lincoln, Robe, Salisbury, Streaky Bay, Tatiara, Tumby Bay, Unley, Wakefield Regional, Walkerville, Wattle Range, and Yorke Peninsula.

## 10.3 Stronger Communication between SALGFMG and LGITSA

Contact was made with Chris James, President of Local Government Information Technology South Australia (LGITSA) to investigate opportunities of the two groups sharing information in the future.

Possible ideas raised:-

- Sharing agendas/minutes;
- Access to each other's websites;
- Sharing information on our initiatives;
- Sharing expertise on suitable projects;
- Listening to what the FMG wants to see from technology in SA LG;
- Shared professional development eg LGITSA will be running NFP Director training via the AICD for new Board members in late 2018. They could fit in some of the FMG Committee Members on that training;
- Member rates for conference attendance; and
- LGITSA allowing 2 free attendance to their annual conference for FMG Committee Members or general Members (subject to Treasurer sanction).

Our expression of interest in building stronger communications between the two groups will be presented to the LGITSA Board meeting in August.

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>

Other Business			
Action Items	Meeting	Responsible	Status
Contact Chris James (President of LGITSA) to see how we can communicate and work together.	23/03/18	President	<b>Completed</b>
Speak with the LGA regarding "Charge's against the land", such as Outstanding Block Clearing Fees and charges under the SA Health Act. Can these be placed on the assessment (rate notice) and charged fines/interest?	23/03/18	President	
Speak to the Auditors to see if they are happy to continue on next financial year.	22/06/18	Treasurer	
Prepare a letter of thanks for Anna-Lucia Draper who has resigned from the Executive Committee.	22/06/18	Secretariat	

## 11. Next Meeting

21 September 2018 at the City of Salisbury.

Standing and Future Items	Meeting	Frequency
Sponsorship Proposal for the next financial year	March	<b>Annually</b>
AGM Matters and Recommendations: <ul style="list-style-type: none"> <li>• Constitution Draft</li> <li>• Membership Guidelines Draft</li> <li>• Membership Fees Recommendation to AGM</li> <li>• Honorary &amp; Life Member Nominations</li> <li>• Auditor Appointment Recommendation to AGM</li> <li>• Executive Committee Nominations</li> </ul>	June	<b>Annually</b>
<ul style="list-style-type: none"> <li>• Davin Lambert – LGFA update</li> <li>• Constitution Recommendation to AGM</li> <li>• Membership Guidelines adoption</li> </ul>	July	<b>Annually</b>
<ul style="list-style-type: none"> <li>• New Committee Members</li> <li>• Workgroup allocations</li> <li>• Proxy/Deputy Chairperson for each of the workgroups</li> <li>• Meeting dates for next 12 months</li> <li>• Event registration fees for the financial year</li> </ul>	September	<b>Annually</b>

## 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](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)

- 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, Kate George: [kgeorge@salisbury.sa.gov.au](mailto:kgeorge@salisbury.sa.gov.au)
- Membership & Communication Workgroup Chairperson, Eion Williamson:  
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- 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)