

AGENDA

South Australian Local Government Financial Management Group Executive Committee

29 May 2020 at 9:30am
Via Zoom Video Conferencing

1. Present

Executive Committee:

Office Bearers:

- Kate George (President), City of Salisbury
- Elizabeth Williams (Vice President), Alexandrina Council
- Clive Hempel (Secretary), Mid Murray Council
- Alexander Oulianoff (Treasurer), Mount Barker District Council

Members:

- Annette Martin, City of Charles Sturt
- Anthony Amato, Town of Gawler
- Chris Birch, City of Prospect
- David Harman, City of Marion
- Luke Harris, City of Mitcham
- Karishma Reynolds, City of Burnside
- Mark Lague, The Barossa Council
- Mike Carey, Adelaide Hills Council
- Norm Biggs, City of West Torrens
- Rajith Udugampola, Adelaide Plains
- Samantha Grieve, City of Playford
- Simon Zbierski, City of Campbelltown

Proxies:

- Kevin Carter, City of Onkaparinga (for Sonia Sghendo)
- Angela Papatheodorakis (for Marc Sodomka)

Observers/Guests:

- Rebecca Muller, LGA

Secretariat:

- Patricia Coonan

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

- Marc Sodomka, City of Port Adelaide Enfield
- Sonia Sghendo, City of Onkaparinga

3. Presentations

Nil

4. Confirmation of Minutes

Recommendation: That the minutes of the meeting held on 24 April 2020 be confirmed as a true and correct record.

5. Projects/Work Groups – Update/Status

5.1 Asset Management – Annette Martin (Chairperson), Deputy Chairperson TBC

Asset Management			
Action Items	Meeting	Responsible	Status
Confirm Deputy Chairperson of this group.	21/06/19	Annette Martin	

5.2 Costing Principles – Alex Oulianoff (Chairperson), Mark Lague (Deputy Chairperson)

5.3 Events & Membership – Kate George (Chairperson), Elizabeth Williams (Deputy Chairperson)

An update report has been provided for discussion.

5.3.1 August AGM & Conference – 28 August 2020

5.3.2 November Workshop & Conference – 26 & 27 November 2020

Recommendation: That the SALGFMG Executive Committee:

1. Notes the report.
2. Approves the Arlo Event Management software upgrade to the Professional Plan.

5.4 Fees and Charges – Elizabeth Williams (Chairperson), Anthony Amato (Deputy Chairperson)

An update report has been provided for discussion.

Recommendation: That the SALGFMG Executive Committee notes the report.

5.5 Financial Management Framework – Mark Lague (Chairperson), Clive Hempel (Deputy Chairperson)

Financial Management Framework			
Action Items	Meeting	Responsible	Status
Finalise feedback on the draft Financial Statements to Ernst and Young.	27/03/20 24/04/20	FMF Workgroup	

5.6 Fines Enforcement Recovery Unit – Annette Martin (Primary Contact)

Fines Enforcement Recovery Unit Workgroup			
Action Items	Meeting	Responsible	Status
Additional reporting information to be provided to the Fines Enforcement Recovery Unit for discussion on how we can implement those changes.	27/03/20	FERU Workgroup	

5.7 Local Government Price Index – Chris Birch (Chairperson), Michael Carey (Deputy Chairperson)

Local Government Price Index			
Action Items	Meeting	Responsible	Status
Work on a set of definitions for data that feeds into the LGPI and supply it to the Grants Commission for their consideration.	21/09/18	LGPI Workgroup	Chris has met with Peter Ilee, the workgroup will now discuss the six issues put forward.
Contact the Grants Commission to see if there is a guide for the return for how the administration allocations are being entered (operating expenses section). It would be valuable to have a consistent approach to provide to the Grants Commission.	25/10/19	LGPI Workgroup	Chris will discuss this with Peter Ilee.
Check if the update of the LGPI forecast indicator information can be released to the membership.	27/03/20	Rebecca Muller	Confirmed that it can be released. Chris to provide draft member email to Patricia.

5.8 Local Government Reform – Kate George (Chairperson)

5.9 Long Term Financial Plan – Kate George (Chairperson), Samantha Grieve (Deputy Chairperson)

5.10 Marketing & Communication – Anthony Amato (Chairperson), Vacant (Deputy Chairperson)

An update report has been provided for discussion.

Recommendation: That the SALGFMG Executive Committee notes the report.

Membership and Communication			
Action Items	Meeting	Responsible	Status
Prepare an email for review of the President to be emailed to all on the Buddy List outlining the Buddy Program and any upcoming events.	28/02/20	Secretariat	

5.11 Planning Portal – Clive Hempel and Samantha Grieve (Primary Contacts)

Planning Portal			
Action Items	Meeting	Responsible	Status
Provide information from DPTI regarding frequently asked questions document to the Executive Committee.	27/03/20	Clive Hempel	

5.12 Rating and Valuation – Simon Zbierski (Chairperson), Luke Harris (Deputy Chairperson)

There is no update for this meeting. The workgroup has not met since the last Executive Committee meeting.

Rating and Valuation			
Action Items	Meeting	Responsible	Status
Flat fee rate per rateable property – the cost of this service should be reviewed in terms of cost recovery.	24/04/20	R&V Workgroup	Simon will follow up with Andrew Lamb at the LGA to see what has been done.
Adopting rate growth throughout the year rather than waiting until the end of the year – discuss with RPSA.	24/04/20	Simon Zbierski	

6. Treasurer’s Report

Recommendation: *That the SALGFMG Executive Committee notes the Treasurer’s report.*

Finance			
Action Items	Meeting	Responsible	Status
Organise for the Executive Committee Office Bearers to be signatories on the NAB account.	21/06/19	Treasurer	Forms to be signed.

7. Correspondence

Nil

8. Confidential Discussion Items

Nil

9. Other Business

9.1 Local Government Research & Development Scheme – Call for Applications

LGA News provided for discussion.

9.2 SA Local Government Grants Commission Update

Update provided for noting.

9.3 Executive Committee Resignations: Katy Bone and Marc Sodomka

Recommendation: *That the SALGFMG Executive Committee:*

- 1. Thanks Katy Bone for her service on the Executive Committee and her work on the Asset Management workgroup as Chair.*
- 2. Thanks Marc Sodomka for his service on the Executive Committee his work on the Marketing and Communications workgroup as Deputy Chair.*
- 3. Thanks both Katy and Marc for their contributions to the FMG in general.*
- 4. Wishes both Katy and Marc all the best with their future endeavours*

Other Business			
Action Items	Meeting	Responsible	Status
LGA Circular regarding the benefits of membership.	25/10/19	Secretariat	

10. Next Meeting

26 June 2020 – via Zoom Video Conferencing

11. Close

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

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

FMG President, Kate George: kgeorge@salisbury.sa.gov.au.

- Asset Management Workgroup Chairperson, Annette Martin: amartin@charlessturt.sa.gov.au
- Costing Principles Workgroup Chairperson, Alex Oulianoff: aoulianoff@dcmtbarker.sa.gov.au
- Events & Membership Workgroup Chairperson, Kate George: kgeorge@salisbury.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
- Marketing & Communication Workgroup Chairperson, Anthony Amato: tony.amato@gawler.sa.gov.au
- Planning Portal Contacts: Clive Hempel and Samantha Grieve: chempel@mid-murray.sa.gov.au; sgrieve@playford.sa.gov.au
- Rating and Valuation Workgroup Chairperson, Simon Zbierski: szbierski@campbelltown.sa.gov.au