

AGENDA

South Australian Local Government Financial Management Group Executive Committee

25 September 2020 at 9:30am

Alexandrina Council & via Zoom – Angas Bremer Room at the Strathalbyn Library and
Community Centre – 1 Coleman Terrace, Strathalbyn

1. Present

Executive Committee:

Office Bearers:

- Elizabeth Williams (President), Alexandrina Council
- Alexander Oulianoff (Vice President), Mount Barker District Council
- Clive Hempel (Secretary), Mid Murray Council
- David Harman (Treasurer), City of Marion

Members:

- Annette Martin, City of Charles Sturt
- Chris Birch, City of Prospect
- Grant Jennings, Whyalla City Council
- Karishma Reynolds, City of Burnside
- Kate George, City of Salisbury
- Kellie-Knight Stacey, City of Victor Harbor
- Kevin Carter, City of Onkaparinga
- Luke Harris, City of Mitcham
- Mark Lague, The Barossa Council
- Mike Carey, Adelaide Hills Council
- Rajith Udugampola, Adelaide Plains
- Samantha Grieve, City of Playford
- Simon Zbierski, City of Campbelltown

Proxies:

Nil

Observers/Guests:

- Steph Jeuken, DCMB
- Ann Gee, DCMB
- Rebecca Muller, LGA
- Jade Bird, City of Onkaparinga

Secretariat:

- Patricia Coonan, TPS

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

- Rebecca Baines, City of Tea Tree Gully

3. Welcome New Committee Members

- Grant Jennings
- Kellie-Knight Stacey
- Kevin Carter
- Rebecca Baines

4. Presentations

4.1 Dog and Cat Management Board – Steph Jeuken and Ann Gee

5. Confirmation of Minutes

Recommendation: That the minutes of the meeting held on 31 July 2020 be confirmed as a true and correct record.

6. Projects/Work Groups – Update/Status

6.1 Asset Management – Annette Martin (Chairperson), David Harman (Deputy Chairperson)

Asset Management			
Action Items	Meeting	Responsible	Status
Provide an update on the LGA's Asset Management project once progress has been made.	29/05/20	Rebecca Muller	

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

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

An update report has been provided for discussion.

6.3.1 August AGM & Conference – 28 August 2020

6.3.2 November Workshop & Conference – 26 and 27 November 2020

6.3.3 Membership

6.3.4 Constitution

Recommendation: That the SALGFMG Executive Committee notes the report.

Events and Membership			
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	

- 6.4 Fees and Charges – Elizabeth Williams (Chairperson), Anthony Amato (Deputy Chairperson)
- 6.5 Financial Management Framework – Mark Lague (Chairperson), Clive Hempel (Deputy Chairperson)
- 6.6 Fines Enforcement Recovery Unit – Annette Martin (Primary Contact)
- 6.7 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.

- 6.8 Local Government Reform – Kate George (Chairperson)
- 6.9 Long Term Financial Plan – Kate George (Chairperson), Samantha Grieve (Deputy Chairperson)

Long Term Financial Plan			
Action Items	Meeting	Responsible	Status
Speak with LG Solutions regarding updates to the instructions for the model per the latest updates made.	29/05/20	Kate George	

- 6.10 Marketing & Communications – Anthony Amato (Chairperson), Marc Sodomka (Deputy Chairperson)

An update report has been provided for discussion.

Recommendation: That the SALGFMG Executive Committee notes the report.

- 6.11 Planning Portal – Clive Hempel and Samantha Grieve (Primary Contacts)
- 6.12 Rating and Valuation – Simon Zbierski (Chairperson), Luke Harris (Deputy Chairperson)

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.

Rating and Valuation			
Action Items	Meeting	Responsible	Status
Adopting rate growth throughout the year rather than waiting until the end of the year.	24/04/20	Simon Zbierski	To be discussed with RPSA
Explore options to prepare a submission on reforms of rating valuations of the rating system.	29/05/20	R&V Workgroup	

7. Treasurer's Report

Recommendation: That the SALGFMG Executive Committee notes the 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.

8. Correspondence

8.1 ATO – Peppol e-invoicing in SA Local Government

9. Other Business

9.1 Workgroup Allocations

9.2 Proxy/Deputy Chairperson for each of the Workgroups and Executive Committee Meetings

To ensure quorum at Executive Committee meetings, Executive Committee Members will be asked to nominate a Proxy to attend at times that they may be unavoidably unavailable.

9.3 Executive Committee & Event Meeting Dates and Venues

Suggested Dates:

- 30 October 2020 – virtual
- 20 November 2020 – location TBC
- 29 January 2021 – virtual
- 26 February 2021 – location TBC
- 26 March 2021 – virtual
- 30 April 2021 – location TBC
- 14 May 2021 – Conference – Adelaide CBD
- 28 May 2021 – virtual
- 25 June 2021 – location TBC
- 30 July 2021 – virtual
- 27 August 2021 – Annual General Meeting – Adelaide CBD
- 25 September 2021 – location TBC
- 29 October 2021 – virtual
- 25 & 26 November 2021 – Workshop & Conference – Adelaide CBD

10. Confidential Discussion Items

10.1 New Agreement – Think Purple Solutions

Recommendation: That the SALGFMG Executive Committee approves the new agreement with Think Purple Solutions expiring on 30 June 2023.

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

11. Next Meeting

To be confirmed.

12. 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 for adoption • Membership Fees Recommendation to AGM • Honorary & Life Member Nominations • Auditor Approach Recommendation • Executive Committee Nominations 	June	Annually
<ul style="list-style-type: none"> • Davin Lambert – LGFA update • Constitution Recommendation to AGM • Auditor Appointment Recommendation to AGM • Honorary & Life Member Recommendation 	July	Annually
<ul style="list-style-type: none"> • New Committee Members • Workgroup allocations • 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
<ul style="list-style-type: none"> • Buddy List 	October	Annually

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

FMG President, Elizabeth Williams: elizabeth.williams@alexandrina.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 & Communications 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