

AGENDA

South Australian Local Government Financial Management Group Executive Committee

27 September 2019 at 9:30am

City of Salisbury Council Chambers – 12 James Street, Salisbury

1. Present

Executive Committee:

Office Bearers:

- Kate George (President), City of Salisbury
- Elizabeth Williams (Vice President), Alexandrina Council
- Alexander Oulianoff (Treasurer), Mount Barker District Council
- Clive Hempel (Secretary), Mid Murray 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
- Marc Sodomka, City of Port Adelaide Enfield
- 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
- Sonia Sghendo, City of Onkaparinga

Proxies:

- Nil

Observers/Guests:

- Andrew Lamb, LGA 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

- Karishma Reynolds, City of Burnside
- Katy Bone, Town of Walkerville
- Rebecca Muller, LGA

3. Welcome New Committee Members:

- Luke Harris
- Marc Sodomka
- Samantha Grieve

4. Presentations

4.1 Local Government Reform – Andrew Lamb, Local Government Reform Partner, Local Government Association of SA

5. Confirmation of Minutes

***Recommendation:** That the minutes of the meeting held on 26 July 2019 be confirmed as a true and correct record.*

6. Projects/Work Groups – Update/Status

6.1 Asset Management – Katy Bone (Chairperson)

6.2 Costing Principles – Alex Oulianoff (Chairperson)

6.3 Events – Kate George (Chairperson)

6.3.1 December Workshop & Conference – 5 & 6 December 2019 – Adelaide Oval

***Recommendation:** That the Executive Committee delegates the Events Workgroup to finalise registration fees for the December Workshop and Conference including a discounted package for Members only.*

6.3.2 May Conference – 15 May 2020 – Adelaide Convention Centre

| Events | | | |
|---|----------------|--------------------|---|
| Action Items | Meeting | Responsible | Status |
| Training by the FMG or the LGA on the accounting standards. | 22/02/19 | Events Workgroup | Completed – discussed at recent workgroup meeting. |
| LGFA sponsorship of regional attendees to attend FMG Conferences. | 26/07/19 | Events Workgroup | President to discuss options with LGFA. |

6.4 Fees and Charges – Elizabeth Williams (Chairperson)

6.5 Financial Management Framework – Mark Lague (Chairperson)

6.5.1 LGA Information Papers Reviews – Update

6.5.2 2019 Model Financial Statements - AASB7 & AASB9 Financial Instruments at Note 13 and “rates and charges”

| Financial Management Framework | | | |
|---|----------|--------------------------------|--------|
| Action Items | Meeting | Responsible | Status |
| <p>Wastewater reserves, people who have them are starting to discuss going into negative. Advice from auditors is that you can have a reserve in negative however in the notes when it comes to reserves, in the model statements a reserve can't be at a negative number.</p> <p>Alex will discuss this matter with SALGAG for clarification.</p> <p>Workgroup to pick up as feedback for the MFS's next financial year.</p> | 21/06/19 | Treasurer FMF Workgroup | |

6.6 Local Government Price Index – Chris Birch (Chairperson)

| 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 | Determine whether a forecasting indicator is required. |
| 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 | |
| LGPI – to be provided to Secretariat once confirmed for distribution to the membership. | 21/06/19 | Chris Birch | |

6.7 Local Government Reform – Kate George (Chairperson)

6.8 Long Term Financial Plan – Kate George (Chairperson)

6.9 Membership & Communication – TBC (Chairperson)

| Membership & Communication | | | |
|--|----------|---------------|------------------|
| Action Items | Meeting | Responsible | Status |
| Buddy list to be reviewed and distributed to Executive Committee. | 21/06/19 | M&C Workgroup | |
| Upload the Expression of Interest Form for attendance at FMG Executive Committee meetings to the website, provide it to Rebecca at the LGA and add a link to it in the FMG newsletter. | 26/07/19 | Secretariat | Completed |

6.10 Rating and Valuation – Simon Zbierski (Chairperson)

6.11 DACO Update – Simon Zbierski and Clive Hempel

7. Treasurer’s Report

| Finance | | | |
|---|----------|-------------|---------------------|
| Action Items | Meeting | Responsible | Status |
| Complete outstanding BAS statements once journal and receipt issues are resolved. | 21/06/19 | Treasurer | Completed |
| Prepare financial reports monthly for the Executive Committee. | 21/06/19 | Treasurer | |
| Contact Ian McDonald in advance of the AGM to seek his interest in providing accountant services for 2019/20. | 21/06/19 | Treasurer | |
| 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 Letter from the LGA – IAMP Template Updates LGR&DS Proposal

9. Confidential Discussion Items

Nil

10. Other Business

10.1 Workgroup Allocations

10.2 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.

10.3 Executive Committee Meeting Dates and Venues

Suggested Dates:

- 25 October 2019
- 29 November 2019
- 31 January 2020
- 28 February 2020
- 27 March 2020
- 24 April 2020
- 29 May 2020
- 26 June 2020
- 31 July 2020
- 25 September 2020

10.4 Interstate Conferences – Reciprocal Arrangements

- FinPro Conference – RACV Cape Schanck Resort, Victoria – 16 to 18 October 2019
Program: <http://9fwkpb.attendify.io/>
- NSW Conference – Crowne Plaza Hunter Valley – 13 to 15 November 2019

10.5 Steve Wilkinson Recognition

Recommendation: That the President is authorised to make a donation to a suitable charity or a suitable community initiative to the amount of \$100.

10.6 Timing of DACO Receipts

| Other Business | | | |
|--|----------|---------------------|--|
| Action Items | Meeting | Responsible | Status |
| Form a Data Collections – Annual Grants Commission Returns workgroup. | 29/03/19 | Executive Committee | Chris to send email to organise a meeting – same members of the LGPI workgroup. |
| Send collated Rate Capping information to the Executive Committee and the LGA. | 26/07/19 | Clive Hempel | Completed |

11. Next Meeting

To be confirmed.

| 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 • 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 |

12. Close

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, Katy Bone: KBone@walkerville.sa.gov.au
- Costing Principles Workgroup Chairperson, Alex Oulianoff: aoulianoff@dcmtbarker.sa.gov.au
- Events 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
- Membership & Communication Workgroup Chairperson, **TBC**
- Rating and Valuation Workgroup Chairperson, Simon Zbierski: szbierski@campbelltown.sa.gov.au