

## AGENDA

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

31 July 2020 at 9:30am

Mount Barker District Council 'The Pavilion' – 100 Springs Road, Mount Barker

#### 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
- Karishma Reynolds, City of Burnside
- Marc Sodomka, Town of Walkerville
- 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:

- 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

- Luke Harris, City of Mitcham
- Mark Lague, The Barossa Council

### 3. Presentations

- 3.1 Local Government Review Bill – Alex Hart, Director, Office of Local Government, Planning and Land Use Services

### 4. Confirmation of Minutes

*Recommendation: That the minutes of the meeting held on 26 June 2020 be confirmed as a true and correct record.*

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

- 5.1 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	

- 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 and 27 November 2020

- 5.3.3 Membership

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

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	

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

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

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

## 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.

## 5.8 Local Government Reform – Kate George (Chairperson)

## 5.9 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	

## 5.10 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 Marketing and Communications Workgroup report for July 2020.

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

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

No meetings of the workgroup have been held 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.	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	

## 6. Treasurer's Report

An update report has been provided for discussion.

**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	<b>Forms to be signed.</b>

## 7. Correspondence

Nil

## 8. Confidential Discussion Items

### 8.1 Virtual Meeting Protocols (Kate George)

## 9. Other Business

### 9.1 Statement of Thanks (Anthony Amato)

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

## 10. Next Meeting

25 September 2020 – Alexandrina Council or via Zoom

## 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"> <li>• Constitution Draft</li> <li>• Membership Guidelines Draft for adoption</li> <li>• Membership Fees Recommendation to AGM</li> <li>• Honorary &amp; Life Member Nominations</li> <li>• Auditor Approach Recommendation</li> <li>• Executive Committee Nominations</li> </ul>	June	Annually
<ul style="list-style-type: none"> <li>• Davin Lambert – LGFA update</li> <li>• Constitution Recommendation to AGM</li> <li>• Auditor Appointment Recommendation to AGM</li> </ul>	July	Annually
<ul style="list-style-type: none"> <li>• New Committee Members</li> <li>• Workgroup allocations</li> <li>• Buddy List</li> <li>• Proxy/Deputy Chairperson for each of the Workgroups and Executive Committee meetings</li> <li>• Meeting dates for next 12 months</li> <li>• Event registration fees for the financial year</li> </ul>	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](mailto:kgeorge@salisbury.sa.gov.au).

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