



**LIGHT**  
REGIONAL  
COUNCIL

**VISION & ASPIRATIONS**

*A vibrant and growing community to be supported by quality infrastructure, a sustainable environment and excellent services that meet everybody's needs and maintains our unique lifestyle.*

**MINUTES**

*for the meeting of*

**LIGHT REGIONAL COUNCIL  
AUDIT COMMITTEE**

*in the  
Council Chamber  
93 Main Street, Kapunda*

**Thursday, 2 DECEMBER 2010**

**Principal Office:** 93 Main Street  
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## LIGHT REGIONAL COUNCIL AUDIT COMMITTEE

**Minutes of the meeting held on Thursday 2 December 2010, in the Council Chamber,  
93 Main Street, Kapunda**

**1. PRESENT**

Mr John Comrie	Independent Member (Chairman)
Mr Peter Fairlie-Jones	Independent Member
Cr Wayne Standish	Light Regional Council Member
Mr Richard Michael	General Manager, Business & Governance
Ms Vicky Rohrlach	Finance Manager
Mr Neil Purdam	Technical Officer- Infrastructure & Assets

**2. OPENING**

The Chairman, Mr John Comrie, declared the meeting open at 5.30pm and welcomed all present to the Committee meeting.

**3. APOLOGIES**

Cr Des Ellis	Light Regional Council Member
Mr Brian Carr	Chief Executive Officer

**4. CONFIRMATION OF MINUTES**

Moved Cr Standish

Seconded Mr Fairlie-Jones

That the minutes of the meeting of the Committee held on Tuesday, 9 November 2010, be confirmed as a true and correct record of that meeting.

CARRIED

**5. BUSINESS ARISING FROM THE PREVIOUS MEETING**

The matters were noted. The Chairman requested that the issues raised by Council's Auditor Dean Newbery & Partners at the Tuesday, 9 November 2010 meeting, that is relating to IT Security and Cash Handling, be added to the list of Business Arising for that meeting and included in the next Committee Meeting Agenda document.

## 6. REPORTS FOR DECISION

### 6.1 **Committee Meeting Schedule for 2011 Calendar Year**

**Author:** Richard Michael, General Manager Business & Governance

**Report Presenter:** Richard Michael, General Manager Business & Governance

Moved Cr Standish  
Seconded Mr Fairlie-Jones

That in accordance with clause 5.4 of the Light Regional Council Audit Committee Terms of Reference, the Committee meet on the first Tuesday of the months of February, April, June, September, October and November for the 2011 Calendar year, subject to the finalisation of outcomes from the proposed revised Committees system being work shopped by the Council following the November 2010 Council election; and further that additional ad hoc meetings may be called should the Committee's work schedule require extra meetings.

CARRIED

### 6.2 **Annual Financial Statement, 2009/2010 Financial Year**

**File:** 125/3/8

**Appendix:** *Nil, a draft copy of the Annual Financial Statements was forwarded to the Committee Members under separate cover.*

**Author:** Richard Michael, General Manager Business & Governance

**Report Presenter:** Richard Michael, General Manager Business & Governance

The Committee Chairman advised the meeting that he & Council's Chief Executive Officer had signed the "Certification of Auditor Independence" at the Tuesday, 9 November 2010 Audit Committee meeting.

Moved Mr Fairlie-Jones  
Seconded Cr Standish

1. That the Light Regional Council Audit Committee receives the Annual Financial Statements and notes forming part of the statements for the 2009/2010 financial year and recommends to Council that they be formally adopted subject to appropriate grammatical and accounting adjustments being made at;
    - Cash Flow Statement, Payments, Expenditure on renewal/replacements of assets
    - Note 7, Infrastructure etc, Amend "2009 totals" to "Previous Year Totals"
    - Note 8, Borrowings, adjustment of short term draw down facility of \$1.2million to current liability loans
    - Note 11, Reconciliation to Cash Flow Statement, (d) Financing Arrangements, reduce \$5.0m to \$3.8m to reflect actual \$1.2m borrowing taken out prior to 30 June 2010
    - Note 15, Asset Sustainability Ratio, adjust to reflect cash flow statement adjustment to renewal/replacement of assets.
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- And Auditor comment be sought in relation to;
  - Note 3, Expenses, Depreciation Buildings & Other Structures.
- 2. That the Light Regional Council Audit Committee communicate its approval of the Annual Financial Statements and notes forming part of the statements for the 2009/2010 financial year to Council’s Auditor, Dean Newbery & Partners, subject to the outcomes of the proposed adjustments to the statements noted in item 1 above;
- 3. That the Light Regional Council Audit Committee requests that further reports be presented to it discussing,
  - The increase to Employee Leave Expense at Note 3
  - The increase to Bad and Doubtful Debts at Note 3
  - The increase to Buildings and other structures depreciation at note 3
  - The Carrying Amount of Building and other structures at note 7.
- 4. That Council staff undertake an assessment of Council’s Income Statement in order to develop an understanding of Council’s Net Operating Position over a period of time (at least 5 years) for adjustments caused by ‘one-off’ income and expenditure items on Council’s operations, and that a report on the findings be submitted in due course.

CARRIED

**7. REPORTS FOR INFORMATION**

Nil

**8. PROCEDURAL MATTERS**

8.1 QUESTIONS WITHOUT NOTICE  
Nil

8.2 QUESTIONS ON NOTICE  
Nil

8.3 DEFERRED MOTION  
Nil

8.4 NOTICE OF MOTION  
Nil

8.5 MOTIONS WITHOUT NOTICE  
Nil

**9. CONFIDENTIAL ITEMS**

Nil

**10. CLOSURE**

The meeting was declared closed at 6.54pm

Minutes of the meeting confirmed at the meeting held Tuesday, \_\_\_\_\_.

CHAIRMAN .....

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