

HUTT CITY COUNCIL

FINANCE AND AUDIT COMMITTEE

Meeting to be held in the Wainuiomata Chambers, Wainuiomata Library,
Queen Street, Wainuiomata on
Wednesday 14 October 2015 commencing at 5.30pm.

ORDER PAPER

PUBLIC BUSINESS

1. APOLOGIES

Mayor WR Wallace and Deputy Mayor Bassett.

2. PUBLIC COMMENT

Generally up to 30 minutes is set aside for public comment (three minutes per speaker on items appearing on the agenda). Speakers may be asked questions on the matters they raise.

3. CONFLICT OF INTEREST DECLARATIONS

**4. HUTT CITY COUNCIL'S ANNUAL REPORT TO 30 JUNE 2015
(15/1399)**

Report No. FandA2015/4/255 by the Assistant Corporate Planner

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CHAIR'S RECOMMENDATION:

"That the recommendations contained in the report be endorsed."

5. QUESTIONS

With reference to section 43 of Standing Orders, before putting a question a member shall endeavour to obtain the information. Questions shall be concise and in writing and handed to the Chair prior to the commencement of the meeting.

28 September 2015

File: (15/1399)

Report no: FandA2015/4/255

Hutt City Council's Annual Report to 30 June 2015

Purpose of Report

1. The purpose of this report is for the Committee to consider Council's Annual Report and Summary Annual Report for the year ended 30 June 2015, and recommend they be adopted by Council.

Recommendations

That the Committee recommends that Council:

- (i) approves the draft Annual Report and Summary Annual Report for the year ended 30 June 2015, both subject to satisfactory resolution of the following outstanding items:
 - (a) completion of final edit checking;
 - (b) completion of any final audit adjustments; and
 - (c) receipt of final audit clearance;
- (ii) notes that the final documents will be presented to Council for formal adoption on 14 October 2015;
- (iii) agrees to publish a public notice in the Hutt News advising of the availability of the Summary Annual Report, make copies available in the city's libraries, at the Customer Service Centre and on Council's website, post copies to rural ratepayers who may not receive the Hutt News, and send an alert to our 1,100 e-newsletter subscribers; and
- (iv) appoints a subcommittee to sign off the final documents on 30 October 2015.

Discussion

Annual Report

2. The draft Annual Report is attached as Appendix 1 to the report. The draft Activity Statements are attached as Appendix 2 to the report.
3. The document has been structured around the rejuvenation of Hutt City in line with our four key strategies and includes key project updates on the Civic Centre, Walter Nash Centre, Fraser Park Sportsville, Avalon Park and the Huia Pool Development in its introductory pages.
4. The Annual Report is complete, subject to final review following any changes requested by Council and any final audit adjustments. The signed audit opinion will be released once the Annual Report has been adopted by Council and the final edit review completed.
5. Officers from Audit New Zealand will be present at the Finance and Audit Committee meeting to provide an update on the status of the audit.

Summary Annual Report

6. The typeset 2015 Summary Annual Report is attached as Appendix 3 to the report.

Consultation

7. The Annual Report and Summary Annual Report have been prepared to meet the requirements of the Local Government Act 2002.
8. The Summary Annual Report must represent, fairly and consistently, the information regarding the major matters dealt with in the Annual Report.
9. The Local Government Act 2002 requires each Annual Report to be completed and adopted by resolution within four months after the end of the financial year to which it relates, i.e. by the end of October.
10. The Local Government Act 2002 further requires that the Annual Report and Summary Annual Report be made publicly available within one month of adoption.

Publicity Considerations

11. As in 2014, a segmented PDF online version of the Annual Report 2015 will be published on Council's website.
12. A public notice advising of the Summary Annual Report's availability will be published in the Hutt News. The Summary will be posted to rural ratepayers who may not receive the Hutt News. Copies will also be made available in Council's libraries, at the Customer Service Centre and online at www.huttcity.govt.nz, and an alert will be sent to the 1,100 e-newsletter subscribers who have asked to be kept informed about annual plan-related information.

13. The Local Government Act 2002 requires copies of both documents to be provided to the Secretary, the Auditor General and the Parliamentary Library within one month of adopting the Annual Report. A small number of copies of the full Annual Report will be printed in-house for this purpose.

Financial Considerations

14. The cost of producing, printing and distributing the Annual Report and Summary Annual Report is provided for within current budgets.

Other Considerations

15. In making this recommendation, officers have given careful consideration to the purpose of local government in Section 10 of the Local Government Act 2002. Officers believe that this recommendation falls within the purpose of local government in that it meets the requirements as outlined in Part 3 of Schedule 10. It does this in a way that is cost-effective, publishing online with a small print run.

Appendices

No.	Title	Page
1	Draft Annual Report 2014-15 (<i>Under Separate Cover</i>)	
2	Activity Statements (<i>Under Separate Cover</i>)	
3	Summary Annual Report (<i>Under Separate Cover</i>)	

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