

**These minutes are subject to confirmation at the next Council meeting to be held on  
15<sup>th</sup> December 2015  
HUTT CITY COUNCIL**

Minutes of an extraordinary meeting of The Hutt City Council held in the Matiu Room,  
Hutt City Council, 531 High Street, Lower Hutt on  
**Monday 2 November 2015 commencing at 2.00pm**

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**PRESENT:**

Mayor WR Wallace (Chair)	
Deputy Mayor D Bassett	Cr B Branch
Cr C Barry (from 2.10pm)	Cr L Bridson
Cr MJ Cousins	Cr A Finlayson
Cr T Lewis	Cr M Lulich
Cr G McDonald	Cr M Shierlaw
Cr M Willard	

**APOLOGIES:** Apologies for absence were received from Cr C Milne, Cr B Branch and Cr L Bridson and leave of absence granted. An apology for lateness was received from Cr C Barry.

**IN ATTENDANCE:** Mr T Stallinger, Chief Executive  
Ms K Kelly, General Manager, Strategic Services  
Mrs J Raffills, General Manager, Governance and Regulatory  
Mr D Newth, Financial Accounting Manager  
Mrs J Stevens, Corporate Planner  
Ms S Moore, Assistant Corporate Planner  
Ms K Stannard, Manager Secretariat Services

### **PUBLIC BUSINESS**

**1. APOLOGIES**

**RESOLVED:**

**Minute No. C 15501**

*"That the apologies received from Cr B Branch, Cr L Bridson and Cr C Milne be accepted and leave of absence be granted and the apology for lateness received from Cr C Barry be accepted."*

**2. PUBLIC COMMENT**

Comments are recorded under the item to which they relate.

**3. CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

4. **HUTT CITY COUNCIL ANNUAL REPORT TO 30 JUNE 2015** (15/1581)

Report No. HCC2015/5/267 by the Assistant Corporate Planner

Mr A Burns, Director, Audit NZ and Mr A Clark, Audit NZ were in attendance for the item.

The Chief Executive outlined the reasons for holding the extraordinary Council meeting. He advised that Council was not able to adopt the Annual Report at its meeting on 14 October 2015 due to lack of disclosure regarding the activities of a Council Controlled Organisation ('CCO').

The Assistant Corporate Planner elaborated on the report. She tabled an updated Financial Overview with an additional 'Notes' section under the Group Highlights section, minor changes to the tax note and landfill valuations.

In response to a question from a member, the Assistant Corporate Planner advised that the information contained in the Summary Annual Report was at its maximum and any late changes would result in the Summary Annual Report being redesigned.

The Chair asked officers to ensure that the remuneration of elected representatives and the meeting attendance of elected representatives be made available in the Summary Annual Report for next year.

The Chair asked officers to make the information regarding the remuneration of elected representatives and the meeting attendance of elected representatives, including Community Board and Community Committee meetings and briefings, available on Council's website.

Mr Burns advised that the audit was now complete and gave an unqualified opinion. He also advised that, in terms of the CCO, Audit NZ had worked through the process and advised that there was no impact on the audit opinion in light of the disclosures about the activities of the CCO. He noted that adding the disclosures in the Annual Report gave transparency in reporting.

Cr Barry joined the meeting at 2.10pm.

Mr Clark acknowledged the challenging process and thanked Council management and officers for their assistance and patience.

Mayor Wallace thanked Mr Burns and Mr Clark for their efforts.

**RESOLVED:****Minute No. C 15512***"That Council:*

- (i) approves the 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**
- (ii) notes that at its meeting held on 14 October 2015 a subcommittee was appointed to sign off the final documents."*

**5. QUESTIONS**

There were no questions.

There being no further business the Chair declared the meeting closed at 2.20pm.

WR Wallace  
**MAYOR**

**CONFIRMED as a true and correct record  
Dated this 15th day of December 2015**