

# MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD AT 11.02AM ON TUESDAY 3 NOVEMBER 2015 AT MEMORIAL HALL SUPPER ROOM, ESPLANADE, KAIKOURA.

**PRESENT:** Mayor W Gray (Chair), Councillors T Blunt, J Diver, G Harmon, J Howden, C Mackle, D Millton.

**IN ATTENDANCE:** S Poulsen (Finance Manager), S Syme (Committee Secretary), B Kearney (Audit New Zealand).

**APOLOGIES:** Councillors D Morgan.  
***Moved by Councillor Blunt, seconded by Councillor Howden and resolved that apologies be accepted.***

## **1. ADOPTION OF THE ANNUAL REPORT 2014/15**

The Annual Report 2014/15 was tabled. A document which outlined the process for the adoption of the Annual Report 2014/15 along with changes made since the draft had been circulated was also tabled.

The Finance Manager provided an explanation of the changes which had been made. This was followed by a discussion on the main explanations for the financial year.

B Kearney from Audit New Zealand advised that a letter of representation had been issued. The letter stated that judgements made in the document were the judgements of Council and that the accounting on the whole was appropriate. The audit opinion covered two parts of the document these being the finances and the performance measures. Based on the work which had been undertaken there were no outstanding issues to be resolved and audit was in a position to issue an unqualified opinion. B Kearney advised a focus of the audit had been the Civic building project.

A discussion was held regarding the following;

- new computer programme
- procurement and delegations
- sale of properties
- civic building contracts.

It was noted the Chief Executive Officer had not yet prepared a report for inclusion in the Annual Report.

***Moved by Councillor Diver, seconded by Councillor Harmon that pursuant to sections 98 and 99 of the Local Government Act 2002, Council adopt the 2014/15 Annual Report with pages 10 and 11 blank.***

### **Discussion:**

Councillor Blunt advised he was not happy to put his name to the document as it did not yet contain the report from the Chief Executive Offer and suggested the report could be adopted at a later date. Council would not

get in any trouble if the report was not adopted that day. He advised he did not want to sign off on the report until he had read it properly and worked through the changes that had been made. It was noted the report had previously been circulated by email and the information had been reported to Council through the financial year. B Kearney advised it was not unusual to have changes on the last day. He further advised the Chief Executive Officer's report was not covered by the audit but they would want to see it before it was published to ensure it was not inconsistent with the document. He further advised there was no legal requirement to have a Chief Executive Officers report in the document. It was noted Council could resolve to take out pages 10 and 11. A report from the Chief Executive Officer was requested.

***The motion was put and carried. A division was called  
For: Mayor Gray and Councillors Diver, Harmon, Howden, Mackle.  
Against: Councillor Blunt and Milton.***

***There being no further business the meeting closed at 12.15pm***