



# **NOTICE OF AN EXTRA ORDINARY COUNCIL MEETING**

**Opotiki District Council Chambers, 108 St John Street, Opotiki  
Tuesday, 31 October 2017  
Commencing at 9.00am**

## **ORDER PAPER**

**APOLOGIES**

**DECLARATION OF ANY INTERESTS IN RELATION TO AGENDA ITEM**

**ITEM 01 ADOPTION OF 2016-2017 ANNUAL REPORT**

**Page**

**3**

**Chair:** His Worship the Mayor – John Forbes

**Members:** Cr Lyn Riesterer (Deputy Mayor)

Cr Shona Browne

Cr Barry Howe

Cr Haki McRoberts

Cr Arihia Tuoro

Cr Ken Young

**Committee Secretary:** Gae Newell

**Quorum:** 4

**LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968**

Councillors are reminded that if you have a pecuniary or non-pecuniary interest in any item on the agenda, then you must declare this interest and refrain from discussing or voting on this item, and are advised to withdraw from the Council chamber.

Aileen Lawrie

**CHIEF EXECUTIVE OFFICER**

## REPORT

Date : 24 October 2017

To : Extra Ordinary Council Meeting, 31 October 2017

From : Finance and Corporate Services Group Manager, Bevan Gray

Subject : **ADOPTION OF 2016/17 ANNUAL REPORT**

File ID : A124229

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### **EXECUTIVE SUMMARY**

**Council is required by law to adopt the audited Annual Report by 31 October 2017. The draft Annual Report and draft Summary Annual Report are still under review by Audit New Zealand. However, verbal clearance and hopefully a signed audit opinion will be available at the meeting.**

### **PURPOSE**

To have Council adopt the 2016/17 Annual and Summary Annual Reports.

### **BACKGROUND**

At the time of writing this report Audit New Zealand had completed their on-site audit for Council's 2016/17 Annual Report and the final document was under review by the audit team. It is hoped to have an unmodified audit report available for adoption by Council at this meeting.

The draft Annual Report and Summary are provided with the agenda as a separate document. The final Annual Report and Summary with the Audit opinion will be tabled on the day of the meeting, if not provided to Council members earlier.

### **SIGNIFICANCE ASSESSMENT**

#### **Assessment of significance**

Under Council's Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of

significance for Adoption of the 2016/17 Annual Report is considered to be low as determined by the criteria set out in section 12 of the Significance and Engagement Policy.

**Assessment of engagement requirements**

As the level of significance for Adoption of the 2016/17 Annual Report is considered to be of low significance the level of engagement required is determined to be at the level of inform according to Schedule 2 of the Significance and Engagement Policy.



**OPTIONS**

Council has to adopt the report or it is in breach of Section 98(3) of the Local Government Act 2002.

**CONSULTATION**

Consultation is not required.

**RECOMMENDATIONS:**

- 1. That the report titled "Adoption of 2016/17 Annual Report" be received.
- 2. That the 2016/17 Annual Report and Summary Annual Report be adopted.

Bevan Gray

**FINANCE AND CORPORATE SERVICES GROUP MANAGER**