

Request to Council to Adopt the Audited 2013-2014 Annual Report

TO	Thames-Coromandel District Council
FROM	Steve Baker - Chief Financial Officer
DATE	29 September 2014
SUBJECT	Request to Council to Adopt the Audited 2013-2014 Annual Report

1 Purpose of Report

To request that Council adopt the annual report in respect of the financial year ending 30 June 2014.

2 Background

The Annual Report is Council's key mechanism for discharging its reporting obligations as to what it has achieved over the previous financial year. As such, it forms an integral part of Council's planning and reporting cycle. While Council's Annual and Ten Year Plans set out and communicate to its stakeholders what the Council intends to do, the Annual Report closes the loop by conveying whether the Council did what it said it would do for a specific financial year.

3 Issue

Statutory Requirements

The Local Government Act 2002 s98(2) sets out the purposes of the annual report

98 Annual Report

- (2) *The purposes of an annual report are-*
- (a) *to compare the actual activities and the actual performance of the local authority in the year with the intended activities and the intended level of performance as set out in respect of the year in the long term plan and the annual plan; and*
 - (b) *to promote the local authority's accountability to the community for the decisions made throughout the year by the local authority.*

Section 98(1) stipulates certain content that must be included within the annual report

98 Annual Report

- (1) *A local authority must prepare and adopt in respect of each financial year an annual report containing in respect of that year the information required by Part 3 of Schedule 10.*

Section 99(1) requires that the annual report is audited.

99 Audit of information in annual report and summary

- (1) *In addition to the information required by Part 3 of Schedule 10, the annual report must contain the auditor's report on-*
- (a) *the financial statements referred to in clause 29 of Schedule 10; and*
 - (b) *the statement about budgeted and actual capital expenditure referred to in clause 24 of Schedule 10; and*
 - (c) *the funding impact statement referred to in clause 30 of Schedule 10; and*
 - (d) *the local authorities compliance with the requirements of Schedule 10 that*

are applicable to the Annual Report

These requirements include under Part 3 Schedule 10 Section 23 (c)-
Report the results of any measurement undertaken during the year of progress towards the achievement of community outcomes.

Section 98(3) requires that the annual report is adopted, by resolution, within four months after the end of the financial year to which it relates. That is by 31 October. In addition, a recommendation has been sought from the Audit Committee, regarding the completed 2013-2014 Annual Report financial and non-financial statements as to its adoption, or non-adoption by Council.

4 Discussion

Audit Committee

The Audit of the Annual Report is scheduled to be completed around 10 October 2014

On the 20 October 2014 the Audit Committee will consider whether it will recommend to Council to adopt the audited Annual Report. That recommendation will be delivered to Council when it considers this item by the Chair of the Audit Committee.

Opportunities and Risks

As discussed above, the Annual Report is Council's most comprehensive medium for communicating how it has performed over the past financial year. It will include favourable and unfavourable results. Different sections of the community may well view the same reported result in a different light. That is one group may see a result in a favourable light while another sees that same result as an unfavourable outcome, so both opportunity and risk surrounds how this document conveys these messages.

5 Suggested Resolution(s)

That the Thames-Coromandel District Council:

1. Receives the report.
2. Council adopts the audited 2013/14 Annual Report

References-Tabled/Agenda Attachments

Attachment A Audited 2013/14 Annual Report - distributed under separate cover.