

MINUTES	MEETING HELD ON	TIME
<b>AUDIT AND RISK SUBCOMMITTEE</b>	<b>THURSDAY 27 FEBRUARY 2014</b>	<b>10.00AM</b>

**MINUTES** of a meeting of the **Audit and Risk Subcommittee**, held in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu, on **Thursday, 27 February 2014**, commencing at 10.00am.

**PRESENT:**

Cr	G	Welsh	Chairperson
Mayor	R	Church	
Cr	M	Cardiff	Deputy Mayor
Cr	M	Bell	Deputy Chair

**IN ATTENDANCE:**

Mr	P	Dougherty	Chief Executive
Mr	W	Maxwell	Group Manager Corporate Services
Mrs	D	Andrew	Organisational Development Manager
Mr	T	Power	Senior Legal Counsel
Mrs	L	Guerin	Statutory Compliance Officer
Mrs	J	Nock	Executive Secretary, Corporate Services

The Chair welcomed everyone to the meeting.

ARS 14/02/01

**APOLOGIES**

There were no apologies.

ARS 14/02/02

**30 MINUTE PUBLIC SPEAKING TIME**

There were no public speakers.

ARS 14/02/03

**MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses  
No responses required.
- (b) Leave of Absence

**MOVED (Mayor/Welsh)**

**That leave of absence be accepted from Cr Murray Bell for 11 April to 6 May inclusive.**

**CARRIED**

- (c) Matters of an Urgent Nature  
There were no matters of an urgent nature.
- (d) Declarations of Interest Relating to Items on the Agenda  
There were no declarations of interest.

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ARS 14/02/04

**HEALTH AND SAFETY REPORTING**

Dianne Andrew, Organisational Development Manager spoke to this report explaining that it was proposed to continue providing a Health and Safety Report to this Subcommittee on a quarterly basis.

It was explained that the VAULT system was Council's electronic comprehensive health and safety database.

**Moved (Mayor/Bell)**

**It was recommended that the Audit & Risk Subcommittee note the contents of this Health & Safety Quarterly Report for the period 1 October 2013 – 31 December 2013.**

**CARRIED**

ARS 14/02/05

**STANDARD & POOR'S CREDIT RATING (CORP-14-1056)**

Wayne Maxwell, Group Manager Corporate Services spoke to this report.

**MOVED (Bell/Mayor)**

**That the Audit and Risk Subcommittee notes the content of Standard & Poor's Report on Kāpiti Coast District Council's Credit Rating.**

**CARRIED**

ARS 14/02/06

**NZ TRANSPORT AGENCY INVESTMENT AUDIT REPORT (CORP-14-1057)**

Sean Mallon, Group Manager Infrastructure Services spoke to the report.

**MOVED (Bell/Mayor)**

**That the Audit and Risk Subcommittee notes the content of the New Zealand Transport Agency Investment Audit Report as per Appendix 1 to this report Corp-14-1057**

**CARRIED**

ARS 14/02/07

**WASTE LEVY EXPENDITURE AUDIT REPORT (CORP-14-1058)**

Sean Mallon, Group Manager Infrastructure Services spoke to the report.

**MOVED (Mayor/Bell)**

**That the Audit and Risk Subcommittee notes the content of the Waste Levy Expenditure Audit Report as per Appendix 1 to this report Corp-14-1058.**

**CARRIED**

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ARS 14/02/08

**PROGRESS ON AUDIT MANAGEMENT REPORT (CORP-14-1083)**

Wayne Maxwell, Group Manager Corporate Services spoke to the report and advised that he was committed to improving the timelines with the progress of the Audit Observations.

**MOVED (Bell/Mayor)**

That the Audit and Risk Subcommittee receive and note the progress made on the recommendations in the Audit Management Report and observations for the year ended 30 June 2013 as per Appendix 1 and 2 to this report Corp-14-1083.

**CARRIED**

ARS 14/02/09

**PUBLIC EXCLUDED RESOLUTION**

**MOVED (Mayor/Bell)**

That the Audit & Risk Subcommittee move into a Public Excluded meeting:

<b>PUBLIC EXCLUDED RESOLUTION</b>		
That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public now be excluded from the meeting for the reasons given below, while the following matters are considered:		
<ul style="list-style-type: none"> <li>Update on Statutory Compliance Issues and Investigations (SP-14-1121)</li> </ul>		
The general subject of each matter to be considered, while the public are excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987, for the passing of this resolution are as follows:		
<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Grounds under Section 48(1) for the passing of this resolution</b>
To update the Subcommittee on statutory compliance issues reported to Audit, current Ombudsman and/or Privacy Commissioner investigations and any other external investigations or mediations.	Section 7(2)(a) – to protect the privacy of natural persons.	48(1)(a): That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

*The meeting went into public excluded session at 10.58am.*

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*The meeting came out of public excluded session at 11.16am*

Resolutions released into the public arena

The following report, appendices and resolutions were released from the public excluded part of the meeting.

**UPDATE ON STATUTORY COMPLIANCE ISSUES AND INVESTIGATIONS (SP-14-1121)**

**That the Audit and Risk Subcommittee note the statutory compliance issue associated with legislative compliance declarations made to external auditors, Ernst and Young for the first and second quarters of the 2013/14 year.**

**That the Audit and Risk Subcommittee note the current status of the Ombudsman investigations.**

**That the Audit and Risk Subcommittee note the additional reviews and investigations currently underway.**

**That the Audit and Risk Subcommittee note the status of the Council's legal compliance for the first and second quarters of the 2013/14 year.**

**That this report, appendices and resolutions be released from public excluded business.**

The Audit and Risk Subcommittee meeting closed at 11.16am.

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Chairperson

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Date