



# Kāpiti Coast

## DISTRICT COUNCIL

Me Huri Whakamuri, Ka Titiro Whakamua

The Mayor, Councillors, Community Board Members  
**KĀPITI COAST DISTRICT COUNCIL**

Please note that a meeting of the **Audit & Risk Committee** will take place in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu on **Thursday 30 November 2017** commencing at **1.00 pm**.

Pat Dougherty  
**Chief Executive**



24 November 2017

**Committee Membership:** Cr Cardiff (Chair), Cr Vining (Deputy Chair), Mayor K. Gurunathan, Cr Cootes, Cr M. Scott, Warwick Tuck (Independent Member)

Item	Order Paper (* indicates paper attached)	Page
1	<b>Welcome</b>	
2	<b>(a) Apologies</b> <b>(b) Declarations of Interest Relating to Items on the Agenda</b>	
3	<b>Public Speaking Time</b>	
4	<b>Members' Business:</b> (a) Public Speaking Time Responses (b) Leave of Absence (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to commencement of the meeting)	
5	* <b>Health and Safety Review (CE-17-373)</b>	3
6	<b>Verbal Update: Ōtaki Gorge Road, Waterfall Road, Paekākāriki Hill Road</b>	
7	<b>Presentation: Fraud Awareness - PwC</b>	
8	* <b>Fraud Control Framework (Corp-17-367)</b>	30
9	* <b>Council's Insurance Programme for 2017-18 (Corp-17-369)</b>	66
10	* <b>Regular Progress Update on Key 2014/15 Audit Findings (Corp-17-353)</b>	73
11	* <b>Audit Engagement Letter – 2018-2038 Long Term Plan (SP-17-379)</b>	78
12	* <b>Confirmation of Minutes – 21 September 2017</b>	97

Item	Order Paper (* indicates paper attached)	Page	
12	<p><b>PUBLIC EXCLUDED RESOLUTION</b></p> <p>That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public now be excluded from the meeting (with the exception of Community Board representatives) for the reasons given below, while the following matters are considered:</p> <ul style="list-style-type: none"> <li>• Update on Statutory Compliance Issues, Investigations and the Status of Council Bylaws for 1 July 2017 to 1 September 2017 (SP-17-355)</li> <li>• Confirmation of Public Excluded Minutes – 21 September 2017</li> </ul> <p>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:</p>		
	<p><b>General subject of each matter to be considered</b></p>	<p><b>Reason for passing this resolution in relation to each matter</b></p>	<p><b>Grounds under Section 48(1) for the passing of this resolution</b></p>
	<p><b>Update on Statutory Compliance Issues, Investigations and the Status of Council Bylaws for 1 July 2017 to 1 September 2017 (SP-17-355)</b></p>	<p>Section 7(2)(f)(i) – to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any persons to whom section 2(5) of this Act applies, in the course of their duty.</p> <p>Section 7(2)(g) – maintain legal professional privilege.</p>	<p>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.</p>
	<p><b>Confirmation of Public Excluded Minutes - 21 September 2017</b></p>	<p>Section 7(2)(a) – to protect the privacy of natural persons.</p> <p>Section 7(2)(f)(i) – to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of any local authority ... in the course of their duty.</p>	<p>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.</p>