

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 8 February 2018** commencing at **10.00 am.**

Wayne Maxwell  
**Chief Executive**

1 February 2018

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

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<b>Item</b>	<b>Order Paper (* indicates paper attached)</b>	<b>Page</b>
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 Quarterly Report 1 July – 31 December 2017 (OD-18-437)</b>	3
6	* <b>Timetable for the Audit of the 2017/2018 Annual Report (Corp-18-413)</b>	10
7	* <b>Quarterly Treasury Management Compliance (Corp-18-370)</b>	14
8	* <b>Confirmation of Minutes – 30 November 2017</b>	45

Item	Order Paper (* indicates paper attached)	Page
9	<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 <b>(with the exception of Community Board representatives)</b> 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 Status of Council Bylaws for 1 October 2017 to 31 December 2017 (SP-18-415)</li> <li>• Business Assurance Review – Cash Handling (Corp-18-425)</li> <li>• Confirmation of Public Excluded Minutes – 30 November 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>Update on Statutory Compliance Issues, Investigations and Status of Council Bylaws for 1 October 2017 to 31 December 2017 (SP-18-415)</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>Business Assurance Review – Cash Handling (Corp-18-425)</b></p>	<p>Section 7(2)(b)(ii) – would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</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 - 30 November 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>