



Agenda

Audit, Risk and Finance Committee Meeting

**Tuesday 13 October 2020
at 9.00am**



NOTICE OF MEETING

A MEETING OF THE WAITOMO DISTRICT COUNCIL AUDIT, RISK AND FINANCE COMMITTEE IS TO BE HELD IN THE COUNCIL CHAMBERS ON TUESDAY 13 OCTOBER 2020 COMMENCING AT 9.00AM

COMMITTEE MEMBERS

Mr Bruce Robertson (Chair)
Cr Phil Brodie
Cr Janene New

Mayor John Robertson
Cr Allan Goddard
Cr Sue Smith

Deputy Mayor Guy Whitaker
Cr Lisa Marshall

MICHELLE HIGGIE
MANAGER – GOVERNANCE SUPPORT

ORDER PAPER

| Item of Business | Page No. |
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| 1. Apologies | |
| File 1 of 2 | |
| 2. Declarations of Member Conflicts of Interest | 1 – 6 |
| 3. Confirmation of Minutes – 11 August 2020 | 7 – 15 |
| 4. Mastercard Expenditure Report –July/August 2020 | 16 – 32 |
| 5. Audit: 10 Year Plan 2021-31 | 33 – 48 |
| 6. Audit Fees 2020, 2021 and 2022 | 49 – 59 |
| 7. Adoption of the Annual Report 2019/20 | 60 – 66 |
| Separate Enclosures: | |
| 1 Draft Annual Report 2019/20 | |
| 2 Confidential Deloitte Report | |
| <u>Note:</u> Bruno Dente of Deloitte will be in attendance at 9.30am to discuss the Annual Report 2019/20 Audit and present the Audit Report | |
| 8. Local Government Funding Agency - Annual Report | 67 – 157 |
| 9. 2021-31 10 Year Plan Significant Forecasting Assumptions | 158 – 170 |
| 10. Progress Report: Development of Service Delivery Continuity Plans | 171 |

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| 11. Progress Report: Risk Management Framework – Implementation Plan and Monitoring | 172 – 179 |
| Separate Enclosure: Risk Register - May 2019 | |
| 12. Progress Report: Civil Defence and Emergency Management | 180 – 183 |
| 13. Progress Report: NZTA Technical Audit | 184 – 203 |
| 14. Progress Report: WDC Resource Consents – Compliance Monitoring | 204 – 209 |
| 15. Motion to Exclude the Public | 210 – 211 |

File 2 of 2 (Public Excluded)

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| 1. Progress Report: Health and Safety | 1 – 6 |
| 2. Progress Report: Procurement Summary (July 2020 – September 2020) | 7 – 9 |
| 3. Civic Financial Services Limited Half - Yearly Report to 30 June 2020 | 10 – 15 |
| 4. Inframax Construction Limited: Financial Statements - 2019/2020 Financial Year | 16 – 56 |
| 5. Consideration of the above Public Excluded Items for the purpose of making information public following Council's decision taking | |
| 6. Resolution to Re-Open Meeting to the Public | |
| 16. Public Excluded Items to be made public following Council's decision taking | |

PLEASE NOTE

1. The business papers attached to this Order Paper set out recommendations and suggested resolutions only. Those recommendations and suggested resolutions **DO NOT** represent Council policy until such time as they might be adopted by Council resolution.
2. This Order Paper may be subject to amendment either by the addition or withdrawal of items contained therein.