



# Agenda

## Audit, Risk and Finance Committee Meeting

**Tuesday 16 August 2022**  
**at 10.00am**

All attendees at this meeting are advised that the meeting will be electronically recorded (audio and video) for the purpose of webcasting to the Council 's website. Every care will be taken to maintain individuals' privacy; however, attendees are advised they may be recorded as part of the general meeting proceedings.



## NOTICE OF MEETING

**A MEETING OF THE WAITOMO DISTRICT COUNCIL AUDIT, RISK AND FINANCE COMMITTEE IS TO BE HELD IN THE COUNCIL CHAMBERS, QUEEN STREET, TE KUITI ON TUESDAY 16 AUGUST 2022 COMMENCING AT 10.00AM**

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### COMMITTEE MEMBERS

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

Mayor John Robertson  
Cr Allan Goddard

Deputy Mayor Guy Whitaker  
Cr Lisa Marshall

MICHELLE HIGGIE  
**MANAGER – GOVERNANCE SUPPORT**

### ORDER PAPER

Item of Business	Page No.
1. Apologies	
• Mayor John Robertson	
• Deputy Mayor Guy Whitaker	
• Councillor Lisa Marshall	
2. Declarations of Member Conflicts of Interest	1– 7
3. Confirmation of Minutes – 17 May 2022	8 – 14
4. Mastercard Expenditure Report (April – June 2022)	15 – 32
5. Civic Financial Services Ltd – Annual Report 2021	33 – 70
6. Progress Report: Risk Management – Monitoring and Reporting	71 – 72
7. Progress Report: Health and Safety	73 – 78
8. Interim Report for Year Ended 30 June 2022	79 – 153
9. Progress Report: WDC Resource Consents – Compliance Monitoring	154 – 160
10. Procurement Summary Schedule – Change in Reporting Requirements	161 – 162
11. Progress Report: Procurement Summary Schedule (January – March 2022)	163 – 167

#### **IMPORTANT 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.
3. This Meeting will be **webcast** in real time to the Waitomo District Council website and will also be available for viewing on demand as soon as reasonably practicable following the meeting.