



# Rangitikei District Council

## Audit and Risk Committee Meeting

Agenda – Monday 11 December 2017 – 2.00 pm

---

### Contents

1	Welcome .....	2	
2	Council prayer .....	2	
3	Apologies.....	2	
4	Members' conflict of interest.....	2	
5	Confirmation of order of business .....	2	
6	Confirmation of minutes .....	2	Attachment 1, pages 6-14
7	Chair's report .....	2	<i>Verbal update</i>
8	Local Government Excellence Programme outcome.....	2	<i>Verbal update</i>
9	Committee review process .....	2	<i>Verbal update</i>
10	Internal Audit programme – progress update (includes charter).....	3	Attachment 2, Pages 15-21
11	LED Procurement .....	3	Attachment 3, pages 22-34
12	Proposed revision to risk management framework – further consideration .....	3	Attachment 4, pages 35-56
13	Audit arrangements letter and engagement plan for the 2018-28 Long Term Plan.3		<i>To be tabled</i>
14	Final Audit management report on the 2016/17 audit.....	4	Attachment 5, pages 57-85
15	Outcome of the New Zealand Transport Agency's investment audit, October 2017 .....	4	Attachment 6, pages 86-100
16	Report of the Havelock North Drinking Water Inquiry: Stage 2.....	4	<i>Presentation</i>
17	Late items.....	4	
18	Future items for the agenda .....	4	
19	Next meeting.....	4	
20	Meeting closed.....	4	

The quorum for the Audit and Risk Committee is 3.

Council's Standing Orders (adopted 3 November 2016) 10.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

## **1 Welcome**

## **2 Council prayer**

## **3 Apologies**

## **4 Members' conflict of interest**

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda.

## **5 Confirmation of order of business**

That, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, ..... be dealt with as a late item at this meeting.

## **6 Confirmation of minutes**

The Minutes of the Audit/Risk Committee meeting held on 18 September 2017 are attached.

File ref: 3-CT-17-2

### **Recommendation:**

That the Minutes of the Audit/Risk Committee meeting held on 18 September 2017 be taken as read and verified as an accurate and correct record of the meeting.

## **7 Chair's report**

A report will be provided at the meeting.

### **Recommendation:**

That the Chair's report to the Audit/Risk Committee meeting held on 11 December 2017 be received.

## **8 Local Government Excellence Programme outcome**

The Chief Executive will provide a verbal update to the meeting.

## **9 Committee review process**

The Chair will comment on the review forms received from members.

## **10 Internal Audit programme – progress update (includes charter)**

A report is attached.

File ref: 3-CT-17-1

### **Recommendation:**

That the report 'Final Internal Audit Charter Rangitikei 2017' be received.

## **11 LED Procurement**

A report is attached.

File ref: 3-CT-17-1

### **Recommendation:**

That the report 'Final LED Procurement Report 22 Nov 17' be received.

## **12 Proposed revision to risk management framework – further consideration**

A memorandum is attached.

File ref: 5-PO-1

### **Recommendations:**

1. That the memorandum 'Revised risk framework' be received.
2. That the Chief Executive prepares a draft action plan to address items in the revised risk framework where the risk is not accepted, for consideration at the Committee's next meeting, in February 2018

## **13 Audit arrangements letter and engagement plan for the 2018-28 Long Term Plan**

To be tabled at the meeting

### **Recommendation:**

That the Audit arrangements letter and engagement plan for the 2018-28 Long Term Plan be received.

## **14 Final Audit management report on the 2016/17 audit**

A report is attached.

File ref: 5-EX-2-4

### **Recommendation**

That the Final Audit management report on the 2016/17 audit (and proposed management responses) be received.

## **15 Outcome of the New Zealand Transport Agency's investment audit, October 2017**

A report is attached.

File ref: 6-RT-2-1

### **Recommendation:**

That the New Zealand Transport Agency Investment Audit Report October 2017 be received.

## **16 Report of the Havelock North Drinking Water Inquiry: Stage 2**

A presentation will be provided to the meeting on the report (released on 7 December 2017)

## **17 Late items**

## **18 Future items for the agenda**

Work programme matrix - progress

Understanding Council's risk appetite

## **19 Next meeting**

12 February 2018, 2.00 pm

## **20 Meeting closed**