

# Rangitikei District Council



**RANGITIKEI**  
DISTRICT COUNCIL

## Audit and Risk Committee Meeting

Agenda – Monday 12 February 2018 – 2:00 pm

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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 11 December 2017 are attached.

File ref: 3-CT-17-2

### **Recommendation:**

That the Minutes of the Audit/Risk Committee meeting held on 11 December 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 12 February 2018 be received.

## **8 Work Programme Matrix – Progress update**

The work programme matrix (outlining progress to 31 January 2018) is attached

File ref: 3-CT-17-5

### **Recommendation:**

That the Audit/Risk Committee's work programme matrix (outlining progress to 31 January 2018) report be received.

## **9 Internal Audit programme – status report**

A report is attached. Ms Driescher will provide further verbal updates.

File ref: 3-CT-17-1

### **Recommendation:**

That the report 'Internal Audit programme – status report' to the Audit/Risk Committee meeting on 12 February 2018 be received.

## **10 Committee review process**

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

## **11 Understanding Council's risk appetite**

A report will be tabled at the meeting.

File ref: 3-PY-1-15

### **Recommendation:**

That the report 'Understanding Council's risk appetite' be received.

## **12 Developing the 2018-28 Long Term Plan**

The draft of the Consultation Document is currently being reviewed by the Council's auditors. The work plan envisages the Committee forming a view whether risks and uncertainties have been adequately addressed.

Further consideration would be given to areas of risk or uncertainties which the Committee identified as needing clarification before the Consultation Document is adopted for formal consultation.

## **13 Proposed new community/civic facilities – update on project management, February 2018**

A memorandum is attached

File: 5-EX-4

### **Recommendation**

That the memorandum 'Proposed new community/civic facilities – update on project management, February 2018' be received.

## **14 Action plan to address items in the revised risk management framework where the risk is not accepted**

The schedule of proposed actions is attached.

File ref: 5-PO-1-3

### **Recommendation:**

That the action plan to address items in the revised risk management framework where the risk is not accepted be received.

## **15 Insurance Renewal Report and Insurance Manual**

Attached in the January 2018 report from Aon on renewing the Council's insurances, including detail on MW LASS councils as a group.

File: 5-FM-6-4

### **Recommendation:**

That the report 'Rangitikei District Council Renewal Report 2017 - MW LASS' to the Audit Risk Committee on 12 February be received.

## **16 Late items**

## **17 Future items for the agenda**

## **18 Next meeting**

April 2018 – to be determined

11 June 2018, 2.00 pm

## **19 Meeting closed**