



# Rangitikei District Council

## Audit and Risk Committee Meeting

Agenda – Thursday 5 December 2019 – 9:00 a.m.

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The quorum for the Audit and Risk Committee is 3.

Council's Standing Orders (adopted 31 October 2019) 11.2 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/Leave of Absence

## 4 Appointment of Deputy Chair

Clause 25, Schedule 7 of the Local Government Act 2002, which relates to voting systems for certain appointments (including the election or appointment of the deputy mayor, the election or appointment of the chairperson and deputy chairperson of a committee, and the election or appointment of a representative of the local authority), states that:

(2) ... a local authority or a committee (if the local authority has so directed) must determine by resolution that a person be elected or appointed by using one of the following systems of voting:—

- (a) the voting system in subclause (3) ("system A");
- (b) the voting system in subclause (4) ("system B").

(3) System A—

(a) requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and

(b) has the following characteristics:—

- (i) there is a first round of voting for all candidates; and
- (ii) if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and
- (iii) if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and
- (iv) in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.

(4) System B—

(a) requires that a person is elected or appointed if he or she receives more votes than any other candidate; and

(b) has the following characteristics:

- (i) there is only 1 round of voting; and

(ii) if 2 or more candidates tie for the most votes, the tie is resolved by lot.

**Recommendations:**

- 1 That EITHER System A OR System B be used to elect the Deputy Chair of the Audit/Risk Committee.
- 2 That .....be appointed Deputy Chair of the Audit/Risk Committee.

## **5 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.

## **6 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.

## **7 Chair's report**

There will be no report for this meeting.

## **8 Strategic risks – review**

The updated statement reflecting discussion at the Committee's last meeting is attached.

File: 3-CT-17-5

**Recommendations:**

1. That the updated statement 'Strategic risks for Rangitikei District Council' be received.
2. That the statement 'Strategic risks for Rangitikei District Council' [without amendment/as amended] be adopted as the starting point for the 2019-22 triennium.

## **9 Audit/Risk Committee Work programme matrix for the 2019-22 triennium**

A matrix based on the nine strategic risks (and having regard for topics considered at the last triennium) is attached for discussion. Suggested new or amended topics are in red.

The Committee's decisions on this and the statement of strategic risks will be reflected in a revised risk management framework, for consideration at the Committee's February meeting.

File: 3-CT-17-5

**Recommendations:**

1. That the 'Audit/Risk Committee Work programme matrix for the 2019-22 triennium' be received.
2. That the Audit/Risk Committee work programme matrix for the 2019-22 triennium be adopted with the following amendments:....., with updates to be provided to each Committee meeting.

**10 Internal audit programme – progress update**

The programme is being developed for consideration at the Committee's 27 February 2020 meeting.

**11 Results of final audit for 2018/19**

Council adopted the 2018/19 Annual Report on 31 October 2019, with an unmodified opinion from the Audit Director, Chris Webby. This timing means that a draft management report is not yet available, but will be included (with management responses) on the 27 February 2020 meeting agenda.

**12 Receipt of minutes from the last meeting in the 2016-19 triennium**

The minutes of the Audit/Risk Committee meeting from 26 September 2019 are attached for information only.

**13 Late items****14 Future items for the agenda**

Insurance

Payroll review

**15 Next meeting**

Thursday 27 February 2020, 9.30am

**16 Meeting closed**