

# Audit and Risk Committee Independent Chairs and Members [1]

## Scheme overview

**Scheme number:** SCM2421

**Scheme date:** 1 May 2009

**This scheme is:** Whole of government

**Use of this scheme is:** Recommended

## Scheme managed by

NSW Procurement.

## About the scheme

### General information

The scheme provides a list of prequalified independent chairs and members to serve on audit and risk committees of NSW Government departments and statutory bodies.

The NSW Treasury, NSW Procurement, manages the scheme on behalf of NSW Government.

All NSW Government departments and statutory bodies must refer to the revised scheme conditions and guidelines when appointing prequalified chairs and members to their respective audit and risk committees.

### General information

- All new appointments of independent chairs and members to audit and risk committees of NSW Government agencies must be made from the prequalified list.
- The scheme conditions and guidelines include a code of conduct [2] (DOCX 31KB) for scheme members and specifically exclude current employees of NSW public sector agencies (other than State Owned Corporations) from serving as independent members or chairs.
- Chairs and members will need to meet the independence and conflict of interest criteria set out in the NSW Treasury Internal Audit and Risk Management Policy [3].
- Prequalified independent chairs and members may be appointed to up to 5 NSW audit and risk committees at any one time (each shared 'cluster' committee counts as one). Both members and CEOs must make sure that this limit is not exceeded and that NSW Procurement is advised of all engagements. NSW Procurement will record this information in the Audit and Risk Committee database. A schedule is attached to the standard letter of appointment to ensure the database is kept up to date.

## Range of products/services

## **Tools, templates and resources**

Download the scheme guidelines [5] (DOCX 284KB).

Download the scheme conditions [6] (DOCX 306KB).

## **Information for buyers**

### **How to buy from this scheme**

Before making any appointments to an Audit and Risk Committee, the department head or board of the statutory body must satisfy themselves that the appointment is compliant with Treasury Policy Paper 15-03 [7].

In particular, agencies must ensure that there are no conflicts of interest arising from Audit and Risk Committee appointments.

It is recommended that agencies use the list of indicative questions to assist agencies [8] (DOCX 56KB).

### **Prequalified suppliers/participants/members**

## **Information for suppliers / participants**

### **How to apply**

The scheme is open to new applicants.

View the selection criteria in the scheme conditions [6] (DOCX 306KB). An interview with an assessment panel may be required.

Apply to the scheme [12] on NSW eTendering.

If you need help, please email [auditriskmembers@treasury.nsw.gov.au](mailto:auditriskmembers@treasury.nsw.gov.au) [13] or contact the NSW Procurement Service Centre [14].

### **Updating supplier information**

To update your details, please fill out the profile update form [15] (DOCX,123KB) and email to [auditriskmembers@treasury.nsw.gov.au](mailto:auditriskmembers@treasury.nsw.gov.au) [16]

## Code of conduct

Download the code of conduct [2] (DOCX 31KB).

## Contact details

NSW Procurement Service Centre  
McKell Building  
2-24 Rawson Place  
Sydney NSW 2000

Telephone: 1800 679 289 [17]  
Email: [nswbuy@treasury.nsw.gov.au](mailto:nswbuy@treasury.nsw.gov.au) [18]  
Web: [www.procurepoint.nsw.gov.au](http://www.procurepoint.nsw.gov.au) [19]

For enquiries about government policy on internal audit and risk management, please contact NSW Treasury on 02 9228 5932.

### Source URL (modified on 09/08/2019 - 12:20pm):

<https://www.procurepoint.nsw.gov.au/scm2421>

### Links

- [1] <https://www.procurepoint.nsw.gov.au/scm2421>
- [2] <https://www.procurepoint.nsw.gov.au/documents/audit-and-risk-code-conduct.docx>
- [3] [http://www.treasury.nsw.gov.au/Internal\\_Audit\\_and\\_Risk\\_Management](http://www.treasury.nsw.gov.au/Internal_Audit_and_Risk_Management)
- [4] [https://www.procurepoint.nsw.gov.au/print/10791?section=field\\_contract\\_product\\_range](https://www.procurepoint.nsw.gov.au/print/10791?section=field_contract_product_range)
- [5] <https://www.procurepoint.nsw.gov.au/documents/audit-and-risk-scheme-guidelines.docx>
- [6] <https://www.procurepoint.nsw.gov.au/documents/audit-and-risk-scheme-conditions.docx>
- [7] [http://www.treasury.nsw.gov.au/\\_data/assets/pdf\\_file/0007/126484/TPP15\\_03\\_Internal\\_Audit\\_and\\_Risk\\_Management\\_Policy\\_for\\_the\\_NSW\\_Public\\_Sector.pdf](http://www.treasury.nsw.gov.au/_data/assets/pdf_file/0007/126484/TPP15_03_Internal_Audit_and_Risk_Management_Policy_for_the_NSW_Public_Sector.pdf)
- [8] <https://www.procurepoint.nsw.gov.au/documents/audit-and-risk-prequal-indicative-questions-assist-agencies.docx>
- [9] <https://www.procurepoint.nsw.gov.au/documents/audit-and-risk-agency-request-form.doc>
- [10] <mailto:AuditRiskMembers@finance.nsw.gov.au?subject=Request%20for%20list%20of%20prequalified%20members%20and%20Chairs>
- [11] [https://www.procurepoint.nsw.gov.au/print/10791?section=field\\_sch\\_buy\\_prequal\\_suppliers](https://www.procurepoint.nsw.gov.au/print/10791?section=field_sch_buy_prequal_suppliers)
- [12] <http://tenders.nsw.gov.au/dfs/?event=public.scheme.show&RFTUID=32C22F9B-DCD8-D61D-59601E7558E2FA26>
- [13] <mailto:AuditRiskMembers@finance.nsw.gov.au>
- [14] <https://www.procurepoint.nsw.gov.au/support-and-self-help/nsw-procurement-service-centre>
- [15] <https://www.procurepoint.nsw.gov.au/documents/audit-and-risk-profile-update-form.docx>
- [16] <mailto:auditriskmembers@finance.nsw.gov.au>
- [17] tel:1800679289
- [18] <mailto:nswbuy@treasury.nsw.gov.au>
- [19] <http://www.procurepoint.nsw.gov.au>