



Specialist Assurance Services

AUDIT NEW ZEALAND

Mana Arotake Aotearoa

What we can offer you

The public sector is under increasing scrutiny and pressure to demonstrate effective and efficient use of public funds. Audit New Zealand's Specialist Assurance Services team can help you to do this in a number of different key areas.

We are the Auditor-General's in-house specialists

We will work with you to provide real-time or retrospective independent assurance so that the matters that are important to you are in line with good practice, and if they're not, we'll tell you what you can do to improve them.

Our assurance services complement our audit work

Our independence and integrity are fundamental to us. You can be confident that our assurance work meets international standards for auditor independence.

We are specialists in providing independent assurance to the public sector

Our team has a unique blend of industry and public sector knowledge and experience, from New Zealand and overseas.

To support this, the team has access to a broad pool of experts – both within Audit New Zealand, and in collaboration with other external consultants and agencies. We draw upon the knowledge, skills, and good practice from this pool to provide you with tailored solutions.

Tendering and procurement

We offer both real-time and retrospective independent assurance over tendering and procurement processes.

Tendering and procurement processes must be robust and fair to all the parties involved, such as contractors, consultants, and purchasers. They must also meet the expected standards for good practice.

We:

- Monitor and review your procurement process, including the market enquiry through Expressions of Interest (EOI) and Request for Proposals (RFP) processes and the evaluation process, to ensure integrity and fairness.
- Act as an independent point of contact for tenderer enquiries on probity or process issues.
- Provide specialist process and probity advice as necessary.
- Provide real-time assurance by identifying and advising on issues as they arise so as to minimise risks to the processes.
- Provide assurance reports at the completion, or if required, at each stage of the tendering process.
- Aim to give you confidence that your tendering and procurement process is consistent with good practice and is transparent and fair.

Contract management

Whether you're handling a major supply contract or a small professional services contract, good practice is essential.

Following good practice will help to ensure that your contracting is successful and that your organisation's integrity is maintained.

We:

- Review your contract management policies and procedures against public sector and industry good practice.
- Let you know if your contract management follows good practice. We may review your arrangements for particular contracts or look at more general aspects of contract management, such as your arrangements for staffing, ongoing monitoring, reporting, and certifying completion.
- Check that your practices are in keeping with public sector standards of integrity, ethical conduct, and appropriate behaviour.
- Identify and report any issues at the earliest opportunity.
- If requested, provide an assurance report containing a prioritised action plan and suggestions for improvement.
- Give you confidence that your arrangements for contract management are consistent with good practice and offer an opportunity for a successful outcome.
- Check that all reasonable steps have been taken to minimise major contract evaluation risks, such as transparency and fairness.

Project management

Major publicly funded projects carry significant risks and may attract extensive media and public attention.

While you may appoint an external professional project manager, your entity is still ultimately accountable for the outcomes and for ensuring that public funds have been used effectively and efficiently.

We:

- Review your policy, procedures, and practices to help you avoid common project management risks such as performance issues with consultants or contractors, uncertainty about project objectives, inadequate recognition of risk, poor budgetary or change control processes – any of which may lead to scope creep, and time and cost overruns.
- Review all processes through any or all of the project phases and compare these with good practice.
- Review all project components including governance, time, cost, quality, communications, risk, and procurement.
- Provide real-time assurance and early identification of any issues as the project progresses.
- Deliver assurance reports at each key stage of the project.
- Carry out post-implementation reviews in order to understand any issues or risks that may have occurred and to identify opportunities for improvement.

Asset management

An improved focus on asset management will result in better value for money for your organisation.

You want your asset management planning to allow your assets to be managed effectively and efficiently in support of your key services.

We:

- Review your asset management framework (policy, strategy, plans, and processes).
- Check that there is reliable data supported by appropriate processes, software, and hardware to enable robust and effective asset management.
- Consider whether you have established relevant and measurable (customer and technical) levels of service.
- Identify whether there is a focus on management options and strategies that consider all relevant economic and physical consequences necessary to deliver the levels of service, from initial planning through to disposal.
- Consider how well your financial forecasts link to the described levels of service and their consistency with asset life cycle management strategies.
- Check that a credible asset management improvement programme is in place to enhance the processes, systems, and data that support the asset management planning to the desired level.

Additional services

We can assist you with a variety of other review and specialist assurance services in areas such as:

- Conflicts of interest
- Risk management practices
- Procedures and protocols for grants programmes
- Performance management and reporting
- Governance arrangements
- Delegations and funding arrangements
- Sensitive and discretionary expenditure
- Treasury management
- Activity/output-based funding and costing
- Sensitive reviews or inquiries related to potential issues with probity, fraud, ethical conduct, or a failure to comply with organisational or government policy or procedures or industry good practice
- A range of other sensitive areas your organisation may be facing. Contact us to discuss how we can assist.

Meet our team

We have a core team of experienced assurance specialists. They come from senior roles in the public and private sector, local and central government, as well as auditing backgrounds.



Peter Davies

Director, Specialist Assurance Services

Email: peter.davies@auditnz.govt.nz

Mobile: 021 222 4824



Lyn Daken

Associate Director, Specialist Assurance Services

Email: lyn.daken@auditnz.govt.nz

Mobile: 021 222 8602



Mark Jensen

Associate Director, Specialist Assurance Services

Email: mark.jensen@auditnz.govt.nz

Mobile: 021 222 6021



Martin Richardson

Associate Director, Specialist Assurance Services

Email: martin.richardson@auditnz.govt.nz

Mobile: 021 222 6102



Leon Pieterse

Audit Director, Specialist Assurance Services

Email: leon.pieterse@auditnz.govt.nz

Mobile: 021 222 6027

You can also contact our people through our main switchboard:

0508 AUDITNZ (0508 283 486) or 04 496 3099 if you're dialling from Wellington.

Our people have accounting, project management, business management, and engineering knowledge and experience. They are proud members of the Project Management Institute New Zealand, Chartered Quality Institute, New Zealand Institute of Chartered Accountants, and:



For more information about our SAS team, please visit:

www.auditnz.govt.nz

AUDIT NEW ZEALAND

Mana Arotake Aotearoa