

**MINUTES OF CENTRAL OTAGO DISTRICT COUNCIL  
AUDIT AND RISK COMMITTEE  
HELD IN NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET,  
ALEXANDRA  
AND LIVE STREAMED VIA MICROSOFT TEAMS ON FRIDAY, 5 SEPTEMBER 2025 AT 9.33  
AM**

**PRESENT:** Mr B Robertson (Chair), Her Worship the Mayor T Alley, Cr S Browne,  
Cr S Feinerman, Cr T Paterson

**IN ATTENDANCE:** P Kelly (Chief Executive Officer), L Fleck (Group Manager - People and Culture, Acting Group Manager - Community Vision), S Righarts (Group Manager - Governance and Business Services), P Morris (Chief Financial Officer), A Jansen (Health, Safety and Wellbeing Advisor), A Lines (Risk and Procurement Manager), D McKewen (Systems and Corporate Accountant), A Crosbie (Policy and Strategy Lead), W McEnteer (Governance Manager)

**1 APOLOGIES**

There were no apologies.

**2 PUBLIC FORUM**

There was no public forum.

**3 CONFIRMATION OF MINUTES**

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**COMMITTEE RESOLUTION**

**Moved:** Robertson  
**Seconded:** Alley

That the public minutes of the Audit and Risk Committee Meeting held on 16 June 2025 be confirmed as a true and correct record.

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**CARRIED**

**4 DECLARATIONS OF INTEREST**

Members were reminded of their obligations in respect of declaring any interests. Mr Robertson declared that he was now the chair of Regional Software Holdings.

**5 REPORTS**

**25.5.2 POLICY AND STRATEGY REGISTER**

To consider the updated Policy & Strategy Register.

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**COMMITTEE RESOLUTION**

**Moved:** Robertson  
**Seconded:** Alley

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That the report be received.

**CARRIED**  
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### **25.5.3 PREPARATION FOR THE LONG-TERM PLAN 2027-37**

To consider an update on preparations toward the 2027-37 Long-term Plan.

Staff went through a presentation before responding to questions. After discussion it was agreed that Audit New Zealand should be present at the December meeting to discuss audit dates for this work.

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**COMMITTEE RESOLUTION**

**Moved:** Paterson  
**Seconded:** Feinerman

That the report be received.

**CARRIED**  
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#### **Attachments**

1 Long-term Plan 2027-37 Launch  
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### **25.5.4 REVIEW OF THE DRAFT NON-AUDITED ANNUAL REPORT 2024-25**

To consider and recommend to Council the adoption of the draft 2024-25 Annual Report for audit and subject to any further amendments (see Appendix 1).

In addition to some typographical errors that were found, there were specific comments and suggestions made for changes to various parts of the draft. The draft would be then taken for Council's consideration.

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**COMMITTEE RESOLUTION**

**Moved:** Paterson  
**Seconded:** Feinerman

That the Audit and Risk Committee

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council that they adopt the draft 2024-25 Annual Report for Audit, subject to any further amendments.

**CARRIED**  
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### **25.5.5 INTERNAL AUDIT PROGRAMME**

To consider an update on the internal audit programme.

After discussion it was noted that Deloitte would be present at the December meeting.  
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**COMMITTEE RESOLUTION**

**Moved:** Robertson  
**Seconded:** Paterson

That the report be received.

**CARRIED**

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**25.5.6 AUDIT NZ UPDATE**

To consider an update on the status of the external audit programme and any outstanding actions for completed external audits.

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**COMMITTEE RESOLUTION**

**Moved:** Alley  
**Seconded:** Feinerman

That the report be received.

**CARRIED**

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Note: Miles O'Connor from Bancorp joined the meeting for item 25.5.7.

**25.5.7 BANCORP QUARTERLY TREASURY REPORT**

To consider the quarterly treasury report.

Mr O'Connor gave a presentation before responding to questions.

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**COMMITTEE RESOLUTION**

**Moved:** Alley  
**Seconded:** Browne

That the report be received.

**CARRIED**

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**Attachments**

1 Presentation from Bancorp

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Note: The meeting was adjourned at 11.25 am and returned at 11.30 am.

Note: Her Worship the Mayor returned to the meeting at 11.31 am.

**25.5.8 DELEGATIONS REVIEW**

To consider an update on the delegations review taking place in preparation for the next Council triennium.

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**COMMITTEE RESOLUTION**

**Moved:** Alley  
**Seconded:** Paterson

That the report be received.

**CARRIED**

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**25.5.9 HEALTH, SAFETY AND WELLBEING REPORT**

To provide the Audit & Risk Committee with an update on the health, safety and wellbeing performance of the organisation.

The remaining issues from the last health and safety audit are nearly resolved, so a new performance review would be beneficial.

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**COMMITTEE RESOLUTION**

**Moved:** Browne  
**Seconded:** Feinerman

That the report be received.

**CARRIED**

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**6 CHAIR'S REPORT****25.5.10 CHAIR'S REPORT**

To consider the Chair's report.

The Chair noted the work being done in the Regional Deals space. He acknowledged the work in the previous Long-term Plan and the work being done for the next one. He also acknowledged the work being done in the Southern Water Done Well programme.

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**COMMITTEE RESOLUTION**

**Moved:** Robertson  
**Seconded:** Alley

That the report be received.

**CARRIED**

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**7 MEMBERS' REPORTS****25.5.11 MEMBERS' REPORTS**

To consider the members' reports.

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It was noted that the management report from Audit New Zealand should be available for the December meeting. In addition it was asked for some time to be set aside for induction for potential new members of the Committee following the elections.

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#### COMMITTEE RESOLUTION

Moved: Robertson

Seconded: Alley

That the reports be received.

CARRIED

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### 8 STATUS REPORTS

#### 25.5.12 SEPTEMBER 2025 GOVERNANCE REPORT

To report on items of general interest and the current status report updates.

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#### COMMITTEE RESOLUTION

Moved: Robertson

Seconded: Alley

That the report be received.

CARRIED

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### 9 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 5 December 2025.

### 10 RESOLUTION TO EXCLUDE THE PUBLIC

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#### COMMITTEE RESOLUTION

Moved: Robertson

Seconded: Alley

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
Confidential Minutes of Ordinary Committee Meeting	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person's privacy

	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage</p>	<p>Commercial sensitivity</p> <p>Legal professional privilege</p> <p>To prevent use of the information for improper gain or advantage</p>
<b>25.5.13 - Cybersecurity, Information and Records Management and Privacy Plans for 2022-2025 Implementation Update</b>	s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	To prevent use of the information for improper gain or advantage
<b>25.5.14 - Bad Debts and Abandoned Land</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage</p>	<p>To protect a person's privacy</p> <p>Commercial sensitivity</p> <p>To prevent use of the information for improper gain or advantage</p>
<b>25.5.15 - Risk Management Update</b>	s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	To prevent use of the information for improper gain or advantage
<b>25.5.16 - Litigation Register</b>	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	Legal professional privilege

**CARRIED**

The public were excluded at 11.47 am and the meeting closed at 12.48 pm.

Unconfirmed