

Audit and Risk Committee | Part one

Venue - Committee Room North, First Floor, Clocktower Building



25 August 2026 01:00 AM - 03:45 PM

Agenda Topic	Presenter	Page
Part 1 - Open Committee		
Opening Karakia		2
Apologies To receive and note apologies.		
1. Minutes - Part One To approve the Minutes from the meeting held 26 May 2026.	Decision	3
2. Exclusion of the Public To approve a motion under Section 48 of the Local Government Official Information and Meetings Act 1987, that the public be excluded from the following parts of the proceedings.	Decision	6

Karakia

This karakia has been composed for use across Ōtākou Whakaihu Waka | the University of Otago as a means of opening and/or closing hui, meetings, and everyday gatherings.

Kupu	Translation
Tau mai te mauri	Let the mauri settle
Te mauri tū	The mauri that stands firm
Te mauri ora	The mauri of wellbeing
Te mauri o tēnei kaupapa	The mauri of this purpose
e whakaū nei i kā uara ki Ōtākou Whakaihu Waka	affirming the values at the University of Otago
Te mana	Mana
Te tapu	Tapu
Te whakapapa	Whakapapa
me te mauri	and mauri
Puritia kia ū, puritia kia mau	Hold fast, hold firmly
Haumi e	Let us be united
Hui e	Let us come together
Tāiki e	It is complete

Purpose:

The primary purpose of this karakia is to whakatau the mauri — to settle, ground, and bring into balance the mauri of those who recite it. It is intended to help people arrive fully, be present with one another, and move forward collectively in a calm way.

Notes:

This karakia is grounded in the context of Ōtākou and acknowledges the importance of place and relationship. It has been composed in the Kāi Tahu dialect¹ to reflect the mana whenua of Ōtākou and the local context of Ōtākou Whakaihu Waka.

This karakia has been carefully shaped for use across a diverse institution, incorporating the values of mana whenua at Ōtākou Whakaihu Waka². It respects a wide range of belief systems within the University community while upholding Māori values, language, and tikaka.

¹ Kāi Tahu dialect uses 'k' in place of the more widely used 'ng' (e.g., kā instead of ngā, manaakitaka instead of manaakitanga).

² [insert link to values here]



Minutes of an Ordinary meeting of the University Audit and Risk Committee

26 May 2026

Present	Mr. C Hopkins (Convenor), Mr. R Jackson, Mr D. Leamy, Mr F. Barton.
Apologies	Mr. B Boyle (Convenor - Health and Safety), Dr. P Bramley, Deputy Vice-Chancellor Research and Innovation.
In attendance	The Vice-Chancellor, Chancellor (observing), Chief Operating Officer, Chief Financial Officer, Head of Risk, Assurance and Compliance, Head of Cyber Security and IT Assurance, Head of Sustainability, Director Research and Enterprise, Rudie Tomlinson and Chantelle Gernetzky (Audit New Zealand), Registrar and Secretary to the Council, Deputy Secretary to the Council.

Committee-Only Briefing

The Committee-only briefing preceded the Committee meeting, facilitated by the Convenor.

1. Audit New Zealand

Ms Gernetzky was introduced to the Committee, who will be taking over the duties of Rudie Tomlinson, from the start of the new financial year. Monique Kruger will be providing continuity.

Ms Gernetzky proposed aligning March/April Council meetings, with annual audit completion to avoid delays. As the audit is completed by mid-March (with a statutory deadline of 30 April), the Committee agreed this alignment reflects best practice across New Zealand Universities.

Ms Gernetzky is setting up an audit plan, to spread out the significant workflows in a consistent manner across the financial year.

The Vice-Chancellor, Chief Operating Officer, Chief Financial Officer, and Head of Risk, Assurance and Compliance joined the meeting at 1:21pm

Part One : Open Committee

The Convenor opened the meeting with a karakia, and noted apologies.

1. Minutes

The Committee

APPROVED the minutes of Part One of the meeting held 16 February 2026.

APPROVED the minutes of Part One the meeting held 21 April 2026.

2. Exclusion of the public

The Committee

APPROVED a motion, under Section 48 of the Local Government Official Information and Meetings Act 1987, that the public be excluded from the remaining parts of the proceedings of the meeting as appended to the Minutes.

The Convener moved that the public be excluded from the whole of the proceeding of this meeting/the following parts of the proceedings of this meeting, namely, —

Item 3	Minutes Part Two – in Committee
Item 4	Register of Interest
Item 5	Workplan and Action Register Follow-Up
Item 6	Risk Management Summary
Item 7	Internal Audit and Assurance
Item 8	Internal Audit Charter
Item 9	Cyber Security Audit Approach
Item 10	Holidays Act Remediation Programme – Update
Item 11	Audit Report and Management Letter Responses
Item 12	Office of Risk, Assurance and Compliance
Item 13	Data Analytics Assurance Approach
Item 14	Ethics and Institutional Biological Safety
Item 15	Material Damage and Business Interruption Insurance
Item 16	Draft Insurance Renewal Strategy
Item 17	Polices, procedures and Frameworks
Item 18	Committee only

The general subject 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(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows: —

General Subject	Reason for passing this resolution	Ground under Section 48(1)(a) for the passing of this resolution
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Items 4 - 11
Confidential minutes and
reports

Good reason for withholding
information under the Official
Information Act 1987

Section 48(1)(a)(ii)

This resolution is made in reliance on Section 48(1)(a)(ii) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Sections 6, 7 and/or 9 of the Official Information Act 1982 (except Section 9(2)(g)(i)) of the Official Information Act 1982 as the case may require. The interests which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

Item 3	Minutes Part Two – in Committee	ss9(2) (i), (j) and (k)
Item 4	Register of Interest	ss9(2) (i), (j) and (k)
Item 5	Workplan and Action Register Follow-Up	ss9(2) (i), (j) and (k)
Item 6	Risk Management Summary	ss9(2) (i), (j) and (k)
Item 7	Internal Audit and Assurance	ss9(2) (i), (j) and (k)
Item 8	Internal Audit Charter	ss9(2) (i), (j) and (k)
Item 9	Cyber Security Audit Approach	ss9(2) (i), (j) and (k)
Item 10	Holidays Act Remediation Programme – Update	ss9(2) (i), (j) and (k)
Item 11	Audit Report and Management Letter Responses	ss9(2) (i), (j) and (k)
Item 12	Office of Risk, Assurance and Compliance	ss9(2) (i), (j) and (k)
Item 13	Data Analytics Assurance Approach	ss9(2) (i), (j) and (k)
Item 14	Ethics and Institutional Biological Safety	ss9(2) (i), (j) and (k)
Item 15	Material Damage and Business Interruption Insurance	ss9(2) (i), (j) and (k)
Item 16	Draft Insurance Renewal Strategy	ss9(2) (i), (j) and (k)
Item 17	Polices, procedures and Frameworks	ss9(2) (i), (j) and (k)
Item 18	Committee only	ss9(2) (i), (j) and (k)

AND THAT for items 1 - 11 the Vice-Chancellor, Mr S Willis, Mr B Trott, Ms D Peach, be permitted to remain at this meeting after the public has been excluded because of their knowledge of the matters to be discussed. Chantelle Gernetzky (Audit NZ) will also be permitted to remain. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because it relates to aspects of the administration of the University of Otago for which these people are responsible, or to the auditing function for which these people are responsible. The Registrar and Secretary to the Council and the Deputy Secretary to the Council are also permitted to remain at the meeting to provide secretarial support and advice.

2. Exclusion of the Public

The Convener moves that the public be excluded from the whole of the proceeding of this meeting/the following parts of the proceedings of this meeting, namely, —

Item 3	Minutes Part Two – in Committee
Item 4	Register of Interests
Item 5	Workplan and Action Register Follow-Up
Item 6	Quarterly Risk, Assurance and Compliance Update
Item 7	Progressive Procurement Update (Finance)
Item 8	PBRF Audit Reports
Item 9	University and Group Audit Plan and Fees
Item 10	Holidays Act Remediation Programme – Update
Item 11	Audit Report and Management Letter Responses
Item 12	Office of Risk, Assurance and Compliance
Item 13	Data Analytics Assurance Approach
Item 14	Ethics and Institutional Biological Safety
Item 15	Material Damage and Business Interruption Insurance
Item 16	Draft Insurance Renewal Strategy
Item 17	Polices, procedures and Frameworks
Item 18	Committee only

The general subject 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(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows: —

General Subject	Reason for passing this resolution	Ground under Section 48(1)(a) for the passing of this resolution
Items 4 - 11 Confidential minutes and reports	Good reason for withholding information under the Official Information Act 1987	Section 48(1)(a)(ii)

This resolution is made in reliance on Section 48(1)(a)(ii) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Sections 6, 7 and/or 9 of the Official Information Act 1982 (except Section 9(2)(g)(i)) of the Official Information Act 1982 as the case may require. The interests which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

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