

Audit and Risk Committee | Part One

Venue - Committee Room North, First Floor, Clocktower Building



26 May 2026 01:00 AM - 03:45 PM

Agenda Topic	Presenter	Page
Part 1 - Open Committee		
Opening Karakia		
Apologies To receive and note apologies.		
1. Minutes - Part One To approve the Minutes from the meeting held 16 February 2026 and 21 April 2026	Decision	2
1.1 Part One Minutes - 16 February 2026 To approve the minutes from the meeting held 16 February 2026	Decision	2
1.2 Part One Minutes - 21 April 2026 To approve the Minutes from the meeting held 21 April 2026	Decision	5
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	7



AUDIT & RISK COMMITTEE

Minutes of a Meeting of the Audit and Risk Committee

16 February 2026

Present	Mr C C Hopkins. (Convenor), Hon C E Curran, Mr R D Jackson, Mr D Leamy.
Apologies	The Pro-Chancellor (B Boyle), Mr F B Barton, the Deputy Vice-Chancellor, Research & Innovation.
In Attendance	The Chancellor (observing), the Vice-Chancellor, the Chief Operating Officer, the Chief Financial Officer, the Head of Risk, Assurance and Compliance, the Financial Controller (H Harris), the Registrar and Secretary to the Council, and the Acting Deputy Secretary to the Council. Mr R Tomlinson and Ms M Kruger (Audit New Zealand) attended for item 10. Mr K Maley and Ms L Dick (by video conference) attend for item 10.1 on the Annual Report.

Committee-Only Briefing

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

Karakia Timatanga led by Mr C C Hopkins

Part 1: Open Committee

The Convenor thanked the Head of Risk Assurance and Compliance for the content of the meeting documents.

1. Conflicts of Interest

The Head of Risk, Assurance and Compliance (ORAC) noted that Council has an interest register, but the Committees do not. It was recommended that this be remedied for best practice and transparency, under ARC's oversight with a consistent and proportionate approach. It was proposed that the Head, ORAC works with the Registrar's office on the process, and to create an initial register for the Committees, to be revisited each quarter. Concern was raised about maintaining multiple registers.

Action: The Chancellor suggested using the Institute of Directors model and will share the format with the Head of Risk, Assurance and Compliance.

2. Minutes

Part 1 of the minutes of the meeting of the Audit and Risk Committee held on 18 November 2025 were confirmed.

3. 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.

3. 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, —

4	Minutes
5	Terms of Reference
6	Audit and Risk Committee Workplan and Action Follow-Up Register
7	Risk, Assurance and Compliance
8	Ethics and Institutional Biological Safety Committee Reports
9	Insurance Placement Report
10	Audit
11	Committee Only Business

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:

Item 4	Minutes	ss9(2) (i), (j) and (k)
Item 5	Term of Reference	ss9(2) (i), (j) and (k)
Item 6	Audit and Risk Committee Work Plan and Action Follow-up Register	ss9(2) (i), (j) and (k)
Item 7	Risk, Assurance and Compliance	ss9(2) (i), (j) and (k)
Item 8	Ethics and Institutional Biological Safety Committee Reports	ss9(2)(a), (ba)
Item 9	Insurance Placement Report	ss9(2)(i), (j) and (k)

Item 10	Audit	ss9(2)(i), (j), and (k)
Item 11	Committee Only Business	ss 9(2) (i), (j) and (k)

AND THAT for items 1 - 11 the Vice-Chancellor, Mr S Willis, Mr B Trott, Ms D Peach, Professor Greg Cook, Associate Professor T Hore be permitted to remain at this meeting after the public has been excluded because of their knowledge of the matters to be discussed. Mr Rudie Tomlinson (Audit NZ) and Ms Monique Kruger (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.

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AUDIT & RISK COMMITTEE

Minutes of a Meeting of the Audit and Risk Committee

21 April 2026

Present	Mr C Hopkins, (Convenor), Mr R D Jackson, Mr D Leamy, Mr F B Barton, and Dr P Bramley.
Apologies	The Pro-Chancellor (B Boyle).
In Attendance	The Chancellor (observing), the Vice-Chancellor, the Chief Financial Officer, the Financial Controller (Ms H Harris), the Publications Editor (Ms L Dick), the Deputy Vice-Chancellor Research and Innovation, the Registrar and Secretary to the Council, and the Deputy Secretary to the Council. Mr R Tomlinson and Ms M Kruger (Audit New Zealand) attended for Committee Only Business (video-conference).

Committee-Only Briefing

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

Karakia Timatanga led by Mr C Hopkins

Part 1: Open Committee

1. 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.
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1. 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 2	Annual Report 2025
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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:

Item 2	Annual Report 2025	ss9(2) (i), (j) and (k)
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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. Mr Rudie Tomlinson (Audit NZ) and Ms Monique Kruger (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 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

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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
Audit and Risk Committee 26 May 2026

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.