

**MINUTES OF CARTERTON DISTRICT COUNCIL
RISK AND ASSURANCE COMMITTEE MEETING
HELD AT THE CARTERTON EVENTS CENTRE, 50 HOLLOWAY ST, CARTERTON
ON WEDNESDAY, 1 OCTOBER 2025 AT 1:00 PM**

PRESENT: Philip Jones (Chair), Mayor Ron Mark, Cr Steve Laurence, Cr Grace Ayling, Cr Lou Newman

IN ATTENDANCE: Elected members

Cr Brian Deller, Cr Steve Gallon

Staff

Geoff Hamilton (Chief Executive), Geri Brooking (Group Manager People and Corporate), Glenda Seville (Group Manager Community and Facilities), Solitaire Robertson (Group Manager Planning and Regulatory), Sara Renall (Senior Communications and Engagement Advisor), Natascha Anderson (Financial Accountant) (via video conference), Katrina King (Democratic Services Officer)

OTHER Sefton Vuli (Audit NZ)

1 KARAKIA TIMATANGA

The meeting opened with a karakia by all members.

2 APOLOGIES

MOVED

THAT AN APOLOGY BE RECEIVED FROM DEPUTY MAYOR S CRETNEY.

MAYOR R MARK/P JONES

CARRIED

3 CONFLICTS OF INTERESTS DECLARATION

There were no conflicts of interest declared.

4 PUBLIC FORUM

There was no public forum.

5 DISCUSSION OF THE PUBLIC FORUM

N/A

6 CONFIRMATION OF THE MINUTES

6.1 MINUTES OF THE RISK AND ASSURANCE COMMITTEE MEETING HELD ON 13 AUGUST 2025

MOVED

1. That the Minutes of the Risk and Assurance Committee Meeting held on 13 August 2025 are true and correct.

P Jones/Mayor R Mark

CARRIED

7 REPORTS

7.1 PEER REVIEW OF COMMUNITY SURVEY

1. PURPOSE

For the Committee to endorse the 2025 Community Survey Peer Review conducted by PwC.

MOVED

That the Committee:

1. **Receives** the report.
2. **Endorses** the Peer Review of the 2025 Community Survey methodology conducted by PwC.

Mayor R Mark/Cr G Ayling

CARRIED

7.2 DRAFT ANNUAL REPORT 2024/25

1. PURPOSE

For the Committee to review and endorse the Draft Annual Report for the year ended 30 June 2025.

MOVED

That the Committee:

1. **Receives** the report.

Mayor R Mark/Cr S Laurence

2. **Endorses** the Carterton District Council Draft Annual Report for the year ended 30 June 2025, noting that it is still subject to Audit NZ's review and final changes.

Mayor R Mark/Cr L Newman

3. **Delegates** to the CEO and Mayor Elect to make amendments suggested in the R&A workshop and other minor adjustments that may be required.

Mayor R Mark/Cr G Ayling

CARRIED

8 EXCLUSION OF THE PUBLIC

RESOLUTION TO EXCLUDE THE PUBLIC

MOVED

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	Ground(s) under section 48 for the passing of this resolution
8.1 - Confirmation of the public-excluded minutes of the Risk and Assurance Committee held 13 August 2025	s7(2)(e) - the withholding of the information is necessary to avoid prejudice to measures that prevent or mitigate material loss to members of the public s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege s7(2)(h) - the withholding of the information is necessary to enable Council to carry out,	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

	without prejudice or disadvantage, commercial activities 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	
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Cr L Newman/P Jones

CARRIED

MOVED

.....That Council moves out of Closed Council into Open Council.

Mayor R Mark/P Jones

CARRIED

9 KARAKIA WHAKAMUTUNGA

The meeting closed with a karakia by all members.

The Meeting closed at 1.52 pm

Minutes confirmed:

09 October 2025

Date: