



KAWERAU DISTRICT COUNCIL

Te Kaunihera ā rohe o Kawerau

TAONGA O TE WHENUA - TREASURE OF THE LAND

**The Meeting of the
Risk and Assurance Committee will be
held on Monday 2 February 2026
commencing at 2.00pm**

AGENDA

RISK AND ASSURANCE COMMITTEE

Her Worship the Mayor – F K N Tunui

Councillor B J Julian

Councillor A R Worsley

Philip Jones – Consultant - P J Associates (Chair)

KAWERAU DISTRICT COUNCIL

**The Meeting of the Risk and Assurance Committee
will be held on Monday 2 February 2026
commencing at 2.00pm**

AGENDA

1 Karakia Timatanga | Opening Prayer

2 Apologies

3 Declarations of Conflict of Interest

Any member having a “conflict of interest” with an item on the Agenda should declare it, and when that item is being considered, abstain from any discussion or voting. The member may wish to remove themselves from the meeting while the item is being considered.

4 CONFIRMATION OF AUDIT AND RISK COMMITTEE MINUTES

4.1 Audit and Risk Committee – 11 August 2025

Pgs. 1 - 5

Recommendation

That the minutes of the Audit and Risk Committee Meeting held on 11 August 2025 be confirmed as a true and accurate record.

5 Health, Safety and Wellbeing Report for period – 1 July 2025 to 31 December 2025 (Group Manager, Regulatory and Planning) (509500)

Pgs. 6 - 23

Attached is the report from the Group Manager, Regulatory and Planning covering Health, Safety and Wellbeing Report for period – 1 July 2025 to 31 December 2025.

Recommendation

That the report “Health, Safety and Wellbeing Report for period – 1 July 2025 to 31 December 2025” be received.

6 Risk Profile for 2026 (Chief Executive Officer) (112020)

Pgs. 24 - 26

Attached is the report from the Chief Executive Officer covering the Risk Profile for 2026.

Recommendation

That the report “Risk Profile for 2026” be received.

7 **Report to the Council on the Audit for year ended 30 June 2025 (Group Manager, Finance and Corporate Services) (201000)**

Pgs. 27 - 38

Attached is the report from the Group Manager, Finance and Corporate Services covering Report to the Council on the Audit for year ended 30 June 2025.

Recommendation

That the report “Report to the Council on the Audit for year ended 30 June 2025” be received.

8 **Treasury Report from 30 September 2025 to 30 November 2025 (Group Manager Finance and Corporate Services) (110551)**

Pgs. 39 - 45

Attached is the report from the Group Manager, Finance and Corporate Services covering Treasury Report from 30 September 2025 to 30 November 2025.

Recommendation

That the report “Treasury Report from 30 September 2025 to 30 November 2025” be received.

9 **Annual Plan Performance for the three months ended 30 September 2025 (Group Manager, Finance and Corporate Services) (110400)**

Pgs. 46 - 49

Attached is the report from the Group Manager, Finance and Corporate Services covering Annual Plan Performance for the three months ended 30 September 2025.

Recommendation

That the report “Annual Plan Performance for the three months ended 30 September 2025” be received.

10 **Risk and Assurance Review Timetable from February 2026 to December 2026 (Group Manager, Finance and Corporate Services) (101300)**

Pgs. 50 - 52

Attached is the report from the Group Manager, Finance and Corporate Services covering Risk and Assurance Review Timetable from February 2026 to December 2026.

Recommendation

That the report “Risk and Assurance Review Timetable from February 2026 to December 2026” be received.

11 **Annual Plan 2026/27 Timetable (Group Manager, Finance and Corporate Services) (201300)**

Pgs. 53 - 54

Attached is the report from the Group Manager, Finance and Corporate Services covering Annual Plan 2026/27 Timetable.

Recommendation

That the report “Annual Plan 2026/27 Timetable” be received.

12 Insurance Policies Update (Group Manager, Finance and Corporate Services) (201000)

Pgs. 55 - 60

Attached is the report from the Group Manager, Finance and Corporate Service covering Insurance Policies Update.

Recommendation

That the report "Insurance Policies Update" be received.

13 Karakia Whakamutunga | Closing Prayer

M Godfery

Chief Executive Officer

Z:\KDC Taxonomy\Governance\Democratic Services\Meetings\Risk & Assurance\Agenda's\Risk + Assurance Agenda - 2026.02.02.docx

**Kawerau District Council Minutes of an
Audit and Risk Committee held on 11 August 2025
commencing at 1.00pm**

Present: Philip Jones – P J Associates (Chair)
Her Worship the Mayor – F K N Tunui
Deputy Mayor – A Rangihika
Councillor C Ion
Councillor B J Julian

In Attendance: Chief Executive Officer (M Godfery)
Group Manager, Finance and Corporate Services (L Butler)
Group Manager, Regulatory and Planning (M Glaspey)
Group Manager, Operations and Services (R Nel)
Administration Officer (L Kerei)
Mayoral Aide (M Rogers)

1 Karakia Timatanga | Opening Prayer

Chief Executive Officer opened the meeting with a karakia | prayer.

2 Apologies

No Apologies were received.

3 Declarations of Conflict of Interest

No Conflicts of Interest were received.

4 CONFIRMATION OF AUDIT AND RISK COMMITTEE MINUTES

4.1 Audit and Risk Committee – 9 June 2025

Resolved

That the minutes of the Audit and Risk Committee Meeting held on 9 June 2025 be confirmed as a true and accurate record.

**Councillor Julian / Her Worship the Mayor
CARRIED**

5 Health, Safety and Wellbeing Report for period – 1 June 2025 to 30 June 2025 (Group Manager, Regulatory and Planning) (509500)

Committee discussed the report from the Group Manager, Regulatory and Planning covering Health, Safety and Wellbeing Report for period – 1 June 2025 to 30 June 2025.

Action Item:

- The phrase “but do not include covid-19 cases” should be excluded from future reports, under the Events by Incident Types graph.

Resolved

That the report “Health, Safety and Wellbeing Report for period – 1 June 2025 to 30 June 2025” be received.

**Her Worship the Mayor / Councillor Ion
CARRIED**

6 Council Bylaw and Policy Review Update (Group Manager, Regulatory and Planning) (320000 & 110800)

Committee discussed the report from the Group Manager, Regulatory and Planning covering Council Bylaw and Policy Review Update.

Group Manager, Regulatory and Planning Update:

- The June/July 2025 date on page 24 of the agenda for Control of Stock, Poultry and Bees and Public Places was meant to be removed as both Bylaws are still current.

Committee Acknowledgement:

- The Committee acknowledges the work Group Manager, Regulatory and Planning has done on the Bylaws.

Resolved

That the report “Council Bylaw and Policy Review Update” be received.

**Deputy Mayor Rangihika / Her Worship the Mayor
CARRIED**

7 Treasury Report to 31 May 2025 and 30 June 2025 (Group Manager, Finance and Corporate Services) (110551)

Committee discussed the report from the Group Manager, Finance and Corporate Services covering the Treasury Report to 31 May 2025 and 30 June 2025.

Resolved

That the report “Treasury Report to 31 May 2025 and 30 June 2025” be received.

**Chair Jones / Councillor Ion
CARRIED**

8 Review of Council’s Sensitive Expenditure Policy (Group Manager, Finance and Corporate Services) (110820)

Committee discussed the report from the Group Manager, Finance and Corporate Services covering the Review of Council’s Sensitive Expenditure Policy.

Group Manager, Finance and Corporate Services Update:

- The Group Manager gave a short summary of the key changes to the new policy. These changes can be found on page 36 and 37 of the agenda.

Action Items:

- That the Sensitive Expenditure Policy be updated with the following recommendations:
 - Under Clause 5.2 Motor Vehicles add the vehicle safety rating requirement and for drivers to have a current driver's license.
 - Add clarification on the Expenses for Elected members under scope that relates to the Remuneration Authority legislation.
 - For the mini-bar expenses that relate to food as a meal, that is under 5.1 General, paragraph 4, add “Approval Manager may approve retrospectively the mini-bar expenses”.
 - Add under 5.3 Air Travel an option for Koru Club Membership if there is a valid business case for this expenditure that is approved by the Audit and Risk Committee.
 - Under 5.7 Gifts add under frequency, the example of repeatedly being provided a coffee.
 - Under 5.8, point 4 add the word “recommended”, not in cash.
 - Add to Principles “the most effective and efficient means of undertaking your business-related work”.

Resolved

1. *That the report “Review of Council’s Sensitive Expenditure Policy” be received.*

2. *That the Audit and Risk Committee approve the updated Sensitive Expenditure policy including any further amendments for adoption by Council.*

**Her Worship the Mayor / Councillor Julian
CARRIED**

9 Audit and Risk Review Timetable from August 2025 to June 2026 (Group Manager, Finance and Corporate Services) (101300)

Committee discussed the report from the Group Manager, Finance and Corporate Services covering the Audit and Risk Review Timetable from August 2025 to June 2026.

1.38pm **Chief Executive Officer** departed from the meeting.

Resolved

That the report “Audit and Risk Review Timetable from August 2025 to June 2026” be received.

**Deputy Mayor Rangihika / Councillor Ion
CARRIED**

10 Audit New Zealand – Audit Plan for the Annual Report to 30 June 2025 (Group Manager, Finance and Corporate Services) (201300)

Committee discussed the report from the Group Manager, Finance and Corporate Services covering the Audit New Zealand – Audit Plan for the Annual Report to 30 June 2025.

1.41pm **Chief Executive Officer** returned to the meeting.

Action Item:

- To check with Audit New Zealand regarding the overall materiality values on pages 71 and 83.

Resolved

That the report “Audit New Zealand – Audit Plan for the Annual Report to 30 June 2025” be received.

**Councillors Julian / Ion
CARRIED**

11 Exclusion of the Public – 1.50pm

Resolved

That the public is excluded from the following part of the proceedings of this meeting, namely:

1. **Minutes for the Confidential Audit and Risk Committee Meeting held on 9 June 2025**
2. **Fraud and Corruption Policy – Operational Update**

**Her Worship the Mayor / Deputy Mayor Rangihika
CARRIED**

The general subject of the matter to be considered while the public is excluded; the reason for passing this resolution in relation to the matter, and the specific grounds under Section 48(1) of the Local Government Information & Meetings Act 1987 for the passing of this resolution is as follows:

General Subject of the matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. <i>Minutes for the Confidential Audit and Risk Committee Meeting held on 9 June 2025</i>	<i>Maintain the effective conduct of public affairs through the free and frank expression of opinions.</i>	<i>That 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 exists.</i> <i>Section 48 (1) (a) (i)</i>
2. <i>Fraud and Corruption Policy – Operational Update</i>		

This resolution is made in reliance on Section 48(1) (a) of the Local Government Official Information & Meetings Act 1987 and the particular interest or interests protected by Section 7 (2) (b) (i) of that Act.

13 Karakia Whakamutunga | Closing Prayer

Chief Executive Officer closed the meeting with a karakia | prayer at 2.29pm.

P Jones
Chairperson

\\\kdcvv\Working\KDC Taxonomy\Governance\Democratic Services\Meetings\Audit and Risk\Minutes\Drafts\Audit and Risk Meeting - DRAFT MINUTES 2025.08.11.docx

Meeting: Risk and Assurance Committee

Meeting Date: 2 February 2026

Subject: **Health, Safety and Wellbeing Report for period – 1 July 2025 to 31 December 2025**

File No: 509500

1 **Purpose**

This report provides a summary of the activities Kawerau District Council undertakes to meet the requirements of the Health and Safety at Work Act 2015 and our efforts to ensure everyone goes home healthy and safe.

2 **Executive Summary**

The core systems and controls in place to manage Council's health, safety and wellbeing risks include:

- Ensuring Elected Members and all Council Staff are aware of their specific and general duties under current Health and safety legislation, through inductions and training.
- Development of a health and safety culture that encourages the identification, reporting and mitigation of new and existing health, safety and wellbeing risks, with ongoing risk monitoring and reviews.
- Dedicated Health and Safety Officer engaged to monitor compliance with health and safety legislation, driving continuous improvement and continual learning.
- Maintaining an effective Health and Safety Committee by engaging with staff, which enables participation and provides leadership, guidance and support across the organisation to better inform health and safety decisions and policies for Council staff, contractors and visitors.
- Implementation of health, safety, and wellbeing software (BWARE) to enable reporting, investigation and ongoing monitoring of identified risks.
- Provision of an employee assistance programme, a wellbeing service, policies and training for staff.
- Health and safety monitoring of contractors engaged by Council, through random site audits.

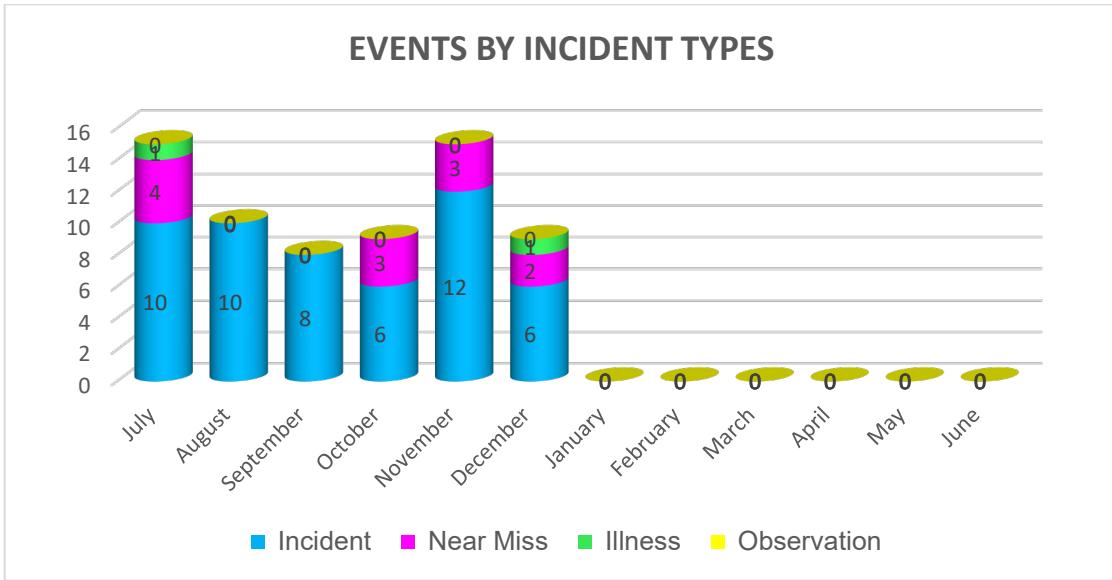
The key items which elected members should note from this report are:

- Two notifiable events occurred during this period, which related to a gas strike (October 2025) and a trip that resulted in a broken ankle (August 2025). Steps have been taken to minimise the gas line strike by avoiding sharp probes when locating gas lines, and painting yellow strips on steps to minimise trip hazards.
- Worksafe NZ received one mentally healthy work notification relating to Kawerau District Council. This related to concerns of bullying that are currently being addressed internally. Worksafe notified they were taking no action on the report.
- Sixty six (66) health and safety reports were received for the period 1 July 2025 to 31 December 2025.
- Six contractor audits were completed for the period covered in this report. No significant concerns were found in any audit with the majority having good health and safety practices in place. A couple of audits identified some improvements with one audit identifying an expired fire extinguisher, missing a first aid kit and vehicle registration. Another identified an expired first aid certificate and the contractor induction not being recorded in the health and safety system. Both contractors were advised of the findings and confirmed steps would be taken to resolve matters. One site did need to be suspended until SHE prequalification was reinstated, this was completed as requested.

3 Incident and Injury Reporting

Incidents for period – 1 July 2025 to 31 December 2025 (Brackets – Year to Date)

Incidents 52 (52)	Near Miss 12 (12)	Illness 2 (2)	Observations 0 (0)
-------------------	-------------------	---------------	--------------------

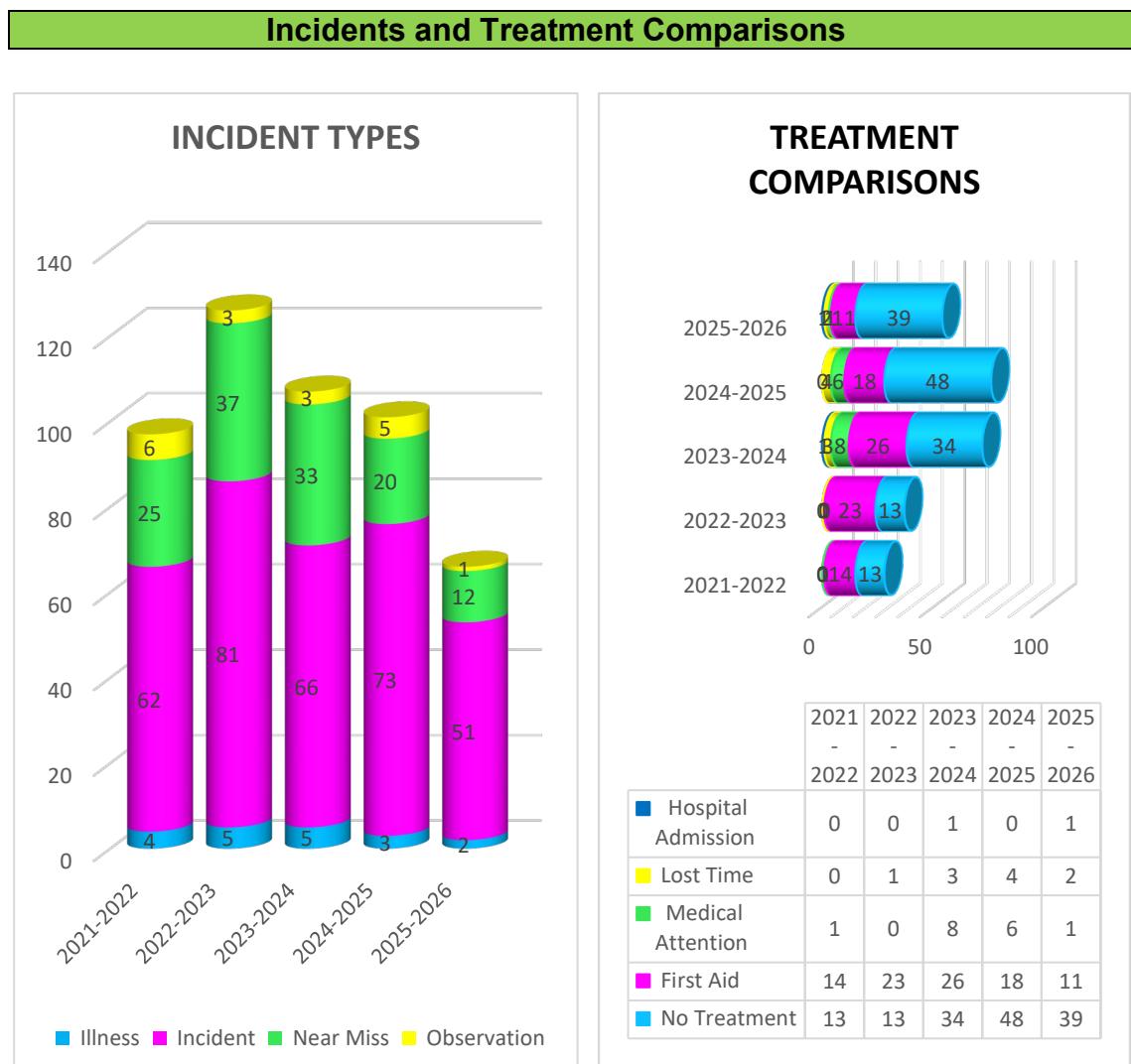


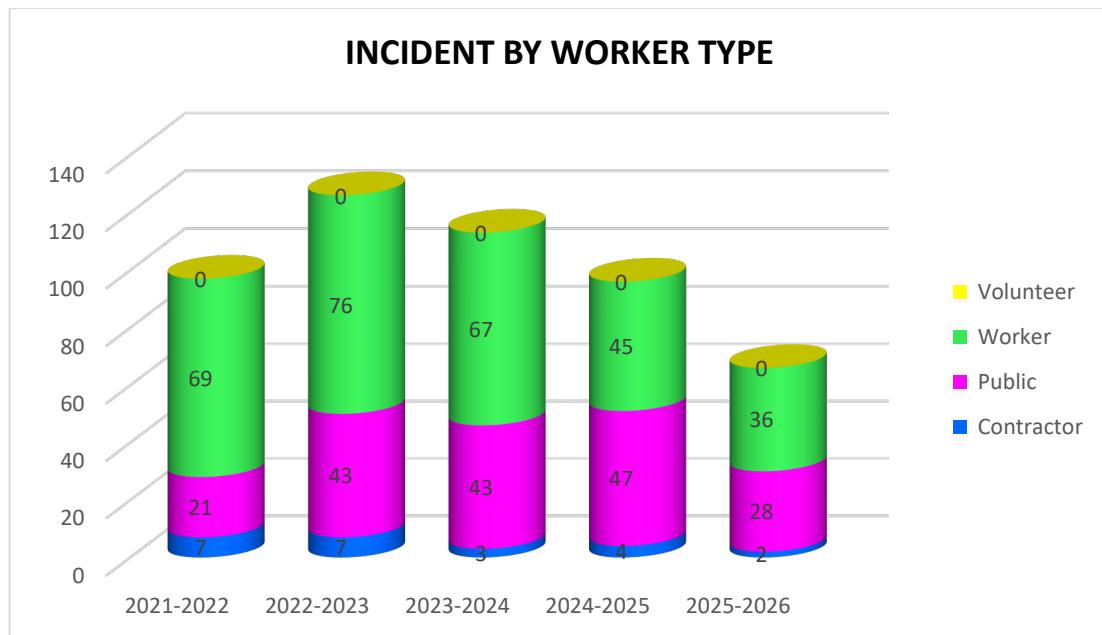
Note: Nine incidents were lodged but have not been reported here as they are not health and safety related. These include, theft, 2 x lost keys, maintenance issues, freedom camping (operational issues), recording fuel purchases, police search, oil leak.

Illness is defined as a health condition or disease directly caused or significantly aggravated by factors in the workplace. These include breathing issues, heat exhaustion, dehydration.

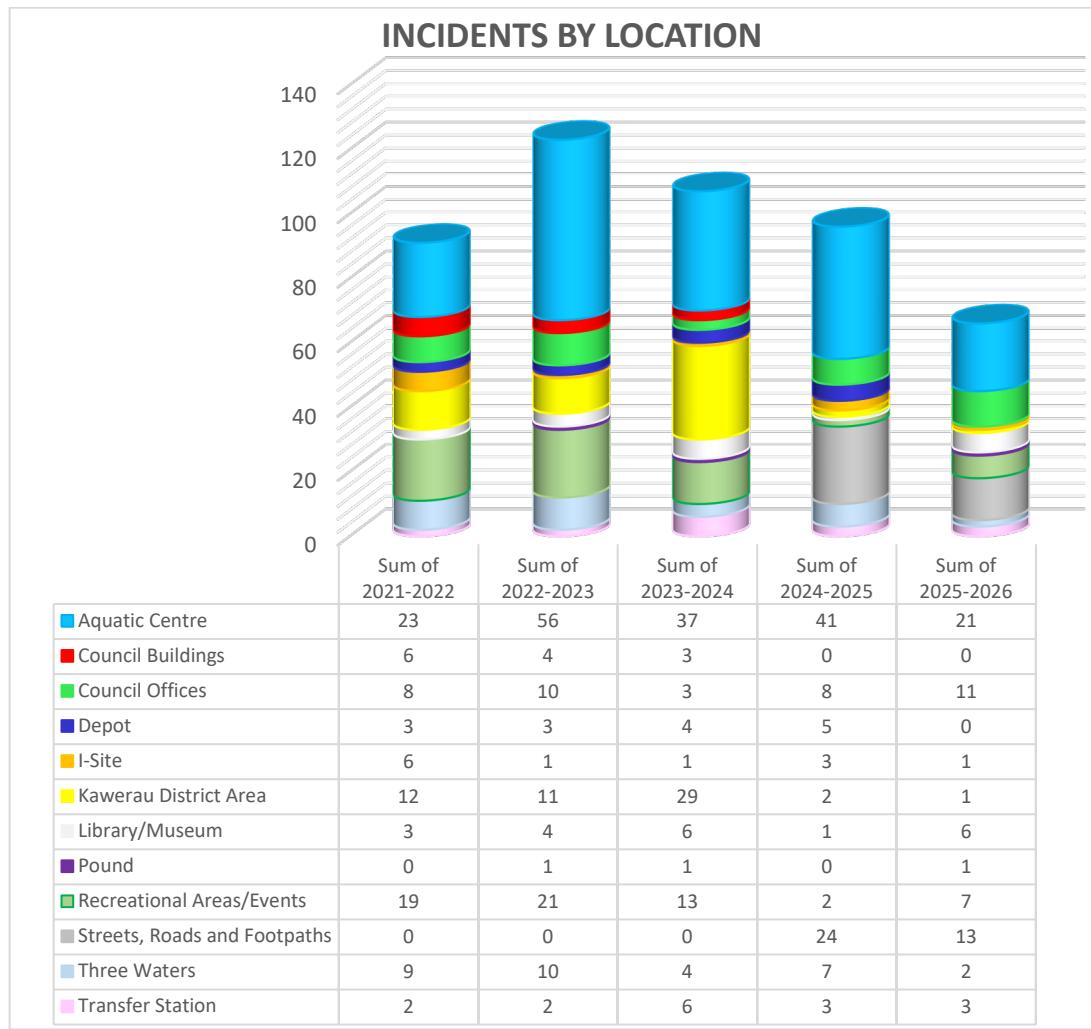
Incidents Risk Type and Treatment for Period 1 July 2025 to 31 December 2025	
Events by Critical Risk	Outcome of Incidents
Public/People/ Customers	No Treatment 39
Stress	First Aid 11
Slips, Trips and Falls	Medical Treatment 1
Lone Working	Lost Time 2
Manual Handling	Hospital 1
Other *	Does not include Near Misses or Observations
	Investigations Required
	Formal Investigation 0
	Work Safe Investigation 0

* Other – Gasline Strike, Blood nose, Work completed without barriers in place x 2, Vehicle accident, Seizure, Trespass, Children in deep water x 2, Asbestos x 2, Smashed glass pipe, Child could not exit family room x 2, Allergies, Damage to rear vehicle window, Child walked into furniture, Alum fitting broke, Rubbish on floor, stainless mirror fell off wall, wooden roof fallen to ground, damage to garden edge, material coming off verandah.





Note: Where damage to KDC property is reported, this is coded as a worker due to impact of damage.



Note: Prior to 2024-2025, Streets, Roads and Footpaths were reported under Kawerau District Area.

Potentially Critical Events/Critical Events
1 July 2025 to 31 December 2025

Event	Critical Risk	Potential Consequence	Actual Consequence	Controls and Status
Member of Public slipped entering spa and hit knee. Did not use handrail available	Slips/Trips and Falls	High	Low	<ul style="list-style-type: none"> User care Knee bruised, first aid provided. Member of public reminded to be more careful. Handrail available Risk minimised by adding nonslip coating to steps during maintenance.
Verbal threat and intimidation of staff while getting coffee off site. Threatens to assault/kill staff members, no reason identified.	Violence - People/Customers/Visitors	Medium	Low	<ul style="list-style-type: none"> Customer Conflict Training Dealing with Abusive Customers Process <p>Staff responded appropriately and left scene when possible. Evidence gathered and reported to the police. VITAE offered to staff. Employer of offending party was spoken to and offered an apology from the company. Unable to prevent this from happening in the public.</p>
Damage to company vehicle when loading bins onto ute.	Manual Handling	Medium	Low	<ul style="list-style-type: none"> Operator training/care Standard Operating Procedures <p>Worker failed to take sufficient care when loading bins. Minor damage to vehicle (\$500)</p> <ul style="list-style-type: none"> Recommend having bars installed over rear window to minimise risk.
Staff member slipped on cobble stones hitting knee.	Slips/Trips and Falls	High	Low	<ul style="list-style-type: none"> User care Knee bruised. Cobbles are slippery when wet and can be uneven. Reminder to assess terrain and ground conditions for all work areas and report where unsafe.
Staff member tripped as walking up steps. Sprained foot.	Slips/Trips and Falls	High	Low	<ul style="list-style-type: none"> User care Foot sprained and first aid given prior to staff seeking medical treatment. Resulted in a lost time injury. Staff reminded to be careful when walking up stairs. Guard rail added to steps to help minimise trip hazard.
Intimidation of staff with a chainsaw when requesting member of public to stop cutting down trees in the Reserve.	Violence - People/Customers/Visitors	High	Low	<ul style="list-style-type: none"> Customer Conflict Training Dealing with Abusive Customers Process <p>Due to threats to while having a chainsaw waved at the staff member, they withdraw from the situation. Staff member advised they did the right thing to back away and advised to call police in these situations. Reinforced Council do not expect staff to attend incidents which put them in danger.</p>

Vehicle Accident – Staff member hit black ice when driving to work, causing car to skid off road. No injury and minor damage to private vehicle.		High	Medium	<ul style="list-style-type: none"> Driving Policy Operator training/care No injury to individual, and minor damage to private vehicle. KDC worker took appropriate action and reported incident. Team checked in with staff member and reminded to be careful on the roads as black ice is common over winter.
Staff undertaking tree maintenance, failed to have temporary traffic management in place, but had stop go in place. PPE worn but not appropriate for specific job. No injury or damage. Works paused until all was in order.		High	Low	<ul style="list-style-type: none"> Operator training/care Standard Operating Procedures Worker failed to follow standard operating procedures, site shut down until traffic management in place and PPE worn appropriately. Staff reminded of requirements and the importance of health and safety for staff and the public. Staff taken through requirements for setting up a site appropriately.
Staff member was sweeping up broken glass from footpath and cut finger.	Manual Handling	Medium	Low	<ul style="list-style-type: none"> Operator care Team leader provided first aid. Staff member had followed process and was wearing gloves (PPE) at the time, but glass penetrated the glove. Reviewed risk assessment – this was appropriate. Review of available gloves that may provide better protection from glass.
Member of public was verbally abusive regarding dog penalties, yelling and being abusive towards CSO and Dog Control Officer This happened twice with the second incident in a few days was after requesting a member of the public to remove their dog from the office.	Violence public - People/ Customers/ Visitors	Medium	Low	<ul style="list-style-type: none"> Customer Conflict Training Dealing with Abusive Customers Process CSO requested assistance from Team Leader Animal Control. Locked building so no public could enter while dealing with customer, ended up taking outside. Team Leader checked in with staff VITAE offered
Contractor stepping down off step and twisted ankle and fell when completing work around the raw pit. Taken to hospital to have foot assessed and was admitted. Worksafe were advised but reviewed the incident and closed without further investigation	Slips/Trips and Falls	High	Medium	<ul style="list-style-type: none"> User care Medical treatment sought and confirmed fracture. Admitted to hospital. Video footage of the incident did not show anything of significance. Uneven step height and lack of handrail. Step and rails are being reviewed when maintenance is due in the area. <p>Notifiable incident</p> <p>Worksafe notified by contractor due to loss of bodily function that required immediate medical treatment.</p>

				Worksafe reviewed and closed incident with no action.
Member of the Public came in to dispute the boundary change as they did not want to pay rates to Kawerau. Appropriate staff not available at the time. Very rude and arrogant and swearing at staff.	Violence public - People/ Customers/ Visitors	Medium	Low	<ul style="list-style-type: none"> Customer Conflict Training Dealing with Abusive Customers Process <p>Staff dealt with the situation in a professional manner and got phone number so Council staff could contact him by phone.</p> <p>Staff member was rattled but was given time to recoup after incident.</p> <ul style="list-style-type: none"> Looking into the use of screens, better video surveillance and messaging in office to reduce abuse.
Trespass at Maurie Kjar Aquatic Centre at 1am. Offenders had a spa before walking to the office and setting off the alarm. No damage done.		Medium	Low	<ul style="list-style-type: none"> CCTV on site for security <p>No staff on site at the time.</p> <p>Alarms went off and First Security attended but after offenders had left.</p> <p>Camera grid lines were set to low sensitivity due to cats but have now been fixed for better sensitivity.</p>
Verbal and Physical Abuse - Member of the Public was abusive to staff over the pool rules, resulting in physically punching a staff member in the face. Police called and Member of Public trespassed. Medical treatment sought and critical incident support provided.	Violence - People/ Customers/ Visitors	High	Medium	<ul style="list-style-type: none"> Customer Conflict Training Dealing with Abusive Customers Process <p>Three staff were present during the incident (not a lone working situation).</p> <p>Staff followed process and continue to use staff radios and personal locators.</p> <p>Police called to attend and serve trespass notice.</p> <p>Staff member was rattled by the experience and was provided with access to critical incident support.</p> <p>Health and Safety staff to ensure they were doing okay.</p> <ul style="list-style-type: none"> The public's mental state or drug impairment is often difficult to predict. While training is provided for these incidents, they are difficult to anticipate or prevent. <p><u>Trespass processed</u></p>
Small amount of asbestos containing Material (Decramastic Roofing Tiles) dumped at Transfer Station in amongst other waste. Happened twice (not the same people involved) similar circumstances	Manual Handling	High	Low	<ul style="list-style-type: none"> Manual Handling Policy Asbestos Training/Process Operator Training/care <p>Material hidden in other materials dumped at the time. Was not identified until later.</p> <p>Covered to isolate and stop contamination and specialist called to remove.</p> <p>No way to completely stop this</p> <ul style="list-style-type: none"> Staff available to monitor the unloading of rubbish, to minimise this, but staff member was not available at the time.

Child jumped off bounce pad and landed on one knee resulting in sharp pain. First aid given and told to stay still until help arrives.	Slips/Trips and Falls	High	Low	<ul style="list-style-type: none"> User care Landed on knee, ice pack placed on injury and ambulance called.
Contractor was probing ground to locate clear ground. Hit gas line with metal probe, which pierced the gas line released gas into the air. The Fire service was called along with First Gas.		High	Low	<ul style="list-style-type: none"> Operator training/care Standard Operating Procedures <p>Contractor followed operating procedures, unfortunately probe was inserted too hard piercing line. Mapping of lines is inconsistent. Fire and Contractor Manager were advised along with Worksafe.</p> <ul style="list-style-type: none"> Council discussed with contractor the use of metal probes to minimise sharpness and pressure used when locating gas lines. <p>Notifiable incident</p> <p>Contractor strike line with probe during routine locating activities.</p> <p>Contractor notified Worksafe due to unplanned gas release. Worksafe took no further action.</p>
Intimidation of staff and death threats from member of the public while executing court order. Threat made to intimidate and staff member unable to leave until execution of court order complete.	Violence public - People/ Customers/ Visitors	High	Low	<ul style="list-style-type: none"> Customer Conflict Training Dealing with Abusive Customers Process <p>Threats made in a way that could not be proven.</p> <p>Staff member was safe with three contractors on site as well.</p> <p>Police were aware of situation, and this occurred after Police left site.</p> <p>Staff member stayed a safe distance from member of the public until job completed.</p> <ul style="list-style-type: none"> Reviewed process, no way to avoid, but ensure two staff remain on site where possible, to minimise risk.
Staff member slipped while drying out spa pool. Came down hard, hitting head.	Slips, Trips and Falls	High	Low	<ul style="list-style-type: none"> Operator training/care Standard Operating Procedures <p>Staff were made aware of extra care being needed prior to entry.</p> <p>Needed drying out due to recent reseal that may be affected by the rain.</p> <p>Staff member off work for one day.</p> <ul style="list-style-type: none"> Care to be taken in these circumstances. Signage in place to be aware of slippery surfaces
Three members of the public slipped while entering the spa pool over two days. No injuries.	Slips, Trips and Falls	High	Low	<ul style="list-style-type: none"> Signage at pools warning of risks <p>None used the handrail available.</p> <p>Members of public reminded to take care on the bricks when they are wet.</p> <ul style="list-style-type: none"> Nonslip surface to be added.

Young child (3) ran from splash pad into spa pool not noticing depth of spa. Thrashing arms and legs when could stand. Lifeguard moved toward, but Koro noticed and grab child. No injury		High	Low	<ul style="list-style-type: none"> • Signage at pools warning of risks Children to be supervised by parents/family during visits to Council facilities. Lifeguard watching and was acting when Koro noticed. Quick actions resulted in no injury.
Young child got out of baby pool and jumped into spa pool. Panicked when couldn't touch the bottom. Lifeguard gave a hand and pulled her out. No injury		High	Low	<ul style="list-style-type: none"> Children to be supervised by parents/family during visits to Council facilities. Signage is in place at the Aquatic Centre to supervise children at all times. • Lifeguard's quick actions resulted in no injury.
Staff member approached by 3 members of the public outside pound. Angry and aggressive due to believing their dog was in the pound. Dog not in pound but would not believe. One was shown the dog was not there but became more aggressive and was escorted out. Public left when more staff arrived.	Violence public - People/ Customers/ Visitors	High	Low	<ul style="list-style-type: none"> • Customer Conflict Training • Dealing with Abusive Customers Process <p>Staff was on the phone when first approached, enabling the other person to get off phone and alerted KDC. Other staff went to aid in situation.</p> <p>Staff approached the situation correctly in the circumstances, however, did not activate personal protection alarm.</p> <p>No injury to those involved.</p> <ul style="list-style-type: none"> • Team Leader and Manager checked in with staff. • Staff reminded to used personal protection alarm. • This is a risk that cannot be removed but reminded staff to call police.
Member of the public had a minor seizure while visiting the pools. Caregivers kept safe while lifeguard made sure area was clear. No Injury		Medium	Low	<ul style="list-style-type: none"> • First Aid Training <p>Caregiver was quick to client aid</p> <p>Staff trained but were not required to aid, other than ensure clear area.</p> <ul style="list-style-type: none"> • Unable to prevent
Staff member was emptying rubbish bins when they clipped the side of the bin which resulted in a cut to their lower arm.		Medium	Low	<ul style="list-style-type: none"> • Operator training/care • Standard Operating Procedures <p>First aid provided.</p> <ul style="list-style-type: none"> • Bins checked for damage and repaired to ensure no further injuries.
Staff member was removing hydrant stand for exposed hole. The concrete valve cover slipped into hole with staff member on it. Staff member hit hydrant stand as they fall into hole		Medium	Low	<ul style="list-style-type: none"> • Operator training/care • Standard Operating Procedures <p>Staff aware of risks around the edge of excavations. Hole only (500mm deep)</p> <p>Staff available at site when incident happened, while very painful at the time, resulted in bruising only.</p> <ul style="list-style-type: none"> • Staff reminded of risks around excavations and to ensure they are working with others

causing bruising to abdomen.				
Member of public speaking inappropriately to staff member in a sexual manner. Told to leave due to inappropriate language. Same person had followed this staff member to vehicle previously and made them feel unsafe.	Violence public People/ Customers/ Visitors	Medium	Low	<ul style="list-style-type: none"> • Customer Conflict Training • Dealing with Abusive Customers Process <p>Team Leader approached to stop conversation, member of public blamed this on their mental health issues. They were polite dealing with Team Leader. Member of public trespassed from Council property, as second incident of this nature.</p> <ul style="list-style-type: none"> • Staff member escorted to vehicle, until feeling safe. <p>Trespass processed however service is yet to be completed as address is no longer current.</p>

KEY:

High	Potential or actual consequence which is serious in nature and could cause medium to long term loss of time (over a week), hospitalisation or significant damage to property
Medium	Potential or actual consequence which is moderate in nature and could cause short-term loss of time (under a week), medical treatment, or damage to property.
Low	Potential or actual consequence which is minor in nature resulting in no loss of time, no medical treatment (first aid only) and minimal damage to property.

4 Health, Safety and Wellbeing Risk Related Activities

Health, Safety and Wellbeing Related Activities		
Risk	Key Activity	Planned Activity
Work Safe Notifications	<u>Mentally Healthy Work Notification</u> Staff made a mentally healthy work notification to WorkSafe regarding Council. This related to concerns of bullying that are currently being addressed internally. Worksafe notified Council of the complaint and advised Council to check policies to ensure there are processes in place, but they were taking no action on the report.	<u>Planned Activity</u> <ul style="list-style-type: none"> Written feedback on the Health and Safety Survey, has been developed for staff, providing the result of the survey, implementation of feedback to date and some how to/frequently asked questions to address admin and communication matters raised. Plan to finalise and issue feedback in February 2026.
General Health and Safety Risk Management Programme	The review of the critical risks has been completed to ensure Council identify critical risks to the organisation. This has resulted in the critical risks being increased to ten. The top ten critical risks will be used in reporting incidents from January 2026. The top ten critical risks have been identified as:	<ul style="list-style-type: none"> Psychosocial Harm Falls Working Alone Manual Handling Vehicles Operating Machinery & Equipment Exposure to Hazardous Substances Occupational Illnesses Contact with Energy Source Fire & Explosion <p>Three new Health and Safety Representatives have been appointed due to changes in staffing:</p> <ul style="list-style-type: none"> Raiha Andrew Nicoll Young

	<ul style="list-style-type: none"> • Justise Apiata <p>Monthly meetings ongoing – fully represented by all work groups.</p> <p>Organisation Inductions:</p> <ul style="list-style-type: none"> ○ District Office Site Safety Induction (12) ○ Library, Museum Site safety Induction (1) ○ Maurie Kjar Aquatic Centre Site Safety Induction (4) ○ Depot Site Safety Induction (1) ○ Recycle Truck Induction (2) ○ Transfer Station Site Safety Induction (1) ○ General Health and Safety Induction (11) ○ Fire & Emergency Warden – Main Council Building Induction (1) ○ Health and Safety Rep Induction (2) ○ Work Station Assessment (2) 	
<p>Risk</p> <p>Contractor Management</p>	<p>Key Activity</p> <ul style="list-style-type: none"> • Six contractor audits have been completed between July and December. • <u>Construction Contractor</u> – July 2025 KDC and Contractor jointly managing site. Confined space entry, team appropriately supervised and contractor demonstrated good health and safety management. • <u>Arborist Contractor</u> – August 2025 During administration checks prior to site visit, it was identified the Contractors SHE prequalification had expired. Site was immediately suspended until the contractors SHE prequalification was reinstated. 	<p>Planned Activity</p> <ul style="list-style-type: none"> • Contractor audits to be completed monthly (except December and January).

	<ul style="list-style-type: none"> <u>Fencing Contractor</u> – August 2025 <p>Job safety analysis (JSA) available on site and team working to the requirements in JSA. PPE used and suitable for task being undertaken. No concerns identified.</p>
	<ul style="list-style-type: none"> <u>Drain Layer Contractor</u> – September 2025 <p>While contractor has a cloud-based Hazard App, this was down at the time of the site visit. Health and Safety Officer discussed site hazards with contractor and how these were being controlled and communicated to the team. Good understanding of site and hazards.</p> <p>Three matters identified – vehicle rego label not available, fire extinguisher expired and first aid kit missing. All matters were discussed with Supervisor and agreement these will be rectified. Traffic Management appropriate for site and excavations safety covered or fenced.</p>
	<ul style="list-style-type: none"> <u>Swimming Pool/Spa Contractor</u> – October 2025 <p>Site was safe with empty pool fenced off. Safety data sheets available for products used and appropriate PPE worn. Chemicals stored safely and secured on site. Team safety briefing held each morning (conducted by KDC staff). Job Safety Analysis covered all hazards, risks and controls. No public safety concerns – pools closed. No safety concerns identified.</p> <u>Arborist Contractor</u> – November 2025 <p>Site not fully operational at time of inspection due to being called away to an emergency job. Documents reviewed and hazards and controls were noted and signed off. No tree logs stored on site. Secured</p>

Risk	Key Activity	Planned Activity
<p>digger used to load chipping machine, minimising manual handling. Spotters and cordons used when site was active. BWARE had not been updated with site induction, Team Leader had evidence of induction and updated BWARE once advised.</p> <p>First Aid certificates of contractor needed refreshing, but KDC had qualified first aider on site. Contractor advised to update first aid. No other concerns identified.</p>	<p>Training</p> <ul style="list-style-type: none"> Customer Conflict Awareness Training (32) Asbestos Training (10) First Aid Training (17) Pool Lifeguard Practicing Certificate (4) Lone Worker Policy Training – in house (42) <p>Training for all new Health and Safety Representatives is being arranged for early 2026.</p> <p>The Health and Safety Team are developing in house training packages to help ensure staff have an understanding of internal policies and try an alternative training method. To date we have completed and implemented training for the following:</p> <ul style="list-style-type: none"> Working Alone Policy Completed 	<p>Council's core training programme being reviewed for this year. Core training includes:</p> <ul style="list-style-type: none"> Customer conflict Mental Health Awareness Bullying and Harassment Drugs and Alcohol <p>The purpose of the review is to ensure the training is fit for purpose and benefits the organisation. We also wish to consider alternative means of including training into our roles.</p> <p>Work is currently being undertaken to complete in house online training for the following:</p> <ul style="list-style-type: none"> Drug and Alcohol training - undergoing final review Bullying and Harassment training - in draft <p>Developing Induction training for new managers/staff – Modelling Safe Behaviours for new managers, policy overviews.</p> <p>Organise Dangerous Dog Training for Outdoor Staff.</p>

Risk	Key Activity	Planned Activity
Policy Reviews	<p>Health and Safety Team completed two reviews during this period with the Senior Leadership Team signing off the:</p> <ul style="list-style-type: none"> • Safe Driving Policy • Visual Display Unit Management Policy 	<ul style="list-style-type: none"> • Sun Protection Policy is to be re-drafted as a guidance document. <p>Health and Safety Team completed two reviews, which are being updated into the new policy template prior to finalising. These are:</p> <ul style="list-style-type: none"> • Rehabilitation Policy • Bomb Threat Policy
Risk Reviews	<p>New Hazards Identified and Reviewed:</p> <ul style="list-style-type: none"> • None during this period 	

5 Health and Wellbeing

Health and Wellbeing	
<p>Emergency Readiness Automatic External Defibrillators (AED's) available at the Maurie Kjar Aquatic Centre and District Office</p> <p>Shake Out – Earthquake Drill completed 16 October 2025</p>	<p>General Health Pre-employment medicals continue to be done. Skin Checks are available for all staff from 29/10/2025. Influenza Vaccination will be available early 2026 for next flu season.</p>
<p>Wellbeing initiatives Employment assistance programme provided by Vitae.</p> <p>My Everyday Wellbeing web platform available to staff and their families.</p> <p>Reviewing new ways to deliver Wellness Initiatives using existing platforms to provide engagement/updates that are more regular.</p>	<p>Health Monitoring Ongoing random drug testing and pre-employment drug testing.</p> <p>Audio/Spiro (pulmonary function)/Asbestos monitoring completed for 2025.</p> <p>Face Fit Testing completed for all KDC staff for 2025.</p>

6 RECOMMENDATION

That the report “Health, Safety and Wellbeing Report for period - 1 July 2025 – 31 December 2025” be received.



Michaela Glaspey
Group Manager Regulatory and Planning

Z:\KDC Taxonomy\Governance\Democratic Services\Meetings\Risk & Assurance\Reports\2026\R-RAC - Health Safety Report February 2026-02-02.docx

Our Previous Top 5 Hazards



People/Public/Customers

- Psychosocial



Stress (Symptoms of)

- Psychosocial
- [Text]



Slips, Trips and Falls

- Activity/Task
- [Text]



Lone Working

- Activity/Task



Manual Handling

- Activity/Task
- [Text]



Top 10 Risks

	Psychosocial Harm <ul style="list-style-type: none">• Any situation involving psychosocial risks• [Text]		Operating Machinery & Equipment <ul style="list-style-type: none">• Any work involving machinery, equipment or tools
	Falls <ul style="list-style-type: none">• Any work done with the risk of falling• [Text]		Exposure to Hazardous Substances and Materials <ul style="list-style-type: none">• Any work involving Hazardous Substances and Materials
	Working Alone – Remote or Isolated Work <ul style="list-style-type: none">• Any work done alone or away from immediate help		Occupational Illness <ul style="list-style-type: none">• Any work that may cause illness• [Text]
	Manual Handling (Musculoskeletal Stress) <ul style="list-style-type: none">• Any work involving physical force• [Text]		Contact with an Energy Source <ul style="list-style-type: none">• Any work on or near energy sources
	Vehicles, Mobile Plant and Workplace Traffic <ul style="list-style-type: none">• Any work involving vehicles or traffic movement		Fire & Explosion <ul style="list-style-type: none">• Any work with a risk of fire or explosion• [Text]

Meeting: Risk and Assurance Committee

Meeting Date: 2 February 2026

Subject: Risk profile for 2026

File No.: 112020

1 Background

Council adopts a public sector risk reporting framework tracking the top risks that could impact Council. This risk reporting framework, with commentary and mitigations attached in the tables below, is a shorthand guide to the potential risks to Council in 2026. Aon, the insurance company, and the Office of the Auditor-General (OAG) adopt a similar framework.

The framework before the Committee is broad in its perspective aiming to identify high level risks across 2026. As the year progresses, the risk profile is likely to change. As of January 2026, the risks in the following table are considered the most significant.

2 Risk table

Consistent with the risk reporting delivered in 2025, central government reforms remain the most significant risk to Council. The next risk in the table, which is downstream of the reform risk, is the delivery risk (i.e. Council's capacity to maintain business-as-usual as well as implement reform). The final risk is emergency management.

RISK	COMMENTARY
Government reforms	The Government is undertaking a series of structural as well as policy reforms that impact local government. These include the "Simplifying Local Government" proposal, a structural reform, and the new Planning and Natural Environment Bills, which are policy reforms. There are two interlocking risks inherent in these reforms: the first risk is the uncertainty of structural reforms (Council cannot predict the outcome); and the second risk is the delivery of the policy reforms (discussed below).
Operational delivery	When Government reforms are passed in Parliament they will require local implementation. This implementation includes a new District Plan (which will eventually form part of a regional plan), a Regional Spatial Plan (which will eventually form

	part of a new regional plan), a compliance and enforcement plan, and a relief management plan. The subregion's Spatial Plan is newly adopted, meaning work is either already completed or in the work programme, however this will need to be blended into a Regional Spatial Plan. The District Plan process enabling the boundary change is in motion, however, rezoning will be required once the Spatial Plan is completed and the other plans will require significant <i>additional</i> work.
Emergency management event	The Bay of Plenty is prone to natural hazards including earthquakes, rain events and flooding, volcanism, and tsunamis. Independent analysis has found that the number of declared days of local or national emergencies per year has increased significantly in the last two decades, with a spike from 2015 onwards. These declared days of emergency are (Covid-19 in 2020 excepted) primarily related to adverse weather events in North Island regions. Under the Local Government (Systems Improvement) Bill emergency management will become a "core service" that Councils must prioritise alongside infrastructure and regulatory and community services. This strengthens the role of Councils if and when disasters strike.

3 Mitigations

RISK	MITIGATION
Government reforms and operational delivery	<p>Implementing Government reforms requires additional resource. However, this is balanced against the rates burden this would impose. The half-way house between these two positions is often regional and subregional collaboration, drawing on expertise or advice from colleague Councils where possible. This is occurring in the context of Simplifying Local Government and Local Water. As part of the Joint Waters Working Group between the Eastern Bay of Plenty Councils and Rotorua Lakes the staff of each Council work collaboratively on reporting and implementation.</p> <p>This approach also contains its limits, though: reforms such as resource management require</p>

	<p><i>local</i> implementation, so regional collaboration is not a panacea.</p> <p>Therefore, Council will continue to identify where regional and subregional collaboration can occur and then prioritise work programmes where local implementation is required. With regional and subregional mitigations in place to help navigate the reforms, the residual risk to delivery is still considered significant because of the local implementation required for policy reforms.</p>
Emergency management	<p>Council now employs an Emergency Management Officer in-house. Council has also identified an emergency management administrator who will be upskilled across time under the mentorship of both the Emergency Management Officer and Local Controller. These appointments add significant depth to Council's expertise and preparedness.</p> <p>With these mitigations in place, the risk to Council is considered low whilst the risk of needing to "activate" an emergency management response either for the District or to assist another District is considered medium.</p>

4 RECOMMENDATION

That the report "Risk profile for 2026" be received.



Morgan Godfrey
Chief Executive Officer

Z:\KDC Taxonomy\Governance\Democratic Services\Meetings\Risk & Assurance\Reports\2026\R-KDC risks 2026-02-02.docx

Meeting: Risk and Assurance Committee

Meeting Date: 2 January 2026

Subject: **Report to the Council on the Audit for year ended 30 June 2025**

File No: 201000

1 Purpose

The purpose of this report is to update the committee with the issues raised in the Audit New Zealand Report for the year ended 30 June 2025.

2 Background

The Local Government Act 2002 requires that Council produces each year an annual report and that the annual report is audited.

As part of the audit process, an audit report is prepared by Council's auditors, which provides feedback on the audit findings and if any issues were identified that Council needs to address to improve its internal controls and ensure it is meeting the legal obligations.

3 Auditors Report to 30 June 2025

Attached to this report is the "Report to the Council on the Audit for year ended 30 June 2025". Audit New Zealand have changed the format of their Audit Report, which now includes a grading and reason section regarding expectations with regards to the audit. There are three gradings of Good, Acceptable and Attention (detailed on page 7 of the Audit Report). Also, there is no longer a section to add Management's responses to the comments made by the Auditors.

Council's Audit Director René van Zyl will attend the meeting to discuss and clarify any of the feedback raised in the Audit Report.

The report confirms Council was issued with an unmodified audit report and there were no misstatements outstanding. There is a new section included with 10 expectations on the quality and timeliness of information provided to audit, for which there were six expectations graded good, and four graded Acceptable. There were no expectations graded as requiring attention.

The following details the expectations that were acceptable. These acceptable expectations are where there is an opportunity to move these to good and management comments have been added on these expectations.

Expectation	Grading	Reason
Quality supporting financial information is prepared and available on a timely basis	➡ Acceptable	We experienced delays in receiving information relating to the valuation of land, buildings and infrastructure assets within the agreed timeframes. We understand this was a result of delays from the valuer and we recommend Council considers changing the valuation date to avoid these delays.
Management Comment – The Valuers worked hard to provide all information in a timely manner, however some delays were experienced. Before the next revaluation the timing of the revaluation will be considered and discussed with the Valuers and Auditors.		
Accounting records and supporting documentation reconcile to the financial statements	➡ Acceptable	<p>There were challenges in reconciling the fixed asset register to the asset management systems. We also faced challenges in reconciling the schedules provided to the valuers to the fixed asset registers due to the fixed asset register summarising based on zones, whereas the valuation schedules was based on the asset.</p> <p>We recommend Council implements a process to ensure the fixed asset register is consistent with the asset management systems in all respects, including measurements and quantities.</p>
Management Comment – Considerable work was completed on the asset management plans including zoning of assets and financial data as part of the Long Term Plan. There is on-going continual refinement of the financial data in the asset management plans. With the asset management plan reviews and scheduled triennial revaluation, this was a good opportunity to make the appropriate updates, which did result in asset movements. The fixed asset schedule contains the full key financial data for the Annual Report and staff will continue to work on linking the data between the two systems.		
Quality supporting service performance information is prepared and available on a timely basis	➡ Acceptable	We noted discrepancies in the service request listings provided and the reported results. We also experienced some delays in receiving information. There were some misstatements and disclosure matters requiring correction.
Management Comment – Staff worked as quickly as possible to provide additional information that was requested and all misstatements were corrected.		
Reported service performance agrees to supporting records	➡ Acceptable	We identified some misstatements and disclosure matters requiring attention.
Management Comment – Any misstatements and disclosure matters were corrected in a timely manner.		

4 RECOMMENDATION

That the report “Report to the Council on the Audit for year ended 30 June 2025” be received.



Lee-Anne Butler, CA, BMS

Group Manager, Finance & Corporate Services

Z:\KDC Taxonomy\Governance\Democratic Services\Meetings\Risk & Assurance\Reports\2026\R-RA Audit Management Report to 30 June 2025 - 2026-02-02
LAB.docx

Report to the Council

on the audit of
Kawerau District Council

For the year ended 30 June 2025

AUDIT NEW ZEALAND
Mana Arotake Aotearoa

30

Our audit report

Other reports issued

We intend issuing an unmodified audit report
This report sets out all matters that we consider need to be considered by Council in approving the financial statements for signing.

We intend issuing an unmodified audit report on 29 October 2025. We are satisfied that the financial statements and statement of service performance present fairly the Council's activity for the year and its financial position at the end of the year.

Without modifying our audit opinion, we included an emphasis of matter paragraph to draw the users' attention to the disclosure in the financial statements about the future of water delivery.

Finalisation of the audit report is subject to:

- receiving signed financial statements and representation letter; and
- completing final director and manager review.

We will confirm completion of our procedures at the Council meeting on 29 October 2025.

Corrected and uncorrected misstatements

We have discussed any misstatements that we found with management, other than those which were clearly trivial.

There were no misstatements identified during the audit that remain uncorrected.

We also identified misstatements that were corrected by management. A list of corrected misstatements is available on request.

We have identified some areas for improvement from our audit procedures. These will be shared and discussed with management and an update on these matters can be provided at the next Audit and Risk Committee meeting.

Thank you

We would like to thank the Council, management and staff for the assistance they provided during the audit.



René van Zyl
Appointed Auditor
28 October 2025

Focus areas from the Audit Plan

Focus area	Outcome
Valuation of infrastructure assets, land and buildings	The Council performed a valuation of its land, buildings and infrastructure assets as at 30 June 2025. We have completed our testing of the valuation and engaged with the valuers. We are satisfied that the financial statements appropriately reflect fair value.
Accounting for impairment, capitalisation of costs and recognition of completed assets	We reviewed the work in progress at year-end to ensure those projects reported as work in progress were not yet completed at year-end. We also completed a review of costs that have been capitalised during the year to ensure they meet the definition of capital expenditure rather than operational costs. No issues from our testing.
The risk of management override of internal controls	We completed testing to address this risk and did not identify any matters that we need to bring to your attention.

Other matters identified during the audit



Matters identified	Outcome
Local Water Done Well programme	<p>The Local Government (Water Services Preliminary Arrangements) Act 2024 and the Local Government Water Services Bill introduced several structural changes to the way local authorities deliver water, wastewater and stormwater to their communities. The Council has decided to continue to deliver water services itself.</p> <p>As noted above, this change in service delivery is appropriately disclosed in the financial statements and we have referred to it and an emphasis of matter paragraph in our audit report.</p> <p>We will continue to monitor developments in this area and how the Council is responding to the accounting implications in the 2026 annual report.</p>



Financial statements and service performance information

Judgements made in significant accounting estimates

Judgement areas	Misstated	Cautious	Balanced	Optimistic	Misstated
Valuation of infrastructure assets (\$87.044 million)				■	■
Valuation of land and buildings (\$51.509 million)				■	■

These are our views on the level of prudence in key judgements in this year's financial statements, relating to accounting estimates.

Quality and timeliness of information provided for audit

The Council's responsibilities include understanding whether management produce quality information, and whether there are adequate resources, skills, and expertise applied in the reporting process.

Expectation	Grading	Reason
Financial statements prepared by management comply with accounting standards	● Good	
Quality supporting financial information is prepared and available on a timely basis	● Acceptable	We experienced delays in receiving information relating to the valuation of land, buildings and infrastructure assets within the agreed timeframes. We understand this was a result of delays from the valuer and we recommend Council considers changing the valuation date to avoid these delays.

Expectation	Grading	Reason
Accounting records and supporting documentation reconcile to the financial statements	– Acceptable	There were challenges in reconciling the fixed asset register to the asset management systems. We also faced challenges in reconciling the schedules provided to the valuers to the fixed asset registers due to the fixed asset register summarising based on zones whereas the valuation schedules was based on the asset. We recommend Council implements a process to ensure the fixed asset register is consistent with the asset management systems in all respects, including measurements and quantities.
Accounting records support the accounting treatment applied by management	– Good	
Management prepares accounting papers for unusual or more complex transactions and estimates	– Good	
Governors challenge the process and the outcomes of management's judgements	– Good	
Service performance reporting prepared by management complies with accounting standards	– Good	
Quality supporting service performance information is prepared and available on a timely basis	– Acceptable	We noted discrepancies in the service request listings provided and the reported results. We also experienced some delays in receiving information. There were some misstatements and disclosure matters requiring correction.
Reported service performance agrees to supporting records	– Acceptable	We identified some misstatements and disclosure matters requiring attention.

Expectation	Grading	Reason
Issues raised in our previous reports are addressed in a timely manner	● Good	

Grading	Explanation
● Good	The quality and timeliness of the information was of a good standard with no significant deficiencies.
● Acceptable	Quality and timeliness were of an acceptable standard but with some minor deficiencies and room for improvement.
● Attention	There were numerous and/or significant deficiencies and/or delivery was significantly late.

Appendix 1 Disclosures



Our responsibilities in conducting the audit

We carried out this audit on behalf of the Controller and Auditor General.

We are responsible for expressing an independent opinion on the financial statements and performance information. This responsibility arises from section 15 of the Public Audit Act 2001.

The audit of the financial statements does not relieve management or the Council of their responsibilities. Our audit engagement letter contains a detailed explanation of the responsibilities of the auditor and the Council.

Auditing standards

We carry out our audit in accordance with the Auditor-General's Auditing Standards. The audit cannot and should not be relied upon to detect every instance of misstatement, fraud, irregularity, or inefficiency that are immaterial to your financial statements. The Council and management are responsible for implementing and maintaining a system of internal control for detecting these matters.

Auditor independence

We confirm that, for the audit of the Council's financial statements for the year ended 30 June 2025, we have maintained our independence in accordance with the requirements of the Auditor-General, which incorporate the independence requirements of the External Reporting Board.

In addition to our audits of the Council and our report on the disclosure requirements, we have carried out audit engagement for the 2025-34 Long term plan and performed a limited assurance engagement on the Council's debenture trust deed, which are compatible with those independence requirements. Other than these engagements, we have no relationship with or interests in the Council.

Fees

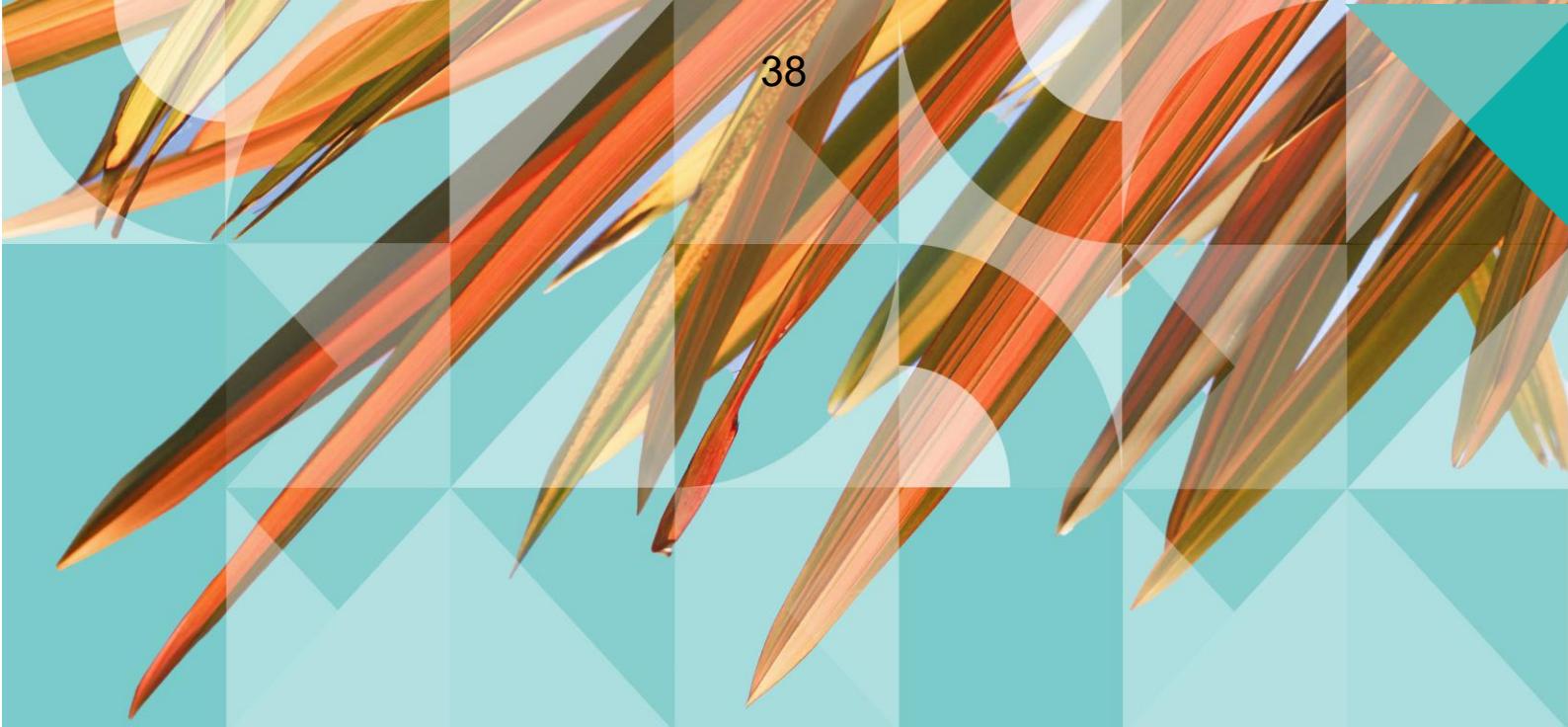
The audit fee for the year is \$185,825, as detailed in our Audit Proposal Letter. Other fees charged in the period in total are \$112,262, for the audit engagement for the 2025-34 Long-term plan and the limited assurance engagement related to the Council's debenture trust deed.

We also performed the annual audit and assurance over the compliance certificate for the Porritt Glade Retirement Village of \$12,780 and \$4,130 (excluding GST) respectively.

Other relationships

We are not aware of any situations where a spouse or close relative of a staff member involved in the audit occupies a position with the Kawerau District Council that is significant to the audit.

We are not aware of any situations where a staff member of Audit New Zealand has accepted a position of employment with the Council during or since the end of the financial year.



AUDIT NEW ZEALAND

Mana Arotake Aotearoa

PO Box 1165
Auckland 1010
Phone: 04 496 3099

www.auditnz.parliament.nz



Meeting: Risk and Assurance Committee

Meeting Date: 2 February 2026

Subject: **Treasury Report from 30 September 2025 to 30 November 2025**

File No: 110551

1 Purpose

The purpose of this report is to inform members of the funds held by Council for the three month period from 30 September 2025 to 30 November 2025 and provide explanations for any significant variances from the previous year. There is a three month period of reporting due to no Committee meetings during the Election period.

2 Background

The Treasury reports as at 30 September, 31 October and 30 November 2025 were presented to the Regulatory and Services Committee on 12 November and 10 December 2025, respectively. The report shows the funds held and the banks where those funds are invested. All investments were made in accordance with Council's Investment Policy.

Council's investment policy allows up to 50% of total funds to be invested with any one bank but up to a limit of \$1.5 million. The exception is Council's principal bank where funds can exceed 50% and/or \$1.5 million.

Council raised three loans to fund the water reticulation renewals project to 30 June 2025, with the first loan of \$2.0 million raised in December 2022. Following approval by Council in August 2025, the fourth loan funding the water reticulation of \$2.0 million was uplifted in October, which has a fixed interest rate of 3.64% with the maturity date of May 2028.

3 Funds Held

The following table shows Council's reserves and general funds balances as at 30 September 2025:

	September 2025	September 2024
Reserve Funds		
Depreciation Funds*	\$3,395,206	\$4,446,915
Total Special Funds	\$3,395,206	\$4,446,915
General Funds	\$473,988	\$482,360
Total – comprising cash & internal loans	\$3,869,194	\$4,929,275

* This includes loan funds uplifted.

The following funds were held at 30 September 2025:

Invested in	\$	Interest Rate	% External
ANZ – on call	631	1.0%	0.03%
BNZ – current & on-call	2,417,132	2.3%	99.02%
Rabobank (on-call)	23,153	1.8%	0.95%
Total Funds (Cash)	2,440,916		100.0%
Internal Loans	1,428,278		
Total Investments	3,869,194		

The following table shows Council's reserves and general funds balances as at 31 October 2025:

	October 2025	October 2024
Reserve Funds		
Depreciation Funds*	\$4,887,732	\$5,654,919
Total Special Funds	\$4,887,732	\$5,654,919
General Funds	\$(759,166)	\$(550,480)
Total – comprising cash & internal loans	\$4,128,566	\$5,104,439

* This includes loan funds uplifted.

The following funds were held at 31 October 2025:

Invested in	\$	Interest Rate	% External
ANZ – on call	631	0.7%	0.02%
BNZ – current & on-call	2,682,465	1.8%	99.12%
Rabobank (on-call)	23,185	1.5%	0.86%
Total Funds (Cash)	2,706,281		100.0%
Internal Loans	1,422,285		
Total Investments	4,128,566		

The following table shows Council's reserve and general funds balances as at 30 November 2025:

	November 2025	November 2024
Reserve Balances		
Depreciation Reserve Funds*	\$5,407,840	\$5,379,214
Total Reserve Balances	\$5,407,840	\$5,379,214
General Funds	(\$287,821)	\$660,127
Total (comprising funds & internal loans)	\$5,120,019	\$6,039,341

* This includes loan funds uplifted.

The following funds were held at 30 November 2025:

Invested in	\$	Interest Rate	% External
ANZ – on call	631	0.65%	0.02%
BNZ – current & on-call	3,679,883	1.55%	99.36%
Rabobank (on-call)	23,213	1.45%	0.62%
Total Funds (Cash)	3,703,727		100.0%
Internal Loans	1,416,292		
Total Investments	5,120,019		

The graphs attached in the appendix show the cashflow movements up and down throughout the year and for prior years. The timing and amounts of revenue and expenditure, as well as total debtors and creditors, all impact the cashflows. The figures show that overall Council's total funds have decreased by \$919,322 at the end of November when compared to the same time last year. This is due to the comparative timing differences of subsidies to be claimed, lower refuse disposal revenue, additional operational expenditure and GST payments.

4 RECOMMENDATION

That the report "Treasury Report from 30 September 2025 to 30 November 2025" be received.

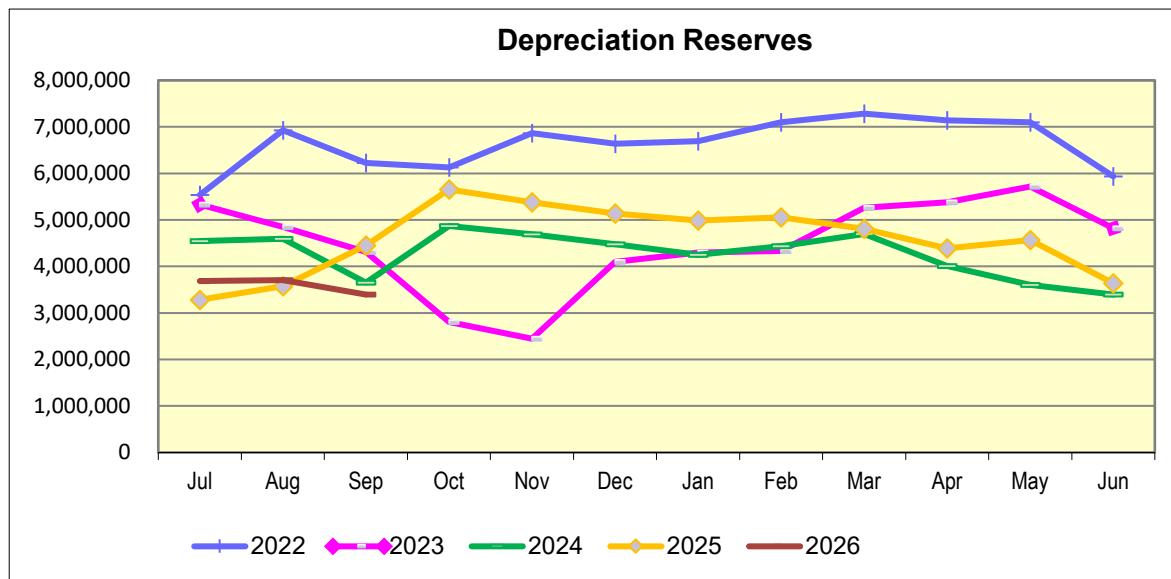


Lee-Anne Butler, CA, BMS
Group Manager, Finance & Corporate Services

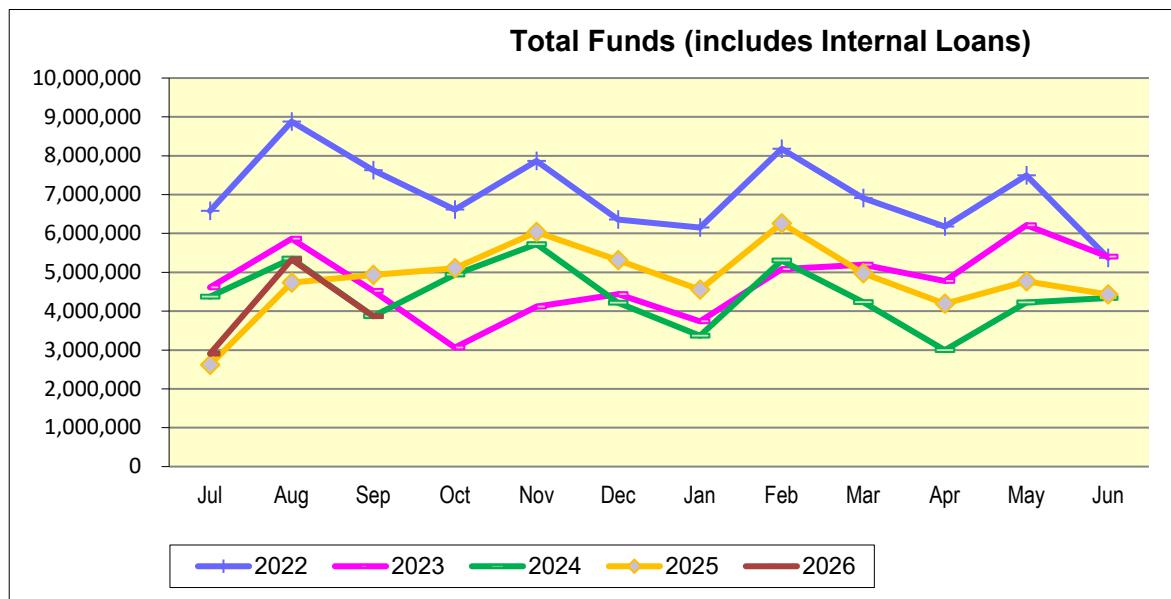
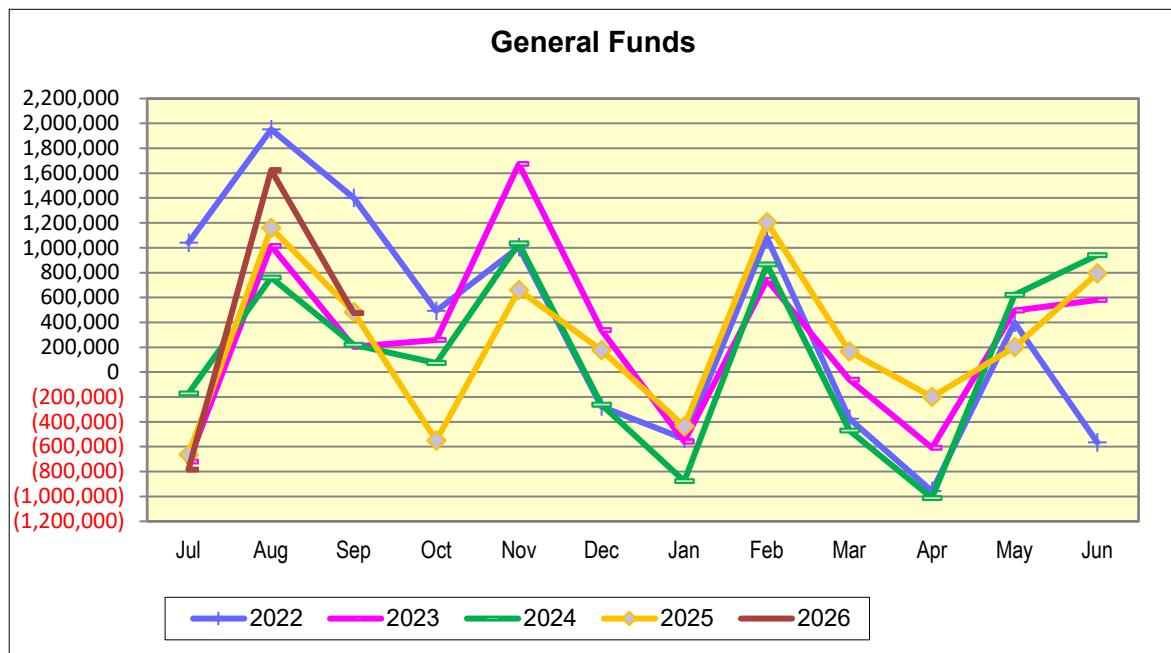
Z:\KDC Taxonomy\Governance\Democratic Services\Meetings\Risk & Assurance\Reports\2026\IR-RA Treasury Report for September October November 2025 - 2026-02-02 - LAB.docx

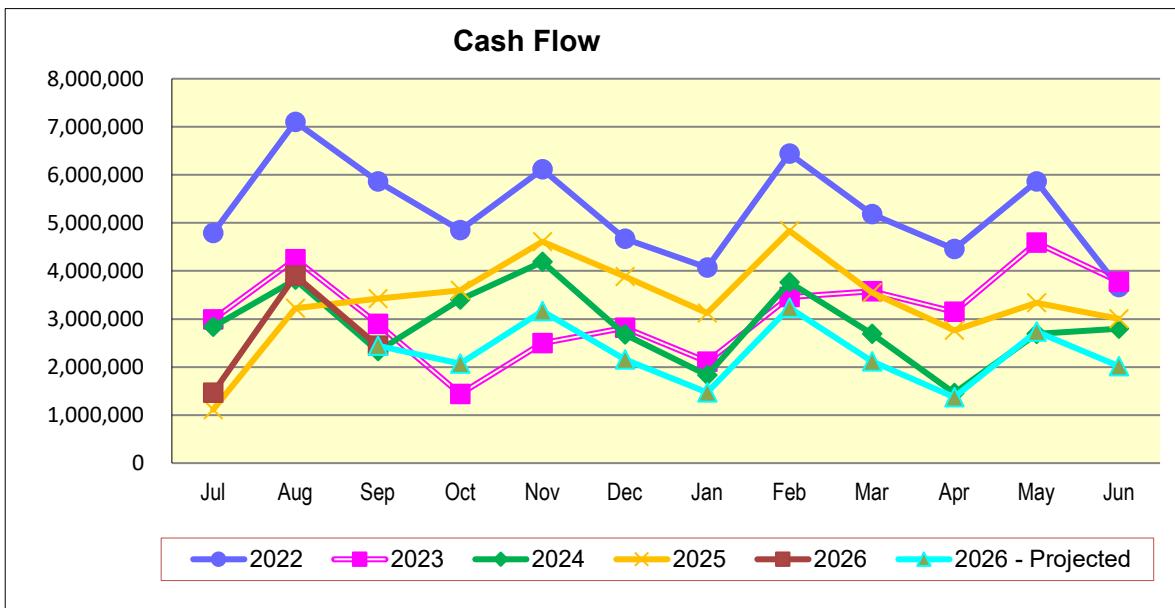
Appendix

Financial Data - September 2025



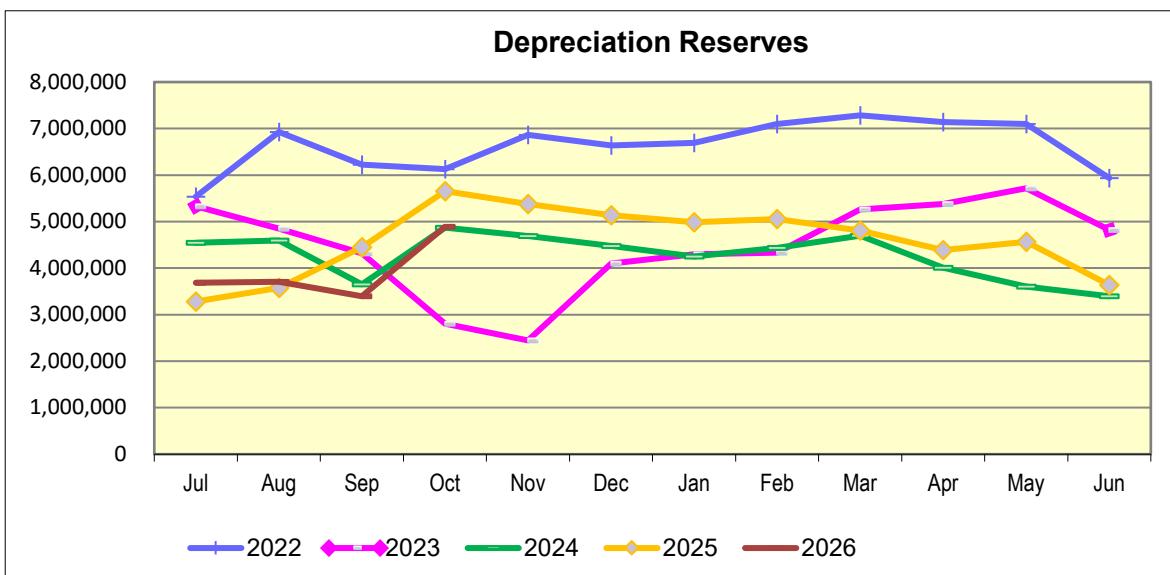
The depreciation reserves funds above includes the loan funding Council has uplifted.



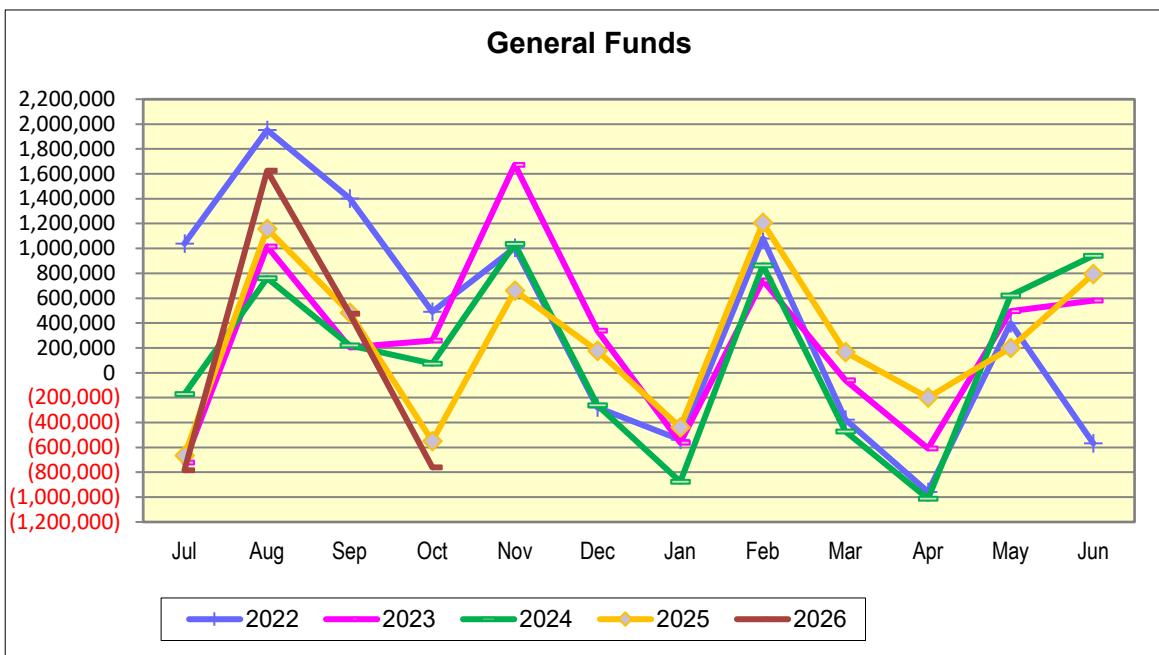


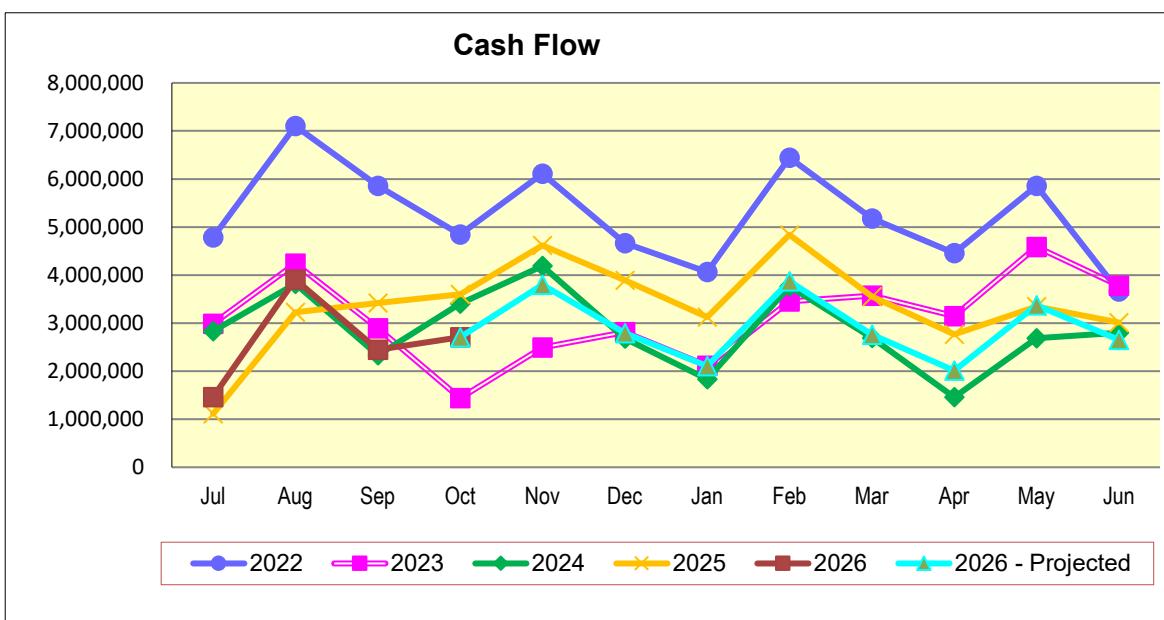
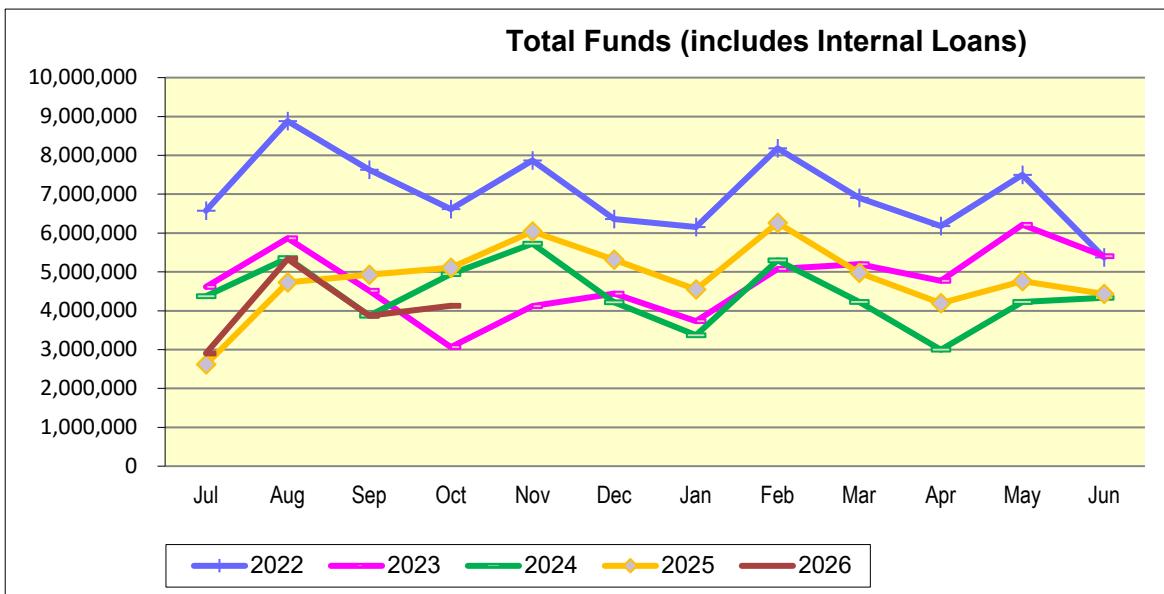
Please note that the 2025 actual cashflow is the same as the forecast cashflow for months year to date.

Financial Data - October 2025



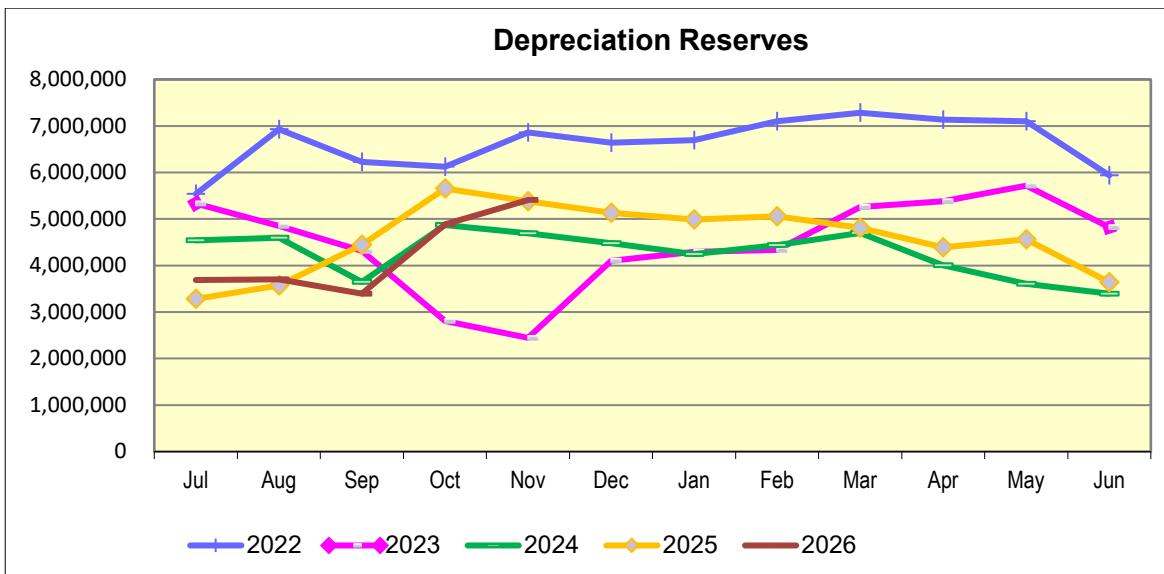
The depreciation reserves funds above includes the loan funding Council has uplifted.



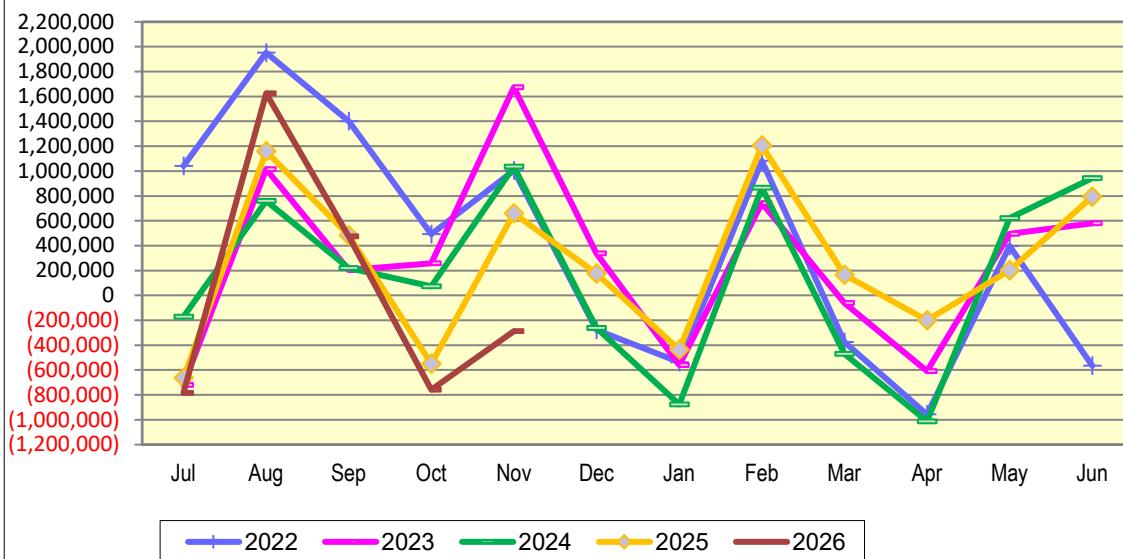
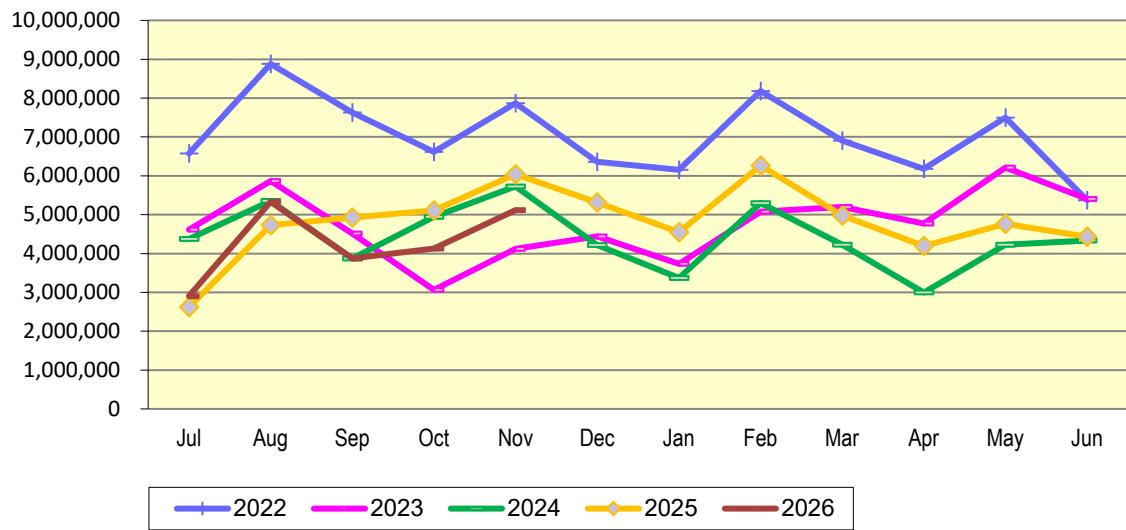
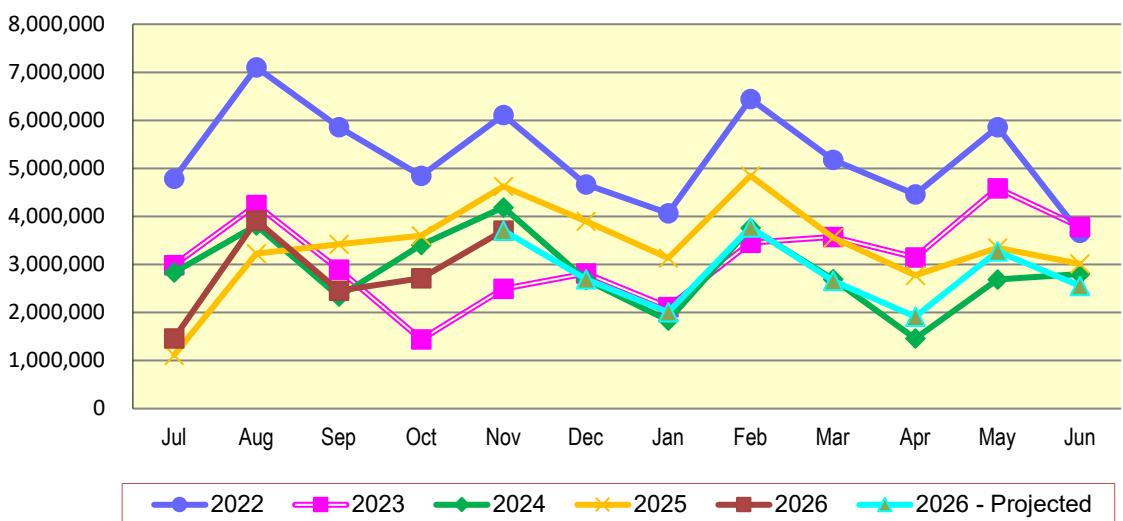


Please note that the 2023 actual cashflow is the same as the forecast cashflow for months year to date.

Financial Data – November 2025



The depreciation reserves funds above includes the loan funding Council has uplifted.

General Funds**Total Funds (includes Internal Loans)****Cash Flow**

Please note that the 2024/25 actual cashflow is the same as the forecast cashflow for months year to date.

Meeting: Risk and Assurance Committee

Meeting Date: 2 February 2026

Subject: **Annual Plan Performance for the three months ended 30 September 2025**

File No.: 110400

1 **Purpose**

The purpose of this report is to review and compare Council's actual financial and non-financial performance for the three months to 30 September 2025 with the Annual Plan for 2025/26.

Comments are provided where expenditure/revenue is likely to vary from budget, or the performance target is unlikely to be achieved for the year. This report was presented to the Council meeting on 25 November 2025.

2 **Financial Performance**

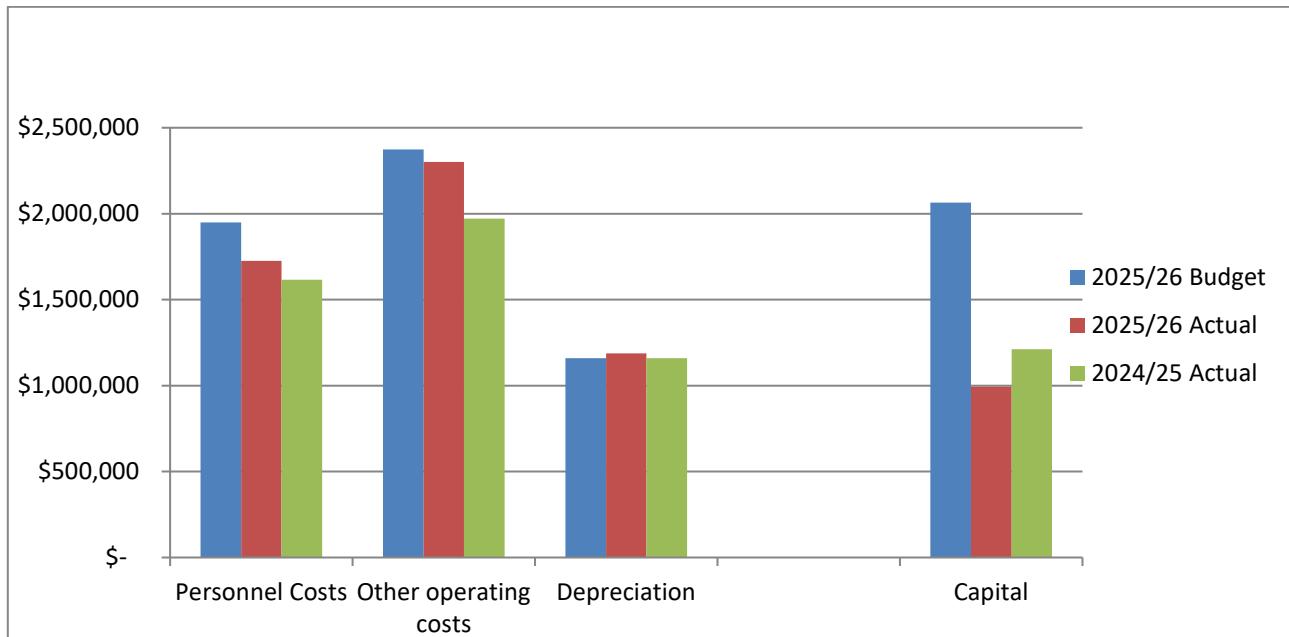
2.1 **Statement of Comprehensive Revenue and Expense**

The following table shows Council's financial performance for the three months compared to the adopted annual budget. The capital budget for 2025/26 has been amended to include the carried forward figures as well as any budget amendments approved by Council. NB: There will be timing differences for some revenue and expenditure.

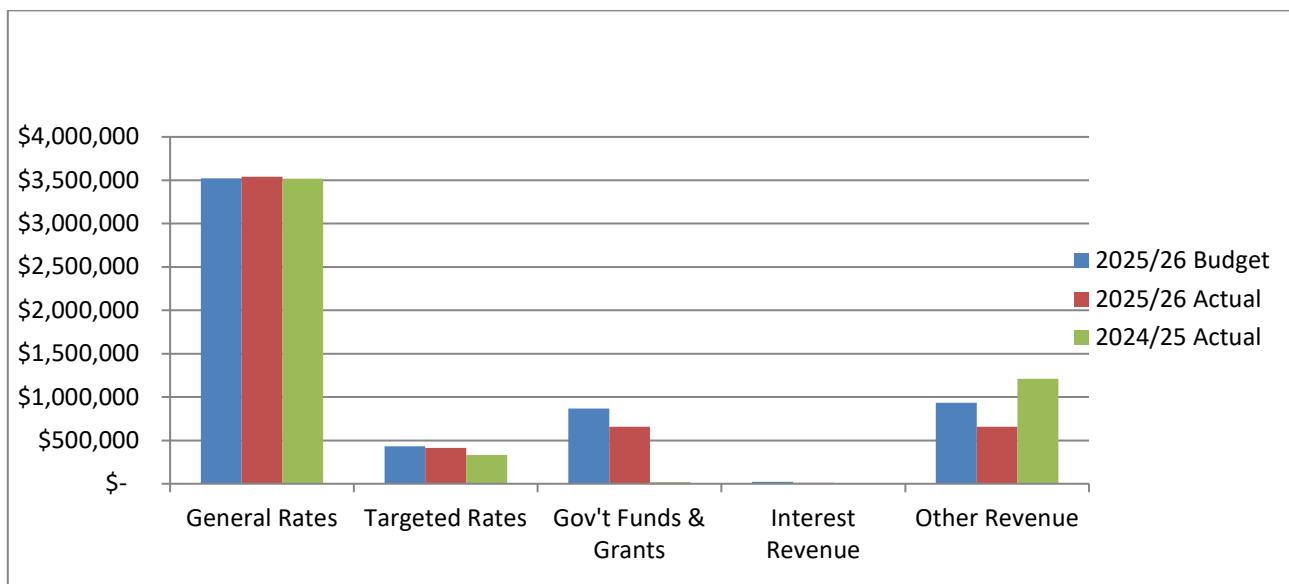
	Adopted Budget	Budget 30-09-2025	Actual 30-09-2025	Comments
Revenue:	\$	\$	\$	
Rates	15,811,210	3,952,802	3,953,823	
Subsidies and Grants	3,473,480	868,370	655,666	Budget Includes Stoneham Park Grant
Interest Revenue	85,500	21,375	11,147	
Fees and Charges	2,275,830	568,958	644,364	
Other Revenue	1,462,960	365,740	13,571	Petrol Tax, Sales
Total Revenue	23,108,980	5,777,245	5,278,571	
Expenditure:				
Personnel Costs	7,792,040	1,948,010	1,726,000	
Depreciation	4,634,610	1,158,652	1,186,838	
Finance Costs	460,500	115,125	70,013	
Other Expenses	9,032,370	2,258,093	2,231,703	
Total Expenditure	21,919,520	5,479,880	5,214,554	
Surplus (Deficit)	1,189,460	297,365	64,017	
	Revised Budget		Actual 30-09-25	
Capital Expenditure	8,257,292	2,064,323	994,141	

Council's expenditure and revenue for the year to date are shown in the graphs below, compared to the budget and expenditure/revenue for last year 2024/25.

Expenditure to 30 September 2025



Revenue to 30 September 2025



2.2 Statement of Financial Position

The following table shows Council's financial position at 30 September 2025 compared to the budget.

The financial position does not include all the accruals for receivables and payables.

	Budget at 30/6/2026	Actual at 30 September 2025	Comments
Assets:			
Current assets:			
Cash & cash equivalents	\$3,117,720	\$2,446,085	
Receivables	\$2,564,490	\$1,685,353	
Inventories	\$5,211,290	\$2,466,140	Sections, Bell St
Non-current assets:			
Property, plant and equipment	\$131,674,677	\$135,096,887	
Intangible assets	\$112,500	\$105,147	
Other financial assets	\$386,250	\$336,252	
Total Assets	\$143,066,927	\$142,135,864	
Liabilities:			
Current liabilities:			
Payables, provisions & employee benefits	\$5,005,760	\$3,174,350	
Resident's Liability	\$7,997,650	\$9,039,728	Porritt Glade
Borrowing	\$17,800	\$9,264	
Non-current liabilities:			
Provisions & employee benefits	\$136,397	\$61,322	
Borrowing	\$8,051,010	\$6,024,718	
Deferred Revenue	\$66,820	\$125,714	
Total Liabilities	\$21,275,437	\$18,435,096	
Ratepayers Equity	\$121,791,490	\$123,700,768	
Total liabilities & Ratepayers equity	\$143,066,927	\$142,135,864	

2.3 Statement of Cashflow

The cashflow statement shows an increase of \$184,860 in Council's cash position.

	Budget at 30/6/2026	Actual to 30 Sept 2025	Comments
Cashflow from operating activities:			
Rates	\$15,724,640	\$4,284,214	
Subsidies & Grants	\$3,473,480	\$822,666	
Fees & Charges & Other Revenue	\$3,485,757	\$693,437	
Interest Received	\$85,500	\$11,147	
Payments to suppliers and employees	\$(18,161,487)	\$(4,685,694)	
Interest paid on debt	\$(460,500)	\$(0)	Paid in October
Net cashflow from Operations	\$4,147,390	\$1,125,770	
Net cashflow from investing:			
Disposal of Assets/Contributions ORA	\$0	\$221,859	
Property, Plant & Equipment/Inventory	\$(6,494,020)	\$(1,162,769)	
Net cashflow from investing:	\$(6,494,020)	\$(940,910)	
Net cashflow from financing:			
Loans raised	2,000,000	\$0	
Debt repayment	\$(17,800)	\$0	
Net cashflow from financing	\$1,982,200	\$0	
Total Net cash inflow/(outflow)	(\$364,430)	\$184,860	
Opening balance (1/7)	\$3,482,150	\$2,261,225	
Closing cash balance	\$3,117,720	\$2,446,085	

3

Capital Expenditure

The following is Council's capital budget (including carry forwards and amendments) and expenditure for the first three months to 30 September 2025.

Activity	2025/26 Budget	Actual	Comments
Economic & Community Development	\$1,188,730	\$8,729	Stoneham infrastructure development
Environmental Services	\$581,962	\$7,472	New Dog Pound
Roading	\$543,180	\$42,203	
Stormwater	\$0	\$0	
Water Supply	\$2,469,253	\$313,876	Pipe renewals
Wastewater	\$2,559,864	\$435,400	WW pipe renewals
Solid Waste	\$0	\$0	
Leisure & Recreation	\$468,616	\$89,783	
Plant, Depot and Office	\$445,690	\$96,678	New plant/vehicles, PCs & office building renewals
Total	\$8,257,295	\$994,141	

4

Non-Financial Performance

The following is a summary of the non-financial targets performance to date:

Activity	2025/26 No. of Targets	On Target to Achieve 2025/25	2024/25 Achievement Rate
Democracy	5	5	67%
Economic & Community Development	5	5	60%
Environmental Services (excludes N/As)	10	10	62%
Roading (including Footpaths)	9	8	29%
Stormwater	3	3	100%
Water Supply	13	13	93%
Wastewater	8	8	86%
Solid Waste Management	5	5	100%
Leisure and Recreation	19	19	83%
TOTAL	77	76	74%

NB: those targets to be measured have been included as "on target to achieve", which includes the triennial community survey targets.

5

RECOMMENDATION

That the report "Annual Plan Performance for the three months ended 30 September 2025" be received.

Lee-Anne Butler, CA, BMS

Group Manager Finance & Corporate Services

Meeting: Risk and Assurance Committee

Meeting Date: 2 February 2026

Subject: **Risk and Assurance Review Timetable from February 2026 to December 2026**

File No: 101300

1 Purpose

The purpose of this report is to inform the committee of the proposed timetable for the review of key risks and financial policies and performance for the Risk and Assurance Committee for the next 12 months.

2 Background

For the new triennium from October 2025 to 2028, Council confirmed at the Extraordinary Council meeting on 12 November the establishment of a Risk and Assurance Committee, and also the Independent Member would be Chair of the Committee. The Committee provides independent oversight of Council's audit, risk and compliance functions.

The Risk and Assurance Committee replaces the previous Audit and Risk Committee which was first established on 8 April 2015. Most Councils have a Risk and Assurance or Audit and Risk committee to undertake these functions.

The Proposed Risk and Assurance Committee Timetable is presented at each meeting as a rolling timetable of work to be completed.

3 Proposed Risk and Assurance Review Timetable

The appendix to this report contains the proposed timetable for the review of risk management, financial policies, as well as financial reporting and planning, for the next 12 months of scheduled meetings.

There may be other policies or reviews that are required during the year, depending on risks and/or any emerging areas of focus.

4 RECOMMENDATION

That the report "Risk and Assurance Review Timetable from February 2026 to December 2026" be received.



Lee-Anne Butler, CA, BMS

Group Manager, Finance & Corporate Services

Appendix

Risk and Assurance Committee Meetings and Review Schedule

Topic	Tasks	2 February 2026	30 March 2026	8 June 2026	3 August 2026	12 October 2026	7 December 2026
Insurance renewal plan	Report on Insurance Renewals				Insurance update Report		
Health and safety policy and reporting requirements	Reports (monthly) monitoring Council's Health and Safety systems throughout the year						
Risk management	Review/update Risk Policy, Risk Register and Risk Framework	Report on Risk Profile for 2026	Report on Emerging Risks	Undertake further risk reviews and reports as required in line with best practice and emerging risks			
	Identification of risks and mitigations for significant projects			Undertake further reviews as required in line with best practice			
Policy Review	Financial policies (Code of Conduct, Fraud and Corruption Policy, Sensitive Expenditure)				Fraud and Corruption Policy Review	Investment and Liability Management Policy Reviews	Financial Policy Reviews for Long Term Plan 2027-20237
	Bylaws and Policies	Update on Council Policies and By-Laws			Update on Council Policies and By-Laws		
Financial reporting and Annual Report	Treasury Reports	Reports (monthly) monitoring Council's Cash position throughout the year				Performance report to 30 June 2026	Performance report to 30 September 2026
	Quarterly financial and non-financial performance	Performance report to 30 September 2025	Performance report to 31 December 2025	Performance report to 31 March 2026			

Topic	Tasks	2 February 2026	30 March 2026	8 June 2026	3 August 2026	12 October 2026	7 December 2026
Audit Management Report	Final Audit Report for year ended 30 June 2025			Update on Audit Progress			Final Audit Report for year ended 30 June 2026
Prepare 2024/25 Annual Report				* Timetable for Annual Report to 30 June 2026 * Auditors Audit Plan Report			
Annual Plan/LTP amendments	Timetable for the preparation and adoption of AP/LTP amendments	Timetable Annual Plan	Update on Annual Plan		Timetable for Long Term Plan 2027 to 2037		Update on Timetable for Long Term Plan 2027 to 2037
Internal Audit	Review and consider provision of internal audit functions				Proposed internal audit programme for Council		
Asset Management Plans	On-going programme to improve the AMPs		Update on Capital Works programme			Review of AMP's as part of LTP 2027 to 2037	

* Please note the April meeting will be on 30 March 2026 due to availability of committee members.

Meeting: Risk and Assurance Committee

Meeting Date: 2 February 2026

Subject: Annual Plan 2026/27 Timetable

File No: 110400

1 Purpose

The purpose of this report is to update the committee on the proposed timetable for the Annual Plan 2026/27.

2 Background

The Local Government Act 2002 requires Council to prepare a Long Term Plan at least every three years and an annual plan in the years in between. The 2026/27 rating year is year two of the 2025 - 2034 Long Term Plan.

While there are no significant or material differences proposed for the 2026/27 Annual Plan when compared to the Long Term Plan 2025 - 2034, Council has generally wanted and encouraged community feedback on the proposals for the upcoming year. Therefore, it has consulted with the community on each annual plan to date.

The Annual Plan must be adopted prior to the commencement of the financial year to which it relates (that is before 1 July 2026). Therefore, staff have prepared a timetable for the preparation of this plan to ensure that all the necessary tasks are undertaken prior to the adoption.

3 Proposed timetable

The appendix to this report contains the proposed timetable for the preparation and adoption of the 2026/27 Annual Plan. Work is well underway for the development of the Annual Plan 2026/27.

4 RECOMMENDATION

That the report "Annual Plan 2026/27 Timetable" be received.



Lee-Anne Butler, CA, BMS

Group Manager Finance and Corporate Services

APPENDIX**Annual Plan 2026/27 Preparation Timetable**

Tasks	Person	Completion
Budget preparations, reviews and amendments by Senior Leadership Team	SLT/GMFCS/FA	Nov 2025 to Feb 2026
Draft Budget Finalised	CEO/GMFCS/FA	February 2026
Initial Review of Budget by Council	GMFCS	February 2026
Council review and considerations <ul style="list-style-type: none"> • Proposed Budget for Annual Plan 2026/27 • Proposed Rates impact 	GMFCS	March 2026
Draft Annual Plan Consultation Document prepared for consideration and changes prior to adoption.	CEM/ GMFCS	1 April 2026
Extraordinary Council Meeting <ul style="list-style-type: none"> • Adoption of Annual Plan 2026/27 Consultation Document for consultation 	Council	15 April 2026
Special Consultation Period: Newsletter/Website/Media/Public Meetings	CEO/CEM/GMFCS	17 April – 17 May 2026
Submissions Close		17 May 2026
Advise submitters wanting to speak	CEM/Admin Officer	22 May 2026
Hear and consider all submissions at Extra-ordinary Council Meeting.	Council	27 May 2026
Final deliberate on all submissions for the Annual Plan and confirm any Annual Plan amendments	Council	3 June 2026
Obtain legal opinion concerning FIS and rates resolution	GMFCS	12 June 2026
Implement any Annual Plan amendments & prepare rates	GMFCS/FA	18 June 2026
Adopt of: <ul style="list-style-type: none"> • Balanced Budget Requirements 2026/27 • Fees and Charges 2026/27 • Annual Plan 2026/27 • Setting of Rates for 2026/27 	Council	24 June 2026
Annual Plan 2026/27 on website	CEM/GMFCS	30 June 2026

GMFCS = Group Manager Finance and Corporate Services

CEM = Communications & Engagement Manager

GMRP = Group Manager Regulatory and Planning

FA = Financial Accountant

Meeting: Risk and Assurance Committee

Meeting Date: 2 February 2026

Subject: Insurance Policies Update

File No: 201000

1 Purpose

The purpose of this report is to update the committee on Council's current insurance policies, including the costs of each policy.

2 Background

Council insures its assets in order to mitigate the risk associated with the loss or destruction of those assets and also insures for possible liabilities arising from staff undertaking their duties, which could result in significant costs for the community.

Council uses Aon as its insurance broker in conjunction with other Bay of Plenty Councils as part of the BOPLASS initiative. Council's broker sources the insurance cover that provides the best value for Council.

The period for insurance is from 1 November to 31 October and Aon obtained the 2025/26 reinsurance for the BOPLASS councils and from May onwards will start working on the renewals for 2026/27.

Staff have reported to the Audit and Risk committee previously on the insurance policies held by Council and the cost. There have been significant increases in the cost of insurance in recent years.

In setting the insurance cover values for 2025/26, staff provided Aon with the latest replacement valuations as at 30 June 2025. Aon utilises the values data to work with providers for the insurance renewal process, to obtain the best pricing and terms and conditions for Council's insurance.

3 Insurance Policies

The appendix to this report lists all the insurances that Council has in place for 2024/25, which are the same as the previous year and includes:

- Material Damage
- Business Interruption
- Motor Vehicles
- Public Liability
- Professional Indemnity
- Statutory Liability
- Employers Liability

- Crime Policy
- Cyber Liability Policy
- Infrastructure Insurance
- Material Damage and Loss of Revenue – Porritt Glade

Insurance Costs

Council currently sources insurance through Aon as part of the BOPLASS group. An advantage for Council is the economies of scale by combining with a larger group, who have higher values to be insured. Council has its assets insured for replacement value to ensure the assets can be replaced, without any additional burden on the community to fund any shortfalls should there be a significant loss. Council does currently carry the potential costs of the current excess values.

After significant increases in insurance over the last few years, for 2025/26 insurance costs were varied from increases and some good decreases depending on the type of insurance cover. Aon identified an opportunity to include offshore markets in its marketing strategy to source additional market interest prior to the renewal process. This approach had excellent results for the renewal negotiations undertaken by the Aon and BOPLASS representatives with a sizable decrease in the insurance cover for Material Damages. There was a significant decrease in Material Damages premiums, even with the total cover value increasing by \$9.2m from \$77.1m to \$86.3m. Overall Council had a decrease in premiums of \$57,115 (12.5%), as detailed in the appendix.

For Council to take on the additional risk of reducing insurance cover, there would still be additional resource costs and funding required to manage this risk and to pay for any uninsured incidents. Currently, Council's size and limited resources to closely monitor all the risks individually, suggest it would not be prudent to take on the significant additional risks associated with not having a comprehensive and effective insurance programme in place. To not insure is a significant risk to take onboard, as the likelihood of no potential losses cannot be guaranteed. Also, the cost to the community could potentially be greater.

4 RECOMMENDATION

That the report “Insurance Policies Update” be received.



Lee-Anne Butler, CA, BMS

Group Manager, Finance & Corporate Services

Z:\KDC Taxonomy\Governance\Democratic Services\Meetings\Risk & Assurance\Reports\2026\R-RA Insurance Report - 2026-02-02 - LAB.docx

APPENDIX

INSURANCE POLICIES 2025/26 (1/11/2025 to 31/10/2026)

Policy	Detail	Sum Insured	Excess	Insurance Company (Current)	Premium 2025/26	Premium 2024/25	% Increase
Brokerage	Professional fee for sourcing and arranging insurance as well as claims/advice.			Aon Group Ltd	\$10,115	\$11,011	-8.1%
Infrastructure	Above and below ground infrastructure assets (40% Placement)	\$30,000,000 (40% of Policy extensions and cover sub-limits apply)	\$100,000	Various Insurers & Lloyds of London Underwriters	\$78,730	\$80,323	-2.0%
	Business Interruption	Up to 15% of the Council loss limit					
Public Liability	Liability to Third Parties for property damage and/or personal injury arising from or in connection with the Insured's operations	Public Liability Product Liability Employees Property Indemnity to Ratepayers Hall Hirers Liability	\$15,000,000 (Any one claim) \$15,000,000 (Any one claim) \$1,000,000 \$1,000,000 \$1,000,000	Berkshire Hathaway 57% QBE Insurance (AUS) 38% Chubb Insurance NZ 5%	\$19,162	\$17,168	11.6%
Professional Indemnity	Claims first made against the insured alleging civil liability, by an act, error, omission or conduct that occurred in connection with the Insureds Professional Business Practice	\$15,000,000 (Any one claim) \$2,000,000 (Cost & Expenses)	\$25,000 (Each claim)	Berkshire Hathaway 57% QBE Insurance (AUS) 38% Chubb Insurance NZ 5%	\$64,403	\$62,194	3.6%

Policy	Detail	Sum Insured	Excess	Insurance Company (Current)	Premium 2025/25	Premium 2024/25	% Increase
Excess Layer Liability	Excess Public/General Liability Excess Professional Indemnity (part of Professional Indemnity above)	Between \$15,000,000 and \$200,000,000 shared	\$15,000,000 each claim	Various markets in UK, Australia & NZ 100%	\$13,555	\$12,522	8.2%
Cyber Liability Policy	Direct financial loss sustained by the Insured arising from any single act or repeated acts	\$2,500,000	\$25,000	Berkshire Hathaway Insurance Co	\$9,014	\$9,010	0%
Employers Liability	Liability arising out of claims made by employees for injuries outside the scope of Accident Compensation legislation	\$1,000,000 (Excl Defence Costs) \$1,000,000 for Defence Cost	\$1,000	Berkshire Hathaway 60% QBE Insurance (AUS) 40%	\$1,238	\$1,203	2.9%
Statutory Liability	Defence costs, Fines & Penalties arising from unintentional breaches of the Insured Acts	\$1,000,000 for Fines and Reparation Orders \$1,000,000 for Defence costs	\$10,000	Berkshire Hathaway 60% QBE Insurance (AUS) 40%	\$2,576	\$2,541	1.4%
Crime Policy	Direct financial loss sustained by the Insured arising from any single act or repeated acts	\$2,000,000	\$50,000	Berkshire Hathaway 60% QBE Insurance (AUS) 40%	\$3,489	\$3,485	0.1%

Policy	Detail	Sum Insured	Excess	Insurance Company (Current)	Premium 2025/26	Premium 2024/25	% Increase
Commercial Motor Vehicles	Vehicles, Mobile Plant and Auxiliary equipment	Market Value or value in schedule Third Party = \$20,000,000 Additional Vehicles = \$400,000 Goods in Transit = \$5,000	1% of the sum insured with a minimum of \$500 (Drivers under 21 add \$1,000) Fire or theft = \$Nil	NZI (a division of IAG NZ Ltd)	\$27,638	\$25,783	7.2%
Material Damage and Business Interruption – Porritt Glade Lifestyle Village	202 River Road – physical loss or damage to insured property Loss of gross rentals	\$12,693,500 \$460,000	Each loss - \$2,000 Theft - \$2,500 \$Nil	Vero Insurance NZ Ltd 100%	\$39,972 (29 units)	\$45,459 (29 units)	-12.1%
Material Damage (including fire and business interruption)	All Risks including Earthquake, but excluding Fire. Below are sub-limits Money during Business Hours Money outside Business Hours Capital Additions Collapse or overheating of non-domestic boilers Landslip, combined any one loss for MD & BI Property in or on water Refrigerated Goods (Spoilage)	\$86,338,974	Non Earthquake Perils – MD & BI combined - \$10,000 each and every claim	Vero Insurance NZ Ltd 45% Chubb Insurance 5% NZI a division of IAG Ltd 5%	\$128,395	\$184,703	-30.5%

Keys & Locks	\$25,000 (Any one loss)	Berkshire Hathaway 10%
Subsidence	\$2,000,000	AIIG Insurance 10%
Transit of Property	\$500,000	
Sustainable Rebuilding costs	\$100,000	Earthquake, volcanic eruption, hydrothermal activity – 5% of Material Damage site value (other deductibles apply)
Portable Business Equipment	\$20,000	QBE Insurance 5%
Contract Works	\$1,000,000	Lloyds of London Syndicate 20%
Curiors or Works of Art	\$150,000	
Maori Artefacts	\$10,000	
Unspecified Locations	\$100,000	
Restoration and Reproduction costs – proof materials	\$100,000	
Contractual Value	\$50,000	
Gradual Damage	\$50,000	
Electrical Damage	\$10,000	
Spoilage	\$10,000	
TOTAL ALL PREMIUMS		\$398,287
		\$455,402
		-12.5%