
Strategic Risk and Assurance Committee

Te Komiti Rautaki tuuraru me te whakatuuturu

OPEN MINUTES

Minutes of a meeting of the Strategic Risk and Assurance Committee held in Council Chamber and via Audio-Visual link, Municipal Building, Garden Place, Hamilton on Thursday 7 December 2023 at 1.01pm.

PRESENT

Chairperson Ms Keiran Horne

Heamana

Members

Mayor Paula Southgate

Cr Maxine van Oosten

Cr Kesh Naidoo-Rauf (via Audi-Visual Link)

Cr Ewan Wilson

In Attendance:

Lance Vervoort – Chief Executive

David Bryant – General Manager Business Services

Andrew Parsons – General Manager Infrastructure and Assets

Blair Bowcott – General Manager Strategy, Growth and Planning

Dan Finn – People, Safety and Wellness Manager

Tracey Musty – Finance Director

Michelle Hawthorne – Governance & Assurance Manager

Julia Kofoed – Insurance Lead

Marie Snowball - Safety & Wellness Lead

Nicholas Whittaker – Senior Risk and Resilience Advisor

Greg Dearsly - Chair of the Safety Governance Committee

Bineeta Nand – Partner, KPMG

Murtaza Ali – Director, KPMG

Clarence Susan – Audit NZ

Matthew Wilson - AON

Governance Team

Amy Viggers – Governance Lead

Arnold Andrews and Keryn Phillips – Governance Advisor

Chair opened the meeting with a Karakia

1. Apologies – Tono aroha

Resolved: (Cr Wilson/Cr van Oosten)

That the apologies for early departure from Cr Naidoo-Rauf and for full absence from Deputy Mayor O’Leary, Cr Donovan, Cr Tauariki and Mr Robertson are accepted

2. Confirmation of Agenda – Whakatau raarangi take

Resolved: (Ms Keiran/Cr Wilson)

That the agenda is confirmed.

3. Declarations of Interest – Tauaakii whaipaaanga

No members of the Council declared a Conflict of Interest.

4. Public Forum – *Aatea koorero*

No members of public wished to speak.

5. Confirmation of the Strategic Risk and Assurance Committee Open Minutes - 28 September 2023

Resolved: (Ms Kieran/Cr Wilson)

That the Strategic Risk and Assurance Committee confirm the Open Minutes of the Strategic Risk and Assurance Committee Meeting held on 28 September 2023 as a true and correct record.

6. Chief Executive Report

The Chief Executive spoke to the report, highlighting the central government's initiatives, future for Local Government and LTP related policies. He also touched on the 10 year plan and the media coverage on rate increases, balancing the books, risks associated with rates decision, future fit, support for staff and fire security. He responded to questions from Members in relation to de-escalation training for staff, golden clams, risks faced in the next phase of LTP, reduction in proposed budget, communication plan with public, risk appetite, staff preparedness for negative response from public, rate increase impact and public perception.

Resolved: (Ms Keiran/Cr Wilson)

That the Strategic Risk and Assurance Committee receives the report.

7. Safety and Wellbeing Report - 1 August 2023 to 31 October 2023

The People, Safety and Wellness Manager spoke to the report, highlighting ISO Accreditation, safety management system, safety system ORA and wellbeing of staff. He responded to questions from Members in relation to injuries reported in the current year.

Chair of the Safety Governance Committee spoke about the work the group has been doing and highlighted their purpose like due diligence obligations and strategic oversight. He touched on topics like risks, health and safety systems, risk profile of the organisation, major events, water world, resourcing, compliance, current political climate, wastewater treatment plants, hazardous activities and engagement with neuro-diverse people.

Resolved: (Cr Wilson/Mayor Southgate)

That the Strategic Risk and Assurance Committee:

- a) receives the report; and
- b) recommends that the Council receives the report.

8. Risk Management Report

The Senior Risk Advisor spoke to the report, highlighting golden clams, newly elected government, risk appetite statements. He responded to questions from Members in relation to Golden Clams, learnings from international experts, resourcing, risk profile, shared learnings and services, weather impacts on water supply, delay in a detailed work plan and risk appetite statement.

Resolved: (Cr Wilson/Cr van Oosten)

That the Strategic Risk and Assurance Committee recommends that the Council receives the

report.

9. Internal Audit Update

The Finance Director and KPMG spoke to the report, highlighting the audit process undertaken. She responded to questions from Members in relation to internal audit, independent review

Staff Action: *Staff undertook to consider Ms Horne and Mr Robertson's feedback before the next meeting of the committee.*

Resolved: (Cr Wilson/Mayor Southgate)

That the Strategic Risk and Assurance Committee receives the report.

10. Organisational Improvement Report

The Finance Director took the report as read. She responded to questions from Members in relation to controls put in place to mitigate risk for the LTP process.

Resolved: (Ms Horne/Cr van Oosten)

That the Strategic Risk and Assurance Committee receives the report.

11. Audit NZ Management Report 30 June 2023

The Finance Director and Audit NZ spoke to the report, highlighting the additional steps undertaken in the audit processes. They responded to questions from Members in relation to staff overtime, consistency in process, learnings from the process, LTP audit, Office of the Auditor-General (OAG) report, engagement letter, meeting deadlines before the next stage of the audit process, various approaches within local government,

Resolved: (Cr Wilson/Cr Thomson)

That the Strategic Risk and Assurance Committee receives the report.

Cr Naidoo-Rauf retired from the meeting (2:20pm) during the discussion on the above item. She was not present when the matter was voted on.

12. Annual Credit Rating Report - S&P Global Ratings

The Finance Director spoke to the report, highlighting the process undertaken for credit ratings, She responded to questions from Members

Resolved: (Ms Horne/Cr Wilson)

That the Strategic Risk and Assurance Committee receives the report.

13. Strategic Risk and Assurance Committee - Annual Self Review

The General Manager, Business Services and Chairperson took the report as read.

Resolved: (Cr Wilson/Cr van Oosten)

That the Strategic Risk and Assurance Committee

- a) receives the report;
- b) thanks Chair Keiran Horne and Deputy Chair Robertson for their work this year; and
- c) notes any areas for improvement or additional training for the Committee in 2024.

14. General Insurance Activity Update

The Insurance Lead and AON spoke to the report, highlighting pressures in the insurance market, increased premiums, increased value of assets. They responded to questions from Members in relation to challenges within the insurance market.

Resolved: (Cr Wilson/Cr Thomson)

That the Strategic Risk and Assurance Committee:

- a) receives the report; and
- b) notes the renewal of Council's general insurances.

15. Draft Work Programme – 2024

The Governance and Assurance Manager spoke to the report, highlighting the draft nature of the work programme. She responded to questions from Members in relation to timing delays during the LTP period.

Staff Action: *Staff undertook to add the following reports to the draft Work Plan:*

- *March – Final Audit Plan, BCP Management report, and updated schedule.*
- *June – Tax review.*

Resolved: (Ms Horne/Cr van Oosten)

That the Strategic Risk and Assurance Committee:

- a) receives the report;
- b) adopts the draft work programme for the Strategic Risk and Assurance Committee for 2024; and
- c) notes that a wider Schedule of Reports for the Strategic Risk and Assurance Committee, Council, and other Committees for 2024 will be updated and provided to the Strategic Risk and Assurance Committee in 2024.

16. Compliance Reporting Update

The Governance and Assurance Manager took the report as read.

Resolved: (Ms Horne/Cr Wilson)

That the Strategic Risk and Assurance Committee receives the report.

17. Resolution to Exclude the Public

Resolved : (Cr Wilson/Cr van Oosten)

Section 48, Local Government Official Information and Meetings Act 1987

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

The general subject of each matter to be considered while the public is excluded, the reason for

passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Confirmation of the Strategic Risk and Assurance Committee Public Excluded Minutes - 28 September 2023) Good reason to withhold) information exists under) Section 7 Local Government) Official Information and) Meetings Act 1987	Section 48(1)(a)
C2. Organisational Improvement Register - Public Excluded		
C3. Legal Risks - Committee Update		
C4. SR4 Loss of Information or Access to Systems and Services		

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item C1.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C2.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C3.	to maintain legal professional privilege	Section 7 (2) (g)
	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h)
	to enable Council to carry out negotiations	Section 7 (2) (i)
Item C4.	to protect information which is subject to an obligation of confidence where disclosure would likely damage the public interest	Section 7 (2) (c) (ii)
	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h)
	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)

The meeting moved to public excluded session at 2:46pm.

The meeting closed at 3:44pm.