
Strategic Risk and Assurance Committee

Komiti Whakamauru Tuuraru

OPEN MINUTES

Minutes of a meeting of the Strategic Risk and Assurance Committee held in Council Chamber and Audio-Visual Link , Municipal Building, Garden Place, Hamilton on Tuesday 18 June 2024 at 1:00 p.,.

PRESENT

Chairperson <i>Heamana</i>	Ms Keiran Horne
Deputy Chairperson <i>Heamana Tuarua</i>	Mr Bruce Robertson
Members	Mayor Paula Southgate (via Audio Visual Link) Deputy Mayor Angela O’Leary Cr Maxine van Oosten Cr Moko Tauariki Cr Ewan Wilson Cr Sarah Thompson Cr Mark Donovan
In Attendance:	Cr Tim Macindoe Carol Bellette Bineeta Nand – KPMG representative Clarence Susan – Audit NZ representative Matthew Wilson – AON representative

The meeting was opened with a Karakia by the Chair

- 1. Apologies – Tono aroha**
Resolved: (Ms Horne/Cr Wilson)
That the apologies for absence from Cr Naidoo Rauf and for partial attendance from Deputy Mayor Angela O’Leary (Council Business) and Cr Donovan are accepted.
- 2. Confirmation of Agenda – Whakatau raarangi take**
Resolved: (Ms Horne/Cr van Oosten)
That the agenda is confirmed.
- 3. Declarations of Interest – Tauaakii whaipaaanga**
No members of the Council declared a Conflict of Interest.
- 4. Public Forum – AAtēa koorero**
No Members of the public wished to speak.

5. Confirmation of the Strategic Risk and Assurance Open Minutes 26 March 2024

Resolved: (Ms Horne/Mr Robertson)

That the Strategic Risk and Assurance Committee confirm the Open Minutes of the Strategic Risk and Assurance Committee Meeting held on 26 March 2024 as a true and correct record.

6. Chief Executive Report

The Chief Executive spoke to his report in particular the changes being implemented by Central Government, updates on Future Fit processes and personnel savings resolved as a part of the Long Term Plan. They responded to questions from Members concerning consultancy budget reductions and support to be given to the incoming councillor following through the Kirikiriroa Maaori ward By-election.

Resolved: (Mr Robertson/Cr van Oosten)

That the Strategic Risk and Assurance Committee receives the report.

7. Health & Safety Report - 1 February to 31 April 2024 (*Recommendation to the Council*)

The People Safety and Wellness Manger spoke to the report in particular the high number of incidents that had occurred during this quarter and what steps had been taken to address these. They responded to questions from Members concerning key trends in reporting information, lost time injuries and awareness of emerging risks.

Staff Action: *Staff undertook to provide Members with a comparison of reported incidents from the previous quarter as apart of the Health & Safety report.*

Staff Action: *Staff undertook to provide Members with an insight into the internal health and safety audits taking place.*

Resolved: (Cr Donovan/Cr Tauariki)

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

8. Risk Management Report (*Recommendation to the Council*)

The Governance and Assurance Unit Manager spoke to the report in particular the changes to risk levels. They responded to questions from Members concerning risks associated Lake Taupo and the risk appetite of the organisation.

Staff Action: *Staff undertook to consider the scope of the Risk Management Programme and how this can be achieved in the current environment.*

Resolved: (Ms Horne/Mr Robertson)

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

Deputy Mayor Angela O'Leary joined the meeting (1.33pm) at the beginning of the above item. She was present when the matter was voted on

9. Crisis, Emergency, Incident, and Business Continuity Management Update

The Governance and Assurance Unit Manager took the report as read. Staff responded to questions from Members concerning external collaboration with other local territorial authorities.

Resolved: (Ms Horne/Cr van Oosten)
That the Strategic Risk and Assurance Committee receives the report.

10. Compliance Reporting Update

The Governance and Assurance Unit Manager spoke to the report in particular the incident of fraud that was attempted by a third party source. They responded to questions from Members on loss modelling.

Resolved: (Ms Horne/Cr Tauariki)
That the Strategic Risk and Assurance Committee receives the report.

11. Annual Pre-Renewal Insurance Report

The Insurance Manager and representatives from AON spoke to the report in particular work on exposure and risk tolerance. They responded to questions from Members about loss modelling and the benefits associated with group purchases.

Resolved: (Ms Horne/Mr Robertson)
That the Strategic Risk and Assurance Committee:
a) receives the report; and
b) notes the market commentary and approach for the 2024/2025 insurance renewal.

Item 13 (KPMG- Internal Audit Update and Report) and Item 14 (Organisational Improvement Report) were taken after Item 11 (Audit New Zealand Update) to accommodate availability of external presenters.

12. KPMG - Internal Audit Update and Report

The Accounting Manager and representatives from KPMG spoke to the report in particular the Communication integrity review requested in the Internal Audit. They responded to questions from Members concerning enterprise risk and the Internal Audit work programme.

Resolved: (Mr Robertson/Cr Thompson)
That the Strategic Risk and Assurance Committee receives the report.

13. Organisational Improvement Report

The Accounting Manager introduced the report and highlighted the following errors in the staff report:

- ID Number 3067 and 3062 are duplicates;
- ID Number 3062 and 3066 status is in progress;
- ID Number E3063 is a delayed status and;
- ID Number E3065 should be considered in conjunction with Item 9 (Crisis Emergency, Incident and Business Continuity Management Update).

Resolved: (Ms Horne/Cr van Oosten)

That the Strategic Risk and Assurance Committee receives the report.

The meeting was adjourned from 2.20 to 2.28

14. Audit New Zealand Update (*Recommendation to the Council*)

The Accounting Manager and Audit NZ representatives took the report as read. They responded to questions from Members concerning the emphasis of matter and timeframes associated with the Audit of the Long Term Plan.

Resolved: (Mayor Southgate/Cr van Oosten)

That the Strategic Risk and Assurance Committee:

- a) receives the report;
- b) recommends that the Council:
 - i. approves the Audit Engagement letter; and
 - ii. delegates the Mayor to sign the Audit Engagement letter on Council's behalf.

15. Resolution to Exclude the Public

Resolved: (Cr Wilson/Mr Robertson)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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 Public Excluded Minutes 26 March 2024) Good reason to withhold) information exists under) Section 7 Local Government) Official Information and) Meetings Act 1987	Section 48(1)(a)

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- 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 to enable Council to carry out commercial activities without disadvantage to enable Council to carry out negotiations	Section 7 (2) (g) Section 7 (2) (h) 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 to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (c) (ii) Section 7 (2) (j)

aThe meeting moved into a public excluded session at 2:51 pm.

The meeting was declared closed at 3:01pm.