
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, Municipal Building, Garden Place, Hamilton on Thursday 11 September 2025 at 9:30am.

PRESENT

Chairperson Mr Bruce Robertson
Heamana

Deputy Chairperson Ms Carol Bellette
Heamana Tuarua

Members Mayor Paula Southgate
Cr Maxine van Oosten
Cr Sarah Thomson (Via Audio-Visual)
Cr Louise Hutt
Cr Ewan Wilson

In Attendance Athol Graham and Kataraina Macown – Audit New Zealand
Aashita Mehta - KPMG

The meeting was opened with a karakia.

1. Apologies – *Tono aroha*

Resolved: (Mr Robertson/Cr van Oosten)
That the Strategic Risk and Assurance Committee accepts the apologies for absence from Cr Naidoo-Rauf and Cr Tauariki, for partial attendance from Mayor Southgate and Ms Carol Bellette; and for lateness from Deputy Mayor O’Leary.

2. Confirmation of Agenda – *Whakatau raarangi take*

Resolved: (Mr Robertson/Cr van Oosten)
That the Strategic Risk and Assurance Committee confirms the agenda.

3. Declarations of Interest – *Tauaakii whaipaaanga*

Chair Bruce noted an interest in Item 8 (Risk Management Report) but was not conflicted and would participate in the discussion and vote on the matter.

4. Public Forum – *Aatea koorero*

No members of the public wished to speak in the Public Forum.

5. Confirmation of the Strategic Risk and Assurance Open Minutes 17 June 2025

Resolved: (Mr Robertson/Cr van Oosten)

That the Strategic Risk and Assurance Committee confirms the Open Minutes of the strategic Risk and Assurance Meeting held on 17 June 2025 as a true and correct record.

6. CE Report

The Chief Executive spoke to the report highlighting links in the pre-election report to the strategic and organisation risks, focus on risk for the incoming council, Local Government Systems Improvement Bill, set-up of IAWAI – Flowing Waters. He responded to questions from Members concerning Elected Member induction, expectations of returning members, impact of Local Government Systems Improvement Bill, opportunities for efficiencies and submission to the bill.

Resolved: (Mr Robertson/Cr Hutt)

That the Strategic Risk and Assurance Committee receives the report.

7. Health & Safety Report - 1 May 2025 to 31 July 2025 *(Recommendation to the Council)*

The People Safety and Wellness Manager and Health and Safety Manager spoke to the report highlighting completion of the ISO 9001 accreditation stage 1 and wellbeing of staff. Staff responded to questions from Members concerning the ISO internal audits, health and safety across the organisation, Standard Operating Procedures, learnings from reported events, Work Safe notifications, changes of Work Safe priorities, statistics, asset risk rating, emerging wastewater risks, investment projects and raising the profile of risks to wider Council.

Staff Action: *Staff undertook to provide oversight of investment decisions in the Capital Portfolio Report.*

Resolved: (Cr Wilson/Cr van Oosten)

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

Mayor Southgate joined the meeting (10.23am) and was present when the matter was voted on.

8. Risk Management Report

The Senior Risk and Resilience Advisor took the report as read. Staff responded to questions from Members concerning the financial impact from golden clams, cause of calcium on the clams, financial risks and growth.

Resolved: (Cr Hutt/ Cr van Oosten)

That the Strategic Risk and Assurance Committee receives the report.

9. Approval of Our Climate Statement 2024/25 *(Recommendation to the Council)*

The Sustainability and Climate Change Advisor spoke to report noting that this was the second annual report and the aim was to implement a culture shift for better climate outcomes in decision-making. Staff responded to questions from Members concerning the knowledge of Elected Members, emissions reduction and impact of publication alongside the 2024/25 Annual Report.

Resolved: (Cr Hutt/Mayor Southgate)

That the Strategic Risk and Assurance Committee:

- a) receives the report;
- b) recommends that the Council approves Our Climate Statement 2024/25 – Hamilton City Council's climate change disclosure report (**Attachment 1**);
- c) notes that if approved, it will be published alongside the 2024/25 Annual Report.

Ms Bellette joined the meeting (10.48am) and was present when the matter was voted on.

10. Audit New Zealand Update

The Accounting Manager provided an update on the progress of the annual report, audit opinion, and impact of an error for the calculation of the data measure provided by New Zealand Transport Agency. Audit New Zealand staff noted that the report will include an emphasis of matter on the creation of the waters council controlled organisation. They responded to questions from members concerning the audit emphasis on waters, NZTA measure change, the qualified opinion and impact of development agreements.

Resolved: (Mr Robertson/Cr van Oosten)

That the Strategic Risk and Assurance Committee:

- a) receives the report; and
- b) notes the risks and impacts in relation to the revaluation of the Waters Reticulation asset classes for the Annual Report for the year ending 30 June 2025.
- c) delegates to the Chair and Deputy Chair, on behalf of the Committee, to recommend to the Council:
 - i. at the meeting of 2 October 2025 that it adopts the 2024/25 Annual Report subject to the Chair and Deputy Chair being satisfied with its contents; and
 - ii. that Council approves the letter of representations to Audit New Zealand to be signed by the Chief Executive and Mayor on behalf of Council.

The meeting was adjourned from 11.19am to 11.35am.

11. KPMG - Internal Audit Update

The Accounting Manager took the report as read.

Resolved: (Cr Wilson/Ms Bellette)

That the Strategic Risk and Assurance Committee receives the report.

12. Other Independent Assurance Update

The Accounting Manager spoke to the report providing an update on expected dates of upcoming audits.

Resolved: (Cr Wilson/Cr van Oosten)

That the Strategic Risk and Assurance Committee receives the report.

13. Organisational Improvement Report

The Accounting Manager took the report as read. Staff responded to questions from Members concerning the procurement review.

Resolved: (Cr van Oosten/Cr Wilson)

That the Strategic Risk and Assurance Committee receives the report.

14. Compliance Reporting Update

The Governance and Assurance Manager took the report as read. Staff responded to questions from Members concerning the community occupancy and delegations to position policies.

Resolved: (Mr Robertson/Ms Bellette)

That the Strategic Risk and Assurance Committee receives the report.

15. Annual SRAC Self Review

The Senior Risk and Resilience Advisor took the report as read. Staff responded to questions from

Members concerning assessment from the independent appointees.

Resolved: (Mayor Southgate/Cr Wilson)

That the Strategic Risk and Assurance Committee:

- a) receives the report; and
- b) thanks the Chair Bruce Robertson and Deputy Chair Carol Bellette for their work this year.

16. Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987

Resolved: (Cr Hutt/Cr van Oosten)

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 17 June 2025) 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. SR3 Loss of information or access to systems and services		
C4. Legal Risks Report		

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 protect information which is subject to an obligation of confidence where disclosure would likely damage the public interest to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (c) (ii) Section 7 (2) (h) Section 7 (2) (j)

	to prevent the disclosure or use of official information for improper gain or improper advantage	
Item C4.	to maintain legal professional privilege	Section 7 (2) (g)

The meeting moved into the Public Excluded session at 12.05pm.

The meeting was declared closed at 12.59pm.