
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 Te Kete Tuatea Meeting Room and via Audio Visual Link, Te Kete Aronui Rototuna Library, Rototuna North, Hamilton on Thursday 28 September 2023 at 1.02pm.

PRESENT

Chairperson Ms Keiran Horne
Heamana

Deputy Chairperson Mr Bruce Robertson
Heamana Tuarua

Members: Mayor Paula Southgate
Deputy Mayor Angela O’Leary
Cr Maxine van Oosten
Cr Moko Tauariki
Cr Ewan Wilson

In Attendance: Cr Mark Donovan
Lance Vervoort – Chief Executive
David Bryant – General Manager Business Services
Andrew Parsons – General Manager Infrastructure and Assets
Dan Finn – People, Safety and Wellness Manager
Tracey Musty – Finance Director
Michelle Hawthorne – Governance & Assurance Manager
Maire Porter - Unit Director Three Waters
Marie Snowball - Safety & Wellness Lead
Nicholas Whittaker – Senior Risk and Resilience Advisor
Murtaza M Ali - KPMG
Bineeta S Nand - KPMG
David R Sutton - KPMG

Governance Team: Arnold Andrews – Governance Advisor

- 1. Apologies – *Tono aroha***
Resolved: (Ms Horne/Mr Robertson)
That the apologies for full absence from Cr Naidoo-Rauf are accepted.
- 2. Confirmation of Agenda – *Whakatau raarangi take***
Resolved: (Ms Horne/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 - 21 June 2023

Resolved: (Mr Robertson/ Cr Wilson)

That the Strategic Risk and Assurance Committee confirm the Open Minutes of the Strategic Risk and Assurance Committee Meeting held on 21 June 2023 as a true and correct record.

6. Chief Executive Report

The Chief Executive spoke to the report, highlighting the economic outlook, end of year finances, legislative changes, water reforms, Long-Term Plan and Future Fit. He responded to questions from Elected Members concerning the supply disruptions to projects due to weather, managing issues with overflow of water and frequency of checks and response to weather events.

Resolved: (Ms Horne/Cr Wilson)

That the Strategic Risk and Assurance Committee receives the report.

7. Safety and Wellbeing Report - 1 May 2023 to 31 July 2023 (Recommendation to the Council)

The People, Safety and Wellness Manager spoke to the report, highlighting organisational performance and health and safety (H&S). He responded to questions from Elected Members concerning the increasing visibility of Councils H&S system, Antenno, H&S Reps, staffing challenges and support provided, reporting around our external assistance programme (EAP) provider, staff absenteeism, critical risks and notifiable events safety reporting within ORA, and contractors.).

Staff Action: Staff to forward latest EAP statistics and report to Elected Members.

Resolved: (Ms Horne/Cr Wilson)

That the Strategic Risk and Assurance Committee:

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

8. Risk Management Report (Recommendation to the Council)

The Senior Risk Advisor and the Governance and Assurance Manager spoke to the report, highlighting that the Strategic Risk 4 rating had been increased. Staff responded to questions from Elected Members concerning Lake Taupo and Council's preparedness for extreme weather events and Council's response and mitigation to the Golden Clam outbreak.

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.

9. Internal Audit Update

The Finance Director spoke to the report, highlighting the internal audit. She responded to questions from Elected Members concerning the internal audit's charter and delegated authority.

Staff Action: Internal Audit Workshop to be organised for Elected Members.

Staff Action: Internal Audit Charter to be reviewed by staff.

Resolved: (Cr van Oosten/Mr Robertson)

That the Strategic Risk and Assurance Committee receives the report.

10. Organisational Improvement Report

The Finance Director took the report as read.

Resolved: (Mayor Southgate/Cr Wilson)

That the Strategic Risk and Assurance Committee receives the report.

11. 2023 Annual Report Update (Recommendation to the Council)

The Finance Director spoke to the report, highlighting the interim report from this year's audit, community feedback, fees, Long-Term Plan and financial year audit delivery. She responded to questions from Elected Members concerning percentage taken off by auditing externally, timeframes, task reporting and audit fees for the FY 2024-2025.

Resolved: (Cr van Oosten/Cr Wilson)

That the Strategic Risk and Assurance Committee:

- a) receives the report; and
- b) recommends that the Council approves Mayor Southgate to sign the Audit Fees Letter for the 2023 Annual Report on behalf of the Council.

12. Compliance Reporting Update

The Governance and Assurance Manager spoke to the report, highlighting Council and management policies and the review of the Compliance Policy.

Staff Action: Review the compliance framework related wording and change wording in paragraph 15 of the report.

Resolved: (Mr Robertson /Cr Tauariki)

That the Strategic Risk and Assurance Committee:

- a) receives the report; and
- b) requests staff incorporate feedback received into the draft Compliance Policy (**Attachment 2**).

13. Resolution to Exclude the Public

Resolved: (Cr van Oosten/Cr Tauariki)

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 Committee Public Excluded Minutes - 21 June 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 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 enable Council to carry out commercial activities without disadvantage to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (c) (ii) Section 7 (2) (h) Section 7 (2) (j)

The meeting went into a Public Excluded session at 2:33pm.

The meeting was declared closed at 3:30pm.