

CONFIRMED MINUTES

SELWYN WATER BOARD MEETING



At the **Selwyn Water Ltd Board Meeting - Public** on **21 Jan 2026** these minutes were confirmed as presented.

Name:	Selwyn Water
Date:	Wednesday, 10 December 2025
Time:	8:30 am to 9:00 am (NZDT)
Location:	Virtual, via MS Teams
Board Members:	Murray Strong (Chair), John Brockies, Linda Falwasser, Dame Karen Poutasi
Attendees:	Alex Cabrera, Amon Nunns, Heather Geddes, Jo Gallop, Rachael Brown, Sydney Mallon-Piper, Toni Forrest
Guests/Notes:	Neisha Livermore, Laura King, Gavin Brown, Elaine McLaren

1. Opening Meeting

1.1 Opening Karakia

1.2 Confirm Minutes

Selwyn Water Board Meeting - 13 November 2025 13 Nov 2025, the minutes were confirmed with the following changes:

Item 4.1 Health, Safety and Wellbeing Charter

Directors discussed Section 6 of the Health, Safety and Wellbeing Charter on ensuring effective worker participation. Management was asked to consider how these expectations are cascaded to external suppliers and contractors, including whether SWL audits contractor and supplier health and safety performance and how assurance is provided from procurement through to monitoring and reporting.

Item 4.2 Health, Safety and Wellbeing Dashboard

Management was asked to consider including in the Health, Safety and Wellbeing dashboard:

- A graph of health and safety events by month in order to show trends over time.*
- A breakdown of health and safety event counts by location to enable monitoring of any location-based trends.*

Item 5.1 Communications and Engagement

Management was asked whether SWL has a way of measuring current community sentiment and suggested commissioning a brief baseline sentiment assessment prior to go-live, to enable tracking of improvements over time.

The minutes of the previous meeting were **NOTED** and received.

1.3 Interest Register

The Interest Register was **NOTED**.

2. Actions from Previous Meetings

2.1 Action List

It was noted that there were no outstanding actions.

3. Major Decisions and Discussions

3.1 Risk Register

The Board **NOTED** the risk register for November 2025.

Heather Geddes presented the report and noted that an additional risk has been added to the register. Elevated nitrate levels have been identified and split into two separate risks: drinking water quality and legislative/regulatory changes. Mitigation measures are in place.

The Directors proposed holding a dedicated session on risk management, focusing on nitrates, mitigation strategies, and legislative processes.

It was agreed that management should remain the risk owner, and any movement of risk—whether escalation or reduction—should be clearly documented.



Risk Management Integration into Strategic Planning

included in agenda for Board workshop

Due Date: 12 Jan 2026

Owners: Alex Cabrera, Elaine McLaren, Heather Geddes



Risk Ownership and Status Management

Ensure management remains the designated risk owner and implement a process to document any changes in risk status, including escalation or reduction.

Due Date: 12 Jan 2026

Owner: Heather Geddes

4. Health Safety and Wellbeing

4.1 HSW Monthly Dashboard Report

The Board **RECEIVED** the update and dashboard, and **ENDORSED** the continuation of ongoing safety initiatives, and acknowledge the critical risk areas identified for review.

Laura King outlined the H&S paper.

The CEO confirmed that the board strategy session in January will incorporate the Health & Safety strategy, from which KPIs / performance markers will be developed.

Additionally, the directors recommended including an approach to being a good client, ensuring a focus on outputs rather than inputs, with an emphasis on fostering strong relationships with contractors, acknowledging that contractors can often demonstrate higher Health & Safety standards.



Board Strategy Session: H&S and Client Approach

Include in the January board strategy session:

- The Health & Safety strategy.
- Development of KPIs/performance markers.
- Selwyn Water Ltd's approach to being a good client to contractors.

Due Date: 12 Jan 2026
Owner: Alex Cabrera

5. Information

5.1 Communications and Engagement Report

Niesha Livermore, Senior Communications Advisor, presented an overview of the report.

The CEO commended the team's efforts and noted the importance of avoiding confusion within the community regarding the respective roles of SDC and SWL, acknowledging that this distinction is not straightforward.

The history of water conservation initiatives was outlined as primarily focused on summer awareness campaigns, with an emphasis on education in the absence of water restrictions.

Directors acknowledged the updates provided outside the meeting and noted the interest in reviewing the Water Service Strategy draft communications plan, which will inform the broader strategy. This plan will be incorporated into the upcoming strategy session.

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The CEO publicly commended the Selwyn Water Services team, acknowledging their reflections on the past few months and praising the exceptional efforts made to maintain services in a highly complex environment while adapting to a framework that is new to everyone.

6. Other Business

6.1 Resolution to move into Public Excluded

The Board **RESOLVED** to move the meeting into PUBLIC EXCLUDED.

7. Close Meeting

7.1 Close of the Public meeting

Next meeting: Selwyn Water Ltd Board Meeting - Public - 21 Jan 2026, 8:30 am

Signature: _____

Date: _____