



Selwyn Water

BOARD PACK

for

Selwyn Water Ltd Board Meeting - Public

Wednesday, 18 February 2026

10:00 am (NZDT)

Held at:

Virtual

via MS Teams

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AGENDA

SELWYN WATER LTD BOARD MEETING - PUBLIC



Name:	Selwyn Water
Date:	Wednesday, 18 February 2026
Time:	10:00 am to 10:30 am (NZDT)
Location:	Virtual, via MS Teams
Board Members:	Murray Strong (Chair), John Brockies, Linda Falwasser
Attendees:	Alex Cabrera, Amon Nunns, Elaine McLaren, Heather Geddes, Jo Gallop, Neisha Livermore, Rachael Brown, Tania Absolum

1. Opening Meeting

1.1 Opening Karakia

Supporting Documents:

1.1.a	Karakia Whakataka Te Hau - Opening Karakia.pptx	5
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1.2 Confirm Minutes

For Noting

Minutes of Selwyn Water Board Meeting, 10 December 2025, for confirmation.

Supporting Documents:

1.2.a	Minutes : Selwyn Water Ltd Board Meeting - Public - 21 Jan 2026	6
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1.3 Interests Register

For Noting

No amendments to Interests Register recorded since last meeting.

Supporting Documents:

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2. Actions from Previous Meetings

2.1 Action List

Supporting Documents:

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3. Discussion Items

3.1 Risk Register

Heather Geddes

For Noting

Attached for information.

Supporting Documents:

3.1.a	03.1 Governance Risk Register - January 2026.docx	13
3.1.b	03.1.1 Governance Risk Register.pdf	15

4. Health Safety and Wellbeing

4.1 HSW Monthly Dashboard Report

For Noting

Bronwyn Knutson, Business Partner People and Capability will provide an overview of the HSW Dashboard.

Supporting Documents:

4.1.a	04.1 HSW Update and Dashboard - Jan 2026.docx	17
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5. Information

5.1 Engagement and Communications Report

Neisha Livermore, Rachael Brown

For Noting

An overview of key engagement and communications activities.

Supporting Documents:

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6. Other Business

6.1 Resolution to move into Public Excluded

Supporting Documents:

6.1.a	05.1 Resolution to Exclude the Public 18 February 2025.docx	24
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7. Close Meeting

7.1 Close of the Public meeting

Next meeting: Selwyn Water Ltd Board Meeting - Public Excluded - 18 Feb 2026, 10:30 am

Whakataka Te Hau - Opening Karakia

Whakataka te hau ki te uru *Cease the winds from the west*

Whakataka te hau ki te tonga *Cease the winds from the south*

Kia mākinakina ki uta *Let the breeze blow over the land*

Kia mātaratara ki tai *Let the breeze blow over the sea*

E hī ake ana te atakura *Let the re-tipped dawn come with a sharpened air*

He tio, he huka, he hau hū *A touch of frost, a promise of a glorious day*

Tīhei mauri ora!

MINUTES (in Review)

SELWYN WATER LTD BOARD MEETING - PUBLIC



Name:	Selwyn Water
Date:	Wednesday, 21 January 2026
Time:	8:30 am to 9:00 am (NZDT)
Location:	Virtual, via MS Teams
Board Members:	Murray Strong (Chair), John Brockies, Linda Falwasser
Attendees:	Alex Cabrera, Amon Nunns, Elaine McLaren, Heather Geddes, Rachael Brown, Jo Gallop

1. Opening Meeting

1.1 Opening Karakia

1.2 Confirm Minutes

Selwyn Water Board Meeting 10 Dec 2025, the minutes were confirmed as presented.

The Board considered the minutes from the previous meeting.

- The CE noted that an email from Linda required incorporation of Health Safety and Wellbeing actions from 13 November meeting into the minutes; this update will be made.
- The minutes were **approved as amended**.

Moved: Chair | **Seconded:** Linda Falwasser

Carried

Members were asked to advise the Chair and Jo Gallop of any further amendments.



Health, Safety and Wellbeing

Review current health and safety practices as responsibilities transition from SDC to SWL, and use the findings to clarify governance and management oversight expectations and update the H&S dashboard as required.

Due Date: 31 Mar 2026

Owner: Alex Cabrera

1.3 Interests Register

The Interest Register was noted.

1.4 Acknowledgement of Contribution - Dame Dr Karen Poutasi

A formal acknowledgement was made recognising Dame Karen's significant contribution to SWL and to the broader health sector.

The Chair commented on the loss being keenly felt.

The CEO reflected on working with Dame Karen previously and the breadth of her impact across multiple forums and sectors.

The Board noted the wide range of positive feedback received since her passing.

2. Actions from Previous Meetings

2.1 Action List

Actions will be updated as discussed earlier.

Further work on outstanding actions - will continue over the next week.

The development of an Opportunities Register was noted.

3. Major Decisions and Discussions

3.1 Asset Transfer Update

The Board **RECEIVED** and **NOTED** the Asset Transfer Update.

Amon Nunns provided an overview of the report.

- There have been no developments since the 18 December paper.
- The transfer occurred smoothly and preparedness was acknowledged.
- SWL is now operating under constitutional requirements, which states a Board of at least three independent directors, which was compliant.
- Joint work with SDC continues as part of the transition.

Key points from the CE:

- Note that assets remain within community/public ownership and cannot be sold.
- A more commercial lens will be applied to opportunities.
- Legislation transfers all known and unknown assets and liabilities to SWL; due diligence will continue over the coming months.

The Chair noted that with regard to Director Appointments, he had a conversation with the shareholder. The skills matrix will be presented at the next meeting to identify any gaps, so he can then work with Mayor Lydia to commence the appointment process.

3.2 Risk Register

The Board **NOTED** the Risk Register for December 2025.

Heather Geddes reported good progress during the previous day's workshop, including:

- Updates to risk ownership
- Increased risk rating related to the loss of Dame Karen's expertise.

The Board noted that, with increased clarity now available regarding the programme of work and its associated timelines, it is necessary to review and potentially adjust the current schedule of

Board meetings. The Board discussed that the existing meeting dates may not align with key programme milestones, creating a risk of governance oversight occurring out of sequence. It was agreed that the alignment of meeting dates should be considered and included within the Risk Register. The Board also observed that, as the work programme becomes more fully defined, it is standard practice to establish a governance work plan. The CEO acknowledged this it is important we have that clarity and work will be undertaken to achieve alignment.



Meeting Alignment and Governance Workplan Development

Align Board meeting schedules with the programme of work and establish a forward governance workplan.

Due Date: 31 Mar 2026

Owners: Alex Cabrera, Heather Geddes, Jo Gallop



Enterprise Risk Categories

Develop and agree enterprise risk categories following further Board discussion on the overall risk management approach.

Due Date: 30 Jun 2026

Owner: Heather Geddes

4. Health Safety and Wellbeing

4.1 HSW Monthly Dashboard Report

The Board **NOTED** the HSW Monthly Dashboard Update.

Tania Absolum from Rubix Safe joined the meeting.

The following points were emphasised:

- Emphasis on being a “good client” in HS and adopting a collaborative approach.
- Baseline work with MMT will inform planning.
- The Board and management agreed visibility in HS activities is important.

The Board discussed the release of Public Excluded papers as appropriate. The Chair noted that this could be done while preserving free and frank discussion in Public Excluded.

The Chair and CEO meet with Chair of CORDE after work was undertaken with Tania Absolum. The Chair of CORDE is supportive of closer collaboration with a focus on Health and Safety.

The CEO noted that staff training has been delivered to improve consistency in using the tools and processes consistently, so expect visible change in the coming months. The Chair acknowledge the endeavours undertaken to improve HSW consistency.



Release of Public Excluded Papers

Develop a LGOIMA-compliant assessment tool to strengthen the process and criteria for releasing Public Excluded papers.

Due Date: 13 Feb 2026

Owners: Alex Cabrera, Jo Gallop, Rachael Brown

5. Information

5.1 Engagement and Communications Report

The Board **RECEIVED** and **ENDORSED** the Engagement and Communications Report.

It was noted that the data has been developed from SDC sources and will become SWL's ongoing baseline. This aligns with community engagement discussions from previous day.

Discussion included:

- Media updates captured and noted in the report. The Chair requested a "no surprises" communications approach.
- Drafting of the Significance and Engagement Policy is underway. The Board emphasised the importance of this work and requested that a draft policy, together with the key engagement categories, be provided ahead of the next Board meeting.
- The Significance and Engagement Policy is about how to make engagement meaningful for the community as was discussed at the workshop yesterday. It was noted that the discussion was focused more on the timing and did not include customer feedback.
- The CEO is working with SDC to avoid duplication in community engagement and will keep the Board updated.
- Avoiding customer disruption in service is paramount.



Significance & Engagement Policy

Provide the draft Significance & Engagement Policy to the Board for consideration.

Due Date: 31 Mar 2026

Owners: Alex Cabrera, Heather Geddes, Neisha Livermore

6. Other Business

6.1 Resolution to move into Public Excluded



Resolution to move into Public Excluded

The Board **resolved to move into Public-Excluded session** at the conclusion of the public agenda to consider items relating to section 7(2)(g).

Decision Date: 21 Jan 2026

Mover: Murray Strong

Seconder: Linda Falwasser

Outcome: Approved

7. Close Meeting

7.1 Close of the Public meeting

Next meeting: Selwyn Water Ltd Board Meeting - Public Excluded - 21 Jan 2026, 9:00 am

Signature: _____

Date: _____

Interests Register

Selwyn Water



As of: 18 Feb 2026

Person	Organisation	Active Interests	Notice Date
John Brockies	Resolve Group Ltd - independent non exec	Fees Paid	8 Nov 2025
	Tauranga City Te Maunga Program Board	Fees Paid	13 Nov 2025
	Te Pukenga - independent risk committee member	Fees paid	8 Nov 2025
	Walworth Ltd - director	Fees paid	8 Nov 2025
	Waste Disposal Services - independent chair	Fees paid	8 Nov 2025
Linda Falwasser	Kohae Limited - Consultancy Services	Director / Principal - 21/10/2016 - current. Kohae provides governance, strategy, advisory and architectural design services to iwi entities, the private sector, local authorities and central government agencies, with a focus on infrastructure, environment, water, funding, investment and economic development.	1 Oct 2025
	Te Mana o Ngāti Rangitihi Limited	Director - 31/03/2025 - current. Fees paid. Iwi-owned PSGE commercial investment company in the Eastern Bay of Plenty.	1 Oct 2025
Murray Strong	CoDE Ltd	Centre of Digital Excellence, NZ Ltd - Chairman - 1/12/2018-current. Fees paid	3 Jan 2025
	DCC	Digital Interactive Health/MedTechIQ - Chairman - 1/08/2023-current. Fees paid.	3 Jan 2025
	Health NZ	New Dunedin Hospital, Digital Transformation Board - Chairman - 20/12/2021-current. Fees paid.	3 Jan 2025
	University of Canterbury	Industry Lead - Executive MBA - Digital Transformation	1 Aug 2025

Action List - Selwyn Water

As at 4 February 2026

Subject	Action	Due Date	Responsibility	Status Update
Health, Safety and Wellbeing	Review current health and safety practices as responsibilities transition from SDC to SWL, and use the findings to clarify governance and management oversight expectations and update the H&S dashboard as required.	31 Mar 2026	Alex Cabrera	In Progress Rubix Safety are conducting a review and stocktake which will inform the development of dashboard. Expected due date Q1 2026.
Significance & Engagement Policy	Provide the draft Significance & Engagement Policy to the Board for consideration.	31 Mar 2026	Alex Cabrera, Heather Geddes, Neisha Livermore	In Progress First draft developed.
Meeting Alignment and Governance Workplan Development	Align Board meeting schedules with the programme of work and establish a forward governance workplan.	31 Mar 2026	Alex Cabrera, Heather Geddes, Jo Gallop	In Progress <i>Draft scheduled developed - SWL Board meeting dates to align SDC schedule.</i> <i>Board program of work under development.</i>
Enterprise Risk Categories	Develop and agree enterprise risk categories following further Board discussion on the overall risk management approach.	30 Jun 2026	Heather Geddes	In Progress <i>Expected delivery Q2 2026.</i>

18 February 2026

GOVERNANCE RISK REGISTER – JANUARY 2026

Presenter: Heather Geddes

RECOMMENDATION: That the Board **NOTE** the Governance Risk register for January 2026

Risk Management Framework

A [Risk Management Framework](#) was approved at establishment of the entity on 1 July 2025 and has been provided to the Board in January 2026. It reflects the stage the organisation is at in its transition state.

During the Board workshop in January, the Board provided direction to further develop and expand the risk management framework, register and reporting to reflect that the assets transferred 18 December 2025. Asset transfer included a post transition wash up period to 30 June 2026 which will mean the risk profile will require dynamic revision until complete.

As Selwyn Water matures towards full operability, management will continue to work with the Board to identify an appropriate risk management framework to reflect the organisation's maturity noting compliance with OAG guidelines and ISO 31000 on risk management will be the benchmark. ISO 31000 provides a recognised framework for effective risk governance by clearly articulating the respective roles of the Board and management in risk oversight. The standard emphasises proportionality and organisational maturity, making it particularly well suited to organisations in a transition or establishment phase, while also aligning strongly with public sector accountability and assurance expectations.

As part of the review, the following categories were identified as a starting point and will be included in Board planning discussions. The Board requested a number of planning sessions be included in the Board workplan to refine:

- Public health and drinking water safety
- Wastewater environmental compliance and consent risk
- Asset performance and renewals backlog
- Growth and capacity (demand vs investment timing)
- Capital delivery and project risk (time/cost/quality)
- Climate, natural hazards and resilience
- Financial sustainability (affordability, debt, covenants)
- Regulatory compliance (Taumata Arowai, and future economic regulation)
- People, capability and contractor dependency
- Health and safety (staff, contractors, public)
- AI, cyber, data, and operational technology risk (SCADA, outages)

- Reputation, trust and stakeholder confidence (shareholder, community, partners, and key stakeholders)
- Governance, decision rights and organisational maturity

In the meantime, the organisation will continue to use the current framework and risk registers, they are as follows:

1. Drinking Water Safety Plans – available for each of the 26 schemes from source to connection and potential future risks.
2. Wastewater Risk Management Plans – to cover all operational risks, development to continue over the next 18 months.
3. Health and Safety – currently under review and included within a project to review and update the framework, practices. This includes collaboration with our contractors for sharing of best practice.
4. Capital Delivery – risks managed as individual projects, currently under review as part of the capital delivery programme review.
5. Programme Management Office – risks captured as part of the enterprise planning and escalated through the Enterprise Planning report.

Risk Register Review Update

The register is included within the Board pack. The risks are actively being reviewed across all areas and will be amended and included within the Water Services Strategy as required. An example of this will be to include Cyber Security measures to reflect the organisation's increased risks as a water utility and the transition to standalone systems.

RISK #	Category	Risk	RISK CONTROL	Risk owner(s)	Risk rating			Mitigations/Actions	
					Probability	Impact	Rating	Mitigation	Action
G	Governance Risks								
G1	Financial, Reputational, Compliance	If the Transfer Agreement is not an accurate reflection of the current assets and liabilities for transfer this may impact on SWL meeting solvency requirements.	In control	Chief Executive	Possible	Major	High Med	Conduct due diligence and agree a remediation plan with SDC that provides for transfer of assets to meet legislation with a remediation period to work through inaccuracies.	Verification and validation requirements identified. SDC provided information, this will be reviewed and an assessment plan put in place.
G2	Financial, Reputational, Compliance	If there is ambiguity over the statutory responsibilities between Council and the CCO during transition this may cause non-compliance.	In control	Chief Executive	Unlikely	Moderate	Low Med	Clear accountability matrix established and a transition plan for statutory obligations.	Roles and responsibilities clarified and paper presented to the Board 13/11. Briefing provided to Council.
G3	Financial, Reputational, Compliance	If there is insufficient water industry, public health, infrastructure or financial expertise appointed to the Board of Directors it may impact decision making.	In control	Board	Possible	Moderate	High Med	Governance framework developed with legal team to ensure it meets all statutory requirements. Alignment with SDC process included.	Board is appointed against agreed skills matrix. Board to discuss director appointments in January.
G4	Financial, Reputational, Compliance	If the asset valuation and potential liabilities are not known before transfer there could be remediation required for asset management and capital delivery that is not included in current budget planning.	In control	Chief Executive	Possible	Major	High Med	Risk assessment conducted with recommendations for inclusion in transfer agreement documentation (if applicable) and asset management plans (if applicable).	Transfer agreement allows for agreed amendments up to 6 months post transfer enactment.
G5	Financial, Reputational, Compliance	If SDC wants to change the Statement of Expectations then the Water Services Strategy cannot be progressed (must be done 6 months post approval of the SoE)	In control	Chief Executive	Unlikely	Major	High Med	Clear and open communication process with SDC and SWL to agree SoE contents and a mirroring of expectations with current SDC water service requirements.	SoE approved 17 September, ongoing discussions with the new Council.
G6	Reputational	If SWL fails to establish trust and legitimacy with communities, iwi, regulators and the workforce it will impact Council trust with the CCO.	In control	Chief Executive	Unlikely	Major	High Med	Establish a stakeholder engagement plan and implement.	Stakeholders mapped and communications plan drafted.
G7	Reputational	If there is a lack of transparency and visibility of decision making then there may be a breakdown of Council trust of the CCO performance.	In control	Chief Executive	Possible	Major	High Med	Establish a relationship protocol and Transition Steering Group to jointly assess and resolve issues.	Established.
G10	Financial, Reputational, Compliance	If there is uncertainty regarding the condition and maintenance and how the history of transferred assets is recorded it may impact costs and efficiencies.	In control	Chief Executive	Possible	Major	High Med	Conduct a thorough asset valuation and condition assessment to anticipate financial and operational risks.	Conduct after transfer.
G11	Financial, Reputational, Compliance	If data transferred is lost, corrupted or inaccurate it will impact on the ability to use evidence-based data for asset management, financial and customer decisions.	In control	Director Strategy	Possible	Major	High Med	A clone is done of each data set to retain historical data within SDC prior to go live operation by CCO, robust user access testing completed prior to go live.	Data migration, cleansing and testing plan and resources in place.
G12	Financial, Reputational, Compliance	If there are undocumented decisions made for capital delivery that are not included in the WSDP it may cause solvency issues for the CCO.	In control	Chief Executive	Possible	Major	High Med	Due diligence done of informal communication channels used to engage with consent applications and a remediation plan established including potential legal and financial considerations.	Confirmed list of commitments has been requested as part of transfer documentation.
G13	Financial, Compliance	If the borrowing arrangements between SWL, SDC, LGFA and the trading banks are not put in place, SWL will not be able to establish debt limits and borrowing arrangements.	In control	Chief Executive	Possible	Moderate	High Med	LGFA, Bell Gully, Bancorp, Russell McVeigh and Simpson Grierson to engage to identify steps, risks, barriers and establish a path to bring back to SWL and SDC for consideration.	LGFA registration underway, terms being drafted for agreement.

RISK #	Category	Risk	RISK CONTROL	Risk owner(s)	Risk rating			Mitigations/Actions	
					Probability	Impact	Rating	Mitigation	Action
G	Governance Risks								
	Compliance, Financial, Reputational, Customer relations / service delivery	Drinking water source quality – sudden elevated nitrate concentrations exceed the Maximum Acceptable Value (MAV), leading to source water no longer being available for drinking water supply due to non-compliance with the Water Services Act, Drinking Water Quality Assurance Rules. This may cause public health risks (especially for infants), and require do not use notices, trigger regulatory enforcement from Taumata Arowai, result in reputational damage, emergency expenditure, and operational disruption.	In control	Director Operations	Unlikely	Major	Med	Enhanced monitoring including increased nitrate sampling frequency. Continuing trend analysis to understand source water quality. Review alternate source or additional treatment process options, including long-term option funding. Develop alternative supply options.	Work is underway to determine short-term and longer-term measures to respond on current nitrate trends and sudden elevation in levels. Communication of nitrate levels and link to credible information sources on risk levels available online and to customers/consumers.
G14	Compliance, Financial, Reputational	Legislative and/or regulatory changes to the Maximum Acceptable Values (MAV) for inorganic determinands e.g. Nitrate	In control	Director Operations	Possible	Major	High Med	Ongoing monitoring of legislative changes.	Ongoing dialogue with Taumata Arowai, the Ministry of Health and WHO to understand any potential changes to advice, legislation and/or regulation.

Board Report



18 February 2026

Health Safety & Wellbeing Update and Dashboard – January 2025

Presenter: Bronwyn Knutson, Business Partner People & Culture

RECOMMENDATION: That the Board **NOTE** progress updates and are provided with assurance that health safety and wellbeing initiatives are being managed effectively.

Summary

- There was one incident reported involving a contractor (no injuries).
- There is one health and safety induction outstanding for December, that will be completed on 13 February 2026.
- Actions identified through the Pines incident review are being implemented as recommended in the November Board report (detail set out on [page 3](#)).

Incidents / Events

There was one incident that occurred on 27 January. We were advised that a contractor reversed into a Water Treatment Plant (WTP) generator at low speed when executing a three-point turn. Initial advice was that there was minor superficial damage to the generator. An inspection of the generator confirmed there are no operational risks associated with this item. The generator damage is superficial only. No treatment was required for the individual concerned. The contractor has provided an incident report (8/02/2026) which has been resolved.







The below sets out year to date reporting. Note – Pines Solids Upgrade Project has actions assigned – a progress report against these actions is set out on [page 3](#).

Leading indicators		
Metric	YTD	MTD
Training / inductions completed for new starters	97%	
Inspections (Vehicle/Facility)		
HSW Meetings	1	
Observations		

Lagging indicators		
Metric	YTD	MTD
Medical Treatment Injury		
Lost Time Injury		
Near miss		
Incident	3*	1

**Note year to date includes current month to date data.*

Critical Risks Focus Areas

Critical Risk	Areas of concern or improvement identified (if applicable)	Improvement Plan	Status	Management Update
Lone Work	N/A			
Driving	N/A			
Health & Wellbeing	Change fatigue and uncertainty	<p>Establish a values-based culture</p> <p>Maintain strong communication</p> <p>Continually review work activities</p>		<ul style="list-style-type: none"> Embedding values in organisational activities and processes Code of Conduct drafted with legal review due February. Rubix Safe engaged to review our health and safety framework, system and governance.
Contractors	Engagement of high-risk contractors	Review of Pines incident (November 2025)		<ul style="list-style-type: none"> Progress against actions identified in the improvement plan relating to the notifiable incident - Pines Solids Upgrade Project are detailed on page 3.
Violence & Aggression	Access to location of interest database	<p>Confirm access to database and training</p> <p>De-escalation training</p>		<ul style="list-style-type: none"> Team members have been selected to attend location of interest database training in 2026 De-escalation training to be rolled out in the first six months of 2026.
Safety by Design	N/A			

Progress update - Pines Solids Upgrade Project

Area	Commentary	Due date	Responsible	Progress update
Contractor Pre-Qualification Systems & Contracts	Review contractor verification process and audit the CORDE contractor pre-qualification for effectiveness.	19/12/2025	Projects Delivery Manager	<p>Completed.</p> <p>Site Wise contractor prequalification has been accepted as the minimum level of prequalification system.</p> <p>Site Wise is a prequalification system that grades a contractor's health & safety capability and publishes that grade in a database that can be viewed by main contractor's and principal organisations. This provides a simplified prequalification for businesses/organisations tendering works. Contractors are given color-coded grades based on their annual online assessment (Traffic light Red, amber and Green with exceptional contractors given Gold).</p> <p>Moving forward SWL will also accept other prequalification systems (TOTIKA, +IMPAC PREQUAL etc..) provided they meet the required standards.</p> <p>CORDE is identified as a level 1 contractor or Green status. This shows a proven commitment to health and safety, they are a responsible and professional entity that prioritises wellbeing of its employees, clients and partners but is also committed to continuous improvement. Noting: Contractors/Suppliers lists are maintained in a register within Damstra Suppliers Module. Contractor Work Authorisation form is now required to be filled out and approved for contractors undertaking works on SWL assets.</p>
Critical equipment	Confirm CORDE holds a critical equipment list and that routine inspections/certification are occurring.	19/12/2025	SWL Wastewater & Operations Teams	<p>Work underway.</p> <p>CORDE is currently working on an update of the critical equipment list for Pines WWTP to ensure all items required are covered, draft has been received and comments made.</p>

Contractor Recommendations				
Site Access	Require all personnel, including Operations staff, to sign onto the Daily Work Plan when entering construction zones and CORDE sites. Provide task specific job safety analysis and inductions.	Immediate - SWL to ensure expectations at Contractor prestart/toolbox meetings. Regular monitoring	SWL Operations and Project Teams	Completed. CORDE corrective actions - Newly identified hazards in the Daily Work Plan (DWP), regularly updating the Job Safety Analysis (JSA), and providing weekly email updates to the Operations Team outlining upcoming works and associated hazards; ensure Operations staff/SWL staff sign on before entry to project sites. As part of regular monitoring, SWL Staff will ensure the above actions are occurring and raise at regular site/project meetings.
Strengthening LOTO procedures	Review the CORDE LOTO procedure and ensure all staff are trained, and ensure this is communicated in third party contractor inductions ensuring this is applied uniformly across all sites	Completed /Ongoing	SWL Operations and Project Teams	Completed. CORDE - Reviewed PWWTP Lock Out / Tag Out procedures. No significant changes were made. Tool box meetings were held and procedures reiterated with all staff to ensure consistency and adequacy across operations and construction activities – 30/11/2025
JSEA and Permit Use	Review the use of JSEAs and permits for specific types of work.	19/12/2025	SWL Operations and Project Teams CORDE	Completed. SWL staff to ensure all contractors engaged have correct JSEA and Permits in place. SWL staff to utilise 'Contractor Authorisation to Work' Form 18 includes a detailed checklist for engaging a contractor covering specific risks and pre-work evaluation. CORDE Updated DWP and JSA templates to include new hazards identified during work. CORDE to ensure JSEAs and Permits are correct for the work

Contractor Recommendations				
				being undertaken by sub-contractors. 2/10/2025
Include legacy equipment in hazard assessments	Non-operational equipment should be reviewed for potential risks during construction and be subject to inspection regimen.	19/12/2025	CORDE	<p>Completed.</p> <p>CORDE Reviewed frequency of scheduled inspection and maintenance programmes for all davit arms and attached equipment 30/11/2025.</p> <p>Work-In-Progress.</p> <p>Provide updated schedule for inspection and maintenance frequency</p>
Critical Risk Control	Review all critical risk priority action items.	28/02/2026	Leadership Team	Work-In-Progress
H&S Resource	Review the requirements for H&S resource, support and software.	30/03/2026	Leadership Team	<p>Work-In-Progress</p> <p>Rubix Consultant's Tania Absolom to support the team and review current systems and resources.</p>
Contractor safe work monitoring	Improve the safe work observation programme for contractor works. Review and update KPIs in monthly reporting monitored by SWL.	30/03/2026	Projects Delivery Manager	Work-In-Progress

Board Report

Selwyn Water

18 February 2026

ENGAGEMENT AND COMMUNICATIONS

Presenter: Neisha Livermore, Senior Communications Adviser

Recommendation

That the Board **NOTES** and **RECEIVES** the update on recent and upcoming engagement and communications activities.

Summary

This report summarises recent community engagement, activity, media updates, and water notices issued in the Malvern Ward.

Engagement

Community engagement

Rolleston Residents' Association (RRA):

We recently met with the RRA to discuss their upcoming meetings and identify opportunities for closer engagement with their community. The discussion included topics of interest for their members, potential areas where SWL can provide updates, and agreeing on suitable timings for SWL to attend future monthly meetings.

Malvern Community Board:

We also attended the Malvern Community Board meeting to provide an update and respond to questions on the capital works programme for the Malvern Ward. Board members were invited to forward any further questions for response ahead of the next meeting.

Summer water conservation campaign

The external digital marketing campaign, launched on 19 January to promote responsible water use, is scheduled to run until 23 February. Print advertising in local community newspapers continues to support this activity. Social media content has been timed to coincide with hotter days to maximise relevance and drive responsible water use.

Media update

The following outlines recent media releases and enquiries that SWL has responded to and links to published articles.

Media Release	Media Pick-up
Selwyn Water Limited takes ownership of water assets from Selwyn District Council	<ul style="list-style-type: none"> • Malvern News, 16 January 2026, Page 5 • Rolleston News, 28 January 2026, Page 4:

Media Release	Media Pick-up
Joint effort underway to improve accuracy and fairness in water charges	<ul style="list-style-type: none"> No reports published to date

Media enquiry	Response	Articles
The Selwyn Times asked for an update on when the public could see confirmed prices for water bills and whether the assumptions of costs published in the December article were correct.	<p>Our response was:</p> <p>As you know, Selwyn Water Limited (SWL) will take over customer billing on 1 July 2026.</p> <p>We continue to work closely with the Council to review the information and assumptions underpinning the transition, including financial forecasts and asset data.</p> <p>At this stage, our working assumptions align with those in the Council's Long-Term Plan. Over time, SWL's dedicated focus on water services will support improvements to systems, asset management, and service delivery.</p> <p>SWL is required to develop its pricing and charging methodology through the Water Services Strategy. This first draft is scheduled to come to Council in early March.</p> <p>Until then, the Council's published assumptions remain the best available reference for the upcoming 2026/27 year.</p> <p>Please note it seems for your December article you used the current year pricing (2025/26) and included stormwater which will not be part of SWL's charges.</p>	No article published to date

Water notices

Between 15 January and 6 February, seven conserve water notices were issued in the Malvern Ward due to heavy rainfall affecting source water quality at the Acheron, Dalethorpe, and Hororātā water supplies. Customers registered for alerts were notified directly, and broader updates were shared via SDC's Facebook page and website.

To support community awareness, a media release was provided to Malvern News explaining the rainfall impacts on these supplies and outlining resilience work underway at Acheron and Hororātā.

Date issued	Water Supply	Date lifted	Duration
15 January	Acheron	19 January	4 days
16 January	Dalethorpe	18 January	2 days
16 January	Hororātā	20 January	4 days
24 January	Acheron	26 January	2 days
24 January	Hororātā	26 January	2 days
3 February	Acheron	5 February	2 days
4 February	Hororātā	6 February	2 days

Board Report

18 February 2025

Resolution to Exclude the Public

That the public be excluded from the following parts of the proceedings of this meeting. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to the 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 are as follows:

General subject of each matter to be considered		Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution	Date information can be released
1	Draft Significance & Engagement Policy	Good reason to withhold exists under Section 7	Section 48(1)(a)	TBC
2	Draft Water Services Strategy Update			TBC
3	Executive Update			TBC
4	Finance Report			TBC
5	Implementation Activity Update			TBC

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 or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

Item 1,2,3,4,5	Carry out without prejudice or disadvantage, commercial activities	Section 7(2)(h)
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The appropriate staff and advisors remain to provide advice to the Board.