



MINUTES

Taranaki Emergency Management



Committee: Taranaki Emergency Management Group Joint Committee
Date: 12 August 2022, 10.30am
Venue: Taranaki Regional Council Boardroom, 47 Cloten Road, Stratford
Document: 3095084

Present	Councillor	M J Cloke	Taranaki Regional Council (<i>Chairman</i>)
	Mayor	N Volzke	Stratford District Council
	Mayor	P Nixon	South Taranaki District Council
	Mayor	N Holdom	New Plymouth District Council
Attending	Mr	S Ruru	Taranaki Regional Council <i>zoom</i>
	Mr	S Hanne	Stratford District Council
	Mr	T Velvin	Taranaki Emergency Management
	Mr	W Crockett	South Taranaki District Council
	Mr	C Stevenson	New Plymouth District Council
	Ms	V De Feo	Taranaki Emergency Management
	Mr	C Whitehead	Taranaki Emergency Management
	Ms	L Gregory	Taranaki Emergency Management
	Ms	K Lawson	Taranaki Emergency Management
	Mr	J Sinko	National Emergency Management Agency
Miss	R Sweeney	Taranaki Regional Council	

Opening Karakia The meeting opened with a Karakia.

Apologies Apologies were received and sustained from Liana Poutou (Tokomaru Representative) and Todd Miller (National Emergency Management Agency)
Cloke/Volzke

Notification of Late Items There were no late items.

1. Confirmation of Minutes - 19 May 2022

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) takes as read and confirms the minutes and resolutions of the Taranaki Civil Defence Emergency Management Group Joint Committee held in the Taranaki Regional Council Boardroom, 47 Cloten Street, Stratford on Thursday 19 May 2022 at 10.30am
- b) notes that the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Joint Committee held via zoom on Thursday 19 May 2022 at 10am, have been circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.
Clope/Nixon

2. Taranaki Civil Defence Emergency Management Co-ordinating Executive Group Minutes - Thursday 28 July 2022

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group Meeting held in the Taranaki Regional Council Chambers on Thursday 28 July 2022 at 10.30am
- b) adopts the recommendations therein.
Holdom/Nixon

Matters arising

- 2.1 Mr S Hanne, Stratford District Council made note that recommendations moved by Coordinating Executive Group were based on the financial information given at the time.
- 2.2 A copy of the sides presented by Tom Wilson, Chief Science Advisor, NEMA were requested by the Committee.

3. Advisory Group Minutes

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the unconfirmed minutes of the meeting of the Lifelines Advisory Group (LAG) 14 June 2022
- b) receives the unconfirmed minutes of the meeting of the Taranaki Seismic and Volcanic Advisory Group (TSVAG) 30 June 2022
- c) receives the unconfirmed minutes of the meeting of the Readiness & Response Advisory Group (RARAG) 15 June 2022
- d) receives the unconfirmed minutes of the meeting of the Risk Reduction Advisory Group (RRAG) 22 June 2022

- e) receives the unconfirmed minutes of the meeting of the Rural Co-ordination Group (RCG) 5 July 2022
Cloke/Holdom

Matters arising

- 3.1 Mr W Crocket advised that Adrienne Cook, is no longer an employee of the South Taranaki District Council and should be removed from the attendance listed in the Readiness & Response Advisory Group minutes.
- 3.2 The Committee had a discussion on the current Foot & Mouth outbreak.

4. Quarter Four Performance Report 2021-2022

- 4.1 Mr T Velvin, Group Manager, Taranaki Emergency Management Office, spoke to the memorandum to present the Quarter Four Report for 2021 – 2022 to the Taranaki Emergency Management Group Joint Committee.
- 4.2 A subsequent meeting between Mr N Holdom, New Plymouth District Council and Mr T Velvin, Taranaki Emergency Management Office was arranged to discuss budget processing and requirements to ensure accurate financial reporting to present to the Committee.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the memorandum, *Quarter four Performance Report 2021-2022*
 - b) approves the Quarter four Performance Report 2021-2022.
- 4.2 Following a discussion surrounding the financial information not being reflected as true and up to date an amendment to remove part of the recommendations was proposed. The substantive recommendation was the amended to read:

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the memorandum, *Quarter Four Performance Report 2021-2022*.

Carried

Holdom/Cloke

5. Website Replacement for Taranaki CDEM Group

- 5.1 Mr T Velvin, Group Manager, Taranaki Emergency Management Office, spoke to the memorandum to present a proposal to replace and upgrade the website for the Taranaki Emergency Management Office to the Joint Committee for approval.
- 5.2 The Committee requested performance statistics on the current traffic received on the website per month.
- 5.3 The Committee requested the opportunity to be able to align with further website works being done by other Emergency Offices.

- 5.4 Ms L Gregory, Marketing & Communications Advisor, Taranaki Emergency Management Office advised that there is a proposal to utilise the template of other Emergency Offices website development work.
- 5.5 The committee discussed the financial outturn for the 2021/22 financial year and noted that the result had changed since consideration of this item at the Coordinating Executive Group meeting.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the *Memorandum Website Replacement Project for CDEM Group*.

Carried

Cloke/Holdom

6. Generator Replacement for Taranaki CDEM Group

- 6.1 Mr T Velvin, Group Manager, Taranaki Emergency Management Office, spoke to the memorandum to present a proposal to replace and upgrade the generator and facilities for the Taranaki Emergency Management Office to the Joint Committee to approve.
- 6.2 A lengthy discussion was had by the Committee surrounding the substantial building and construction charges for the building enclosing the generator itself.
- 6.3 The Committee asked for further details to reported back to the committee in relation to the option to hire a generator and additionally, secondary building and construction quotations an amendment to remove part of the recommendations was proposed.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- b) receives the *Memorandum Generator Replacement Project for CDEM Group*.

Carried

Cloke/Nixon

There being no further business the Committee Chairperson M J Cloke thanked attendees and declared the Taranaki Civil Defence Emergency Management Group Joint Committee Meeting closed at 11.46am.

Minutes authenticated pursuant to Model Standing Orders 27.4

Taranaki Regional

Council Chairperson: _____

M J Cloke

Taranaki Regional

Chief Executive: _____

S Ruru