



MINUTES

Taranaki Emergency Management



Committee: Taranaki Emergency Management Group Joint Committee
Date: 19 May 2022, 10.30am
Venue: Taranaki Regional Council Boardroom, 47 Cloten Road, Stratford
Document: 3064999

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 <i>zoom</i>
Attending	Mr	S Ruru	Taranaki Regional Council
	Mr	S Hanne	Stratford District Council
	Mr	T Velvin	Taranaki Emergency Management
	Mr	W Crockett	South Taranaki District Council
	Ms	L Poutu	Tokomaru Representative
	Ms	S Gauden-Ing	Taranaki Emergency Management Office
	Mr	C Stevenson	New Plymouth District Council
	Mr	P Renshaw	National Emergency Management Agency <i>zoom</i>
	Miss	R Sweeney	Taranaki Regional Council

Opening Karakia The meeting opened with a Karakia.

Apologies Apologies were received and sustained from Councillor D N MacLeod Cloke/Volzke

Notification of Late Items There were no late items.

1. Confirmation of Minutes – 24 February 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 24 February 2022 at 10.30am
- b) notes that the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Joint Committee held via zoom on Thursday 24 February 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.

Cloke/Nixon

Matters arising

There were no matters arising.

2. Taranaki Civil Defence Emergency Management Co-ordinating Executive Group Minutes – Thursday 5 May 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 5 May 2022 at 10.30am
- b) adopts the recommendations therein.

Cloke/Nixon

Matters arising

There were no matters arising.

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 Taranaki Seismic and Volcanic Advisory Group (TSVAG) on 3 March 2022

Cloke/Volzke

Matters arising

- 3.1 Mr T Velvin, Group Manager, Taranaki Emergency Management Office, spoke to the issues raised by the Committee on attendance of the LAG, a revision of the terms of reference is taking place currently.
- 3.2 Councillor M J Cloke suggested that when revisiting the attendance, to use the opportunity to look at those attendees around the table to do a presentation of their industry to identify vulnerable departments in the event of an emergency (i.e. avian).
- 3.3 Councillor M J Cloke suggested the Committee to write a letter giving thanks to Teresa Gordon, for her valuable work.
- 3.4 Community support during COVID-19 has now been handed entirely to the Ministry of Social Development. Mr T Velvin gave thanks to the Council and their staff for the support given to the community during those times.
- 3.5 Discussions about the service level agreement between New Plymouth District Council and Taranaki Regional Council were had. It was noted that discussions between Mr C Stevenson, New Plymouth District Council and Mr T Velvin, Taranaki Emergency Management Office are taking place, a round of edits from Mr T Velvin will be provided to Mr S Hanne, Stratford District Council once available.
- 3.6 Mr T Velvin advised the option of hiring a new generator rather than purchasing would be considered in his study. However, advised a majority of the cost identified is to close up that side of the office that will then protect the generator.
- 3.7 Discussions were had around the Whakaari/White Island Court Ruling for National Emergency Management Agency. Mr T Velvin assured the Committee that NEMA lawyers are working with the Bay of Plenty lawyers on the next coronial inquest.
- 3.8 Group managers and NEMA have been working on a partnership agreement on how the two parties work together moving forward. NEMA are going to circulate this amongst staff on 31 May. There will likely be amendments to roles, responsibilities and work programmes may be amended as a result of this negotiations, once available, Mr T Velvin will circulate this information.
- 3.9 An update on the Trifecta programme was provided, works are still taking place. The bill is in the process of being written, once finalised confirmation and direction from the minister will be sought and the final round of ministerial engagement is anticipated to take place in July. There is an emphasis on ensuring Group Managers get a clear understanding of roles, responsibilities and accountability on legalities.
- 3.10 Mr W Crockett, South Taranaki District Council suggested a workshop be organised on the submission in order for coordination to take place on a regional scale.
- 3.11 Mr T Velvin informed that some of the status' in the strategic goals and objectives are not tangible to be signed off or completed. While rewriting the group plan, consideration will be given on identifying tangible objectives. Some objectives have slowed/changed drastically due to higher priorities that have arisen over the past two years. Further advised that staff members are allowed

five items 'above the line' and are unable to commence new tasks until other items have been completed.

- 3.12 Mr T Velvin highlighted a risk around recovery manager depth and the current across roles with fatigue across councils and businesses advising that we are likely to see change within the depth of statutory roles.
- 3.13 Mayor P Nixon, congratulated TEMO on the Taranaki model being singled out nationally as a stand out District Health Board and additionally, the efforts of iwi during difficult periods to ensure the community is looked after.
- 3.14 Mr T Velvin gave further information on the increased spend on legal and professional fees, being that the New Plymouth District Council legal team was engaged on Official Information Request under the Official Information Act (OIA). Noting that within those costs are also external consultation fees.
- 3.15 It was noted that Mr T Velvin would investigate the overspend in general costs and revert back to the Committee.
- 3.16 Mr W Crockett requested that future reporting identified budget anomalies.
- 3.17 Ms L Poutou, Tokomaru Representative and Mr T Velvin to liaise on the Earthquake and Volcano readiness plans on how to best work with iwi on consultation.
- 3.18 It was noted that the first area of focus for the new Marketing Manager would be hazards and what ways can we build resilience in the community with things like inflation.

4. Quarter Three Performance Report 2021-2022

- 4.1 Mr T Velvin, Group Manager, Taranaki Emergency Management Office, spoke to the memorandum to present the Quarter Two Report for 2021 – 2022 to the Taranaki Emergency Management Group Joint Committee.
- 4.2 An update on staff was provided being that Teresa Gordons final day of employment is scheduled for 2 June 2022, Lisa McMillan commenced on Monday 19 June 2022 and Valarie (Val) De Feo, the new GIS advisor has been employed on a two year contract.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the Memorandum, *Quarter Three Performance Report 2021-2022*.
Holdom/Nixon

5. Appointment of Group Controller

- 5.1 Mr T Velvin, Group Manager, Taranaki Emergency Management Office, spoke to the memorandum to approve the appointment of Mr Kelvin Wright to the role of Group Controller and retain his Local Controller appointment by the Taranaki Civil Defence Emergency Management (CDEM) Group.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the memorandum *Appointment of Group Controller*

- b) approves the appointment of Mr Kelvin Wright to the role of Group Controller to Taranaki CDEM
Cloke/Holdom

6. Appointment of Local Controller

- 6.1 Mr T Velvin, Group Manager, Taranaki Emergency Management Office, spoke to the memorandum to approve the appointment of Mr Simon Woods to the role of Local Controller by the Taranaki Civil Defence Emergency Management (CDEM) Group.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives the memorandum *Appointment of Local Controller*
- b) approves the appointment of Mr Simon Woods to the role of Local Controller to Taranaki CDEM
Cloke/Volzke

7. Updated Terms of Reference for the Co-ordinating Executive Group

- 7.1 Mr T Velvin, Group Manager, Taranaki Emergency Management Office, spoke to approve the updated Terms of Reference from the Co-ordinating Executive Group.

Resolved

That the Taranaki Civil Defence Emergency Management Group Joint Committee:

- a) receives memorandum, Approval of the Updated Terms of Reference for the Co-ordinating Executive Group
- b) approves the updated Term of Reference.
Cloke/Volzke

8. General Business

- 8.1 It was noted the Rural Coordination group has now gone through its review, it is a large group of people however it is incredibly functional, the appointment of Mike Green has been beneficial due to the focus on valuable improvements.
- 8.2 It was requested that the Committee meeting commence with a karakia.

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 11.40am.

Confirmed

Chairperson _____

M J Cloke

12 August 2022