



AGENDA

Taranaki Civil Defence

Joint Committee Meeting

Thursday 5 September 2024, 9.00am

Civil Defence Emergency Management - Joint Committee



05 September 2024 09:00 AM

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Whakataka te hau

Karakia to open and close meetings

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 ocean
Kia hī ake ana te atakura	Let the red-tipped dawn come with a sharpened air
He tio, he huka, he hauhu	A touch of frost, a promise of glorious day
Tūturu o whiti whakamaua kia tina.	Let there be certainty
Tina!	Secure it!
Hui ē! Tāiki ē!	Draw together! Affirm!



Date: 5 September 2024

Subject: Confirmation of CDEM Joint Committee Minutes – 6 June 2024

Author: M Jones, Governance Administrator

Approved by: S J Ruru, Chief Executive – Taranaki Regional Council

Document: 3278611

Recommendations

That the Taranaki Civil Defence Emergency Management Joint Committee:

- a) takes as read and confirms the minutes and resolutions of the Taranaki Civil Defence Emergency Management Group Joint Committee held at the Stratford District Council, 63 Miranda Street, Stratford 14 March 2024
- b) notes that the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Joint Committee held at the Stratford District Council, 63 Miranda Street, Stratford on 6 June 2024, have been circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.

Appendices/Attachments

Document 3280771: [Minutes Taranaki Civil Defence Emergency Management Group Joint Committee 6 June 2024.](#)



Date:	6 June 2024	
Venue:	Stratford District Council, 63 Miranda Street, Stratford	
Document:	327499	
Present:	N Walker P Nixon N Volzke N Holdom	Chairperson South Taranaki District Council Stratford District Council New Plymouth District Council
Attending:	S Hanne F Aiken G Green S Ruru T Velvin S Corbett I Wilson M Jones	Stratford District Council South Taranaki District Council New Plymouth District Council Taranaki Regional Council TEMO zoom TEMO zoom NEMA (joined meeting at 9.15am) Governance Administrator

The meeting opened with a group Karakia at 9.10am

Apologies: were received and sustained from Liana Poutu.

Nixon/Volzke

1. Confirmation of CDEM – Joint Committee 14 March 2024

Resolved

That the Taranaki Civil Defence Emergency Management Joint Committee:

- a) took as read and confirmed the minutes of the Taranaki Civil Defence Emergency Management Joint Committee meeting held Stratford District Council, 63 Miranda Street, Stratford on 14 March 2024.

Nixon/Volzke

2. Confirmation of CDEM – Co-ordinating Executive Group 27 May 2024

Resolved

That the Taranaki Civil Defence Emergency Management Joint Committee:

- a) took as read the minutes of the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group meeting held Taranaki Regional Council, 47 Cloten Road, Stratford on 27 May 2024.

Holdom/Nixon

3. Quarterly Performance Report Q3 – 2023/24

3.1 T Velvin provided an update on the Q3 Quarterly Performance Report 2023/24.

Resolved

That the Taranaki Civil Defence Emergency Management Joint Committee:

- a) received the memorandum, Quarterly Performance Report Q3 2023/24.

Holdom/Nixon

4. Adoption of the TEMO Business Plan 2024/25

4.1 T Velvin provided an update on the TEMO Business Plan 2024/25.

Resolved

That the Taranaki Civil Defence Emergency Management Joint Committee:

- a) received the Memorandum, Adoption of the TEMO Business Plan 2024/25
- b) noted the contents of the TEMO Business 2024/25.

Nixon/Volzke

General Business

I Wilson - National Emergency Management Agency (NEMA), provided an update to the members

There being no further business the Civil Defence Emergency Management – Joint Committee Chair, N W Walker, declared the Civil Defence Emergency Management – Joint Committee meeting closed with a group Karakia at 9.34am

Civil Defence Emergency

Management – Joint Committee Chairperson: _____

N W Walker



Date: 5 September 2024

Subject: CDEM - CEG Minutes – 19 August 2024

Author: M Jones, Governance Administrator

Approved by: S J Ruru, Chief Executive – Taranaki Regional Council

Document: 3302869

Recommendations

That the Taranaki Civil Defence Emergency Management Joint Committee:

- a) receives the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group Meeting held Taranaki Regional Council, 47 Cloten Road, Stratford on 19 August 2024
- b) adopts the recommendations therein.

Appendices/Attachments

Document 3299743: [CDEM – CEG Minutes 19 August 2024](#)



Date:	19 August 2024	
Venue:	Taranaki Regional Council, 47 Cloten Road, Stratford	
Document:	3299743	
Present:	S Hanne	Stratford District Council (Chair)
	F Aiken	South Taranaki District Council
	G Green	New Plymouth District Council
	G Simmons	Health New Zealand/Te Whatu Ora
	G Campbell	Ministry of Social Development (zoom)
	B Dewar	NZ Police
Attending:	T Velvin	Taranaki CDEM (Regional Manager)
	P Waters	National Emergency Management Agency
	M Jones	Governance Administrator
	N Chadwick	Executive Assistant

The meeting opened with a group Karakia at 10.30am

Apologies: Were received and sustained from S Ruru – Taranaki Regional Council, D Utumapu - Fire and Emergency NZ and B Walton – St John/Hato Hone.

Hanne/Simmons

1. Confirmation of CDEM – CEG Minutes 27 May 2024

Resolved

That the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group:

- a) took as read and confirmed the minutes of the Taranaki Civil Defence Emergency Management Co-Ordinating Group meeting held Taranaki Regional Council, 47 Cloten Road, Stratford on 27 May 2024.

Simmons/Aitken

2. Advisory Group Minutes

Resolved

That the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group:

- a) receives the unconfirmed minutes of the Rural Coordination Group (RCG) – 18 June 2024
- b) receives the unconfirmed minutes of the Lifelines Advisory Group (LAG) – 2 July 2024
- c) receives the unconfirmed minutes of the Risk Reduction Advisory Group (RRAG) – 3 July 2024
- d) receives the unconfirmed minutes of GIS Innovation Advisory Group (GIAG) – 9 July 2024
- e) receives the unconfirmed minutes of the Welfare Coordination Group (WCG) – 31 July 2024

Hanne/Simmons

3. National Emergency Management Agency Update

3.1 P Waters – National Emergency Management Agency (NEMA), provided an update on NEMA activities.

3.2 An update was provided on High Pathogenicity Avian Influenza (HPAI)

- Predicted to arrive on New Zealand shores September 2024 with the migration of avian from the Ross sea
- Ministry of Primary Industries (MPI) is the lead agency with a focus on supporting the commercial poultry industry
- MPI to host a scenario testing session with councils on 27 August 2024
- Ministry of Health guidance is being created
- Department of Conservation (DoC) is creating a vaccine for 5 vulnerable species being managed on DoC land
- This is a zoonotic virus. It is not known if it is transferable from person to person
- Those that work with avian are at higher risk,

Resolved

That the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group:

- a) received the memorandum National Emergency Management Agency Update.

Hanne/Aitken

4. Quarterly Performance Report Q4 – 2023/24

4.1 T Velvin provided an update on the Q4 Quarterly Performance Report 2023/24.

Resolved

That the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group:

- a) received the memorandum, Quarterly Performance Report Q4 2023/24.

Hanne/Simmons

5. Appointment of Local Recovery Manager - STDC

5.1 T Velvin advised of the appointment of Mr Simon Walkinshaw to the role of local Recovery Manager to South Taranaki District.

Resolved

That the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group:

- a) received the memorandum Appointment of Mr Simon Walkinshaw as Local Recovery Manager – South Taranaki District Council
- b) noted the content of the memorandum
- c) recommended the appointment of Mr Simon Walkinshaw as Local Recovery Manager to the Taranaki Civil Defence Emergency Management Group Joint Committee.

Green/Hanne

6. Appointment of Sarah Downs as Lead Controller - NPDC

6.1 T Velvin advised of the appointment of Mrs Sarah Downs to the role of Local Controller, New Plymouth District Council.

Resolved

That the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group:

- a) received the memorandum *Appointment of Local Controller*
- b) noted the content of the memorandum
- c) recommended the appointment of Mrs Sarah Downs, to the role of Local Controller to the Taranaki Civil Defence Emergency Management Group Joint Committee.

Green/Simmons

There being no further business the Civil Defence Emergency Management – CEG Chair, S Hanne, declared the Civil Defence Emergency Management – CEG meeting closed with a group Karakia at 10.58am.

Civil Defence Emergency

Management – CEG Chairperson: _____

S Hanne



Date: 5 September 2024

Subject: National Emergency Management Update

Author: P Waters - NEMA

Approved by T Velvin, Group Manager/Controller – Taranaki Emergency Management Office

Document: 3302864

Purpose

1. The purpose of this memorandum is to provide an update from the National Emergency Management Agency.

Recommendations

That Taranaki Civil Defence Emergency Management Joint Committee::

- a) receives the memorandum National Emergency Management Agency Update.

Appendices/Attachments

Document 3297839: [NEMA Update](#)



National Emergency Management Update

Report to the Taranaki Civil Defence and Emergency Management Coordinating Executive Group (CEG) Meeting – 19 August 2024

Space Weather

The NEMA Infrastructure Resilience Team work on system readiness among lifeline utilities and also staff the Lifelines sub-function in response.

In recognition of the coming solar maximum in 2025, NEMA has established Space Weather interim arrangements with Transpower regarding notification and escalation pathways. This will facilitate managing the risk to critical infrastructure.

Some expected effects of extreme space weather are:

- **Induced Currents** - Power system voltage irregularities possible, false alarms may be triggered on some protection devices. Some grid systems may experience complete collapse or blackouts. Transformers may experience damage.
- **Spacecraft** - Systems may experience surface charging; increased drag on low Earth-orbit satellites, uplink/downlink and orientation problems may occur.
- **Navigation** - Satellite navigation (GPS) problems may persist for days, including loss-of-lock and increased range error may occur. Low-frequency radio navigation can be out for hours.
- **Other systems** - Currents in steel pipelines can reach hundreds of amps, high frequency (HF) radio propagation may be impossible in many areas for one to two days.

Power outages and disruptions to HF communication have flow on effects for cellular communications, marine and aircraft communications.

Budget 2024

- The release of the Government 2024/25 budget on 30 May 2024 resulted in NEMA not being subject to the 6.5% public sector funding cuts.
- This will allow NEMA to focus on an assurance function. The Chief Executive has indicated that he intends to advertise soon for this at the Deputy Chief Executive level.
- NEMA is now able to fill its present vacancies with a focus in areas that are the Govt's priorities (which includes what comes out of the Govt's response to the Govt Inquiry into the NISWE).
- The Government is investing \$1 Billion in cyclone relief, resilience and emergency preparedness. Of that \$10.5M has been set aside for the new National Emergency Management Facility in Wellington. <https://www.beehive.govt.nz/release/more-1-billion-cyclone-relief-resilience-and-emergency-preparedness>

NEMA Staffing Changes

- Wendy Wright, National Controller has now been appointed to the role of Manager, National Operations as a secondment for 18 months. She will continue the role of National Controller.
- Magnus Latta has been appointed to the role of Manager, Regional Partnerships. He will replace Kathrine Biggs who has been acting in the role for the last 12 months. Magnus joins the organisation on Monday 26 August. Prior to this appointment he was employed by MBIE as the programme lead for the Mass Arrivals Response Plan Review.



CDEM Resilience Fund

- Internal assessment of applications is complete, the Minister announced on the 25 July successful applications, who have been written to.

Review of Reviews

- NEMA Chief Executive commissioned the NEMA Continuous Improvement Unit to conduct a review of the 19 reports into the emergency management response to the 2023 North Island Severe Weather Events.
- The final report will provide an aggravated view of how frequently the same themes have been raised. The timeline for this report has been extended, however, a draft has been sent to CDEM Group Managers for consultation, with feedback required by 12 August.

Catastrophic Planning (CatPlan)

- NEMA recently hosted two All of Government (AoG) 'Catastrophic Planning Forum' with up to 54 participants across the system in attendance. This was an opportunity for agencies to workshop the operational phasing, planning assumptions from a Catastrophic event level. Since this forum, the CatPlan Handbook was updated alongside other workstream information and feedback. The next AOG Forum is planned for 19 August 2024.
- Thanks to this system-wide collaboration, we now have a Handbook with a clear purpose, easier to navigate, more detailed workstreams, and the whole document has a cleaner feel to it.
- The project team are now open for feedback on draft Version 0.3 of the handbook. The period for Feedback closes on 13 September 2024, so the project team are then ready for the final version that is due in mid-December 2024.

Exercise Rū Whenua

- NEMA would like to thank all participants and especially the CDEM Groups for participating in Exercise Rū whenua, Wendy Wright as National Controller, has commented that during the Controller calls the CDEM Groups were well briefed and across the impacts and their roles in relation to each region.
- There are many lessons being extracted from the exercise, in particular the value that they add to our readiness and preparedness – building the relationships we will need in a response. While there were lots of lessons there is very strong call for more and regular exercises.
- A discussion is scheduled for the Emergency Management Leadership Group (EMLG) on 15 August in which the Group Managers will discuss Rū whenua and a future CDEM Exercise Programme.

Pat Waters | Senior Regional Emergency Management Advisor
National Emergency Management Agency Te Rākau Whakamarumarū



Date: 5 August 2024

Subject: Appointment of Simon Walkinshaw as Local Recovery Manager – STDC

Author: G Hansen, Emergency Management Officer – STDC

Approved by: T Velvin, Group Controller/Regional Manager – Taranaki Emergency Management Office

Document: 3302760

Purpose

1. The purpose of this memorandum is to recommend the appointment of Mr Simon Walkinshaw to the role of Local Recovery Manager to the South Taranaki District, by the Taranaki Civil Defence Emergency Management (CDEM) Group.

Executive summary

2. The Group has previously made appointments to the position of Local Recovery Manager under Section 30, of the Civil Defence Emergency Management Act 2002.
3. This memorandum is to receive and approve the appointment of:
Local Recovery Manager
 - a. Mr Simon Walkinshaw to the position of Local Recovery Manager, for South Taranaki District.

Recommendations

That Taranaki Regional Council:

- a) receives the memorandum Appointment of Mr Simon Walkinshaw as Local Recovery Manager – South Taranaki District Council
- b) notes the content of the memorandum
- c) approves the appointment of Mr Simon Walkinshaw as Local Recovery Manager to the Taranaki CDEM Group Joint Committee.

Background

Role of Local Recovery Manager

4. A Recovery Manager coordinates and facilitates immediate, medium and long-term recovery activities. Recovery Managers can be appointed at the National, Group and Local level.
5. CDEM Groups must appoint a suitably qualified and experienced person to be a Group Recovery Manager and may also appoint one or more Local Recovery Managers.

6. Recovery Managers are responsible for directing and coordinating the use of personnel, material, information, services and other resources during a local transition period.
7. Recovery Managers have access to powers under the CDEM Act 2002 during transition periods. Exercising these powers may be required to aid recovery and include powers to require information and carry out works to make structures safe.

Issues

8. No significant issues have been identified with these appointments under the CDEM Act 2002.

Discussion

9. South Taranaki have nominated Mr Simon Walkinshaw to the position of Local Recovery Manager for the South Taranaki District. The Application Form is attached as Appendix 1.

Options

10. Approve the recommendations building capability and capacity across the Taranaki Emergency Management sector enabling response and recovery during adverse events.
11. Not approve the recommendations which will jeopardise the Taranaki Emergency Management sectors ability to response and perform recovery operations to adverse events.

Significance

12. The CDEM Act 2002 states that the Taranaki CDEM Group may appoint one or more Local Recovery Managers:

30 Appointment of Local Recovery Managers

- (1) A Civil Defence Emergency Management Group may appoint, either by name or by reference to the holder of an office, 1 or more suitably qualified and experienced persons to be a Local Recovery Manager, and direct that person or those persons to perform any of the functions and duties of, or delegated to, the Group Recovery Manager of the Group and to exercise the powers of the Group Recovery Manager in the area for which the Group Recovery Manager is appointed, including, but not limited to, the powers in sections 94H, 94I, and 94K to 94N.
- (2) Despite anything in subsection (1), a Local Recovery Manager must follow any directions given by the Group Recovery Manager during a transition period.

Decision-making considerations

13. Section 30 of the Civil Defence Emergency Management Act 2002 allows the Group to appoint 1 or more persons to be a Local Recovery Manager.
14. Part 6 (Planning, decision-making and accountability) of the Local Government Act 2002 has been considered and documented in the preparation of this agenda item. The recommendations made in this item comply with the decision-making obligations of the Act.

Financial considerations—LTP/Annual Plan

15. Any financial impacts for Local Recovery Managers are the responsibility of the appointing District Council.
16. This memorandum and the associated recommendations are consistent with the CDEM Group's financial policies, and its members adopted Long-Term Plans and estimates. Any financial information

included in this memorandum has been prepared in accordance with generally accepted accounting practice.

Policy considerations

17. These appointments are consistent with Taranaki CDEM Group Plan and the Coordinated Incident Management System (CIMS) v3.
18. This memorandum and the associated recommendations are consistent with the policy documents and positions adopted by this Council under various legislative frameworks including, but not restricted to, the Local Government Act 2002, the Resource Management Act 1991 and the Local Government Official Information and Meetings Act 1987.

Legal considerations

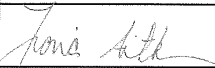
19. The Appointment of Local Recovery Manager is made in accordance with Section 30 of the Civil Defence Emergency Management Act 2002.
20. This memorandum and the associated recommendations comply with the appropriate statutory requirements imposed upon the CDEM Group listed in Section 17(3) of the Civil Defence Emergency Management Act 2002 and the associated recommendations comply with the appropriate statutory requirements imposed upon the Council.


Appendices/Attachments

Document 3297776: [Taranaki CDEM Group Statutory Role Application Form and Checklist Simon Walkinshaw.](#)

Taranaki CDEM Group Statutory Role Application Form

Applicant Name:	Simon Walkinshaw
Role Applied for:	Alternative Recovery Manager, South Taranaki District Council

Employer Approval			
Manager Name	Fiona Aitken		
Signature		Date	01/08/2024
<p>I endorse the application of Simon Walkinshaw to the role of Recovery Manager We note that this person will have a role in a response and/or recovery as a Recovery Manager and have ensured that that they can be made available to the EOC/ECC during these times. We note the ongoing requirement for professional development for Recovery Managers.</p>			

Group Controller Endorsement			
Group Controller Name/Recovery Manager Name	Todd Velvin		
Group Controller/Recovery Manager Name Signature		Date	06/08/2024
<p>In conjunction with Simon Walkinshaw, I have reviewed their appointment as Alternative Recovery Manager for the South Taranaki District Council by completing the Statutory Appointment Checklist. I endorse their application for this role.</p>			

CEG Endorsement	
Date of Meeting	19 th August 2024

Joint Committee Approval	
Date of Meeting	5 th September 2024

Taranaki CDEM Group Statutory Appointment Checklist

Applicant Name:	Simon Walkinshaw
------------------------	-------------------------

Skills and Attributes	Yes	Partial	No
1. Relationship Management			
Develops relationships easily with key individuals and partner organisations	X		
Able to effectively resolve conflict	X		
Credible influencer and negotiator	X		
2. Information Management			
Able to identify information needs, the systems functionality and capability to source the information required.	X		
Able to analyse wide ranging information to inform situational awareness and strategy	X		
Absorbs and synthesises information but is not distracted by the detail	X		
3. Risk Management			
Able to understand the hazards and risks and determine community impact	X		
Applies the principles of risk management	X		
4. Planning			
Ensures plans are coordinated, integrated and implemented across all levels and partners	X		
Able to forward plan and assess consequential risk	X		
Ensures plans are evaluated and updated	X		
5. Communication			
Communicates with clarity with partners and communities	X		
Leads and owns public information messaging and engagement with communities	X		
Engenders confidence with the media	X		
6. Capability Development			
Able to proactively engage in professional development ¹ for self and response staff	X		

¹ Professional development includes courses, workshops, peer learning and exercises

Skills and Attributes	Yes	Partial	No
Understands the strategic risk of weak capability and monitors levels of collective capability	X		
7. Leadership			
Able to maintain strategic overview	X		
Creates an environment where others are able to succeed	X		
Able to provide firm but participative leadership in an emergency that influences others towards the achievement of objectives	X		
Able to create strategic vision, motivate staff and delegate direction	X		
8. Response			
Able to work within legislative parameters	X		
Able to quickly analyse information and risk and define credible planning objectives and information needs	X		
Can work in multi-agency teams and is cognisant of differing roles / functions	X		
Can effectively manage emergency events from initial stages through to transition to recovery	X		
9. Personal			
Addresses impact of the role on own family	X		
Medically fit to work in a high stress environment	X		
Self-confident, unflappable and remains calm under pressure	X		
Has confidence of CEO and senior partners	X		
Is politically astute	X		
Has good knowledge of local area and communities	X		
Has high professional ethics	X		
Manages their own well-being in a pressured environment	X		
10. Experience, Knowledge and Qualifications			
Understands the Taranaki EOC/ECC procedures	X		
Completed CIMS 4 or ITF Intermediate	X		
Completion of Tier 1 Response and Recovery Leadership Development Programme			X
Understands the financial delegations for the Controllers	X		
Has a good knowledge of the CDEM Act, Plan and Directors Guidelines		X	



Date: 5 September 2024

Subject: Appointment of Sarah Downs as Local Controller - NPDC

Author: J Stokes, Emergency Management Lead - NPDC

Approved by: T Velvin, Group Controller/Regional Manager – Taranaki Emergency Management Office

Document: 3302759

Purpose

1. The purpose of this memorandum is to recommend the appointment of Mrs Sarah Downs, to the role of Local Controller, New Plymouth District Council, by the Taranaki Civil Defence Emergency Management (CDEM) Group.

Executive summary

2. The Group has previously made appointments to the position of Local Controller under Section 27, of the Civil Defence Emergency Management Act 2002.
3. This memorandum is to receive and approve the appointment of:
Local Controller
 - 3.1. Mrs Sarah Downs, General Manager Operational Excellence at New Plymouth District Council to the position of Local Controller.

Recommendations

That the Taranaki Joint Committee

- a) receives the memorandum Appointment of Local Controller
- b) notes the content of the memorandum
- c) approves the appointment of Mrs Sarah Downs, to the role of Local Controller to the Taranaki CDEM Joint Committee.

Background

Role of Local Controller

4. The role of the Controller is to direct and coordinate CDEM resources made available to them during declared emergencies, and perform any other functions delegated by the CDEM Group. A Controller can also use CDEM arrangements outside of declared emergencies, but some powers under the CDEM Act can only be used during a declared state of emergency.

5. The primary roles of the Local Controller during a response are to direct and coordinate the use of the personnel, material, information, services, and other resources made available by departments, and other persons.

Discussion

6. New Plymouth District Council have nominated Ms Sarah Downs General Manager Operational Excellence at New Plymouth District Council to the position of Local Controller. The Application Form is attached as Appendix 1.
7. Ms Downs meets the requirements of a Local Controller, as detailed in the Statutory Appointment Checklist (in appendices) and has committed to completing the Response and Recovery Leadership Development Programme.

Issues

8. No significant issues have been identified with this appointment under the CDEM Act 2002.

Options

9. Approve the recommendations building capability and capacity across the Taranaki Emergency Management sector enabling response and recovery during adverse events.
10. Not approve the recommendations which will jeopardise the Taranaki Emergency Management sector's ability to response and perform recovery operations to adverse events.

Significance

Local Controller

11. The CDEM Act 2002 states that the Taranaki CDEM Group may appoint one or more Local Controllers:
27 Appointment of Local Controllers
 - (1) *A Civil Defence Emergency Management Group may appoint 1 or more persons to be a Local Controller, and direct that person or persons to carry out any of the functions and duties of, or delegated to, the Group Controller of the Group and to exercise the powers of Controllers in the area for which the Group Controller is appointed, including, but not limited to, the powers in sections 86 to 94.*
 - (2) *Despite anything in subsection (1), a Local Controller must follow any directions given by the Group Controller during an emergency.*

Powers to act as Local Controller in other Districts

12. At the September 2017 meeting the Joint Committee determined that Local Controllers could act for any District Council in the Taranaki region to increase the overall resilience of the region.

Decision-making considerations

13. Section 27 of the Civil Defence Emergency Management Act 2002 allows the Group to appoint 1 or more persons to be a Local Controller.
14. Part 6 (Planning, decision-making and accountability) of the Local Government Act 2002 has been considered and documented in the preparation of this agenda item. The recommendations made in this item comply with the decision-making obligations of the Act.

Financial considerations—LTP/Annual Plan

15. Controller merit for council staff is the responsibility of the individual council.
16. This memorandum and the associated recommendations are consistent with the CDEM Group's financial policies, and its members adopted Long-Term Plans and estimates. Any financial information included in this memorandum has been prepared in accordance with generally accepted accounting practice.

Policy considerations

17. These appointments are consistent with Taranaki CDEM Group Plan and the Coordinated Incident Management System (CIMS) v3.
18. This memorandum and the associated recommendations are consistent with the policy documents and positions adopted by this Council under various legislative frameworks including, but not restricted to, the Local Government Act 2002, the Resource Management Act 1991, Local Government Official Information and Meetings Act 1987 and the Civil Defence Emergency Management Act 2002.

Legal considerations


19. The Appointment of Local Controllers is made in accordance with Section 27(1) of the Civil Defence Emergency Management Act 2002.
20. This memorandum and the associated recommendations comply with the appropriate statutory requirements imposed upon the CDEM Group listed in Section 17(3) of the Civil Defence Emergency Management Act 2002 and the associated recommendations comply with the appropriate statutory requirements imposed upon the Council.


Appendices/Attachments

Document 3297778: [Taranaki CDEM Group Statutory Role Application Form and Checklist: Sarah Downs.](#)

Taranaki CDEM Group Statutory Role Application Form

Applicant Name:	Sarah Downs
Role Applied for:	Local Controller

Employer Approval			
Manager Name	Gareth Green		
Signature		Date	2 August 2024
<p>I endorse the application of [name of applicant] to the role of [Local/Group Controller/Recovery Manager] We note that this person will have a role in a response and/or recovery as a Controller/Recovery Manager and have ensured that that they can be made available to the EOC/ECC during these times. We note the ongoing requirement for professional development for controllers/recovery managers.</p>			

Group Controller / Group Recovery Manager Endorsement			
Group Controller / Recovery Manager Name	Todd Velvin		
Group Controller / Recovery Manager Signature		Date	06/08/2024
<p>In conjunction with [name of applicant], I have reviewed their appointment as [Local/Group Controller/Recovery Manager] for the [Area] by completing the Statutory Appointment Checklist. I endorse their application for this role.</p>			

CEG Endorsement	
Date of Meeting	19 August 2024

Joint Committee Approval	
Date of Meeting	5th September 2024

Taranaki CDEM Group Statutory Appointment Checklist

Applicant Name:	Sarah Downs
------------------------	--------------------

Skills and Attributes	Yes	Partial	No
1. Relationship Management			
Develops relationships easily with key individuals and partner organisations	X		
Able to effectively resolve conflict	X		
Credible influencer and negotiator	X		
2. Information Management			
Able to identify information needs, the systems functionality and capability to source the information required.	X		
Able to analyse wide ranging information to inform situational awareness and strategy	X		
Absorbs and synthesises information but is not distracted by the detail	X		
3. Risk Management			
Able to understand the hazards and risks and determine community impact	X		
Applies the principles of risk management	X		
4. Planning			
Ensures plans are coordinated, integrated and implemented across all levels and partners	X		
Able to forward plan and assess consequential risk	X		
Ensures plans are evaluated and updated	X		
5. Communication			
Communicates with clarity with partners and communities	X		
Leads and owns public information messaging and engagement with communities	X		
Engenders confidence with the media	X		
6. Capability Development			
Able to proactively engage in professional development ¹ for self and response staff	X		
Understands the strategic risk of weak capability and monitors levels of collective capability	X		

¹ Professional development includes courses, workshops, peer learning and exercises

Skills and Attributes	Yes	Partial	No
7. Leadership			
Able to maintain strategic overview	X		
Creates an environment where others are able to succeed	X		
Able to provide firm but participative leadership in an emergency that influences others towards the achievement of objectives	X		
Able to create strategic vision, motivate staff and delegate direction	X		
8. Response			
Able to work within legislative parameters	X		
Able to quickly analyse information and risk and define credible planning objectives and information needs	X		
Can work in multi-agency teams and is cognisant of differing roles / functions	X		
Can effectively manage emergency events from initial stages through to transition to recovery	X		
9. Personal			
Addresses impact of the role on own family	X		
Medically fit to work in a high stress environment	X		
Self-confident, unflappable and remains calm under pressure	X		
Has confidence of CEO and senior partners	X		
Is politically astute	X		
Has good knowledge of local area and communities	X		
Has high professional ethics	X		
Manages their own well-being in a pressured environment	X		
10. Experience, Knowledge and Qualifications			
Understands the Taranaki EOC/ECC procedures	X		
Completed CIMS 4 or ITF Intermediate	X		
Completion of Tier 1 Response and Recovery Leadership Development Programme		X	
Understands the financial delegations for the Controllers	X		
Has a good knowledge of the CDEM Act, Plan and Directors Guidelines	X		



Date: 5 September 2024

Subject: Quarterly Performance Report Q4 - 2023/24

Author: T Velvin, Group Controller/Regional Manager

Approved by: T Velvin, Group Controller/Regional Manager – Taranaki Emergency Management Office

Document: 3302878

Purpose

1. The purpose of this memorandum is to present the 2023/24 Quarterly Performance Report Q4 for the Taranaki Civil Defence Emergency Management Group.

Executive summary

2. Performance reporting for the Taranaki Civil Defence Emergency Management Group (the Group) considers the statutory responsibilities under the Civil Defence Emergency Management Act (2002), the Taranaki CDEM Group Plan, strategic priorities, and available resources.
3. The Quarterly Performance Report Q4 for financial year 2023/24 has been prepared for the Taranaki Civil Defence Emergency Management Group and is presented for information to the Joint Committee.
4. The Quarterly Performance Report Q4 is attached in Appendix A.

Recommendations

That the Taranaki Emergency Management Joint Committee:

- a) receives memorandum, Quarterly Performance Report Q4 2023/24.

Discussion

5. This is the fourth instalment of performance reporting for 2023/24 financial year for the Taranaki Civil Defence Emergency Management Group (the Group).
6. Alignment to the TEMO Business Plan 2024/25.
7. RANA project upgrades and developments have been completed, with CDEM staff “stress testing” the system and rolling out to partners.
8. He Mounga Puia Project comes to an end this year.
9. Group Plan – development continuing with vision, purpose and value workshops.

Decision-making considerations

10. Part 6 (Planning, decision-making and accountability) of the Local Government Act 2002 has been considered and documented in the preparation of this agenda item. The recommendations made in this item comply with the decision-making obligations of the Act.

Iwi considerations

11. This memorandum and the associated recommendations are consistent with the Council's policy for the development of Māori capacity to contribute to decision-making processes (schedule 10 of the Local Government Act 2002) as outlined in the adopted Long-Term Plan and/or Annual Plan

Financial considerations

12. Reporting against the annual budget is included in the quarterly report.
13. This memorandum and the associated recommendations are consistent with the CDEM Group's financial policies, and its members adopted Long-Term Plans and estimates. Any financial information included in this memorandum has been prepared in accordance with generally accepted accounting practice.
14. Overspend of \$175,902 has been recorded for FY24. A large proportion of this is due to restructuring costs totalling \$155,241. A separate paper will be prepared, and options discussed at the next Joint Committee meeting.

Policy considerations

15. The Performance Report has been prepared against existing work plan activities and measures in the Taranaki CDEM Group Plan, adopted under the Civil Defence Emergency Management Act 2002.
16. This memorandum and the associated recommendations are consistent with the policy documents and positions adopted by Taranaki CDEM under various legislative frameworks including, but not restricted to, the Local Government Act 2002, the Resource Management Act 1991, Local Government Official Information and Meetings Act 1987 and the Civil Defence Emergency Management Act 2002.

Legal considerations

17. This memorandum and the associated recommendations comply with the appropriate statutory requirements imposed upon the CDEM Group listed in Section 17(3) of the Civil Defence Emergency Management Act 2002.

Appendices/Attachments

Document 3302882: [Q4 Performance Report 2023/24](#)

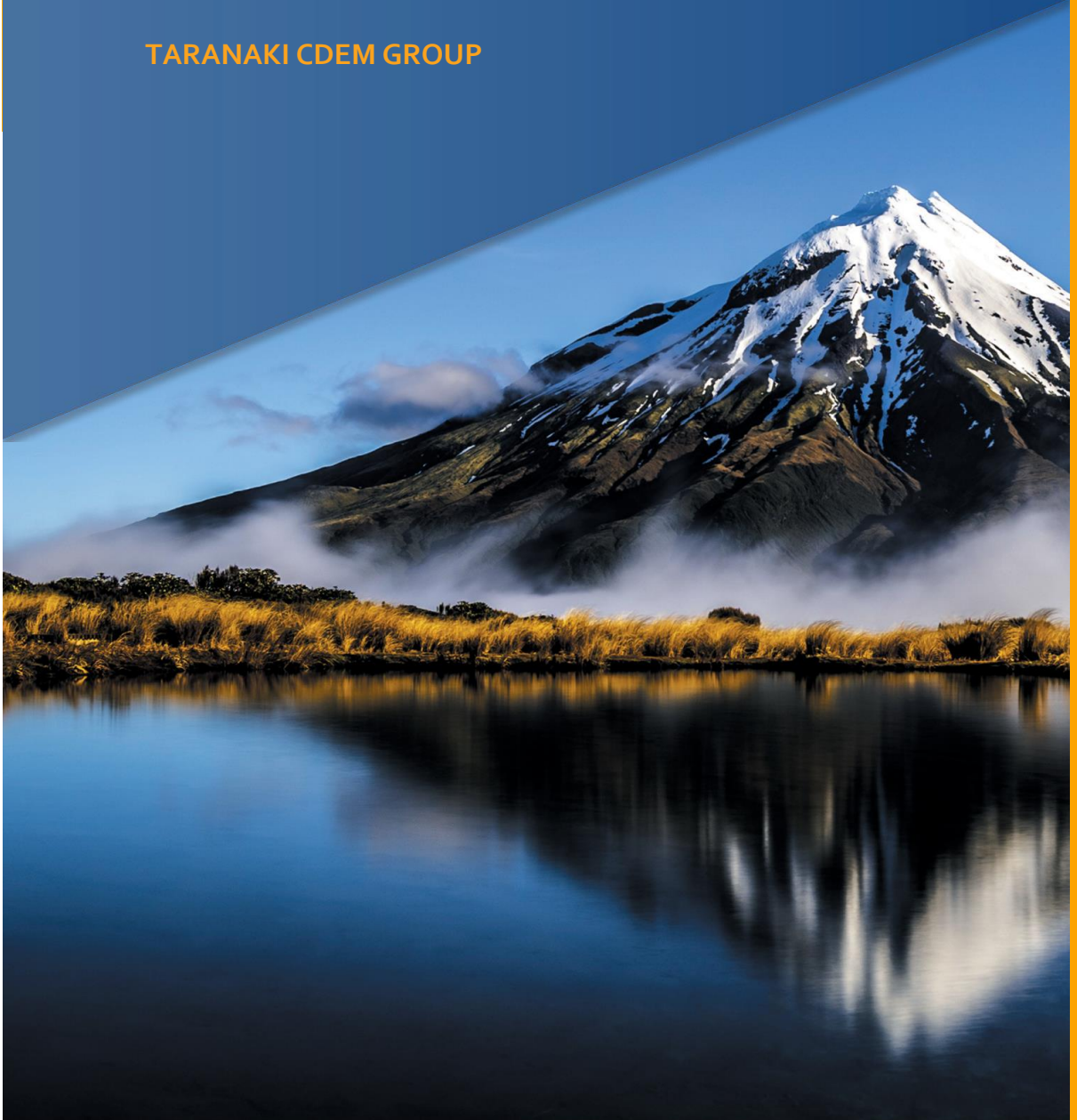


TARANAKI
EMERGENCY MANAGEMENT

Performance Report

Quarterly Report – Q4
For Financial Year End 2023/24

TARANAKI CDEM GROUP



Document Management

Author Todd Velvin – Group Manager
 Date August 2024

Reviewer Steven Corbitt
 TEMO Team Lead
 Date August 2024

Endorsed by Taranaki Coordinating Executive Group
 Date August 2024

Authoriser Taranaki CDEM Group Joint Committee
 Date September 2024

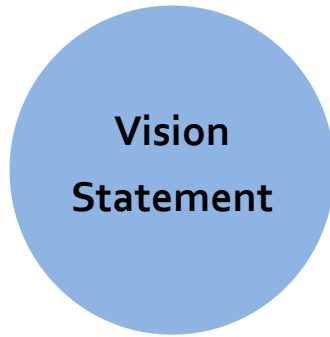
Version control

VERSION	CHANGES	DATE
vo.1	Original Draft, submitted to CEG for endorsement	26 th February 2024
vo.2	Updated report, submitted to CEG for endorsement	27 th March 2024
vo.3	Updated report, submitted to CEG for endorsement	19th August 2024

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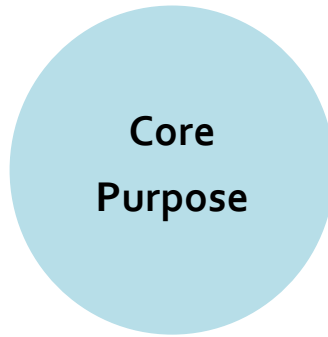
Taranaki CDEM Group Vision 2025



Vision Statement

Where we're going

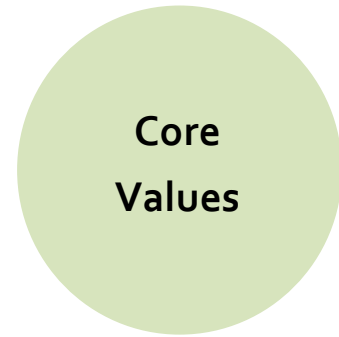
Our Taranaki community shows resilience through period of disaster, crisis, and change.



Core Purpose

Why we exist

We deliver professional disaster risk and emergency management for Taranaki.



Core Values

What we stand for

Collective responsibility: Shared between National, Group and District level.

Unified approach: CDEM partners work for the overall benefit of the Taranaki community.

Organisational Resilience: Any part of the system can lend support seamlessly.

Strong relationships: Strong effective coordination and integration.

TEMO - Launch Code

Launch Code



He Wawata | Our Vision

The centre of innovation and excellence in emergency management for Taranaki.



He Kaupapa | Our Purpose

We lead, influence, and empower people to take accountability which builds resilience across Taranaki.

We do this by driving good disaster risk practices so people take actions.



He Whai Tikanga | Our Priorities

Enhance collective awareness and knowledge of Taranaki hazards across communities and partners.	Partner with Taranaki Communities to prepare, respond to, and recover from adverse events.
Strengthen emergency management practice in response and recovery through capability and capacity development.	Strengthen and maintain strong governance and management processes.

He Huanui | Our Workstreams

 Community	 Risk Management	 Operational Excellence	 Partnership
--	--	--	--

Executive Summary

This performance report is for the 2023-2024 financial year end for the Taranaki Emergency Management Office (TEMO). Outlines the progress of the Business Plan 2023-2024 for the Taranaki Emergency Management Office.

Highlights for Quarter Four

- CDEM Group Plan rewrite is well underway with the Regional Risk Assessment completed and we anticipate the completion of this by early 2025.
- D4H Live system build, and testing workshops have been performed. All CDEM Council staff and TEMO staff are receiving training. Continual exercising is scheduled to ensure emergency response staff are well-educated in the system and ready to respond.
- RANA – the finished product has been loaded onto TEMO's Share Point site.
- Ru Whenua national exercising has been completed with feedback received. Next steps are to implement recommendations from feedback to improve systems.
- He Mounga Puia media campaign was run across the month of June.

Budget Performance

Currently, TEMO has a variance of \$175,902 overspend at the end of this fourth quarter. This is largely due to redundancy payments after restructure.

Significant Projects

These projects sit across several workstreams outlined in the TEMO Business Plan. Detailed reports on significant projects are in section 2.

- Ru Whenua has been closed out.
- Welfare Registration and Needs Assessment (RANA) – Project has been closed. Any ongoing improvements and work will now be completed with local resources.
- He Mounga Puia project will be completed this year and TEMO will continue working with universities to deliver outcomes the region can benefit from.

June saw the roll out of a very successful He Mounga Puia media campaign in the region which concluded with a live online panel discussion receiving amazing feedback and engagement.

Highlights 2023/24

- Website – launch
- D4H – Implementation of response software
- RANA – Successful development of needs assessment tool
- Team – High performing and dedicated team following NPDC realignment process
- He Mounga Puia Media Campaign – Excellent public engagement and feedback
- Ru Whenua exercise – first time we have had all 3 EOC's and the ECC activated. One of two CDEM groups in NZ to activate our EOC's alongside our ECC.

Section 1 | Budget Performance

Operational and Capital budget performance is reported for TEMO, funded under apportionment arrangements by the four Taranaki Councils as follows:

Taranaki Council	Percentage
Taranaki Regional Council	34%
New Plymouth District Council	40%
South Taranaki District Council	18%
Stratford District Council	8%

1.1 YTD Budget performance

The quarter four financial report ending 30 June 2024 (attached in Appendix A) shows a variance of \$175,902.

A large proportion of this overspend is the restructure costs equalling \$155,241

Additional significant costs reflected in the P & L summary is the debit funded website spend for FY24 equalling \$67,533.

1.2 CDEM Reserve

The TEMO current CDEM reserve sits at \$87,597.








Section 2 | Our Workstreams

This report documents the progress of the Taranaki Emergency Management Office against the Annual Business Plan and work programs for 2023/24

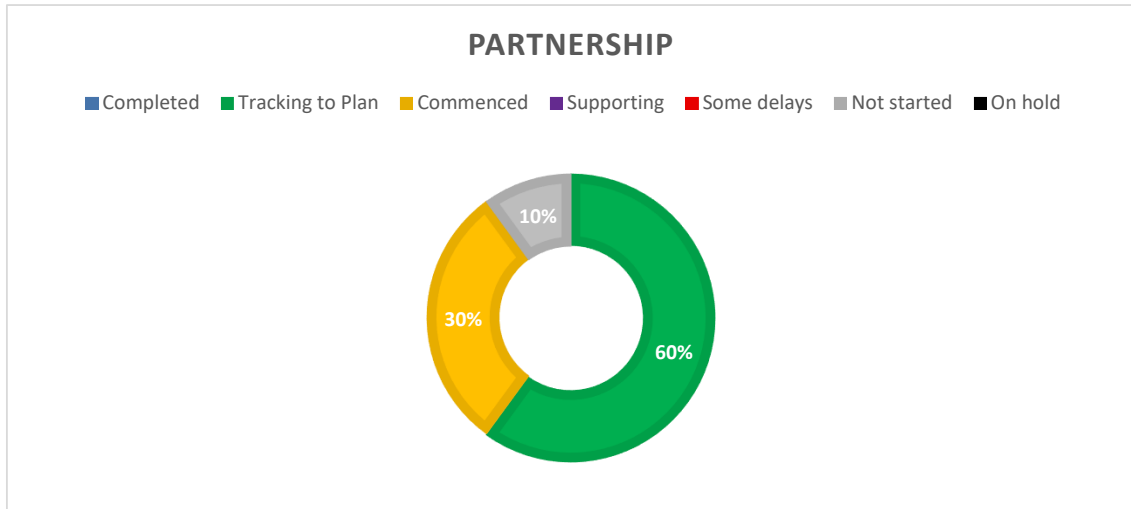
Partnership	Strong partnership and clear expectations from Emergency Management (EM) partners is met through management processes with accountability for delivery.
Risk	Risks from hazards and their impacts are understood, managed, and reduction activities explored to minimise the exposure to communities.
Operational Excellence	Effective management of response and recovery to adverse events supporting the communities, partners, and stakeholders' journey through disasters.
Community	Community resilience is strengthened so that the impacts from adverse events are reduced, empowering all communities to be equipped and adaptive to change.

A summary of the Taranaki Group's progress on these workstreams is provided below.

Key

	Completed
	Tracking to Plan
	Commenced
	Supporting
	Some Delays
	Not Started
	On Hold

2.1 Partnership



Tracking to Plan

- Develop Iwi Engagement Plan.
- 75% attendance throughout the financial year from all members at CEG and JC meetings.
- 75% attendance throughout the financial year from all members at advisory group meetings.
- Update and review Group Plan.
- Provide annual reporting to CDEM governance through CEG and JC.
- National Work Groups – NEMDG, Tsunami, Welfare, REMA's, SIG.

Commenced

- Advocate for Business Continuity Plans from partners and contractors supporting council critical work.
- Lead, support, and coordinate where applicable post event review and debriefs.
- Oversight of emergency management and alignment of work programs where applicable across the CDEM Group

Not Started

- Conduct performance monitoring and evaluation of CDEM in Taranaki.

Closed

- Implement Trifecta outcomes across emergency management in Taranaki. (not represented in graph)

2.2 Risk



Tracking to Plan

- Develop community risk assessment across the region.
- Continue working with scientific partners around He Mounga Puia project and outcomes.
- Support TSVAG with regional hazard science exploration.

Commenced

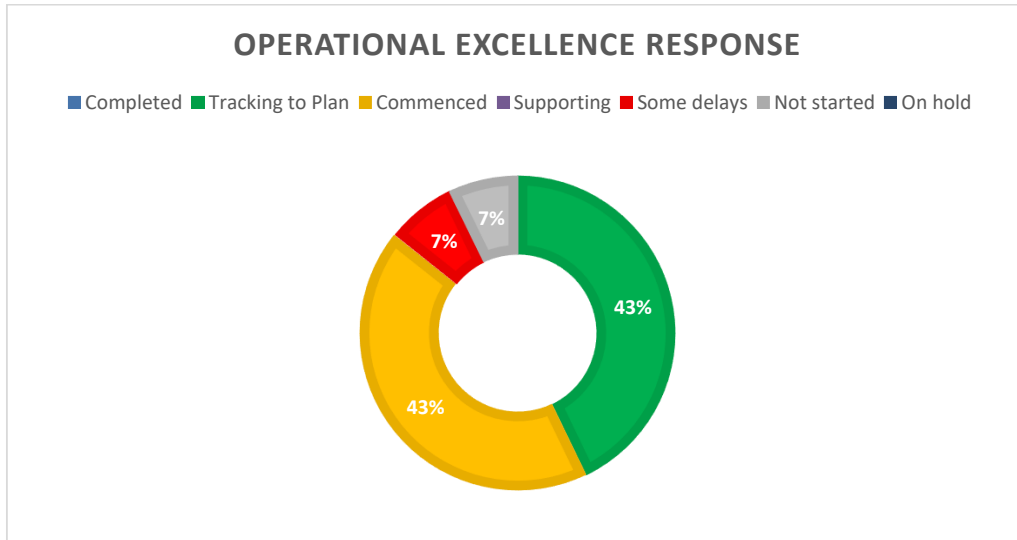
- Hazard risk information is availability to communities as outlined in the Community Engagement Strategy.

Not Started

- Engage with top 10 community groups identified in Community Risk Assessment to build understanding and knowledge of their local hazard scape.

2.3 Operational Excellence

2.3.1 Response



Tracking to Plan

- Participate in National systems and campaigns testing operational readiness.
- Embed D4H as the EM operating system.
- Monthly ECC checks.
- Annual auditing of ECC and EOC.
- Develop, implement, and maintain training and exercising for volunteers, as per the training and exercise schedule.
- Maintain a 24/7 duty system for the region.

Commenced

- Develop and maintain CIMS function Standard Operational Procedures for the ECC and train and exercise to standards.
- Align and implement functional Standard Operational Procedures for the EOC. Train and exercise to regional structures.
- Ensure and maintain EOC is operational.
- Deliver training and exercising to volunteers at a local level, including CIMS function meetings.
- Identify leads for every function.
- Hold CIMS function meetings with 75% attendance bi-annually.
- Develop and Review Response and Recovery Plans as per the planning schedule.
- Response to recovery transition imbedded within CIMS training.
- Review Response Management Plan.

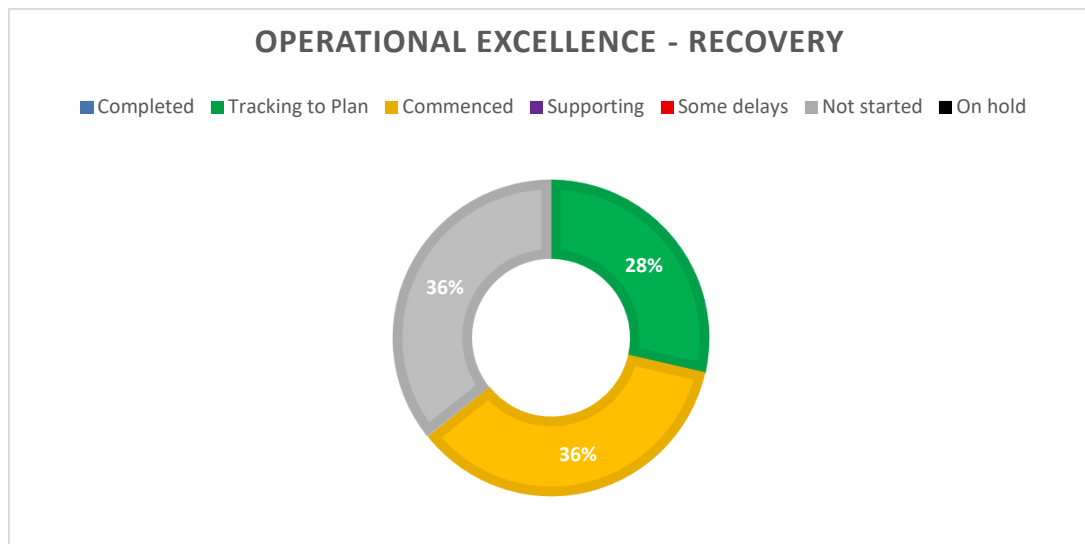
Some Delays

- Continue implementation of the 5-year GIS strategy.

Not Started

- Develop and implement volunteer strategy.

2.3.2 Recovery



Tracking to Plan

- Deliver training and exercising to volunteers, including CIMS function meetings.
- Undertake community risk assessment to identify potential geographic and communities of interest and subsequent recovery enhancement activities.
- Further develop Critical Infrastructure / Lifeline Advisory Group business plan and resilience projects.
- Continue to engage with scientific community to incorporate recovery thinking into hazard and risk research.

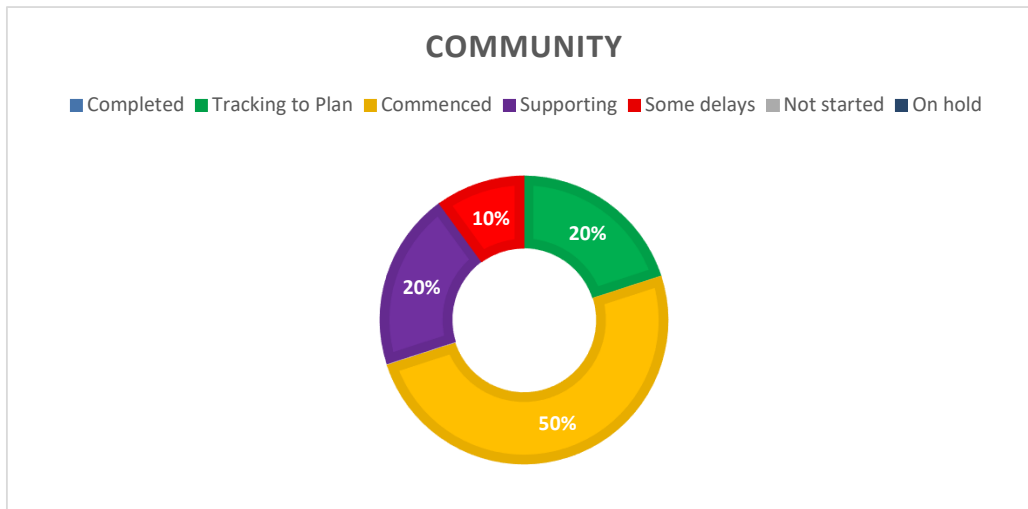
Commenced

- Ensure Recovery function is resourced as required at a Local and Group level.
- Incorporation of strategic recovery elements into Group Plan.
- Hazard specific recovery planning - Develop and Review Response and Recovery Plans.
- Connect Council Long-Term Plans and community engagement initiatives with pre-disaster planning.
- Development of a Taranaki CDEM Group Debrief Policy for consistency and standardisation of post-event and exercise debriefing processes.

Not Started

- Development of Recovery exercise to effectively test Taranaki CDEM Group recovery arrangements with alignment the Taranaki CDEM Group Training and Exercising Plan.
- Develop a targeted community resilience engagement programme with priority communities.
- Develop a framework for conducting recovery impact assessments.
- Development of recovery operational plan.
- Local authority recovery planning to improve community resilience and manage risks through land use, complimentary to regional activity.

2.4 Community



Tracking to Plan

- Develop Communication and Marketing Strategy
- Support local level emergency planning across the 4R's

Commenced

- Implement Communication and Marketing Strategy.
- Deliver targeted community education campaigns.
- Promote business continuity within the region as per community engagement programme.
- Advocate for the requirement of business continuity plans with partner agencies through CDEM advisory groups.
- Develop and implement Community Engagement Plan.

Supporting

- Develop and implement local level emergency planning across the 4R's.
- Community Emergency Plans are developed where appropriate in partnership with communities.
- Review and rationalise Emergency Centres across the region to ensure fit for purpose and in a state of readiness.

Some Delays

- Implement the Iwi/Māori engagement plan.

Section 3 | Significant Projects

A significant project is defined as one that, alone or in combination with other concurrent projects, is anticipated to cause sustained work impacts greater than what is considered tolerable for delivery within existing TEMO resources.

3.1 Welfare Registration and Needs Assessment

Contributes to: Operational Excellence and Community

Status

Tracking to Plan

RANA, the welfare Registration and Needs Assessment tool, was created as an interim solution, during the initial COVID response, for the short term while NEMA was developing a national solution.

Key staff have performed workshops to test the current system and feedback provided. Recommended updates and suggestions have been implemented into the latest version.

The NEMA Resilience Fund allocated to this project has been fully spent and closed off. Several add-on capabilities have been identified which will be managed internally within TEMO and alongside other councils and CDEM Groups.

Several other CDEM Groups have expressed an interest in supporting and implementing this product; with ongoing discussions being held at a national level involving all Group Managers and Group Welfare Managers.

3.2 D4H Operations

Contributes to: Operational Excellence

Status

Tracking to Plan

The D4H Live project was developed to ensure Taranaki CDEM has access to a fit for purpose emergency management software. This software has improved speed, accuracy and consistency of response decisions and coordination of actions at the Emergency Coordination Centre (ECC) and Emergency Operation Centres (EOCs)".

System development is complete, initial action plans and tasks have been created in the system, and training and workshops, involving key partners and function managers at each of the Councils EOC's has been completed.

The response system was successfully tested during the recent National Rū Whenua exercises, with all four facilities activating simultaneously.

TEMO's focus will continue to be training within our CIM's Functions, with Planning and Operations already delivered, receiving great feedback. Various system enhancements will be considered through the remaining function capability sessions to be held throughout the balance of the 2024 calendar year.

The development of an online self-paced induction package is ongoing, with the first draft of the program currently being reviewed by the project team.

3.3 Group Plan

Contributes to: Partnership, Risk, Operational Excellence and Community

Status

Tracking to Plan

The Groups Visions, Purpose and Values have been workshopped and finalised. These are presented here to CEG for endorsement and will be presented to Joint Committee in September for approval. They will then be incorporated into a new 'Taranaki CDEM Group' chapter.

Vision

- An empowered Taranaki bound together by strength and resilience, that stands in solidarity to all of nature's challenges.

Purpose

- **Mana Motuhake** - We enable people to take action to look after themselves and each other during emergencies.
- **Kotahitanga** - We empower communities through engagement and strengthen resilience through collaboration.
- **Ārahitanga** - We provide leadership, coordination, and direction across the 4R's of emergency management.

Values

- **Community at the heart**

He aha te mea nui ō te ao? He tangata! He tangata! He tangata! - What is the most important thing in the world? It is people! It is people! It is people!

- We ensure that the safety and wellbeing of people is at the heart of the emergency management system.
- We foster a deeply inclusive and collective whole world view.

- **Connection and collaboration**

Nā tō rourou, nā tōku rourou, ka ora ai te iwi - With your food basket and my food basket, the people will thrive.

- We help to cultivate and build strong interwoven relationships with iwi, communities, and partner agencies to ensure collective wisdom is harnessed across the 4 R's.
- We work together to build resilience and safer communities.
- We work openly and honestly with communities, partner agencies and iwi building mutual trust and respect.
- We align with the principles of Te Tiriti o Waitangi and partner with Tangata Whenua.
- We provide coordination, leadership and direction across disaster risk reduction, readiness, response, and recovery.

- **Empowerment**

Whāia te iti kahurangi ki te tūohu koe me he maunga teitei - Seek the treasure you value most dearly: if you bow your head, let it be to a lofty mountain.

- We enable and empower community level readiness and response through community engagement and education.
- We focus on ensuring communities are aware of the critical and fundamental role they have in keeping themselves and each other safe during periods of crisis.
- We help build unified resilience where all areas of the community are supporting each other.

- **Collective Responsibility**

He waka eke noa – We are all in this together - we rise together, fall together, work together, keep going together.

- We recognize and respect that there is a shared responsibility across the 4R's at all levels (nationally, regionally, locally, and community levels) and ensure roles and responsibilities are defined and understood.

- We empower and enable community-level responses, and ensure it is connected into wider coordinated responses, when and where necessary.
- We seek to deepen our knowledge of the risks and opportunities within our region through collaboration with the scientific community, wider CDEM sector, partner agencies, our local communities and matauranga Māori.
- We look to the evidence base to ensure that we are acting in the most effective ways.

3.4 Closed Projects

- Website – work completed, and website is fully operational.
- Legislative and National Plan Review – new government is deciding on next steps. TEMO will continue to monitor and advise CDEM Group if any action is required.
- Volcanic Planning – Major project removed until after Group Plan is completed

Section 4 | Regional Risk Register

The Group Office is committed to managing risks that may impact the delivery of the Taranaki CDEM Group activities and services and/or the ability to meet its legal obligations.

4.1 Risks

TEMO are currently reviewing the risk management framework for monitoring, reviewing, and reporting risks. This is in conjunction with a wider piece of work being conducted by the CDEM Group Managers.

Physical risks continue to be managed through the NPDC Pinnacle System. Operational risks are identified through an audit, review and inspection process with assigned dates and ownership being monitored monthly.

The development of a regional risk register has been commenced and in progress.

Section 5 | Personnel

- TEMO have a full complement of staff, and a high performing team engaged in connecting with our communities to ensure we are providing strategies and knowledge to become more resilient.
- A focus on providing continual training, running workshops and exercises remains a priority.
- We have revisited our Taranaki CDEM Group Vision as part of the Group Plan review process, continuing to build and focus our work programs for better outcomes.
- We have seen some changes within our Stakeholders, Advisory Group Chairs and Local Statutory positions, noting
 - Megan Stewart has resigned from St John and Blair Walton has been appointed as the new Area Operations Manager.
 - Carl Wallworth has accepted the position of LAG Chair.
 - Leedom Gibbs has accepted the position of RCG Chair.
 - Rakei Ngaia is acting WCG Chair until a replacement is appointed
 - Rob Haveswood is taking up the Lead Controller role for STDC whilst Liam Dagg continues as an Alternate Local Controller.
 - We are in the process of appointing a Group Welfare Manager with interest in this role and in turn will appoint an Alternate Group Welfare Manager once this has been confirmed.
 - We have seven appointed Group Controllers with a depth of knowledge and experience amongst the group.
- The general well-being for our employees is always a high priority and we continue to monitor and implement well-being measures. The new staff members have settled in well and have hit the ground running.

Section 6 | Appendices

Appendix A: TEMO 2023/24 End of Year Financial Report

	Actual YTD June	Budget YTD June	Variance YTD June
Revenue			
Other revenue			
169 - Other Operating incl Rebates & Recov	(62,500)	(62,500)	0
Total Other revenue	(62,500)	(62,500)	0
Subsidies and grants			
180 - Operating Grants & Subsidies	(1,526,013)	(1,526,013)	0
Total Subsidies and grants	(1,526,013)	(1,526,013)	0
Vested Assets			
195 - Gain on Sale	(5,639)	0	5,639
Total Vested Assets	(5,639)	0	5,639
Total Revenue	(1,594,152)	(1,588,513)	5,639
Expenses			
Personnel costs			
220 - Salaries and wages - Payroll Only	1,020,753	943,216	(77,537)
223 - Other employee benefits - Payroll On	25,502	37,647	12,146
224 - Employee Development & Education	9,303	44,599	35,296
225 - Employer contributions - Payroll Only	33,568	23,695	(9,873)
229 - Other personnel costs	156,057	5,000	(151,057)
Total Personnel costs	1,245,183	1,054,157	(191,026)
General operating expenditure			
231 - Insurances	5,952	5,068	(885)
232 - Legal and professional fees	14,948	202,984	188,036
233 - Occupancy and utilities	24,853	12,586	(12,267)
234 - Property Maintenance	14,383	3,500	(10,883)
235 - Communications	15,066	7,500	(7,566)
236 - Advertising and Marketing	3,280	30,085	26,804
237 - Hardware & Software	8,617	0	(8,617)
238 - Travel and accommodation	21,361	8,000	(13,361)
245 - Other general costs	30,733	25,386	(5,347)
Total General operating expenditure	139,194	295,109	155,915
Direct costs of activities			
250 - Contracts	83,518	35,420	(48,097)
251 - Engineering and Technical advice	1,000	0	(1,000)
252 - Plant and equipment hire	176	0	(176)
253 - Services	11,323	0	(11,323)
254 - Materials	226	0	(226)
255 - Fleet & Plant Consumables & Maintena	18,868	10,201	(8,668)
258 - Grants & Funding Expenditure	2,000	0	(2,000)
Total Direct costs of activities	117,112	45,621	(71,491)
10 - Depreciation - operational assets	63,394	90,422	27,028
Total Expenses	1,564,882	1,485,309	(79,573)
EXTERNAL OPERATING (PROFIT)/LOSS	(29,270)	(103,204)	(73,934)
INTERNAL CHARGES			
300 - Pass thru from Shared Services expense	(38)	0	38
310 - Labour allocation expense	210	5,145	4,935
315 - Fixed Amount Charge of Shared Services	183,343	195,340	11,996
320 - On-charges expense	2,934	4,944	2,010
330 - Interest allocation expense	51,173	43,567	(7,606)
INTERNAL RECOVERIES			
APPROPRIATIONS			
391 - Depreciation funding/ (unfunded)	(62,975)	(90,422)	(27,447)
395 - Capital Appropriations	164,995	79,099	(85,896)
TOTAL NET RESULT	310,371	134,469	(175,902)



Whakataka te hau

Karakia to open and close meetings

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 ocean
Kia hī ake ana te atakura	Let the red-tipped dawn come with a sharpened air
He tio, he huka, he hauhu	A touch of frost, a promise of glorious day
Tūturu o whiti whakamaua kia tina.	Let there be certainty
Tina!	Secure it!
Hui ē! Tāiki ē!	Draw together! Affirm!

AGENDA AUTHORISATION

Agenda for the Taranaki CDEM Joint Committee meeting held on Thursday 5 September 2024.

Approved:

A handwritten signature in blue ink, appearing to read 'S J Ruru', is positioned above the printed name and title.

28 Aug, 2024 12:07:09 PM GMT+12

S J Ruru
Chief Executive