

**Minutes of the Taranaki Civil Defence
Emergency Management Group meeting held
in the Taranaki Regional Council Chambers,
47 Cloten Road, Stratford on Tuesday 3
March 2015 commencing at 10.30am.**



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|------------------|------------|---------------|--|
| Present | Mayor | N Volzke | (Stratford District Council) |
| | Mayor | R Dunlop | (South Taranaki District Council) |
| | Mayor | A Judd | (New Plymouth District Council) 10.45am |
| Attending | Councillor | K Squires | (Stratford District Council) |
| | Mr | G K Bedford | (Taranaki Regional Council) |
| | Mrs | B McKerrow | (New Plymouth District Council) 10.45am |
| | Mr | S Briggs | (Senior Emergency Management Officer) |
| | Mr | B Ingram | (Emergency Management Officer) |
| | Ms | A Kemp | (Taranaki CDEM Co-ordinating Executive Group Chairperson) |
| | Mrs | K van Gameren | (Taranaki Regional Council) |
| | Mrs | J Ritchie | (Taranaki Regional Council) |
| | Mr | D L Lean | (Taranaki CDEM Group Controller) |

Apologies The apology from Councillor B R Jeffares (Taranaki Regional Council) was received and sustained.

Notification of

Late Items General Business – Resilience Fund Projects

Election of Group Chairperson

In the absence of the Group Chairperson (Councillor B R Jeffares – Taranaki Regional Council), Mr G K Bedford, Taranaki Regional Council, opened the Taranaki Civil Defence Emergency Management Group meeting and outlined the procedure to elect a Chairperson for the Group meeting. Mayor N Volzke, Stratford District Council was appointed Chairperson for the duration of the meeting.

1. Confirmation of Minutes – 9 December 2014

Resolved

THAT the Taranaki Civil Defence Emergency Management Group

1. takes as read and confirms the minutes and resolutions of the Taranaki Civil Defence Emergency Management Group meeting held at the Taranaki Regional Council chambers, 47 Cloten Road, Stratford, on Tuesday 9 December 2014 at 10.30am
2. notes that the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Group meeting held in the Taranaki Regional Council chambers, 47 Cloten Road, Stratford, on Tuesday 9 December 2014 at 10.30am, have been

circulated to the Taranaki Regional Council, New Plymouth District Council, Stratford District Council and South Taranaki District Council for their receipt and information.

Volzke/Dunlop

Matters arising

Resourcing of civil defence emergency management for 2015-2016

It was confirmed that the cost-sharing allocations for 2015-2016 for each council has been incorporated into their Long-Term Plans for public consultation.

2. Taranaki Civil Defence Emergency Management Co-ordinating Group Minutes – 10 February 2015

Resolved

THAT the Taranaki Civil Defence Emergency Management Group

1. receives the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group meeting held in the Taranaki Regional Council chambers, 47 Cloten Road, Stratford on Tuesday 10 February 2015 at 10.30am
2. adopts the recommendations therein.

Volzke/Dunlop

Matters Arising

Ms A Kemp, Taranaki Civil Defence Emergency Management Co-ordinating Executive Group (CEG) Chairperson provided a verbal report and update to the Group on matters and business discussed at the CEG meeting (10 February 2015) to which the aforementioned minutes relate to, including:

- Emergency Operations Centre (EOC) staffing and training – subject to further discussion by the Group later in the meeting
- significance of the Mt Taranaki Volcanic Unrest Response Plan
- progress on Exercise Pahu – still ongoing

3. Report from Taranaki CDEM Co-ordinating Executive Group Chairperson

- 3.1 Ms A Kemp, CEG Chairperson, spoke to the memorandum introducing her report, as Chairperson of the Taranaki Civil Defence Emergency Management Group Co-ordinating Executive Group, for information and discussion purposes.

Resolved

THAT the Taranaki Civil Defence Emergency Management Group

1. receives the report from the Chairperson of the Taranaki Civil Defence Emergency Management Group Co-ordinating Executive Group for information and discussion purposes.

Dunlop/Volzke

4. Mt Taranaki Volcanic Unrest Response Plan

- 4.1 Mrs J Ritchie, Taranaki Regional Council, spoke to the memorandum to receive the Mt Taranaki Volcanic Response Plan (the Plan), an operational plan within Taranaki civil defence emergency management.
- 4.2 Mrs Ritchie outlined to the Group the key changes to the Plan since the Taranaki Volcanic Response Plan was first drafted and presented to the Group. The Plan has a new title (Mt Taranaki Volcanic Unrest Response Plan), inclusion of a new hazard map and an eruption forecast updated based on new research undertaken by GNS in 2013. The Plan was approved by the Taranaki Civil Defence Emergency Management Co-ordinating Executive Group at their meeting on 10 February 2015.
- 4.3 Mr S Briggs, Senior Emergency Management Officer, advised the Group that the Plan will help feed into the Taranaki Civil Defence Emergency Management Plan when it is next reviewed.
- 4.4 The Hazards Advisory Group has been presented with the Plan. It is intended to prepare a submission to the Ministry for Business, Innovation and Employment in the future to seek amendment to the Building Act 2004 to make buildings with flat roofs or large span roofs to be strengthened to allow for ash fall loading.

Resolved

THAT the Taranaki Civil Defence Emergency Management Group

1. receives the memorandum and *Mt Taranaki Volcanic Unrest Response Plan*
2. notes that the *Mt Taranaki Volcanic Unrest Response Plan* has been subject to consultation and review
3. notes that the *Mt Taranaki Volcanic Unrest Response Plan* has been agreed to and adopted by the Taranaki CDEM Co-ordinating Executive Group as an operational plan on 10 February 2015
4. notes that the *Mt Taranaki Volcanic Unrest Response Plan* provides the basis for risk reduction and readiness actions by various parties and agencies.

Dunlop/Judd

5. EOC staffing and training

- 5.1 Mr S Briggs, Senior Emergency Management Officer, spoke to the memorandum providing the Group with a status report on current and intended Emergency Operations Centre (EOC) staffing levels and training programmes.

Resolved

THAT the Taranaki Civil Defence Emergency Management Group

1. receives the report on the Taranaki Emergency Operations Centre staffing levels and training programme
2. notes that the report provides background material on the current staffing and resourcing of the Taranaki EOC that can assist the Taranaki Civil Defence Emergency Management Group in their future considerations on financial resourcing of civil defence emergency management in Taranaki.

Dunlop/Judd

6. Annual report of the Taranaki CDEM Group Controller for 2014

- 6.1 Mr D L Lean, Taranaki CDEM Group Controller spoke to the memorandum presenting his Taranaki CDEM Group Controller Annual Report for 2014.

Resolved

THAT the Taranaki Civil Defence Emergency Management Group

1. receives and notes the annual report from the Group Controller of the Taranaki Civil Defence Emergency Management Group, Mr D L Lean, for 2014.

Judd/Dunlop

7. General Business

Mr S Briggs, Senior Emergency Management Officer, and Mr B Ingram, Emergency Management Officer/Welfare Manager, presented to the Group for information purposes three short DVD videos developed as part of an education and outreach programme for the Whanau Resilience Project. The DVD's are designed to support the communication of civil defence emergency messages to Taranaki's Māori community. They will be available through social media and used on Maori Television.

There being no further business, the meeting Chairperson, Mayor N Volzke (Stratford District Council), declared the Taranaki Civil Defence Emergency Management Group meeting closed at 11.30 am.

Confirmed

Group Chairperson: _____
B R Jeffares

Date: **16 June 2015**