

**Minutes of the Taranaki Civil Defence
Emergency Management Group meeting held
in the Taranaki Regional Council Chambers,
47 Cloten Road, Stratford on Tuesday 16 June
2015 commencing at 10.30am.**



Members	Councillor	B R Jeffares	(Taranaki Regional Council)
	Mayor	N Volzke	(Stratford District Council)
	Councillor	I D Armstrong	(South Taranaki District Council)
Attending	Councillor	K Squires	(Stratford District Council)
	Mr	G K Bedford	(Taranaki Regional Council)
	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	P Ledingham	(Taranaki Regional Council)
	Mr	R Ritchie	(Taranaki Regional Council)
	Mr	D L Lean	(Taranaki CDEM Group Controller)
	Mr	I Wilson	(Ministry of Civil Defence Emergency Management)
	Mrs	S Kelly	(Alternate Taranaki CDEM Group Controller)
	Mr	C Stevenson	(South Taranaki District Council)
	Mr	L Wee	(New Plymouth District Council)
Apologies	The apologies from Mayor A Judd (New Plymouth District Council) and Mayor R Dunlop (South Taranaki District Council) were received and sustained.		
Notification of Late Items	There were no late items of general business.		

1. Confirmation of Minutes – 3 March 2015

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 3 March 2015 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 3 March 2015 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/Jeffares

Matters arising

There were no matters arising.

2. Taranaki Civil Defence Emergency Management Co-ordinating Group Minutes – 14 May 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 Thursday 14 May 2015 at 10.30am
2. adopts the recommendations therein.

Armstrong/Volzke

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 (14 May 2015) to which the aforementioned minutes relate to, including:

- Fuel Plan presentation – in development
- CEG work priorities Subcommittee report – continuing and strengthening
- Taranaki CDEM Annual Business Plan 2015/2016
- annual reports to 2015/2016 CEG meetings
- Shakeout2015 – TEMO planning
- Mr Shane Briggs, Senior Emergency Management Officer, provided an overview to the Group on recent events and response by the Taranaki Emergency Management Office including the public information responses to social media comments/post during the events.

3. Ministry of Civil Defence Emergency Management Capability Assessment Report for Taranaki

- 3.1 Mr G K Bedford, (Taranaki Regional Council) spoke to the memorandum presenting a report from the Ministry for Civil Defence Emergency Management on its findings arising from its evaluation of Taranaki CDEM in 2015.

- 3.2 Mr I Wilson, Ministry for Civil Defence Emergency Management, provided a presentation to the Group on the *Taranaki Civil Defence Emergency Management Capability Assessment Report 2.0 (April 2015)*.
- 3.3 It was advised that the Taranaki CDEM Group had a Group score of 60.9, an increase of 14.6% from the Group's last assessment in 2009. The target score set by the Director of Civil Defence Emergency Management was 60.0. The Taranaki CDEM Group had improved against each goal and enabler. The Ministry has recommended to the Taranaki CDEM Group that they examine their collective scores and collaborate in producing a Group level corrective action plan that is approved by the Taranaki CDEM Group Joint Committee and lodged with the Ministry. Mr Wilson advised that the plan should be completed within a six-month period. Mr Bedford, Taranaki Regional Council, noted that a draft plan will likely be presented to the next Group meeting (September 2015) for consideration.

Resolved

THAT the Taranaki Civil Defence Emergency Management Group

1. receives the audit report, entitled *Taranaki Civil Defence Emergency Management Capability Assessment Report 2.0 April 2015*, and letter from the Director of the Ministry for Civil Defence Emergency Management presenting the findings of the Ministry's evaluation of Taranaki civil defence emergency management in 2015..

Armstrong/Volzke

4. Targeted engagement between Taranaki Civil Defence Emergency Management and Iwi in 2015-2016

- 4.1 Mr G K Bedford, Taranaki Regional Council, spoke to the memorandum updating Members about the proposed targeted engagement with Iwi as part of the existing annual work plan for 2015-2016 and to seek agreement from the Taranaki Regional Council to involve Taranaki emergency management office staff when they are engaging with Iwi or marae during their business as usual activities.
- 4.2 It was suggested that, due to interest already expressed by two South Taranaki Iwi to be engaged further in emergency management planning, that a presentation be made to the South Taranaki District Council Iwi Liaison Committee to outline to a wider Maori audience the Taranaki CDEM targeted engagement proposal. Mr B Ingram, Welfare Manager/Emergency Management Officer, would note this offer.

Resolved

THAT the Taranaki Civil Defence Emergency Management Group

1. receives the memorandum *Targeted Engagement between CDEM and Iwi in 2015-2016*
2. notes the proposed targeted engagement between CDEM and Iwi as part of the existing annual work plan

3. agrees to ask Councils to involve TEMO staff when they are engaging with Iwi or marae during their business as usual activities.

Jeffares/Volzke

5. Civil Defence Emergency Management Annual Business Plan 2015-2016

- 5.1 Mr S Briggs, Senior Emergency Management Officer, spoke to the memorandum presenting the finalised draft annual business plan of the Taranaki Emergency Management Office's delivery of civil defence emergency management functions during 2015-2016.

Resolved

THAT the Taranaki Civil Defence Emergency Management Group

1. adopts the draft Taranaki Civil Defence Emergency Management Business Plan 2015-2016 for Taranaki.

Volzke/Armstrong

6. General Business

National Civil Defence Emergency Management Plan

It was noted that the Civil Defence Minister, Nikki Kaye, announced on Friday 5 June that Cabinet approved the new National Civil Defence Emergency Management Plan, which was given formal approval by the Governor General.

There being no further business, the meeting Chairperson, Councillor B R Jeffares (Taranaki Regional Council), declared the Taranaki Civil Defence Emergency Management Group meeting closed at 11.25 am.

Confirmed

Group Chairperson: _____
B R Jeffares

Date: **8 September 2015**