



MINUTES

Taranaki Emergency Management



Date:	6 March 2025	
Venue:	Taranaki Regional Council, 47 Cloten Road, Stratford	
Document:	TRCID – 1492626864-68	
Present:	N Walker	Chairperson
	R Northcott	South Taranaki District Council
	N Volzke	Stratford District Council
	N Holdom	New Plymouth District Council
	R Rae	Iwi Representative
Attending:	S Hanne	Stratford District Council
	F Aiken	South Taranaki District Council
	G Green	New Plymouth District Council
	T Velvin	TEMO
	E Malloy	TEMO
	P Johnson	TEMO
	M Gillooly	NEMA - Zoom
	M Jones	Governance Administrator

The meeting opened with a group Karakia at 1.00pm.

Apologies: Were received and sustained from, P Nixon, South Taranaki District Council and S Ruru - Taranaki Regional Council.

Holdom/Volzke

1. Confirmation of CDEM – Joint Committee Minutes 5 December 2024

Resolved

That the Taranaki Civil Defence Emergency Management Joint Committee:

- took as read and confirmed the minutes of the Taranaki Civil Defence Emergency Management Joint committee meeting held the Stratford War Memorial Hall, 55 Miranda Street, Stratford on 5 December 2024
- noted that the unconfirmed minutes of the Taranaki Civil Defence Emergency Management Joint Committee held at the Stratford War Memorial Hall, 55 Miranda Street, Stratford on 5 December 2024, have been circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.

Volzke/Walker

2. Confirmation of CDEM – CEG Minutes 13 February 2025

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 13 February 2025.

Northcott/Volzke

3. National Emergency Management Agency Update

- 3.1 M Gillooly – National Emergency Management Agency (NEMA), provided an update on NEMA activities.

Resolved

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

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

Northcott/Holdom

4. Appointment of Zoe Sharman as Group Welfare Manager and Kelsey Tamaiparea as Alternate Group Welfare Manager

- 4.1 T Velvin advised of the appointment of Zoe Sharman as Group Welfare Manager and Kelsey Tamaiparea as Alternate Group Welfare Manager.

Resolved

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

- a) received the memorandum *Appointment of Ms Zoe Sharman as Group Welfare Manager and Kelsey Tamaiparea as Alternate Group Welfare Manager*
- b) noted the contents of the memorandum
- c) approved the appointment of Ms Zoe Sharman, to the role of Group Welfare Manager
- d) approved the appointment of Ms Kelsey Tamaiparea, to the role of Alternate Group Welfare Manager.

Holdom/Volzke

5. Appointment of Jacqueline Baker as New Plymouth District Council Local Controller

- 5.1 T Velvin advised of the appointment of Jacqueline Baker to the role of Local controller to New Plymouth District Council.

Resolved

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

- c) received the memorandum Appointment of Mrs Jacqueline Baker to the role of Local Controller, New Plymouth District Council
- d) noted the contents of the memorandum

- e) approved the appointment of Mrs Jacqueline Baker to the role of Local Controller, New Plymouth District Council.

Northcott/Walker

6. Draft Taranaki Civil Defence Emergency Management Group Plan 2025-2030

- 6.1 T Velvin and E Malloy gave an overview of the draft Civil Defence Emergency Management Group Plan to the Committee seeking their endorsement prior to it being approved for public consultation.

Resolved

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

- a) received the Memorandum Draft Taranaki CDEM Group Plan 2025-2030
- b) noted the contents of this memorandum
- c) approved the *Draft Taranaki Civil Defence Emergency Management Group Plan 2025-2030* for public consultation in accordance with the recommended in the following schedule:

Date	Action
Proposed 6 March 2025	Draft Group Plan to the CDEM Joint Committee for approval to be put forward for public consultation
7 March 2025	Notify Group Plan for public submissions (1 month, 1 day – meeting requirements of Section 52(2) of CDEM Act 2002)
7 March 2025	Draft Group Plan for NEMA technical review (1 month)
8 April 2025	Public submissions close, CDEM Senior Planning Advisor analyses and summarises submissions and prepares recommendations of change
8 April 2025	NEMA technical review complete
To be arranged if required	Public Hearing of submissions
To be arranged if required	Special meeting for deliberations and amendments, and adoption of final draft
10 June 2025	Forward final draft Group Plan for Minister's comments – 20 working days for comment
24 July 2025	Group Plan to Coordinating Executive Group for receiving, noting and recommending
7 August 2025	CDEM Joint Committee adopt the Group Plan

Walker/Holdom

7. Quarterly Performance Report

- 7.1 T Velvin provided an update on the Q2 Quarterly Performance Report 2024/25.
- 7.2 T Velvin provided an update on the drought that has been declared in the Taranaki Region and the impact this is likely to have moving forward.

(1.23pm R Rae joined the meeting)

Resolved

That the Taranaki Civil Defence Emergency Joint Committee:

- a) received memorandum, *Quarterly Performance Report Q2 2024/25*
- b) noted the contents of the memorandum
- c) approved the report.

Holdom/Walker

There being no further business the Civil Defence Emergency Management – Joint committee Chair, N Walker, declared the Civil Defence Emergency Management – Joint Committee meeting closed with a group Karakia at 1.35pm.

Civil Defence Emergency Management

– Joint Committee Chairperson: _____

N Walker