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## MINUTES

of the

### **NELSON TASMAN CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP MEETING**

**Komiti Whakahaerenga Tiwhikete Whakawhanaunga**

held

**9.30am, Wednesday, 2 April 2025**

at

**Emergency Operations Centre, 28 Oxford Street, Richmond**

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**Present:** **Tasman District Council:** Mayor T King (Chair)

**Nelson City Council:** Mayor N Smith and Deputy Mayor R O'Neill-Stevens

**In Attendance:** **Emergency Management:** Manager Emergency Management (J Kennedy),  
Emergency Management Advisor (L Swatton), Emergency Management  
Advisor (K Solly), Emergency Management Officer Coordinator (H Boulton),  
and Group Welfare Manager (K King)

**NEMA:** Senior Regional Emergency Management Advisor (J Lamb)

**Tasman District Council:** Chief Executive (L Rae) Group Manager –  
Environmental Science (R Smith), and Governance Officer (R Grover)

**Nelson City Council:** Chief Executive (N Philpott), and Group Manager  
Corporate Services (N Harrison)

**Absent:**

**1 OPENING, WELCOME**

Mayor King opened the meeting with karakia.

**2 APOLOGIES AND LEAVE OF ABSENCE**

**Moved Mayor Smith/Deputy Mayor O'Neill-Stevens**

**EMC25-04-1**

**That an apology be accepted for Deputy Mayor S Bryant.**

**CARRIED**

**3 DECLARATIONS OF INTEREST**

Nil

**4 LATE ITEMS**

Nil

**5 CONFIRMATION OF MINUTES**

**Moved Mayor Smith/Mayor King**

**EMC25-04-2**

**That the minutes of the Nelson Tasman Civil Defence Emergency Management Group meeting held on Wednesday, 27 November 2024, be confirmed as a true and correct record of the meeting.**

**CARRIED**

**Moved Mayor Smith/Mayor King**

**EMC25-04-3**

**That the confidential minutes of the Nelson Tasman Civil Defence Emergency Management Group meeting held on Wednesday, 27 November 2024, be confirmed as a true and correct record of the meeting.**

**CARRIED**

## 6 REPORTS

### 6.1 Update from the National Emergency Management Agency

National Emergency Management Agency (NEMA), Senior Regional Emergency Management Advisor, James Lamb, presented the report on behalf of Mike Gilhooly (NEMA), and provided an update on the new Emergency Management Bill and the Emergency Management Improvement Programme (MSIP), both of which were currently sitting with the Minister for Emergency Management and Recovery, and would be open for public consultation on 15 April 2025 for one month, with the Bill scheduled to be introduced to the House in October 2025.

Questions and discussions included:

- Conversations progressed with the Minister of Emergency Management and Recovery regarding extending the Local Government New Zealand (LGNZ) fast tracked process into the recovery phase (the special legislation relating to Cyclone Gabrielle was used as an example).
- The consultation process on the Emergency Management Bill

**Action:** Joe Kennedy to follow up with Jame Lamb (NEMA) to confirm the consultation process and provide more details on the opportunities for input from the Civil Defence Emergency Management (CDEM) group and key stakeholders on the Emergency Management Bill, including pre-introduction and Select Committee processes.

### 6.2 Adoption of the Nelson Tasman Civil Defence Emergency Management Group Plan 2025

Manager Emergency Management, Joe Kennedy presented the report, which was taken as read.

**Moved Mayor King/Mayor Smith**

**EMC25-04-4**

**That the Nelson Tasman Civil Defence Emergency Management Group**

1. **receives the Adoption of the Nelson Tasman Civil Defence Emergency Management Group Plan 2025 Report and its attachments; and**
2. **adopts the Nelson Tasman Civil Defence Emergency Management Group Plan 2025.**

**CARRIED**

### 6.3 Report of the Nelson Tasman Emergency Management Office

Mr Kennedy presented the report.

Questions and discussions took place around:

- The current weather situation in the region
- A heightened focus on hydrology due to media coverage and potential for significant rain in the region – areas at risk and impacts – regular updates were being provided

- Recent events in the region - the Lee Valley fires were noted
- Social media following growth was noted
- Continuous improvement of the reporting dashboard
- Participation in the Nelson Tasman CDEM Group Exercise activity in December 2024
- The need for more trained personnel, particularly in the context of Civil Defence Centres
- Key risks, including EMT staff leave balances
- NEMA and Controllers:
  - who chooses the controllers and how many there are
  - working on pre identifying controllers before an event takes place (work in progress with EMT)
  - a national standard for controller development was underway
  - the need for external controllers to familiarise themselves with the region and staff so they could 'hit the ground running' when an event occurred.

**Action:** Joe Kennedy to continue developing the orientation/induction pack for external controllers coming into the region during emergencies.

**Action:** Joe Kennedy - CDEM office to review and prioritize the 19 recommendations from the Independent Capability Assessment Report, and explore how CEG members can provide resources to help address and progress the report recommendations with a focus on scenario planning and risk awareness communication.

**Action:** Joe Kennedy to change the language of the "Source of Truth" in the project: *Emergency Response Coordinated Source of Truth* to avoid potential misinterpretation.

**Action:** Joe Kennedy – Emergency Management Team to continue efforts in identifying and securing agreements for Civil Defence Centres, particularly in areas with gaps, such as Nelson North.

**Moved Mayor Smith/Mayor King**

**EMC25-04-5**

**That the Nelson Tasman Civil Defence Emergency Management Group**

**1. receives the Report of the Nelson Tasman Emergency Management Office report; and its attachments.**

**CARRIED**

## **6 CONFIDENTIAL SESSION**

### **6.1 Procedural motion to exclude the public**

**Moved Mayor King/Mayor Smith**

**EMC25-04-6**

That the public be excluded from the following part(s) of the proceedings of this meeting. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

### 7.2 Appointment of Local Controllers

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

### 7.3 Status of Telecommunication Business Continuity Planning

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.  s7(2)(c)(i) - The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

## **CARRIED**

The public was excluded at 10.08am.

The open session was resumed at 10.35am.

## **RESTATEMENTS**

It was resolved while the public was excluded:

### **7.2 Appointment of Local Controllers**

**That the Nelson Tasman Civil Defence Emergency Management Group**

- 3. agrees that the decision be made publicly available once the appointment has been finalised, but that the report remains confidential at this time.**

### **7.3 Status of Telecommunication Business Continuity Planning**

**This presentation remains confidential.**

Mayor King closed the meeting with karakia.

The meeting concluded at 10.36am.

Confirmed as a correct record of proceedings by resolution on Enter date .