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**MINUTES**  
of the  
**NELSON TASMAN CIVIL DEFENCE EMERGENCY  
MANAGEMENT GROUP MEETING**  
**Komiti Whakahaerenga Tiwhikete Whakawhanaunga**  
held  
**, Tuesday, 25 July 2023**  
at  
**Emergency Operations Centre, 28 Oxford Street, Richmond**

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**Present:** Tasman District Council: Mayor T King, Deputy Mayor S Bryant

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

**In Attendance:** Tasman District Council: Chief Executive (J Dowding), Executive Assistant (G Drummond)

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

NEMA – Emergency Management Officer (O Varley)

Emergency Management (J Kennedy), (K Anderson), (K King), (L Swatton), (R Gibson)

**Part Attendance:**

- 1 **OPENING, WELCOME**  
Ros Gibson offered the opening karakia
- 2 **APOLOGIES AND LEAVE OF ABSENCE**  
Nil
- 3 **DECLARATIONS OF INTEREST**  
Nil
- 4 **CONFIRMATION OF MINUTES**

Moved Mayor Smith/Mayor King  
EMC23-07-1

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**That the minutes of the Nelson Tasman Civil Defence Emergency Management Group meeting held on Tuesday, 4 April 2023, be confirmed as a true and correct record of the meeting.**

**CARRIED**

**Moved Mayor Smith/Mayor King**

**EMC23-07-2**

**That the confidential minutes of the Nelson Tasman Civil Defence Emergency Management Group meeting held on Tuesday, 4 April 2023, be confirmed as a true and correct record of the meeting.**

**CARRIED**

## **5 PRESENTATIONS**

### **5.1 National Emergency Management Agency (NEMA)**

Oli Varley took his update as read and presented a PowerPoint presentation on the Emergency Management Bill.

**ACTION: Staff to prepare and present a submission on the Emergency Management Bill back to the CDEM Group.**

### **5.2 Nelson Tasman Lifeline Vulnerabilities Update – PowerPoint presentation**

Joe Kennedy and Luci Swatton presented to the CDEM Group and answered questions.

Discussion included:

- Key regional vulnerabilities
- Concerns around lack of specific information from Lifeline providers.

**ACTION: Staff to ask utility providers more specific questions and report back to CDEM Group.**

Mayor N Smith left the meeting at 2.16 pm

## **6 REPORTS**

### **6.1 Matters arising from the meeting of the NTCDEM Group - 4 April 2023**

Joe Kennedy presented his report and answered questions, discussion included:

- Incorrect figures noted in the previous meeting have since been updated.
- Concerns around the 10% increase in the cost of expenditure, group to look into the possibility of external review.

**Moved Mayor King/Deputy Mayor O'Neill-Stevens  
EMC23-07-3**

**That the Nelson Tasman Civil Defence Emergency Management Group receives the Matters arising from the meeting of the NTCDEM Group - 4 April 2023 REMC23-07-3**

**CARRIED**

**6.2 Report of the Nelson Tasman Emergency Management Office to the Coordinating Executive Group with Attachments**

Joe Kennedy presented his report and answered questions.

**Moved Mayor King/Deputy Mayor O'Neill-Stevens  
EMC23-07-4**

**That the Nelson Tasman Civil Defence Emergency Management Group Joint Committee**  
**1. receives the Report of the Nelson Tasman Emergency Management Office to the Coordinating Executive Group with Attachments; and**  
**2. notes the draft minutes of the Coordinating Executive Group (CEG) held on 5 July 2023.**

**CARRIED**

Ros Gibson offered the closing karakia.

**7 CONFIDENTIAL SESSION**

Nil.

The meeting concluded at 2.31 pm

Confirmed as a correct record of proceedings by resolution on 28 November 2023.

**EMC23-11-5**

**That the minutes of the Nelson Tasman Civil Defence Emergency Management Group meeting held on Tuesday, 25 July 2023, be confirmed as a true and correct record of the meeting.**