GREAT LAKE TAUPŌ
Taupō District Council

I give notice that
an Emergency Management Committee Meeting will be held on:

Date:	**Monday, 4 August 2025**
Time:	**1.30pm**
Location:	**Council Chamber**
	Level 1, 67 Horomātangi Street
	Taupō

AGENDA

MEMBERSHIP

Chairperson	Vacancy
Deputy Chairperson	Cr Danny Loughlin
Members	Mr Tyronne (Bubs) Smith
	Mayor David Trewavas
	Cr Sandra Greenslade
	Cr Kirsty Trueman
Quorum	3

Julie Gardyne
Chief Executive

Order Of Business

4.1	EMERGENCY MANAGEMENT COMMITTEE MEETING - 12 MAY 2025

Author: **Dana Periam, Committee Advisor**

Authorised by: **Nigel McAdie, Legal and Governance Manager**

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the minutes of the Emergency Management Committee meeting held on Monday 12 May 2025 be approved and adopted as a true and correct record.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1.   **Emergency Management Committee Meeting Minutes - 12 May 2025**

5.1   UPDATE ON THE 2025 LOCAL GOVERNMENT ELECTIONS AND DISCUSSION ON COMMITTEE STRUCTURE, TERMS OF REFERENCE AND DELEGATIONS

Author: **Shainey James, Governance Quality Manager**

Authorised by: **Nigel McAdie, Legal and Governance Manager**

TE PŪTAKE | PURPOSE

To receive an update on this year's local government elections and to discuss the Emergency Management Committee's current terms of reference and delegations with a view to capturing any suggestions for change following the elections.

NGĀ KŌRERORERO | DISCUSSION

This year's local government elections will take place on 11 October. All electors will vote for the Mayor. Councillors will be elected via wards as follows:

- Two councillors elected by the electors of the Te Papamārearea Māori Ward;

- One councillor elected by the electors of Mangakino-Pouakani General Ward;

- One councillor elected by the electors of Taupō East Rural Ward;

- Seven councillors elected by the electors of Taupō General Ward; and

- One councillor elected by the electors of Tūrangi-Tongariro General Ward.

Nominations for these election issues will open on Friday 4 July and close at noon on Friday 1 August 2025.

The elections will be conducted by postal vote between Tuesday 9 September and noon on Saturday 11 October 2025. In addition to the election of the Mayor and councillors, there will be a poll relating to Council's Te Papamārearea Māori Ward, with voters being asked whether they vote to keep or remove the ward. The outcome of the poll will apply to the 2028 and 2031 elections.

All current committees are deemed to be discharged at the end of the current Triennium, unless Council resolves otherwise (clause 30, Schedule 7, Local Government Act 2002 "LGA"). Following the elections, the Mayor has the power to establish committees (s 41A, LGA) and in practice, this is usually done via recommendation to a full Council meeting. The Emergency Management Committee may wish to make recommendations for improvements to the current structure, including terms of reference and delegations (**attached**), and / or to confirm what is working well. Any comments will be captured by staff, collated and provided to the new group of elected members for consideration following the elections.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Committee receives the update about the elections and has a discussion about terms of reference and delegations, including any suggestions for improvement which could be noted and provided to the incoming Council following the 11 October 2025 elections.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Emergency Management Committee receives the update on the 2025 elections.

ATTACHMENTS

1.   Emergency Management Committee Terms of Reference and Delegations 2022-2025

5.2   UPDATE ON RECENT ACTIVITIES

Author: **Hayley Nicholson, Emergency Management Advisor - Community Resilience**

Authorised by: **Hadley Tattle, General Manager People and Community Partnerships**

TE PŪTAKE | PURPOSE

To provide the Committee with an update on recent activities.

NGĀ TŪTOHUNGA | RECOMMENDATION

That the Emergency Management Committee receives the update on recent activities.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.3	TAUPŌ DISTRICT EMERGENCY MANAGEMENT STRATEGIC ROADMAP UPDATE

Author: **Hayley Nicholson, Senior Emergency Management Advisor**

Authorised by: **Tania Russell, Community Engagement and Development Manager**

TE PŪTAKE | PURPOSE

To provide the Emergency Management Committee with an update on the progression of the priority action tasks in the Strategic Roadmap.

NGĀ KŌRERORERO | DISCUSSION

Background:

At the 5 December 2023 Emergency Management Committee (the committee) meeting Jane Rollin presented the Capability Assessment Report and associated Taupō District Emergency Management Strategic Roadmap (the roadmap). The purpose of the roadmap is to inform a prioritised and sequenced (Now, Next, Later) ongoing work plan.

The work plan is divided into five pillars: Response Capability, Community, Understanding Risk, Planning for Recovery, and Governance and Leadership. The plan is sectioned into priority actions, mid-term actions and longer-term actions.

The Senior Emergency Management Advisor will provide an update to the committee.

This report provides an update on progress of the priority actions for the pillars Response Capability, Community and Planning for Recovery.

Pillar 1: Response Capability

Priority action 1: Resourcing key positions

1. Appointment of additional pou ārahi. This is at the discretion of Ngāti Tūwharetoa, and pou ārahi Bubs Smith is leading on progression and discussion with the iwi.

Priority actions 2 and 5: Identifying response staff and training and development

The Waikato CDEM Group Capability Development Strategy (the strategy), approved December 2023 and associated Waikato Civil Defence Emergency Management (CDEM) Annual Training and Exercise Plan 2023 sets target staff training levels for local authorities to achieve. It recommends that the target levels are achieved over the next three years. Reporting on targets must be provided for the Coordinating Executive Group (CEG). These targets also reflect the recommended Emergency Operations Centre (EOC) staffing levels for each of the four activation levels (monitoring, supporting, coordinating and directing).

The Senior Emergency Management Advisor will provide an update to the committee on progress towards the targets.

Local training programme
In addition to the training offered under the Integrated Training Framework (delivered by the Waikato CDEM Group Office), a local training programme has been developed and is being delivered for Taupō District Council staff. The aim of local training is to provide continuing capability development opportunities and comprises of four components:

1. Incident Management Team (IMT) quarterly meetings;
2. Hot topics training;
3. Exercises; and
4. EOC standard operating procedures familiarity and practice sessions.

Annual Exercise
An annual exercise assessment is a performance measure of the Long-term Plan 2024-2034. The intent of the assessment is to serve as a feedback loop to continuously improve the CDEM training provided by the Waikato CDEM Group, and in turn improve the response capability locally and as a group. The annual exercise for 2025 was held on 15 May 2025. Taupo District Council received an Advancing score of 65%, this is an increase from the 2024 score of Late Developing, 60%.

Timeframe for completion = ongoing

Priority action 3: Response systems and processes

Hazard response/operational plans
The development of response/operational plans for the district's top natural hazards began in 2022 and is ongoing.

The below provides a progress report for the top three identified hazards.

Operational plan	Status percentage completion
River Flooding	75% - awaiting partner agency input and subject matter expert verification of the credible scenario
Volcanic activity – Central Plateau and distal volcanoes	85% - awaiting partner agency input
Hipaua Steaming Cliffs landslide	95% - awaiting partner agency input

Timeframe for completion for top three hazards = 2025

Provisioning for the EOC at He Whare Hono ō Tūwharetoa
Communications system requirements for radios is in progress. Starlink is in place.

Timeframe for completion = ongoing

Pillar 2: Community

Priority action 1: Community capability development

Tūrangi and Hatepe continue to develop their plans. Officers will provide a verbal update for each community at the meeting.

Timeframe for completion for interested communities = 2026

Marae preparedness and involvement in response

Discussion is ongoing with the following marae regarding both marae preparedness and involvement in welfare delivery in response. Council officers will work to deliver a structured marae readiness programme.

1. Pouākani marae
2. Hatepe marae

General public education

1. Community messaging about the Hikurangi Subduction Zone continues, to educate our communities about the fact that research shows there is a one-in-four chance (25%) of a major Hikurangi Subduction Zone event in the next 50 years.

Pillar 4: Planning for Recovery

Priority action 1: Resourcing key positions

Currently, the Chief Executive is the nominated recovery manager. Another officer has been nominated for this role and is currently progressing through the appointment process.

Priority action 2: Strategic planning for recovery

Taupō District Council has engaged a consultant to support officers to progress Strategic Planning for Recovery. A report will be developed which will indicate council's current position and make recommendations for areas of development.

WHAKAKAPINGA | CONCLUSION

The roadmap informs the priority and sequence of delivery of the Taupō District Emergency Management work plan. Priority tasks are being progressed by the officers for the pillars Response Capability, Community and Planning for Recovery.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Emergency Management Committee receives the update on the Taupō District Emergency Management Strategic Roadmap.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.4 WAIKATO CIVIL DEFENCE AND EMERGENCY MANAGEMENT GROUP UPDATE

Author: **Hayley Nicholson, Senior Emergency Management Advisor**

Authorised by: **Hadley Tattle, General Manager People and Community Partnerships**

TE PŪTAKE | PURPOSE

The Waikato Civil Defence and Emergency Management Group to provide an update to the committee.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Emergency Management Committee receives the update from the Waikato Civil Defence and Emergency Management Group.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil