

Please note these minutes remain unconfirmed until the Civil Defence Emergency Management Group Committee meeting on 3 March 2025.

Report 25.533

Unconfirmed Public minutes of the Civil Defence Emergency Management Group meeting on Monday 15 December 2025

Microsoft Teams at 2.31pm.

Members Present

Mayor Baker	Porirua City Council
Mayor Cretney	Carterton District Council
Mayor Holborow	Kāpiti Coast District Council
Mayor Johnson	Masterton District Council
Mayor Little	Wellington City Council
Mayor Laban (from 2.34pm)	Hutt City Council
Council Chair Ponter (from 2.34pm)	Greater Wellington Regional Council
Mayor Zee	Upper Hutt City Council

All members participated at this meeting remotely via Microsoft Teams and counted for the purpose of quorum in accordance with clause 25A of Schedule 7 to the Local Government Act 2002.

Lucas Stevenson, Kaitohutohu Ratonga Manapori | Democratic Services Advisor, presided at the meeting until agenda item 5 – Process for the appointment of the Civil Defence Emergency Management Group Chairperson and Deputy Chairperson – Report 25.369, when Mayor Baker was elected Chair.

Karakia timatanga

Lucas Stevenson opened the meeting with a karakia timatanga.

Public Business

1 Apologies

Moved: Mayor Johnson / Mayor Zee

That the Committee accepts the apologies for absence from Mayor Wilde and Callum Katene and lateness from Mayor Laban.

The motion was **carried**.

2 Declarations of conflicts of interest

There were no declarations of conflicts of interest.

3 Public participation

There was no public participation.

Mayor Laban and Council Chair Ponter joined the meeting at 2.34pm at the conclusion of the above item.

The Presiding Member accorded priority to agenda item 5 – Process for the appointment of the Civil Defence Emergency Management Group Chairperson and Deputy Chairperson – Report 25.369

4 Process for the appointment of the Civil Defence Emergency Management Group Chairperson and Deputy Chairperson – Report 25.369

Lucas Stevenson, Democratic Services Advisor, spoke to the report.

Moved: Mayor Baker / Mayor Cretney

That the Committee:

- 1 Notes that the Chairperson and Deputy Chairperson hold office for a term of three years, until the next triennial local government elections.
- 2 Adopts, pursuant to Schedule 7 of the Local Government Act 2002, appointment by statutory voting system A.
- 3 Agrees that any voting that requires a resolution by 'lot' to exclude any person/s will use the procedure where candidates' names (with the same number of votes) are placed in a container and the name of the person drawn out by an independent person is deemed the winner (i.e. elected or not excluded from the next round)
- 4 Adopts the voting system and procedure outlined in recommendations 2 and 3 for the appointment of both the Chairperson and Deputy Chairperson.

The motion was **carried**.

4.1 Appointment of Chairperson

Mr Stevenson called for nominations for the position of Chairperson of the Wellington Civil Defence Emergency Management Group.

Moved: Mayor Johnson / Mayor Cretney

That the Wellington Civil Defence Emergency Management Group appoints Mayor Baker as Chairperson.

There being no further nominations, Mayor Baker was declared the Chairperson of the Wellington Civil Defence Emergency Management Group.

Mr Stevenson invited Mayor Baker to take the Chair.

4.2 Appointment of Deputy Chairperson

Mayor Baker called for nominations for the position of Deputy Chairperson of the Wellington Civil Defence Emergency Management Group.

Moved: Mayor Baker / Mayor Zee

That the Wellington Civil Defence Emergency Management Group appoints Mayor Johnson as Deputy Chairperson.

There being no further nominations, Mayor Johnson was declared the Deputy Chairperson of the Wellington Civil Defence and Emergency Management Group.

5 Confirmation of the Public minutes of the Civil Defence Emergency Management Group meeting of Tuesday 24 June 2025 - Report 25.311

Moved: Mayor Baker / Mayor Johnson

That the Committee confirms the Public minutes of the Civil Defence Emergency Management Group meeting of Tuesday 24 June 2025 - Report 25.311.

The motion was **carried**.

6 Civil Defence Emergency Management Group Appointments – Report 25.514

Moved: Cr Baker / Cr Johnson

That the Committee:

- 1 Approves the removal of the following statutory appointees:
 - a Paul McCorry as alternate Local Controller for Wellington City Council
 - b Sam Bishop as Primary Local Controller for Porirua City Council
 - c Leonie McPhail as alternate Local Controller for Porirua City Council
 - d Johannes Ferreira as alternate Local Controller and alternate Local Recovery Manager (Carterton District Council) for the combined district councils of the Wairarapa
 - e Ben Jessep as alternate Local Recovery Manager (Masterton District Council) for the combined district councils of the Wairarapa
 - f Dan Neely as Primary Group Recovery Manager

- g Simon Taylor as Alternate Local Recovery Manager for the combined district councils of the Wairarapa.
- 2 Approves the addition of the following statutory appointees:
- a Sam Bishop as alternate Group Controller and Primary Group Recovery Manager
 - b Glenn King as alternate Local Controller for Hutt City Council
 - c Sandra Rogers as Primary Local Controller for Porirua City Council
 - d Julian Emeny as alternate Local Controller for Porirua City Council
 - e Corin Haines as Recovery Manager (Masterton District Council) for the combined district councils of the Wairarapa.
 - f Geri Brooking as Recovery Manager (Carterton District Council) for the combined district councils of Wairarapa
 - g Simon Taylor as Primary Recovery Manager (EM Wairarapa/Masterton District Council) for the combined district councils of Wairarapa.

The motion was **carried**.

7 Adoption of the 2026 Meeting Schedule – Report 25.494

Moved: Mayor Baker / Mayor Zee

That the Committee:

- 1 Adopts the 2026 meeting dates, as follows:
 - a 3 March
 - b 23 June
 - c 22 September
 - d 8 December
- 2 Authorises the Head of Governance and Democracy, Greater Wellington, in consultation with the Joint Committee Chair and Regional Manager, Wellington Region Emergency Management Office to amend the schedule as necessary.
- 3 Notes, that as the Administering Authority, Greater Wellington will circulate the meeting schedule to members and key stakeholders.

The motion was **carried**.

8 Introduction to Emergency Management – System Overview – Report 25.515 [For information]

Dan Neely, Regional Manager of the Wellington Region Emergency management Office, spoke to the report.

Karakia whakamutunga

The Committee Chair invited Lucas Stevenson to close the meeting with a karakia whakamutunga.

The meeting closed at 2.53pm.

Mayor A Baker

Chair

Date:

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