

**Westport Flood Recovery Steering Committee  
Minutes  
Friday, 18<sup>th</sup> March 2022 10.30 am, via Zoom**

**Present:**

Chairperson Richard Kempthorne  
Mayor Jamie Cleine, BDC  
Sharon Mason, BDC CEO  
Rachel Townrow, BDC Deputy CEO  
Cr Brett Cummings WCRC

Heather Mabin, WCRC CEO  
Sharon Roche, BDC Deputy Mayor  
Francois Tumahai, Ngāti Waewae  
Paul Barker, DIA  
Jenna Rogers, NEMA

**In Attendance:**

Laura Harding  
Pam Johnston, DIA  
John Hutchings

Mike Mendonça  
Michael Henstock  
Suzie Paisley, NEMA

**Apologies:**

Cr Allan Birchfield, WCRC

**1. Welcome and Introduction**

The Chair welcomed attendees.

**2. Declaration of interest**

There were no declarations of interest.

The Steering Group agreed that:

- The Programme Manager will maintain a Register of Interests for the duration of the Steering Group.
- WCRC and BDC will share their Registers of Interests with the Programme Manager prior to the next meeting.

It was noted that Chair has independently submitted a Register of Interests.

**3. Confirmation of previous minutes (1)**

The Steering Group approved the minutes of the meeting of 17<sup>th</sup> February 2021.

**4. Confirmation of previous minutes (2)**

The Steering Group approved the minutes of the meeting of 3<sup>rd</sup> March.

**5. Risk Register**

The updated Risk Register was approved by the Steering Group, and it was noted that:

- There is no change to the overall status of any of the risks.
- BDC and the Programme Manager will liaise with respect to connecting with the Insurance Council of New Zealand (risk R004).