

**MINUTES OF THE MEETING OF
THE BOARD OF THE EARTHQUAKE COMMISSION
Held by teleconference 6:30pm
Thursday 7 September 2018**

Present:

Dame Annette King (Chair)
Mary-Jane Daly
Alison O'Connell
Paul Kiesanowski
Tim Hurdle
Toni Ferrier

In attendance:

Sid Miller, Chief Executive
Renee Walker, Deputy Chief Executive – Canterbury and
External Affairs
Jayne Lapin, GM People, Culture and Change
Paul Jepson, Deputy Chief Executive - Operations
Jeremy Ford, General Counsel

Apologies:

Erica Seville

9(2)(a) Partner, Chapman Tripp
9(2)(a) (Executive Assistant to the Chief Executive) –
Minutes

The meeting was declared open at 6.32pm

	AGENDA ITEMS & KEY DISCUSSION POINTS	ACTIONS REQUIRED	DUE DATE
Section 1	Board Governance		
1.1	Present and Apologies The Board: c) noted that an apology was received from Erica Seville.		
Section 2			
2.1	Inquiry Assumptions The Board: a) noted the purpose of the meeting was for the Board to receive legal advice from Chapman Tripp about the forthcoming Inquiry; b) noted the background provided by 9(2)(a) (Chapman Tripp) on his experience with other Inquiries; how he anticipates the Inquiry into EQC (the Inquiry) will run, the role of the Board in this context and the role of individual Commissioners; c) noted a Cabinet paper from the Department of Prime Minister and Cabinet,	<ul style="list-style-type: none"> • Management to provide a strategy paper which considers the approach that the Board may take to the Inquiry. • Management to provide a recommended framework which considers how EQC will support past and present staff that are called as witnesses to the Inquiry, from both a legal and wellbeing perspective. 	<p>Sept 18</p> <p>Sept 18</p>

- which includes the final Terms of Reference for the Inquiry, will be presented to Cabinet on the 12th of September 2018;
- d) **noted** the assumptions that Management have made around timing and process of the Inquiry;
 - e) **noted** that the Inquiry has the power to compel witnesses if required and cross examined;
 - f) **noted** that Management will provide a strategy paper to the September 2018 Board Meeting which will provide recommendations on the approach that the Board might take;
 - g) **noted** that Management will provide a recommended framework which considers how EQC will support past and present staff that are called at witnesses to the Inquiry from both a legal and wellbeing perspective.

Section 5 General Business

The Meeting closed at 7:08pm

These minutes were approved by the Board as a true and correct record.

 Dame Annette King
 Interim Board Chair

 Date