

**MINUTES OF THE TELECONFERENCE MEETING OF
THE BOARD OF THE EARTHQUAKE COMMISSION**
Held at EQC Office, Wairarapa Room, Majestic Centre, Wellington
and Waihi Room, Christchurch
3:30pm, Tuesday 23 October 2018

Present:

Dame Annette King (Chair)
Sir Michael Cullen
Paul Kiesanowski
Erica Seville
Toni Ferrier
Mary-Jane Daly

Apologies:

Alison O'Connell
Tim Hurdle

In attendance:

Sid Miller, Chief Executive
Chris Chainey, Chief Financial Officer
Jayne Lapin, GM People, Culture and Change
Hugh Cowan, GM Resilience
Jeremy Ford, General Counsel

9(2)(a) Executive Strategic Advisor
Chapman Tripp

9(2)(a) (Executive Assistant to the Chief Executive) –
Minutes

The meeting was declared open at 3:30pm

	AGENDA ITEMS & KEY DISCUSSION POINTS	ACTIONS REQUIRED	DUE DATE
Section 1	Governance		
1.1	<p>Present and Apologies</p> <p>The Board:</p> <p>a) noted that apologies were received from Alison O'Connell and Tim Hurdle.</p>		
Section 2	EQC Inquiry Update		
2.1	<p>EQC Inquiry Update</p> <p>The Board:</p> <p>a) approved the initial briefing for the purposes of the Inquiry;</p> <p>b) approved the Communications Protocol which records the process by which internal and external communications will be managed (copy to be provided to the Commissioners on Friday 19 October 2018);</p> <p>c) noted the following documents regarding EQC's internal and external communications for the day that the Inquiry is publically announced ("Day 1") (copies to be provided</p>		

	<p>to the Commissioners on Friday 19 October 2018):</p> <ul style="list-style-type: none"> i. EQC media statement/press release on announcement of the Inquiry; ii. external EQC website landing page and content; iii. Q&As for internal and external use; and iv. an all staff email. <p>d) noted a further Inquiry update will be provided to the Board meeting on 29 October 2018.</p>		
<p><i>The meeting closed at 3:45pm</i></p>			
	<p>The next Board meeting is to be held on 29 October 2018.</p> <p>The Meeting closed at 3:45pm. These minutes were approved by the Board as a true and correct record.</p> <p>_____</p> <p>Sir Michael Cullen Date</p> <p>Board Chair</p>		