

Report 18.265

22/06/2018

File: CCAB-21-231

Confirmed minutes of the Civil Defence and Emergency Management Group Joint Committee meeting held in the Porirua City Council's Emergency Operations Centre, 2B Raiha Street, Elsdon, Porirua, on Friday, 22 June 2018 at 9:06am

Present

Mayor Wallace (Chair)	(Lower Hutt City Council)
Mayor Booth	(Carterton District Council)
Mayor Guppy	(Upper Hutt City Council)
Mayor Gurunathan	(Kapiti Coast District Council)
Mayor Lester	(Wellington City Council)
Mayor Napier	(South Wairarapa District Council)
Mayor Patterson	(Masterton District Council)
Mayor Tana (from 9:28am)	(Porirua City Council)
Mayor Wallace	(Lower Hutt City Council)

1 Apologies

Moved (Mayor Wallace/ Mayor Gurunathan)

That the CDEM Group accepts the apology for absence from Councillor Laidlaw and the apology for lateness from Mayor Tana.

The motion was **CARRIED**.

2 Public Participation

There was no public participation.

3 **Confirmation of the minutes of 20 April 2018**

Moved (Mayor Wallace/ Mayor Guppy)

That the CDEM Group confirms the minutes of the meeting of 20 April 2018, Report 18.140.

The motion was **CARRIED**.

4 **CDEM Group Appointments**

Report: 18.138

File: CCAB-21-209

Moved (Mayor Wallace/ Mayor Napier)

That the CDEM Group:

1. *Receives the report.*
2. *Notes the content of the report.*
3. *Approves the following controller appointments:*
 - a. *Geoff Swainson, Local Controller, Upper Hutt*
 - b. *Richard Harbord, Alternate Controller, Upper Hutt*
 - c. *Phil Becker, Alternate Controller, Wellington City*
 - d. *Sarah Murray, Alternate Controller, Wellington City*
 - e. *Kane McCollum, Alternate Controller, Wellington City*
 - f. *Stephen McArthur, Alternate Controller, Wellington City*
 - g. *Michelle Riwai, Alternate Controller, Wellington City*
 - h. *Baz Kaufmann, Alternate Controller, Wellington City*
 - i. *Deborah Howse, Alternate Controller, Wellington City*
4. *Approves the following recovery appointments:*
 - a. *Dan Neely, Group Recovery Manager*
 - b. *Nigel Corry, Alternate Group Recovery Manager*

The motion was **CARRIED**.

5 **WREMO Quarterly Report - 1 January - 31 March 2018**

Jeremy Holmes Regional Manager, Wellington Civil Defence and Emergency Management, spoke to the report and confirmed that a mailbox drop of the Earthquake Planning Guide was recently successfully completed to households in the Region.

Report: 18.256

File: CCAB-21-223

Moved

(Mayor Patterson/ Mayor Napier)

That the CDEM Group:

1. *Receives the report;*
2. *Notes the content of the report;*
3. *Approves the report as an accurate record of those activities occurring in the third quarter of 2017/2018.*

The motion was **CARRIED**.

6 **Amendment of the Group Plan 2013-2018 - Strategic Recovery Planning**

Jeremy Holmes Regional Manager, Wellington Civil Defence and Emergency Management, spoke to the report.

Report: 18.257

File: CCAB-21-225

Moved

(Mayor Wallace/ Mayor Booth)

That the CDEM Group:

1. *Receives the report;*
2. *Notes the content of the report;*
3. *Approves the amendment of the Group Plan 2013-2018.*

The motion was **CARRIED**.

Noted: The Committee requested officers write a letter to the Minister for Civil Defence and Emergency Management, advising that the amendment to the Group Plan 2013-2018 has been adopted, and that it covers the period from 1 June 2018 to 1 January 2019.

7 **Wellington Region Earthquake Plan (WREP) - Endorsement for Consultation**

David Russell, Group Controller, spoke to the report.

Report: 18.258

File: CCAB-21-227

Moved

(Mayor Wallace/ Mayor Guppy)

That the CDEM Group:

- 1. Receives the WREP Implementation Guide in Attachment 1.*
- 2. Notes the contents of the WREP Implementation Guide.*
- 3. Endorses the release of the WREP Implementation Guide for consultation to the abovementioned audience.*

The motion was **CARRIED**.

Mayor Tana arrived during consideration of item 7, at 9:28am.

8 Response Teams and Ara Tahi update

Brief

Jeremy Holmes Regional Manager, Wellington Civil Defence and Emergency Management, gave the CDEM Group a brief on recent developments in relation to NZ-Response Teams, and outlined some differences between the Response Teams, such as structures, equipment, definitions, ownership, capabilities, and agreements.

Jeremy Holmes advised the CDEM Group that a national approach is preferred, and that the next meeting with the NZ-Response Team to discuss the next steps is scheduled for 28 July 2018.

Moved (Mayor Wallace/ Mayor Tana)

That the CDEM Group:

- 1. Notes the background to the current NZ-Response Team issue.*
- 2. Notes the progress made over the past two months.*
- 3. Notes the plans to progress the issue going forward.*

The motion was **CARRIED**.

Jeremy Holmes Regional Manager, Wellington Civil Defence and Emergency Management, gave the CDEM Group an update following a meeting with the Minister for Civil Defence and Emergency Management, Ara Tahi, and the TAG Implementation Team, which included discussions about investing in relationships.

Moved (Mayor Wallace/ Mayor Patterson)

That the CDEM Group:

- 1. Notes the recommendations of the Coordinating Executive Group (CEG) on 27 April 2018.*
- 2. Notes the content of the 24 May 2018 meeting between Ara Tahi, the Minister for Civil Defence and Emergency Management, and the TAG Implementation Team.*

3. *Notes the July/August timeframe for Ministerial decisions.*
4. *Notes the intent to update the CDEM Group on 24 August 2018 before the next meeting with Ara Tahi on 6 September 2018.*

The motion was **CARRIED**.

9 **Items not on the agenda for discussion**

The Chair advised that in accordance with Standing Order 3.5.6, an item not on the agenda would be discussed:

Kapiti Community Hospital (Mayor Gurunathan)

Mayor Gurunathan advised the CDEM Group that recently a petition was launched for a community hospital to support the Kapiti Coast District in supplying critical medical services, and advised the CDEM Group that a desktop exercise will inform what resources the community will need in the case of the Kapiti Coast District being separated during an event.

Mayor Gurunathan advised that David Russell, Group Controller, intends to run a workshop with health providers, in order to socialise the plan. A desktop exercise will follow the workshops.

10 **Declaration exercise**

David Russell, Group Controller, handed to members of the CDEM Group a checklist for the consideration of a state of emergency, and ran an exercise on when, where and how to declare a state of emergency.

David Russell requested the CDEM Group review and provide feedback on the checklist.

11 **Next meeting: 24 August 2018**

The meeting closed at 10:32am.

Chair, Wellington Civil Defence Emergency Management Group.

Date: