

# **Minutes of the Civil Defence Emergency Management Group Joint Committee Meeting held in CR2, Rotorua District Council Civic Administration Building, 1061 Haupapa Street, Rotorua on Friday, 25 November 2011 commencing at 12.00 p.m.**

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## **Present:**

**Deputy Chairman:** Chairman J Cronin (Bay of Plenty Regional Council)

**Appointees:** Mayor T Bonne (Whakatane District Council), Mayor M Campbell (Kawerau District Council), Mayor R Paterson (Western Bay of Plenty District Council), Mayor K Winters (Rotorua District Council)

**In Attendance:** A Lawrie (Chair, CDEMG Coordinating Executive Group), W Murray (Group Controller), C Naude (Acting Manager Maritime & Emergency Management), J Röllin (Regional Emergency Management Advisor), K Tarboton (alternate Group Controller), S Cubbon (Committee Administrator)

**Apologies:** Group Chair Mayor J Forbes (Opotiki District Council), Mayor S Crosby (Tauranga City)

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## **1 Adjournment**

The Deputy Chairman, John Cronin, assumed the Chair in the absence of Mayor John Forbes. The meeting was opened at 12.08 p.m. and an adjournment declared until 12.50 p.m. in order that members could conclude a previous meeting.

### **Resolved**

**That the Civil Defence Emergency Management Group Joint Committee:**

- 1 Adjourns the meeting at 12.08 p.m. to be reconvened at 12.55 p.m.**

**Cronin/Campbell  
CARRIED**

The meeting reconvened at 12.55 p.m.

## **2 Minutes**

### **2.1 Civil Defence Emergency Management Group Joint Committee Meeting - 12 August 2011**

Members enquired as to Resolution 2, Item 3.6 of the minutes requesting a letter to be written to the Director of the Ministry of Civil Defence Emergency Management regarding reimbursement of employers' wages paid to volunteers assisting in national

emergencies over extended periods. They were advised the letter had been sent, but no response had yet been received.

## **Resolved**

**That the Civil Defence Emergency Management Group Joint Committee:**

- 1 Confirms the minutes of the Civil Defence Emergency Management Group Joint Com meeting held on 12 August 2011.**
- 2 Notes the resolutions made therein under delegated authority.**

**Winters/Cronin  
CARRIED**

## **2.2 CDEMG Coordinating Executive Group Meeting - 4 November 2011**

### **Resolved**

**That the CDEMG Coordinating Executive Group:**

- 1 Confirms the minutes of the CDEMG Coordinating Executive Group meeting held on 4 November 2011.**
- 2 Notes the resolutions made therein under delegated authority.**

**Cronin/Bonne  
CARRIED**

## **3 Reports**

### **3.1 Management and Governance Report**

*Refer draft Civil Defence Publication 2011/02*

The report was presented by Aileen Lawrie, newly appointed as CDEMG Coordinating Executive Group Chair, who told members she was enjoying the regional aspect of the position.

The draft of the second generation CDEM Group Plan was presented for approval. The draft Plan was to go to public consultation and it was agreed Mayor Forbes, Chairman Cronin and Mayor Winters would comprise a hearings panel to hear submissions early in 2012.

Members were also asked to endorse the appointment of Barbara Dempsey as alternate local controller and David Bewley as representative on the Coordinating Executive Group for Whakatāne District Council.

The Group indicated support for the review of the structure of the Bay of Plenty CDEM Group to be undertaken by Cornwall Strategic. Due to this review it was noted that the vacancy created by Greg Wilson's resignation had been filled by Clinton Naude, as Acting Manager Maritime & Emergency Management. Members congratulated Mr Naude on his appointment and requested that a letter be sent to Mr Wilson advising his resignation was noted by the Group with regret.

## **Resolved**

**That the Civil Defence Emergency Management Group Joint Committee under its delegated authority:**

- 1 Receives the report, Management and Governance Report.**
- 2 Approves the draft second generation Bay of Plenty CDEM Group Plan as a draft for public consultation.**
- 3 Appoints the Mayors of Ōpōtiki and Rotorua District Councils and the Chairman Bay of Plenty Regional Council as members of the Joint Committee to a Hearing Panel to consider submissions received to the draft second generation Bay of Plenty CDEM Group Plan.**
- 4 Approves the nomination of Barbara Dempsey as an alternate local controller for Whakatane District Council.**
- 5 Commits its support to the review process undertaken by consultants Cornwall Strategic within the Bay of Plenty CDEM Group.**
- 6 Notes the scheduled monitoring and evaluation process for early 2012 and commits to fully engage in the process as required.**

**Cronin/Paterson  
CARRIED**

### **3.2 Reduction Report**

It was noted that the on-going involvement in the RENA oil spill emergency had meant the Natural Hazards Forum that was to be held on 14 October 2011 had been postponed.

The four research projects commissioned from GNS Science for the Group were being finalised and members were informed they would be presented to the first CDEM Coordinating Executive Group meeting in 2012.

## **Resolved**

**That the Civil Defence Emergency Management Group Joint Committee under its delegated authority:**

- 1 Receives the report, Reduction Report.**

**Cronin/Paterson  
CARRIED**

### **3.3 Readiness and Response Report**

The report provided the Civil Defence Emergency Management Group Joint Committee members with progress on Readiness and Response matters related to Civil Defence Emergency Management in the Bay of Plenty. Ms Lawrie, Chairman of the CDEM Coordinating Executive Group had had the opportunity to view the Emergency Management Information System (EMIS), adopted as the National CDEM emergency management information system and offered some of her observations of the system.

## **Resolved**

**That the Civil Defence Emergency Management Group Joint Committee under its delegated authority:**

- 1 Receives the report, Readiness and Response Report.**
- 2 Endorses the deployment of EMIS across the Bay of Plenty CDEM Group as its Emergency Management Information System, in accordance with the Memorandum of Understanding.**
- 3 Endorses its support to the Waikato CDEM Group in facilitating their Mass Evacuation Plan project.**

**Cronin/Bonne  
CARRIED**

### **3.4 Recovery Report**

Members received the report detailing with progress on Recovery matters related to Civil Defence Emergency Management in the Bay of Plenty, and agreed to accept it 'as read'.

## **Resolved**

**That the Civil Defence Emergency Management Group Joint Committee under its delegated authority:**

- 1 Receives the report, Recovery Report.**

**Cronin/Paterson  
CARRIED**

### **3.5 MCDEM Report**

Jane Röllin delivered the report providing work status progress of the Ministry of Civil Defence & Emergency Management for the Bay of Plenty to date.

## **Resolved**

**That the Civil Defence Emergency Management Group Joint Committee under its delegated authority:**

- 1 Receives the report, MCDEM Report.**

**Cronin/Campbell  
CARRIED**

**The meeting closed at 1.05 p.m.**