

Minutes of the Civil Defence Emergency Management Group Joint Committee Meeting held in Council Chambers, Whakatāne District Council, Civic Centre, Commerce Street, Whakatāne on Friday, 7 December 2018 commencing at 10.05a.m.

Present:

Chairman: Mayor G Brownless (Tauranga City Council)

Deputy Chairman: Cr D Love (Bay of Plenty Regional Council)

Appointees: Mayor J Forbes (Opotiki District Council), Mayor M Campbell (Kawerau District Council), Deputy Mayor F Tunui (Alternate, Kawerau District Council), Mayor S Chadwick (Rotorua Lakes Council), Mayor A Bonne (Whakatane District Council)

In Attendance: Emergency Management Bay of Plenty: C Naude (Director), C Morris (Manager, Recovery and Projects), R Wallace (Senior Emergency Management Advisor), A Thompson (Personal Assistant)

Other: S O'Sullivan (Chief Executive, Whakatane District Council), R George (Chairman, CDEMG Coordinating Executive Group), J Lean (Acting General Manager, Strategy and Governance, Tauranga City Council), B Vercoe (Ministry of Civil Defence and Emergency Management), M Meads (Emergency Management Consultant, Malinda Meads Consultancy), S Duignan (Leadership Consultant and Coach, Sue Duignan Consultancy), J Durham (Committee Advisor, Bay of Plenty Regional Council)

Apologies: Mayor G Webber (Western Bay of Plenty District Council), M Taris (Chief Executive, Western Bay of Plenty District Council), M Grenfell (Chief Executive, Tauranga City Council), F McTavish (Chief Executive, Bay of Plenty Regional Council), A Lawrie (Chief Executive, Opotiki District Council)

1 Apologies

Resolved

That the Civil Defence Emergency Management Group Joint Committee:

- 1 Accepts the apologies from Mayor G Webber, M Taris, M Grenfell, F McTavish, and A Lawrie tendered at the meeting.

Brownless/Love
CARRIED

2 **Public Forum**

Nil.

3 **Acceptance of Late Items**

Nil.

4 **General Business**

An update regarding Central Government developments in relation to Civil Defence and Emergency Management.

5 **Confidential Business to be transferred into the Open**

Nil.

6 **Declaration of Conflicts of Interest**

Nil.

7 **Previous Minutes**

7.1 **Civil Defence Emergency Management Group Joint Committee Minutes - 28 September 2018**

Resolved

That the Civil Defence Emergency Management Group Joint Committee:

- 1 Confirms the Civil Defence Emergency Management Group Joint Committee Minutes - 28 September 2018 as a true and correct record.

Love/Campbell
CARRIED

8 **Reports**

8.1 **Bay of Plenty Civil Defence Emergency Management Group Controller Amendments**

The report was taken as read.

Resolved

That the Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Bay of Plenty Civil Defence Emergency Management Group Controller Amendments.
- 2 Rescinds the authority Louise Miller as Local Controller for the Bay of Plenty Civil Defence Emergency Management Group, Tauranga City Council, as defined under s27 of the Civil Defence Emergency Management Act 2002.

- 3 Rescinds the authority of Eddie Grogan and Ken Tarboton as Group Controllers for the Bay of Plenty Civil Defence Emergency Management Group as defined under s26 of the Civil Defence Emergency Management Act 2002.
- 4 Approves the amendments to Schedule 1 – Appointment of Group and Local Controllers for the Bay of Plenty Civil Defence Emergency Management Group (Appendix 1).

Forbes/Chadwick
CARRIED

8.2 Recovery Manager Capacity in Bay of Plenty CDEM Group

Members raised concern for the number of vacancies and consequent difficulties in responding to an event. Clinton Naude (Director, Emergency Management Bay of Plenty) advised that the cross-delegation of controllers provided some additional support for response, however there was concern for resources in recovering from an event.

Resolved

That the Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Recovery Manager Capacity in Bay of Plenty CDEM Group.
- 2 Rescinds the appointment of Emlyn Hatch as Local Recovery Manager for the Bay of Plenty Civil Defence Emergency Management Group, Tauranga City Council.
- 3 Rescinds the appointment of Jeff Farrell as Local Recovery Manager for the Bay of Plenty Civil Defence Emergency Management Group, Whakatane District Council.
- 4 Approves the amended Schedule for the Appointment of Group and Local Recovery Managers in the Bay of Plenty CDEM Group.

Chadwick/Love
CARRIED

8.3 Bay of Plenty Civil Defence Emergency Management Group Service Delivery Review 2018

Malinda Meads (Emergency Management Consultant, Malinda Meads Consultancy) and Sue Dignan (Leadership Consultant and Coach, Sue Dignan Consultancy) highlighted the key recommendations arising from the Bay of Plenty Civil Defence Emergency Management Group Service Delivery Review 2018.

Key points included:

- There was a lack of understanding and clarity of responsibilities within the Group.
- The review endorsed the shared regional model.
- Councils should collaborate with Emergency Management Bay of Plenty as a partnership, not a master/servant silo approach.

- Hazard management functioned well, but strategic risk management required focus.
- The Civil Defence Emergency Management Service Agreement (Agreement) established in 2015 would benefit from further context relating to accountability, principles and alignment with the vision.
- Rotorua Lakes Council should consider joining the Agreement.
- A comprehensive document should be drafted to clarify roles and responsibilities.
- The Group would benefit from more regular communication in order to build relationships and a consistent public interface.
- Community must be at the heart of the Group.
- The Group should have a three year plan, with an annual review and measurable time-bound KPIs. This could align with the councils' Long Term Plan reviews.
- The Group's finances and a fully targeted rate should be considered.
- A framework for post-event reviews should be developed to assist with corrective action planning.
- Community resilience activities should be strengthened.

Staff advised:

- The report had been forwarded to the Coordinating Executive Group (CEG) for further review and action planning.
- Implementation would occur as and when decisions were made.
- Progress reports would be provided to the CEG and Joint Committee, with further discussion and direction sought from the Joint Committee in 2019.

Resolved

That the Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Bay of Plenty Civil Defence Emergency Management Group Service Delivery Review 2018.**

Forbes/Chadwick
CARRIED

8.4 Development of the Bay of Plenty Civil Defence Emergency Management Group Annual Plan 2019-2020

The report was taken as read.

Resolved

That the Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Development of the Bay of Plenty Civil Defence Emergency Management Group Annual Plan 2019-2020.**
- 2 Approves the 2019-2020 budget as set out in this report based retention of the current funding envelope for civil defence emergency management.**

Love/Bonne
CARRIED

8.5 Science update on tsunami threat to the Bay of Plenty

Clinton Naude (Director, Emergency Management Bay of Plenty) and Rowan Wallace (Senior Emergency Management Advisor) outlined developments in a recent GNS science report.

Key points included:

- Recent scientific research identified a soft sea-bed between the North Island and the off-shore Kermadec Trench-Hikurangi Trench subduction zone that might not transmit M8.5+ earthquake waves to provide the natural warning signs of a possible pending tsunami. This would mean communities from Whakatāne through to Auckland might not feel natural warning signs of a tsunami risk in line with the “long, strong, get gone” message.
- Public education strategies would need to reinforce to communities to not solely rely on one source of hazard notification/warning.
- Central Government was investing in new technology to enhance the monitoring and identification of tsunamigenic earthquake risks.
- Staff recommended the Joint Committee write to the Minister of Civil Defence advocating the need to focus on a comprehensive tsunami monitoring, identification and warning capability.

Resolved

That the Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Science update on tsunami threat to the Bay of Plenty.**
- 2 Approves the Chair of the Joint Committee write to the Minister of Civil Defence advocating for an enhanced tsunami monitoring and warning system for New Zealand.**

**Forbes/Bonne
CARRIED**

8.6 Bay of Plenty CDEM Group Recovery Management Annual Report

Clinton Naude (Director, Emergency Management Bay of Plenty) outlined the report summarising recovery operations within the region over the 12 months previous. Members highlighted the fundamental role navigators filled in responding to an event.

Resolved

That the Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Bay of Plenty CDEM Group Recovery Management Annual Report.**

**Love/Campbell
CARRIED**

9 General Business

Bridget Vercoe (Ministry of Civil Defence and Emergency Management) outlined the early stages of work underway by the Ministry of Civil Defence and Emergency

Management and suggested Director, Sarah Stuart-Black, attend the next Joint Committee meeting to provide further detail.

Members agreed to extend an invitation to the Minister of Civil Defence, Hon Kris Faafoi and Sarah Stuart-Black, Director of the Ministry of Civil Defence & Emergency Management to attend the next meeting of the Bay of Plenty CDEM Group Joint Committee in 2019.

Staff follow-up

- Extend an invitation under the signature of the Chair of the Bay of Plenty CDEM Group Joint Committee to the Minister of Civil Defence, Hon Kris Faafoi and Sarah Stuart-Black, Director of the Ministry of Civil Defence & Emergency Management to attend the next meeting of the Bay of Plenty CDEM Group Joint Committee in 2019.

The meeting closed at 11.41am.

CONFIRMED 21 MARCH 2019:

Chairperson