

Report 18.140

20/04/2018

File: CCAB-21-212

Confirmed minutes of the Civil Defence and Emergency Management Group meeting held in the Council Chamber, Level 2, Upper Hutt City Council, 838 Fergusson Drive, Upper Hutt, on Friday, 20 April 2018 at 9:01am

Present

Mayor Wallace (Chair)	(Hutt City Council)
Mayor Booth (from 9:07am)	(Carterton District Council)
Mayor Guppy	(Upper Hutt City Council)
Mayor Gurunathan	(Kapiti Coast District Council)
Councillor Laidlaw	(Greater Wellington Regional Council)
Mayor Patterson	(Masterton District Council)
Mayor Tana	(Porirua City Council)

Also present

Deputy Mayor Jill Day	(Wellington City Council)
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1 Apologies

Moved (Mayor Wallace/ Mayor Tana)

That the CDEM Group accepts the apologies for absence from Mayors Lester and Napier, and the apology for absence from Mayor Booth.

The motion was **CARRIED**.

2 Public Participation

There was no public participation.

3 **Confirmation of the minutes of 1 December 2017**

Moved (Mayor Patterson/ Mayor Guppy)

That the CDEM Group confirms the minutes of the meeting of 1 December 2017, Report 17.495.

The motion was **CARRIED**.

4 **CDEM Group Appointments**

Report: 18.138

File: CCAB-21-209

Moved (Mayor Wallace/ Mayor Guppy)

That the CDEM Group:

1. *Receives the report.*
2. *Notes the content of the report.*
3. *Approves the following controller appointments:*
 - a. *Adrian Glen, Alternate Group Controller*
 - b. *Jeremy Holmes, Alternate Group Controller*
 - c. *Max Pedersen, Local Controller, Kapiti District*
4. *Removes the following appointees from the list:*
 - a. *Mark Constable, Alternate Local Controller, Wellington City*
 - b. *Wayne Maxwell, Local Controller, Kapiti District*
 - c. *Anita Dixon, Alternate Local Controller, Kapiti District*

The motion was **CARRIED**.

5 **Declaration Guide and Documentation**

David Russell, Manager, Operations Readiness, handed to the members of the CDEM Group guidance for declaring a state of emergency, and associated documents that would need to be completed by territorial authorities if they did wish to declare an emergency.

Mayor Booth arrived during discussion of item 5, at 9:07am.

6 **WREMO Quarterly Report 1 October to 31 December 2017**

The CDEM Group commended Upper Hutt City Council on their average attendance for the quarter.

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

Report: 18.137

File: CCAB-21-207

Moved

(Mayor Guppy/ Mayor Patterson)

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 second quarter of 2017/2018.*

The motion was **CARRIED**.

7 **Group Plan Update**

Oral presentation

Jeremy Holmes, Regional Manager, Wellington Civil Defence and Emergency Management, gave a presentation to the CDEM Group, reaffirming that the National CDEM Strategy is to realise the vision of a resilient New Zealand through the 4Rs: Reduction; Readiness; Response; and Recovery.

Jeremy Holmes also discussed WREMO's role for delivery of CDEM actions across the 4Rs in the Wellington Region, the delivery outcomes, and timelines.

Moved

(Mayor Wallace/ Mayor Patterson)

That the CDEM Group:

- 1. Notes the progress being made on findings of the Wellington Region CDEM Review.*
- 2. Notes the outcomes of the Council CEs' Workshop on 2 February 2018.*
- 3. Notes the inclusion of the increased WREMO funding level in Council LTPs which are due for approval in June.*
- 4. Notes CEG's endorsement of the draft Group Resilience Framework and Group Plan development sequence (now underway).*

The motion was **CARRIED**.

8 TAG Process Update

Oral presentation

Jeremy Holmes, Regional Manager, Wellington Civil Defence and Emergency Management, gave a presentation, updating the CDEM Group on the progress and timeline of the TAG.

Moved (Mayor Wallace/ Mayor Booth)

That the CDEM Group:

1. *Notes the progress being made by DPMC with the Ministerial Review.*
2. *Notes the general themes of the Ministerial Review.*
3. *Notes the level of regional engagement in the consultation phase of the Ministerial Review.*
4. *Notes the planned level of regional involvement in Ministerial Review working groups.*

The motion was **CARRIED**.

Mayor Patterson left the meeting during discussion of item 8, at 9:47pm.

9 NZ-Response Team Update

Oral presentation

Jeremy Holmes, Regional Manager, Wellington Civil Defence and Emergency Management, gave a presentation to the CDEM Group in relation to the latest developments with NZ-Response Team, and updated the CDEM Group on the timing of upcoming meetings. Jeremy Holmes noted legal and liability concerns raised by NZ-Response Team volunteers, and updated the CDEM Group on the measures taken to resolve.

Moved (Mayor Wallace/ Mayor Guppy)

That the CDEM Group:

1. *Notes the background to the current NZ-Response Team issue.*
2. *Notes the progress made over the past month.*
3. *Notes the interim arrangements to allow NZ-Response Team to deploy.*
4. *Notes the plans to progress the issue going forward.*

The motion was **CARRIED**.

10 **Porirua Emergency Operations Centre**

Oral presentation

Jerry Wrenn, Local Controller, Porirua, and Scott Martin, Deputy Local Controller, Porirua, gave a presentation to the CDEM Committee, showcasing Porirua City Council's new premises for the Emergency Operations Centre.

Noted: The CDEM Group requested officers investigate the prospect of holding the next CDEM Group meeting at the new Emergency Operations Centre premises in Porirua.

Mayor Patterson returned to the meeting during discussion of item 10, at 9:58am.

11 **Role of Kapiti Airport in an Emergency**

Mayor Gurunathan spoke to the report and reiterated Kapiti Airport's critical position in the Region during an emergency. Mayor Gurunathan thanked mayors of the CDEM Group for signing the letter to the Ministers. Both Ministers have acknowledged receipt of the letter, and Mayor Gurunathan will update the CDEM Group when a response is received.

Report: 18.141

File: CCAB-21-214

Moved

(Councillor Laidlaw/ Mayor Tana)

That the CDEM Group:

- 1. Receives the report.*
- 2. Notes the content of the report and attachments.*

The motion was **CARRIED**.

Next meeting: 22 June 2018.

The meeting closed at 10:16am.

Chair, Wellington Civil Defence Emergency Management Group.

Date: