

WAIKATO CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP JOINT COMMITTEE

Minutes of the meeting of the Waikato Civil Defence and Emergency Management Group Joint Committee, held in the Council Chambers, Waikato Regional Council, 401 Grey Street, Hamilton East at 1.00pm on Monday 7 March 2016.

- MEMBERS:**
- Waikato Regional Council**
Cr Hugh Vercoe
 - Hamilton City Council Representative**
Cr Leo Tooman
 - Hauraki District Council Representative**
Cr Max McLean
 - Matamata Piako District Council Representative**
Cr Brian Hunter
 - Otorohanga District Council Representative**
Cr Robert Prescott
 - Taupo District Council Representative**
Cr Anna Park
 - Waikato District Council Representative**
Cr Jacqui Church
 - Waipa District Council Representative**
Cr Judy Bannon
 - Waitomo District Council Representative**
Cr Allan Goddard
- IN ATTENDANCE**
- Ministry of Civil Defence & Emergency Management**
Suzanne Vowles
- STAFF:**
- CEG Chair (Langley Cavers), Group Controller (Lee Hazelwood), Team Leader GEMO (Greg Ryan), Acting Democracy Advisor (Jenny Robertson)
- APOLOGIES**
- Mayor John Tregidga, Cr Peter French, Mayor Glenn Leach, Cr Thomas Lee

Accepted

Confirmation of Agenda

(Agenda Item 1)

Cr Park moved/Cr McLean seconded

CD16/1

THAT the agenda of the Waikato Civil Defence Emergency Management Group of 7 March 2016 as circulated be confirmed as the business for the meeting.

The motion was put and carried (CD16/1)

Disclosures of Interest

(Agenda Item 2)

There were no disclosures of interest.

SCHEDULE A: (FOR RECOMMENDATION TO WAIKATO CDEM GROUP)**Minutes of Previous Meeting**

File: 03 04 18 (Agenda Item 3) Docs # 3615365

Cr Hunter moved/Cr Church seconded

RESOLVED

CD16/2

THAT the Minutes of the Waikato Civil Defence and Emergency Management Group Joint Committee meeting of 23 November 2015 be received and approved as a true and correct record.

The motion was put and carried (CD16/2)

Guest Speaker – Philippa Fourie re Fonterra Emergency Response Capability

File: 03 04 18 (Agenda Item 4)

Phillipa Fourie (Local Government and Community Relations Manager, Fonterra) updated the Joint Committee with regard to Fonterra emergency response capability and highlighted the following:

- In response to the February 2011 Christchurch earthquake, Fonterra had looked after the safety of their people and product, and had also considered what they could contribute to assist the community.
- A video was screened showing Fonterra's contribution to the Christchurch event and to raise awareness of what they had available to assist with emergency response.
- Tanker drivers were requested to come back from leave in order for Fonterra to provide tankers to be filled with water for Christchurch communities. The drivers had reported that one of the challenges was the condition or unavailability of roads.
- Fonterra has a staff of about 13,000 people in New Zealand and if required could contribute to emergency response. The organisation has response teams of orange-classed certified people based at each manufacturing plant and capability to deploy about half those personnel without reducing their own service levels. Trained staff had been provided to assist in Christchurch.
- Fonterra has 175 vehicles on the roads within this region and those drivers could report on which roads were inoperable and where the power was out. Drivers could report an issue via an RT call to their despatch who could load the information to computer, including the GPS location of the problem. They were willing to trial an information process in this region that could become a model for the whole country.
- Fonterra had a relationship with Southland District Council whereby the Council provided a satellite phone app that was put into a vehicle and from the movement of the vehicle the app could measure the surface of the pavement to provide data for the Council's pavement inspection surveys.

During questions, answers and related discussion, the Committee raised or noted the following matters:

- In the event of an earthquake affecting the Waitoa site, for example, Fonterra could divert milk to Takanini and Lichfield, or take it by train to the South Island. Where possible they would ask farmers to hold their milk so that it was not collected every day, and if necessary they would pay for milk that was discharged into effluent ponds if it could not be collected.
- If an earthquake destroyed water supply lines as well as roads, the first attempt would be to move stock out, or to bring in water by helicopter monsoon buckets if necessary. However human life would always come before stock.
- With regard to engagement with other corporate entities, Ms Fourie encouraged direct contact, starting with a phone call, and to go and see them to talk about what resources they could provide in an emergency.

Cr Church moved/Cr Bannon seconded

RESOLVED

CD16/3

THAT the verbal report from Guest Speaker Philippa Fourie re Fonterra Emergency Response Capability be received.

The motion was put and carried (CD16/3)

Summarised CEG Minutes

File: 33 10 01 (Agenda Item 5) Doc # 3703838

Presented by the CEG Chair (Langley Cavers), the report provided the Joint Committee with a summary of the matters raised and discussed at the last Coordinating Executive Group (CEG) meeting held on 19 February 2016.

During questions, answers and related discussion, the Committee raised or noted the following matters:

- Exercise Tangaroa would take place over three days in August and September. It would be important to collectively participate and a planning team is working with all agencies to ensure understanding and participation in the exercise. The scenario would involve a tsunami that would likely impact both coasts after a 2 to 6 hour warning.
- The appointment of an Alternate Group Controller for the Waikato CDEM Group had been proposed. The Alternate Group Controller did not have to be a staff member of the Regional Council however it was envisaged that Territorial Authority staff would be busy with their own local response responsibilities and should not be pulled from that during an emergency. Work was being done around the number of controllers needed and the best arrangement for the Waikato Region, possibly moving from each Council having their own controllers to having a pool. The policy would be to recruit and train competent controllers.

Cr Bannon moved/Cr Tooman seconded

RESOLVED

CD16/4

THAT the Waikato CDEM Group Joint Committee

- 1. Receive the report “Summarised CEG Minutes ” (Doc # 3703838 dated 26 February 2016) for information; and**
- 2. Appoint J Snowball to the role of Alternate Group Controller for the Waikato Civil Defence and Emergency Management Group.**

The motion was put and carried (CD16/4)

Group Controllers Report

File: 33 10 01 (Agenda Item 6) Doc # 3704107

Presented by Lee Hazlewood (Group Controller), the report provided the Joint Committee with an overview of the current priorities of the Group Controller. A presentation was provided (Doc # 3715846).

The following matters were highlighted:

- Office facilities to level IL4 were required for the GECC and the possibility of sharing with suitable partners such as the Police or Fire Service was no longer feasible. That would close an opportunity for integration of emergency services within the next five years. Staff would continue to look for opportunities to integrate technology without co-locating.
- Staff would continue to seek IL4 facilities and the Committee was updated on negotiations. The space would be leased, which would provide an opportunity to move in the longer term.

During questions, answers and related discussion, the Committee raised or noted the following matters:

- The focus had been on a location in the Hamilton CBD because it was difficult to find a building to IL4 level outside that area. In addition the Group Controller dealt regularly with management at the Fire Service and Police who were based in the city.

Cr McLean moved/Cr Goddard seconded

RESOLVED

CD16/5

THAT the Waikato CDEM Group Joint Committee receive the report “Group Controllers Report” (Doc # 3704107 dated 26 February 2016) for information.

The motion was put and carried (CD16/5)

GEMO Report

File: 33 10 01 (Agenda Item 7) Doc # 3705729

Presented by Greg Ryan (Team Leader GEMO), the report provided a consolidated update on the work the Group Emergency Management Office was undertaking, including key projects and any additional matters for Joint Committee attention.

Ellen Thomas, who had been recruited to the Emergency Management Coordinator role, was introduced to the Committee.

During questions, answers and related discussion, the Committee raised or noted the following matters:

- In the table contained in the financial section of the report, the grey line showed Annual Plan budgets, the dark line was actual expenditure, and the dotted line forecast the current rate of expenditure forward over the remainder of the year.
- The financial reporting was for the first half of the year, not the first quarter.
- Labour costs were currently showing ahead of budget, however this was expected because of the various factors that contribute to labour expenditure such as leave. Such leave (when taken) appears as an allocated cost, as opposed to a labour cost.
- Paid social media advertising had related to the Disaster House promotion, however the organic growth being experienced was much more effective. Other staff would be trained so that the social media was not reliant on one person.

Cr Park moved/Cr Bannon seconded

RESOLVED

CD16/6

THAT the Waikato CDEM Group Joint Committee receive the report “GEMO Report” (Doc # 3704107 dated 26 February 2016) for information.

The motion was put and carried (CD16/6)

MCDEM Work Programme Status Report

File: 33 10 01 (Agenda Item 8) Doc # 3707974

Presented by Suzanne Vowles (Ministry of Civil Defence and Emergency Management), the report provided Joint Committee members with an update regarding the work programme undertaken by the Ministry of Civil Defence and Emergency Management. Members were provided with copies of a work programme status update to November 2015 (Doc # 3707982) that had not been circulated as an attachment to the report in the agenda papers.

During questions, answers and related discussion, the Committee raised or noted the following matters:

- The Civil Defence Emergency Management Amendment Bill had been introduced to Parliament and public submissions could be provided. The Bill incorporated proposed amendments to strengthen provisions for recovery management and transition from response to recovery. Submissions would close on 24 March 2016 and it was agreed that a submission should be considered.

Cr Bannon moved/Cr Church seconded

RESOLVED

CD16/7

THAT the Waikato CDEM Group Joint Committee agrees that staff will consider preparation of a submission on the Civil Defence Emergency Management Amendment Bill and circulate a draft to members of the Joint Committee for review prior to final sign-off by the Joint Committee Chair on behalf of the Joint Committee.

The motion was put and carried (CD16/7)

- A regional workshop would be held in Tauranga on 7 April 2016 to discuss development of the National Disaster Resilience Strategy. One focus would be how to update the strategy to overcome the barriers to community resilience.
- The Civil Defence Annual Conference would be held in Wellington on 1 and 2 June 2016 and could provide an opportunity for upskilling.

Cr McLean moved/Cr Tooman seconded

RESOLVED

CD16/8

THAT the Waikato CDEM Group Joint Committee receive the report “MCDEM Work Programme Status Report” (Doc # 3707974 dated 26 February 2016) and the MCDEM Work Programme Status Update to November 2015 [Doc # 3707982] for information.

The motion was put and carried (CD16/8)

Waikato CDEM Group Plan Review

File: 33 10 01 (Agenda Item 9) Doc # 3708017

Presented by Greg Ryan (GEMO Team Leader), the report provided the Joint Committee with an update regarding the review of the Waikato CDEM Group Plan, including an overview of the outcome of the risk assessment process.

During questions, answers and related discussion, the Committee raised or noted the following matters:

- A working draft was in the process of being circulated to stakeholders for feedback. A new draft would then be prepared and put before CEG in May and the Joint Committee in June.
- Members requested an opportunity to review the changes, to see what had changed and why. It was proposed that a workshop be held during the last week of May, with staff to identify and advise a suitable date.

- After releasing the draft for public submissions, the Joint Committee would need to follow a process of receiving submissions, hearing submissions, deliberating and deciding (as outlined in the CDEM Act).
- It was proposed that hearings be held on Monday 8 August 2016, with deliberations to follow on Monday 22 August 2016.
- With regard to the review of the group-wide risk profile, the working draft was showing drought as having a higher risk, and that this was due to increased awareness of the consequences of drought. For example a very low Waikato River level could impact on Hamilton City Council's water take infrastructure, and Taupo District Council could be impacted by very low lake levels. The group's role was not to deal with the drought but to deal with the consequences of a drought in the community.

Cr Tooman moved/Cr Goddard seconded

RESOLVED

CD16/9

THAT the Waikato CDEM Group Joint Committee receive the report "Waikato CDEM Group Plan Review" (Doc # 3708017 dated 26 February 2016) for information.

The motion was put and carried (CD16/9)

Items for next meeting

File: 03 04 18 (Agenda Item 10)

Meeting scheduled for 13 June 2016

- Waikato CDEM Group Plan (approval for public consultation)

Meeting closed at 2.41 pm.

Doc # 3712687