



Waikato Civil Defence Emergency Management Joint Committee MINUTES

Minutes of a meeting of the Waikato Civil Defence Emergency Management Joint Committee held in Te Puia Room, Genesis Building, Bryce Street, Hamilton on 19 November 2018 at 1.12pm.

Present:

Waikato Regional Council	Cr H Vercoe (Chair)
Hamilton City Council	Cr L Tooman (Deputy Chair)
Hauraki District Council	Cr P Buckthought
Matamata Piako District Council	Cr B Hunter
Otorohanga District Council	Cr A Williams
South Waikato District Council	Cr T Lee
Thames Coromandel District Council	Cr R Simpson
Waikato District Council	Cr N Smith
Waipā District Council	Cr J Bannon
Waitomo District Council	Cr A Goddard
Ministry of Civil Defence and Emergency Management	S Vowles

In Attendance:

Staff	L Cavers – CEG Chair
	M Bang – Team Leader, CDEM Group Services
	J Snowball – Group Controller
	T Bio – Democracy Advisor

SECTION A: (UNDER DELEGATION FOR THE INFORMATION OF COUNCIL)

The Chair congratulated J Snowball on his appointment to the Civil Defence Emergency Management structure.

Apologies

Apologies were received from Cr A Park.

Cr P Buckthought moved/Cr J Bannon seconded.

CD18/39

RESOLVED

THAT the apologies of Cr Anna Park be accepted.

The motion was put and carried (CD18/39)

Confirmation of Agenda

(Agenda Item 2)

Cr A Goddard moved/Cr B Hunter seconded.

CD18/40

RESOLVED

THAT the agenda of the meeting of the Waikato Civil Defence Emergency Management Joint Committee of 19 November 2018, as circulated, be confirmed as the business for the meeting.

The motion was put and carried (CD18/40)

Disclosures of Interest

(Agenda Item 3)

There were no disclosures of interest.

Minutes of Previous Meeting

(Agenda Item 4) Doc # 13012342

Cr A Goddard moved/Cr B Hunter seconded.

CD18/41

RESOLVED

THAT the Minutes of the Waikato Civil Defence Emergency Management Joint Committee meeting of 3 September 2018 be received and approved as a correct record.

The motion was put and carried (CD18/41)

Summary of Coordinating Executive Group Minutes

(Agenda Item 5) Doc # 13341463

CEG Chair (L Cavers) presented a summary of minutes taken at the Coordinating Executive Group meeting that took place on the 2nd November 2018.

During discussion, the following was noted:

- WEBINAR proposal overview included looking to see what needed to be done regarding induction for Mayors and Councillors.
- It was understood that the Group work plan and member reporting proposal will come back to CEG and then to Civil Defence Emergency Management Joint Committee.
- A member noted that there's a Sleepyhead group that want to buy land in Hinewai that's so close to Lakes that it could potentially flood and nothing in their Plan to stop them buying the potential floodlands. They would like to see something in a regional plan to address this.

Cr J Bannon moved/Cr L Tooman seconded.

CD18/42

RESOLVED

THAT the report Summary of Coordinating Executive Group Minutes (Doc#13341463 dated 2 November 2018) be received.

The motion was put and carried (CD18/42)

Appointment of Local Controllers

(Agenda Item 6) Doc # 13334772

Group Controller, Civil Defence and Emergency Management (J Snowball) presented a report to provide the Joint Committee with an opportunity to consider the appointment of Local Controllers.

During discussion, the following was noted:

- Delegated powers as controllers with caveat around it in that it sets restrictions around their powers as a controller.
- The question of limiting local controllers powers and that they have to be supervised by group controller was raised. After further discussion, members proposed to seek a legal opinion to see if the Joint Committee can limit their authority as local controller. Currently no path to assess the Joint Committee's ability of command so members agreed that seeking legal advice to ensure it was within their powers to place limits on local controllers powers.
- Staff noted that intake for a controllers course is in March 2019. Applications open around first half of December 2018 and it may only be for existing controllers but staff would clarify this.
- A member asked what the difference about these people than the ones we've previously appointed. Staff responded that the landscape has changed in terms of

ministerial review which clearly indicates that this has to be more professional process and the recognition the risk this role carries.

Cr H Vercoe moved/Cr P Buckthought seconded.

CD18/43

RESOLVED

THAT the report Appointment of Local Controllers (Doc # 13334772 dated 7 November 2018) be received

THAT the Joint Committee endorse the recommendation of the Controller Appointment Sub-Group subject to:

- **Supervision from existing controller**
- **Legal opinion to inquire if the Civil Defence Emergency Joint Committee can place conditions on powers of local controllers.**

The motion was put and carried (CD18/43)

- The Joint Committee resolved to formally appoint J Snowball as the Main group Controller for the Joint Committee.

Cr R Simpson moved/Cr N Smith seconded.

CD18/44

RESOLVED

THAT Julian Snowball be appointed as the Main Group Controller for the Waikato Civil Defence Emergency Management Joint Committee.

The motion was put and carried (CD18/44)

- Having only three controllers could present potential problems for example if all three are sick/away and therefore leave no appropriate options. Staff indicated that this is something that is being addressed through the Controllers Policy and stated there have been two more people that have been identified as Controllers making the current total number of Controllers five.

After action reporting policy

(Agenda Item 7) Doc # 13347119

Team Leader for Group Emergency Services (M Bang) presented the report which provided the Joint Committee an opportunity to consider and approve the proposed policy for reporting to the Group following an emergency response.

Members were in agreeance with the policy and had no further questions.

Cr B Hunter moved/Cr R Simpson seconded.

CD18/45

RESOLVED

THAT the report After action reporting policy (Doc # 13347119 dated 8 November 2018) be received.

THAT the Joint Committee approve the proposed policy for after action reporting (Doc # 13047407).

The motion was put and carried (CD18/45)

Submission to Building Act Amendment Bill 2018

(Agenda Item 8) Doc # 13344362

Chair Vercoe presented the Joint Committee with the submission. The report was taken as read. It was noted that Gary Talbot put the submission together.

Cr J Bannon moved/Cr T Lee seconded.

CD18/46

RESOLVED

THAT the report Joint Committee Submission to Building Act Amendment Bill 2018 (Doc 13344362 dated 7 November 2018) be received.

THAT the submission to the Transport and Infrastructure Select Committee be ratified (Doc # 13340600 dated 25 October 2018).

The motion was put and carried (CD18/46)

Joint Committee meeting schedule for 2019

(Agenda Item 9) Doc # 13339565

CEG Chair (L Cavers) presented this report to provide the Joint Committee with the information about the proposed schedule of meetings for the 2019 calendar year.

- Chair Vercoe suggested that all Civil Defence Emergency Joint Committee meetings for 2019 to be held at Te Puia Building. Members agreed with this suggestion. Staff would action this suggestion.

Cr L Tooman moved/Cr A Williams seconded.

CD18/47

RESOLVED

THAT the report Joint Committee meeting schedule for 2019 (Doc # 13339565 dated 7 November 2018) be received.

The motion was put and carried (CD18/47)

Ministry of Civil Defence & Emergency Management update

(Agenda Item 10) Doc # 13331981

Ministry of Civil Defence and Emergency Management representative (S Vowles) presented an update regarding the work programme undertaken by the Ministry of Civil Defence and Emergency Management (the Ministry).

During discussion, the following was noted:

- As requested, the Ministry will provide claim experts to leaders of finances and recovery managers so that they can be educated and understand the system.
- It was explained that there has been more clarity given in what one can and cannot claim for. This included providing for the welfare of people in terms of food and water. It was understood that early engagement with councils produce good results as there is clear understanding and accountability to what needs to be done.

Cr R Simpson moved/Cr A Goddard seconded.

CD18/48

RESOLVED

THAT the repost MCDEM Update (Doc # 13331981 dated 5 November 2018) be received.

The motion was put and carried (CD18/48)

Emergency Management Review

(Agenda Item 11) Doc # 13334690

Team Leader for Group Emergency Services (M Bang) presented the report which provided the Joint Committee with an overview of the likely impacts of the Technical Advisory Group's recommendations to central government following the ministerial review of CDEM.

During discussion, the following was noted:

- Staff confirmed the flying squad would be there to support and not control and were still working through how this would happen.
- Staff noted it was too early and level of detail is not sufficient to talk about what the implications of this would be to iwi.

Cr P Buckthought moved/Cr J Bannon seconded.

CD18/49

RESOLVED

THAT the report Emergency Management Review (doc#13334690 dated 6 November 2018) be received.

The motion was put and carried (CD18/49)

National Disaster Resilience Strategy Consultation

(Agenda Item 12) Doc # 13338183

Ministry of Civil Defence and Emergency Management representative (S Vowles) provided a powerpoint presentation (Doc # 13437438) to the Committee to go over the National Disaster Resilience Strategy.

During discussion, the following was noted:

- A member asked if there was a risk that emergency management and fire emergency would be seen as one. Staff noted that the two may be potentially seen as one as public does not realise the difference but as long as the public recognise the resilience practices at all levels then that's the most important factor.
- The Committee noted the emphasis on societal resilience. The focus was to make it broader and applicable to the public in order to get them to help make the process better.
- The Committee noted that consultation was to be done by 7 December 2019 as it would be submitted for Ministerial approval in February 2019. Staff asked for the Committee to consider and make comment on the National Disaster Resilience Strategy.

Cr A Goddard moved/Cr R Simpson seconded.

CD18/50

RESOLVED

THAT the report National Disaster Resilience Strategy Consultation (doc # 13338183 dated 5 November 2018) be received.

THAT the Joint Committee delegate authority to approve the Waikato CDEM Group submission on the National Disaster Resilience Strategy to the Joint Committee Chair.

The motion was put and carried (CD18/50)

Group work plan

(Agenda Item 13) Doc # 13342844

Team Leader for Group Emergency Services (M Bang) presented the report which provided the Joint Committee with information about the prioritisation of the Group work plan for calendar year 2019 and to support the ability for the Group members to report to CEG.

During discussion, the following was noted:

- The topic of meeting attendance was discussed. Staff noted that it would serve the purpose of seeing how meeting arrangements could be made in order to accommodate majority if not all members so that there would be maximum attendance and in turn, participation from the members of each group noted. Staff explained that meeting attendance records would be something discussed at lower level CEG groups.

Cr T Lee moved/Cr B Hunter seconded.

CD18/51

RESOLVED

THAT the report Group work plan (doc # 13342844 dated 7 November 2018) be received.

The motion was put and carried (CD18/51)

GEMO report

(Agenda Item 14) Doc # 13338873

Team Leader for Group Emergency Services (M Bang) presented the report which provided the Joint Committee with an update on the activities undertaken by the Group Emergency Management Office. The report was taken as read and members had no further questions.

Cr P Buckthought moved/ Cr A Williams seconded.

CD18/52

RESOLVED

THAT the report GEMO update (doc # 13338873 dated 7 November 2018) be received.

The motion was put and carried (CD18/52)

Meeting closed at 3.08pm

Doc 13391640