

**WAIKATO CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP  
JOINT COMMITTEE**

Minutes of the meeting of the Waikato Civil Defence Emergency Management Group Joint Committee, held in the Council Chambers, Waikato Regional Council, 401 Grey Street, Hamilton East at 1.00pm on 13 June 2016.

**MEMBERS:**

**Waikato Regional Council**

Cr Hugh Vercoe

**Hamilton City Council Representative**

Cr Leo Tooman

**Hauraki District Council Representative**

Mayor John Tregidga

**Matamata Piako District Council Representative**

Cr Brian Hunter

**Otorohanga District Council Representative**

Cr Robert Prescott

**South Waikato District Council Representative**

Cr Thomas Lee

**Thames Coromandel District Council Representative**

Cr Peter French

**Waikato District Council Representative**

Cr Jacqui Church

**Waipa District Council Representative**

Cr Judy Bannon

**Waitomo District Council Representative**

Cr Allan Goddard

**IN ATTENDANCE**

**Hauraki District Council Representative**

Cr Max McLean

**STAFF:**

CEG Chair (Langley Cavers), Group Controller (Lee Hazelwood), Team Leader GEMO (Greg Ryan), Democracy Advisor (Jennie Cox)

**APOLOGIES**

**Ministry of Civil Defence & Emergency Management**

Suzanne Vowles

**Taupo District Council Representative**

Cr Anna Park /1<sup>st</sup> alt Cr Kirsty Trueman /alt Mayor David Trewavas

Accepted

**Confirmation of Agenda**

(Agenda Item 1)

Mayor Tregidga moved/Cr Hunter seconded

CD16/10

**THAT the agenda of the Waikato Civil Defence Emergency Management Group of 13 June 2016 as circulated be confirmed as the business for the meeting.**

**The motion was put and carried (CD16/10)**

**Disclosures of Interest**

(Agenda Item 2)

There were no disclosures of interest.

**SCHEDULE A: (UNDER DELEGATION FOR THE INFORMATION OF COUNCIL)****Minutes of Previous Meeting**

File: 03 04 18 (Agenda Item 3) Docs # 3712687

Cr Church moved/Cr Tooman seconded

CD16/11

**THAT the Minutes of the Waikato Civil Defence Emergency Management Group Joint Committee meeting of 7 March 2016 be received and approved as a true and correct record.**

**The motion was put and carried (CD16/11)**

Prior to commencing the agenda the Chair acknowledged there were a number of staff to be commended following recent recognition of their service to CDEM.

Lee Hazelwood – for his contribution to CDEM as acknowledged by him being awarded a Silver Ministerial CDEM award. The Chair noted that Lee could be credited with building a quality team that has now become a benchmark for other regions.

Sharon Cousins-O'Donnell – who had left the organisation – for her contribution over the past four years as the Waikato CDEM Group Training and Exercise Coordinator. The Chair noted that Sharon received praise for her work across groups and was expressly thanked by the Chair.

Matthew Pryor – who would be leaving – for his contribution over the past year as the Waikato CDEM Group Community Resilience Coordinator. The Chair thanked Matthew for his work and advised his focus on social marketing had boosted the profile of the Waikato CDEM to a national level.

**Waikato CDEM Group Plan**

File: 33 10 01 (Agenda Item 4) Doc # 6522416, 6536068

The report provided the Joint Committee with an overview of the proposed Waikato CDEM Group Plan, and request approval to proceed to the public consultation stage of the project. The Team Leader GEMO (Greg Ryan) and Group Controller (Lee Hazelwood) were present to take members through the plan and respond to any queries.

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

- Within Section 8 (Partnerships), the map provided for the St John was not correct in the North, and the Fire Service Region 2 extended through to Gisborne. Members were advised the maps would be reviewed and updated following the meeting and prior to going to public consultation.
- Within Section 4 (Resilience) – a member noted a disconnect in the Statistics and Goals when compared with the Community Resilience plans. Members were advised that there would be explanatory notes included within the Introduction that would expand on the information that the graphic provided and explained what the tool was actually a measure of (Civil Defence readiness rather than Community resilience).
- Members noted that Section 5 related to organisational readiness and Section 3 (Reduction) would acknowledge the work that had been done.
- On page 50, point 3.5.3 – a definition was requested to determine what would be an acceptable risk by a Territorial Authority and by the public. This was sought as a way to bridge the gap between the two expectations.
- On Page 41 and Page 42 it was highlighted that the perception of the colour charts would be a risk to any one with colour blindness. Staff advised that they would look at the charts as part of the public consultation process.
- Members queried why drought was considered a “Very High” risk for Civil Defence. Members were advised that Civil Defence would be involved in the consequences of a drought particularly welfare of those in the community affected by a drought.
- Within the “Moderate” risks Terrorism was considered to be more likely in the realm of eco terrorism that would impact on the region, and the region’s economy rather than international terrorism that may have more of a national impact. Should this change, the scenario that is used to evaluate terrorism risk would change, possibly resulting in a higher risk assessment. It was noted that risk is not static and would be re-evaluated throughout the five-year cycle of the plan.
- Waikato’s CDEM staff provided support for the Regional Council’s response to the Velvetleaf incursion.
- Concern was noted that Coastal erosion and global warming were not higher on the list of risks. Members were advised that the risk was based on a 100 year event that was becoming more and more frequent. The purpose of the table was to identify risks for Civil Defence and ensure the level of response was appropriate.
- Members acknowledged the amount of work and staff time taken to get the Group Plan Review to this point. Staff were thanked for their efforts.
- Members were provided with the dates for Public consultation, Hearings and Deliberations. Following the meeting of the Joint Committee in September 2016, to make the final decisions on the plan, the Plan would be released for Ministerial Approval and was expected to be returned for Committee approval at the meeting in November. Members were advised that the Committee was not discharged at the end of the triennium and the members would remain until membership of the Committee was determined by each of the member Councils.
- Members sought consideration to hold the Hearing and Deliberations on the same day if possible. Members were advised it would depend on the number of submissions and people seeking to be heard within the hearings but staff would look in to the options available.

Cr French moved/Cr Church seconded

**RESOLVED**

CD16/12

**THAT the Waikato CDEM Group Joint Committee:**

**(a) ...receive this report “*Waikato CDEM Group Plan review*” (Doc # 6522416, dated 1 June 2016) for information.**

**(b) ...approve the proposed *Waikato CDEM Group Plan* (Doc # 6536068) for public consultation.**

**The motion was put and carried (CD16/12)**

**SCHEDULE B: (FOR RECOMMENDATION TO COUNCIL)**

**GECC Accommodation**

File: 30 10 01 (Agenda Item 5) Doc # 6307585

The report provided the Joint Committee with an update regarding the review of the GECC accommodation arrangements, along with requesting a recommendation regarding the options currently available. The Team Leader GEMO (Greg Ryan) and Group Controller (Lee Hazelwood) were present to take members through the report and respond to any queries.

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

- Members were advised that an All Hazards Centre with either Police or the NZ Fire Service was not in the immediate future for either organisation. The rental agreement was due to expire on 150 Victoria Street, Hamilton and the GEMO and Waikato Regional Council staff would be moving from the premises.
- The GEMO would initially relocate to the Deloitte building with other Waikato Regional Council staff, however it was considered impractical to remain at that location as it was not an Importance Level 4 (IL4) building nor did it support the desired level of integrated response.
- The Bryant Trust were building a building for Genesis Energy that would provide an IL4 space for the GEMO and provide an opportunity to further build on the stakeholder relationship held with Genesis. The building was occurring in central Hamilton on Ward Street, opposite Seddon Park.
- Members agreed that the six year term would provide for further discussions with either Police or the NZ Fire Services to continue around an All Hazards Centre, and should that still not be an option then a right of renewal for a further six years would provide certainty for GEMO staff.
- The recommendation of the Committee would be presented to Waikato Regional Council at the Council meeting on 30 June 2016.

Cr Vercoe moved/Mayor Tregidga seconded

**RESOLVED**

CD16/13

**THAT the Waikato CDEM Group Joint Committee:**

**(a) ...receive this report “*GECC accommodation review*” (Doc # 6307585, dated 7 June 2016) for information.**

**(b) ...recommend to the Waikato Regional Council that Option 1 (establish the GECC at the new Genesis Energy building for a 6 year term with a right of renewal for a further 6 years) be adopted in order to address the current GECC accommodation issues.**

**The motion was put and carried (CD16/13)**

**SCHEDULE A: (UNDER DELEGATION FOR THE INFORMATION OF COUNCIL)**

**Summarised CEG Minutes**

File: 33 10 01 (Agenda Item 6) Doc # 6517819

The report provided the Joint Committee with a summary of the matters raised and discussed at the last Coordinating Executive Group (CEG) meeting on 20 May 2016. The CEG Chair (Langley Cavers) advised members of a review that was occurring of the CEG regarding effective operation.

Cr Hunter moved/Cr Lee seconded

**RESOLVED**

CD16/14

**THAT the Waikato CDEM Group Joint Committee:**

**(a) ...receive this report “*Summarised CEG minutes*” (Doc # 6517819, dated 1 June 2016) for information.**

**The motion was put and carried (CD16/14)**

**GEMO Report**

File: 33 10 01 (Agenda Item 7) Doc # 6521960

The report provided a consolidated update on the work the Group Emergency Management Office (GEMO) is undertaking, including key projects and any additional matters for Joint Committee attention.

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

- Members were advised of a new Hazards application that was free and for use on smart phones. The GEMO would be ensuring there was promotion of the application to the public.
- The area of interest is determined by the user as a radius from a point on a map. Parameters could also be set by the user to determine what notifications would be received.
- There would be tutorials being rolled out through social media.
- As an ongoing item introducing members of the GEMO to the Joint Committee, Team Leader GEMO (Greg Ryan) provided his background to members.

Cr Bannon moved/Cr Goddard seconded

**RESOLVED**

CD16/15

**THAT the Waikato CDEM Group Joint Committee:**

**(a) ...receive this report “GEMO report” (Doc # 6521960, dated 1 June 2016) for information.**

**The motion was put and carried (CD16/15)**

**MCDEM Report**

File: 33 10 01 (Agenda Item 8) Doc # 6521969

Due to the absence of Suzanne Vowles of the Ministry of Civil Defence and Emergency Management, the report was not received.

**Items for Next meeting**

File: 03 04 18 (Agenda Item 9)

The report provided for discussion on items for inclusion at the next meeting on 5 September 2016.

- Waikato CDEM Group Plan (approval for ministerial feedback).
- Informal barbecue or gathering for the members of the Joint Committee suggested to follow the final meeting of the triennium.

Meeting closed at 2.45pm

Doc # 7896058