
Waikato Civil Defence Emergency Management Joint Committee MINUTES

Minutes of a meeting of the Waikato Civil Defence Emergency Management Joint Committee held in Council Chamber, 401 Grey Street, Hamilton East on Monday 4 September 2017 at 1.02pm.

Present:

Hamilton City Council	Cr Leo Tooman
Hauraki District Council	Cr Phillip Buckthought
Matamata Piako District	Cr Brian Hunter
South Waikato District Council	Cr Thomas Lee
Taupō District Council	Cr Anna Park
Thames Coromandel District Council	Cr Rex Simpson
Waikato District Council	Cr Noel Smith
Waikato Regional Council	Cr Hugh Vercoe
Waipā District Council	Cr Judy Bannon
Waitomo District Council	Cr Allan Goddard

In Attendance:

Ministry of Civil Defence and Emergency Management	Suzanne Vowles – Regional Emergency Management Advisor
Co-ordinating Executive Group	Langley Covers – CEG Chair
Staff – Waikato Regional Council	Neville Williams – Director – Community and Services Lee Hazlewood – Group Controller Danielle Kruger – Emergency Management Co-ordinator – Strategic Planning/ICT Jenny Bouwer – Emergency Management Co-ordinator - Administration Sarah McLeay – Democracy Advisor

Apologies

Cr Annette Williams - Otorohanga District Council

Accepted

Confirmation of Agenda

Agenda Item 2

Cr Phillip Buckthought moved/Cr Brian Hunter seconded

CD16/22

RESOLVED

THAT the agenda of the meeting of the Waikato Civil Defence Emergency Management Joint Committee of 4 September 2017, as circulated, be confirmed as the business of the meeting.

The motion was put and carried (CD16/22)

Disclosures of Interest

Agenda Item 3

There were no disclosures of interest.

Minutes of Previous Meeting held on 26 June 2017

Agenda Item 4 Doc 10597995

It was noted that the minutes incorrectly recorded Mayor Brian Hanna as attending when it was his alternate Cr Allan Goddard in attendance.

Cr Allan Goddard moved/Cr Leo Tooman seconded

CD17/23

RESOLVED

THAT the Minutes of the Waikato Civil Defence Emergency Management Joint Committee meeting of 26 June 2017 (Doc 10597995) be received and approved as a correct record, subject to the correction recording Cr Allan Goddard in attendance representing Waitomo District Council, not Mayor Brian Hanna.

The motion was put and carried (CD17/23)

Ministry of Civil Defence Emergency Management Update

Agenda Item 5 Doc 10899097

Presented by Suzanne Vowles to provide an update on the work programme undertaken by the Ministry of Civil Defence and Emergency Management.

During discussion, the following was noted:

- Cell broadcasting alerts will be an additional warning system to those already in place. The system is widely used in Australia and the United States. Testing is underway and the project is on track for a November 2017 delivery following a public awareness campaign in October.

Cr Noel Smith moved/Cr Rex Simpson seconded

CD17/24

RESOLVED

THAT the report 'MCDEM Update' dated 21 August 2017 (Doc 10998226) be received.

The motion was put and carried (CD17/24)

Summarised Co-ordination Executive Group minutes

Agenda Item 6 Doc 10993740

Presented by Langley Cavers - Coordinating Executive Group Chair, to provide a summary of the matters raised and discussed at the last Coordinating Executive Group meeting held on 18 August 2017.

Cr Leo Tooman moved/Cr Allan Goddard seconded

CD17/25

RESOLVED

THAT the report 'Summarised CEG minutes' dated 24th August 2017 (Doc 10993740) be received.

The motion was put and carried (CD17/25)

Long Term Plan 2018/2028

Agenda Item 7 Doc 10967197

Presented by Lee Hazlewood to provide an opportunity to analyse and endorse the Long Term Plan budget and abbreviated business cases.

During discussion, the following was noted:

- New recovery requirements in the Civil Defence Emergency Management Amendment Act 2016 are likely to require additional expenditure. As a result of recent recovery efforts around the country, the Regional Emergency Management Advisor had recommended some amendments to the Recovery Manager role description that were likely to result in job resizing and an increase in the Recovery Manager's salary. During an event, the Recovery Manager would be responsible directly to Chief Executives of participating local authorities.
- A centralised budget for training would lead to greater efficiencies. The way in which training would be provided to private business was still to be determined. Training across all sectors was an important part of building community resilience.
- Communication costs supported the use of technology including social media and video production to enhance community engagement and maintain the relevance of established social media channels. Salaries form the greatest portion of cost.
- The Sendai Framework is likely to become mandatory. The greater emphasis in this area would require additional resources for reduction planning. There are possibilities for sharing this position with Waikato Regional Council. A national disaster resilience framework is expected in 2019 from central government requiring a regional strategic approach to reduction activities.
- Civil defence and emergency management had historically been poorly resourced at a local level. There was a need for full and adequate funding. Ratepayers would require information about what they would be paying for. It may be helpful for ratepayers to know that the Waikato had been lucky to avoid the costs involved

in a number of recent national disasters caused by cyclones. This wouldn't always be the case. Extra funding for civil defence needs to be tempered with ability to deliver within realistic budgets. This involves a total Waikato Regional Council package. Some requirements are mandated by statute while others involve a degree of discretion.

- Feedback from this meeting would be provided to the Co-ordinating Executive Group that will address the staging required to implement changes in a reasonable and manageable manner. The Co-ordination Executive Group would provide staging recommendations to this Committee.

Cr Noel Smith moved/Cr Rex Simpson seconded

CD17/26

RESOLVED

THAT the report 'Long Term Plan 2018/2028' dated 21 August 2017 (Doc 10967197) be received.

THAT the first gate in the long term plan process is approved, and the Group Emergency Management Office is directed to prepare detailed business cases based on the submitted information, for approval at the next Joint Committee meeting.

The motion was put and carried (CD17/26)

Strategic Recovery Planning

Agenda Item 8 Doc 10966002

This report was taken as read. It provided an opportunity to give feedback on the Director's Guidelines for Strategic Recovery Planning and an update on recovery activities.

During discussion, the following was noted:

Action

- Members would provide their feedback to Sue Duignan, Consultant, by 13 Sept. An email address would be supplied for this purpose.

Cr Noel Smith moved/Cr Judy Bannon seconded

CD17/27

RESOLVED

THAT the report 'Strategic Recovery Planning' dated 24 August 2017 (Doc 10966002) be received.

The motion was put and carried (CD17/27)

Group Controller's Update

Agenda 9 Doc 10965507

Presented by Lee Hazlewood – Group Controller to provide an update on the following:

- The new Group Emergency Co-ordination Centre and Group Emergency Management Office facility
- Direct local Hamilton City Council and Waikato District Council delivery arrangements

Cr Noel Smith moved/Cr Judy Bannon seconded

CD17/28

RESOLVED

THAT the report 'Group Controller's Update' dated 21 August 2017 (Doc 10965507) be received.

The motion was put and carried (CD17/28)

Group Emergency Management Office Level of Effort and Financial Annual Report

Agenda Item 10 Doc 10966063

This report was taken as read. It provided an update on the level of effort and finances of the Group Emergency Management Office (GEMO); and an opportunity to approve the allocation of the reserve funds to the Civil Defence Emergency Management fit out and outstanding costs.

Cr Rex Simpson moved/Cr Phillip Buckthought seconded

CD17/29

RESOLVED

THAT the report 'GEMO Level of Effort and Financial Annual Report' dated 21 August 2017 (Doc 10966063) be received.

THAT the application of the remaining unallocated funds in the reserve to the Civil Defence Emergency Management fit out and outstanding costs, as outlined in the report by the report 'GEMO Level of Effort and Financial Annual Report' dated 21 August 2017 (Doc 10966063), be approved.

The motion was put and carried (CD17/29)

Group Emergency Management Office Update Report

Agenda Item 11 Doc 10966790

Presented by Lee Hazlewood – Group Controller to provide an update on the activities undertaken by the Group Emergency Management Office.

Cr Noel Smith moved/Cr Anna Park seconded

CD17/30

RESOLVED

THAT the report 'Group Emergency Management Office (GEMO) Update Report' dated 21 August 2017 (Doc #10966790) be received.

The motion was put and carried (CD17/30)

Meeting closed at 3.27pm