

Civil Defence Emergency Management Group Joint Committee

NOTICE IS GIVEN

That an Extraordinary meeting of the **Civil Defence Emergency Management Group Joint Committee** will be held in **Council Meeting Room One, Bay of Plenty Regional Council, 5 Quay Street, Whakatāne** on:

Tuesday, 11 April 2017 commencing at 11.00 am.

Mary-Anne Macleod
Chief Executive
Bay of Plenty Regional Council Toi Moana
11 April 2017



Civil Defence Emergency Management Group

Terms of Reference

Delegated Function

This Joint Committee, required under section 12(1) of the Civil Defence Emergency Management Act 2002, is governed by the Group's Constitution (dated July 2013).

Membership

Seven councils in the Bay of Plenty make up the Bay of Plenty Civil Defence Emergency Management Group:

- Bay of Plenty Regional Council;
- Kawerau District Council;
- Opotiki District Council;
- Rotorua District Council;
- Tauranga City Council;
- Western Bay of Plenty District Council;
- Whakatāne District Council;

Quorum

In accordance with Council standing order 10.2, the quorum at a meeting of the committee is four members, consisting of the majority of the number of members.

Term of the Committee

Pursuant to section 12(2) of the Civil Defence Emergency Management Act 2002 this committee is a permanent committee and is not disestablished as a consequence of a local government election.

Specific Responsibilities and Delegated Authority

The Civil Defence Emergency Management Group has a constitution and this specifies the functions and powers of the group.

Note:

- The Civil Defence Emergency Management Group reports directly to the Regional Council.

Public Forum

1. A period of up to 15 minutes may be set aside near the beginning of the meeting to enable members of the public to make statements about any matter on the agenda of that meeting which is open to the public, but excluding any matter on which comment could prejudice any specified statutory process the council is required to follow.
2. The time allowed for each speaker will normally be up to 5 minutes but will be up to the discretion of the chair. A maximum of 3 public participants will be allowed per meeting.
3. No statements by public participants to the Council shall be allowed unless a written, electronic or oral application has been received by the Chief Executive (Governance Team) by 12.00 noon of the working day prior to the meeting and the Chair's approval has subsequently been obtained. The application shall include the following:
 - name of participant;
 - organisation represented (if any);
 - meeting at which they wish to participate; and matter on the agenda to be addressed.
4. Members of the meeting may put questions to any public participants, relevant to the matter being raised through the chair. Any questions must be asked and answered within the time period given to a public participant. The chair shall determine the number of questions.

Membership

Chairperson:	Mayor G Brownless (Tauranga City Council)
Deputy Chairperson:	Councillor D Love (Bay of Plenty Regional Council)
Appointees:	Mayor A Bonne (Whakatane District Council), Councillor S Browne (Alternate, Opotiki District Council), Mayor M Campbell (Kawerau District Council), Mayor S Chadwick (Rotorua Lakes Council), Deputy Mayor C Clout (Alternate, Tauranga City Council), Deputy Mayor D Donaldson (Alternate, Rotorua Lakes Council), Mayor J Forbes (Opotiki District Council), Chairman D Leeder (Alternate, Bay of Plenty Regional Council), Deputy Mayor F Tunui (Alternate, Kawerau District Council), Deputy Mayor J Turner (Alternate, Whakatane District Council), Mayor G Webber (Western Bay of Plenty District Council), Deputy Mayor M Williams (Alternate, Western Bay of Plenty District Council)
Committee Advisor:	S Cubbon

Recommendations in reports are not to be construed as policy until adopted.

Agenda

1 Apologies

2 General Business and Tabled Items

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be delayed until a subsequent meeting.

3 Public Forum

4 Declarations of Conflicts of Interests

5 Report

5.1 Emergency Appointments and authorisations for the management of the Edgumbe Flood Event

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Report

Report To: Civil Defence Emergency Management Group Joint Committee
Meeting Date: 11 April 2017
Report From: Clinton Naude, Director, Emergency Management Bay of Plenty

Emergency Appointments and authorisations for the management of the Edgecumbe Flood Event

Executive Summary

The duration and complexity of the Edgecumbe Flood means greater Controller Support is required than current resourcing allows. This paper is to:

- authorise the cross-appointment of all Local Controllers to act as local controllers within the Bay of Plenty Civil Defence Group boundary area.
- Appoint new local controllers and local recovery managers
- Authorise the persons to give notice of a Transition Period, as required under the Civil Defence Emergency Management Amendment Act 2016.

Recommendations

That the Civil Defence Emergency Management Group Joint Committee under its delegated authority:

- 1 Receives the report, Emergency Appointments and authorisations for the management of the Edgecumbe Flood Event;**
- 2 Authorises all appointed local controllers to act as local controllers in any district within the Bay of Plenty Civil Defence Group boundaries.**
- 3 Appoints Louise Miller as local controller for the Tauranga City Council**
- 4 Appoints Ken Tarboton and Warwick Murray as Group Controllers for the Bay of Plenty Civil Defence Group**
- 5 Appoints Julie Gardyne as local recovery manager for Whakatāne District Council of the Bay of Plenty Civil Defence Group**
- 6 Authorises the following persons to give notice of a Transition Period under Section 25 of the Civil Defence Emergency Management Amendment Act 2016:**

- a. In accordance with Section 25(5) of the CDEM Act, the mayor of a territorial authority, or an elected member designated to act on behalf of the mayor if the mayor is absent, may give notice of a local transition period that covers the district of that territorial authority.
- b. In accordance with Section 25 (1)(b) of the CDEM Act, the BOP CDEM Group authorises the Chairperson of the BOP CDEM Group Joint Committee to give notice of a local transition period for the region, or for one or more districts within the region.
- c. In the absence of the Chairperson, the authority to give notice passes to the Deputy Chairperson of the CDEM Group.
- d. In accordance with Section 25(4) of the CDEM Act, if the Chairperson or Deputy Chairperson are unable to exercise the authority to give notice, then a representative of any member of the Group may exercise the power to give notice of a local transition period.

1 Background

A state of local emergency has been declared following the Edgecumbe Flood Event. The capacity of local controllers to manage the event has been stretched due to the severe impacts of the event.

In addition it is likely a notice of transition under the Resource Management Amendment Act 2016 will be needed, to provide powers to the recovery managers. As this is part of new legislation, the Joint Committee has not to date authorised the persons who can give notice of a transition period.

2 Appointment of local controller

Section 27(1) of the Civil Defence Emergency Management Act 2002 provides for the appointment of Local Controllers.

Louise Miller from Tauranga City Council has previously been a local controller for the Bay of Plenty Civil Defence Group. She has recently returned to employment at Tauranga City Council.

3 Appointment of Group Controller

Section 26(1) of the Civil Defence Emergency Management Act 2002 provides for the appointment of Group Controllers.

Ken Tarboton and Warwick Murray are former General Managers from Bay of Plenty Regional Council and have previously been Group Controllers.

4 Appointment of local recovery manager

Section 30 of the Civil Defence Emergency Management Amendment Act 2016 provides for the appointment of Local Recovery Managers.

Julie Gardyne is General Manager of Strategy and Community at Whakatāne District Council. She has extensive local government experience and has been a staff member at Whakatāne District Council for over 10 years. Whakatāne District Council

request that Julie Gardyne be appointed as the Local Recovery Manager for Whakatāne District Council.

5 Authorisation of persons to give notice of a transition period

Under the CDEM Act a Transition Period is the time between the official response phase of an emergency ending and the recovery phase starting. Under Section 94B of the CDEM Act:

Where a state of emergency has been declared, notice of a transition period may be given by authorised persons, or

Where a state of local emergency has not been declared, notice of a transition period may be given by authorised persons, with the approval of the Minister of Civil Defence.

A Transition Period lasts for 28 days. It may be extended for a further 28 days, and it can be extended more than once.

Craig Morris
Manager, Recovery and Projects

for Director, Emergency Management Bay of Plenty

11 April 2017

