

# **Minutes of the Civil Defence Emergency Management Group Joint Committee Meeting held in Committee Room 1, Rotorua Lakes Council, Civic Administration Building, 1061 Haupapa Street, Rotorua on Friday, 24 February 2017 commencing at 12.30 p.m.**

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## **Present:**

**Chairman:** Deputy Chair Councillor D Love (Bay of Plenty Regional Council)

**Appointees:** Mayor A Bonne (Whakatane District Council), Mayor M Campbell (Kawerau District Council), Mayor S Chadwick (Rotorua Lakes Council), Deputy Mayor C Clout (Alternate, Tauranga City Council), Mayor J Forbes (Opotiki District Council), Mayor G Webber (Western Bay of Plenty District Council)

**In Attendance:** Deputy Mayor D Donaldson (Alternate, Rotorua Lakes Council), Chairman D Leeder (Alternate, Bay of Plenty Regional Council), Deputy Mayor F Tunui (Alternate, Kawerau District Council), G Talbot (Ministry of Civil Defence & Emergency Management), P Baunton (Tauranga City Council), D Bewley (Whakatane District Council), B Dempsey (Opotiki District Council), C Jensen (Kawerau District Council), J Miller (BOP Medical Officer of Health), B Crowe (NZ Police), A Death (Emergency Management Assistant), M Harrex (Manager Planning & Development), C Morris (Manager Recovery & Projects), T Peers-Adams (Administration Officer), C Naude (Director, Emergency Management Bay of Plenty), J Rickard (Western Bay of Plenty), S Cubbon (Committee Advisor)

**Apologies:** Chairman, Mayor G Brownless (Tauranga City Council)

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## **1 Declaration of conflicts of interest**

There were none declared.

## **2 Civil Defence Emergency Management Group Joint Committee minutes - 05 December 2016**

### **Resolved**

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

- 1 Receives the Civil Defence Emergency Management Group Joint Committee minutes - 05 December 2016**

**Forbes/Bonne  
CARRIED**

### 3 **Bay of Plenty CDEM Group Annual Plan 2017-18**

Clinton Naude, Director Emergency Management Bay of Plenty, presented the report noting a key action for Emergency Management Bay of Plenty as part of the 2016-17 Annual Plan was to prepare the Annual Plan for the Bay of Plenty Civil Defence Emergency Management Group for the next financial year.

The draft Bay of Plenty CDEM Group Annual Plan 2017-18 was the result of collaboration using the Goals and Objectives of the Bay of Plenty Civil Defence Emergency Management Group Plan 2012-2017 to align the key actions for the next financial year. The draft Plan had been received by the Coordinating Executive Group on Friday, 17 February 2017.

Members sought assurance that communication problems experienced during the recent Christchurch fires would not occur in an emergency situation in the Bay of Plenty, and Mr Naude pointed out a new communication programme had been adopted by the Group. Gary Talbot had attended EOC operations in Christchurch and Kaikoura and shared learnings with members. He considered it most important that Councils understood their obligations around welfare, maintained good relationships with emergency services and clearly talked to the lead agency in an emergency.

#### **Resolved**

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

- 1 Receives the report, Bay of Plenty CDEM Group Annual Plan 2017-18;**
- 2 Approves the Bay of Plenty CDEM Group Annual Plan 2017-18 for adoption.**

**Webber/Forbes  
CARRIED**

### 4 **Policy for the Appointment and Development of Recovery Managers**

Members approved the Policy for the Appointment and Development of Recovery Managers and agreed to appoint the persons listed in Schedule 1 to the Policy (page 71 of the agenda) as Recovery Managers.

#### **Resolved**

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

- 1 Receives the report, Policy for the Appointment and Development of Recovery Managers;**
- 2 Approves the Policy for the Appointment and Development of Recovery Managers**
- 3 Appoint Recovery Managers and Alternate Recovery Managers as listed in Schedule 1 of the Policy for the Appointment and Development of Recovery**

**Managers, in accordance with s.29 and s.30 of the Civil Defence Emergency Management Act 2002.**

**Forbes/Chadwick  
CARRIED**

## **Adjournment**

Members adjourned at 12.48am to take part in a workshop on the Draft Bay of Plenty Civil Defence Emergency Management Group Plan 2017-2022. The meeting reconvened at 1.30pm.

## **5 Draft Bay of Plenty Civil Defence Emergency Management Group Plan 2017-2022**

This report presented the draft Group Plan to the Joint Committee for approval for public consultation. Members were also asked to appoint three of their number to serve on the panel to hear submissions to the Draft Bay of Plenty Civil Defence Emergency Management Group Plan 2017-2022.

### **Resolved**

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

- 1 Receives the report, Draft Bay of Plenty Civil Defence Emergency Management Group Plan 2017-2022;**
- 2 Approves the Draft Bay of Plenty Civil Defence Emergency Management Group Plan 2017-2022 for public consultation, subject to incorporating the minor amendments identified by the Committee.**
- 3 Appoints Mayors Chadwick and Forbes and Bay of Plenty Regional Councillor Love as members of the Joint Committee to sit on the submissions hearings panel and authorises them to make decisions on submissions received for the Committee.**

**Love/Campbell  
CARRIED**

## **6 Public Excluded Section**

### **Resolved**

**THAT the public be excluded from the following parts of the proceedings of this meeting.**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

### **6.1 Public Excluded Civil Defence Emergency Management Group Joint Committee minutes - 05 December 2016 93**

**Reason**

That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

**Grounds**

To protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source.

**Love/Clout  
CARRIED**

**The meeting concluded at 1.35 pm.**