

# Minutes of the Civil Defence Emergency Management Group Joint Committee Meeting held in Mauao Rooms, Bay of Plenty Regional Council Building, 87 First Avenue, Tauranga on Friday, 28 September 2018 commencing at 10.00 a.m.

---

## Present:

**Chairman:** Mayor G Brownless - Tauranga City Council (TCC)

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

**Appointees:** Mayor M Campbell - Kawerau District Council (KDC); Mayor A Bonne - Whakatāne District Council (WDC); Deputy Mayor J Turner - Alternate, WDC; Mayor S Chadwick - Rotorua Lakes Council (RLC); Councillor S Browne - Alternate, Ōpōtiki District Council (ODC); Mayor G Webber - Western Bay of Plenty District Council (WBOPDC)

**In Attendance:** Clinton Naude - Director, Emergency Management Bay of Plenty (EMBOP); Russell George - Chair of Coordinating Executive Group & Chief Executive Officer, KDC; John Titmus - Regional Coordinator, Ministry of Civil Defence Emergency Management; Geoff Williams - Chief Executive, RLC; Miriam Taris - Chief Executive, WBOPDC; Lee Barton - Local Controller, KDC; Barbara Dempsey - Local Controller, WDC; Bruce Horne - Local Controller, RLC; Dr Sharon Kletchko – Coordinating Executive Group (CEG) Member, Lakes District Health Board, Matt Harrex - Manager, Planning and Development, EMBOP; Angela Reade - CEG Member, Group Welfare Manager; Sarah Omundsen - CEG Operations Sub Committee, BOPRC; Gerard McCormack - Local Controller, ODC; Donna Llewellyn - In-house Legal Counsel, BOPRC; Andrea Thompson - Personal Assistant to Director EMBOP; Merinda Pansegrouw - Committee Advisor, BOPRC

**Apologies:** Mayor J Forbes - ODC; Chairman D Leeder - Alternate, BOPRC; Deputy Mayor M Williams - Alternate, WBOPDC; Deputy Mayor D Donaldson - Alternate, RLC; Deputy Mayor F Tunui - Alternate, KDC and Bridget Vercoe - Ministry of Civil Defence & Emergency Management

---

## 1 Apologies

### Resolved

**That the Civil Defence Emergency Management Group Joint Committee:**

- 1 **Accepts the apologies from Mayor J Forbes, Chairman D Leeder, Deputy Mayor D Donaldson, Deputy Mayor M Williams, Deputy Mayor F Tunui and Bridget Vercoe tendered at the meeting.**

**Brownless/Love  
CARRIED**

**2 Public Forum**

Nil

**3 Acceptance of Late Items**

Nil

**4 General Business**

Nil

**5 Confidential Business to be Transferred into the Open**

Nil

**6 Declaration of Conflicts of Interest**

Nil

**7 Previous Minutes**

**7.1 Civil Defence Emergency Management Group Joint Committee minutes - 04 December 2017**

**Resolved**

That the Civil Defence Emergency Management Group Joint Committee:

- 1 Confirms the Civil Defence Emergency Management Group Joint Committee minutes of 04 December 2017 as a true and correct record.

**Love/Webber  
CARRIED**

**7.2 Civil Defence Emergency Management Group Joint Committee minutes - 22 June 2018**

**Resolved**

That the Civil Defence Emergency Management Group Joint Committee:

- 1 Confirms the Civil Defence Emergency Management Group Joint Committee minutes of 22 June 2018 as a true and correct record.

**Love/Chadwick  
CARRIED**

## 8 Reports

### 8.1 Bay of Plenty CDEM Group Annual Report 2017/18

Director, Emergency Management Bay of Plenty Clinton Naude presented the report and outlined the following as some of the key accomplishments forming part of a successful year for the Bay of Plenty Civil Defence Emergency Management (CDEM) Group and Emergency Management Bay of Plenty:

#### Key Points

- Publication of the Bay of Plenty CDEMG Plan 2018 – 2023, setting the direction for the next five years
- Outcome of the Technical Advisory Group's recommendations: improving how New Zealand responded to natural disasters and other emergencies
- The Bay of Plenty CDEMG new website launched in March 2018
- Good progress made in lifting the percentages of staff trained to work in the Emergency Operations Centres: more than 370 council staff members had participated in CDEM Training
- The Taiohi-Taiao Youth Jam 2018 project received an award for Excellence in Communication: Readiness and Resilience at the annual Emergency Management and Public Affairs (EMPA) Awards
- A number of emergency events that Bay of Plenty CDEM Group and Emergency Management Bay of Plenty had prepared for, supported and responded to over the year.

Committee members congratulated Emergency Management Bay of Plenty on a very successful year and thanked staff for their hard work and dedication.

### **Resolved**

**That the Civil Defence Emergency Management Group Joint Committee:**

- 1 Receives the report, Bay of Plenty CDEM Group Annual Report 2017/18;**
- 2 Approves the Bay of Plenty CDEM Group Annual Report 2017/18.**

**Love/Webber  
CARRIED**

### 8.2 Public Excluded Section

#### **Resolved**

#### **Resolution to exclude the public**

**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:**

General Subject of Matter to be Considered	Reason for passing this resolution in relation to this matter	Grounds under Section 48(1) LGOIMA 1987 for passing this resolution
9.1 Public Excluded Civil Defence Emergency Management Group Joint Committee minutes - 04 December 2017	Refer to the relevant section in the open minutes	Good reason for withholding exists under Section 48(1)(a)

**Brownless/Browne  
CARRIED**

### 8.3 Confidential Business to be Transferred into the Open

Nil

**The meeting closed at 10:10 am.**

Confirmed

\_\_\_\_\_  
Chairperson CDEMG, Mayor Greg Brownless

\_\_\_\_\_  
Date