



Please note that these minutes remain unconfirmed until the meeting of the Civil Defence Emergency Management Group Joint Committee on 28 August 2015

Report 15.313

26/06/2015

File: E/12/12/02

Minutes of the Civil Defence Emergency Management Group Joint Committee meeting held in the Council Chamber, Upper Hutt City Council, 838 Fergusson Drive Upper Hutt, on Friday 26 June 2015 at 9.00am

Present

Mayor Leggett (Chair)	(Porirua City Council)
Mayor Booth	(Carterton District Council)
Mayor Church	(Kapiti Coast District Council)
Mayor Guppy (from 9.29am)	(Upper Hutt City Council)
Mayor Patterson	(Masterton District Council)
Mayor Staples	(South Wairarapa District Council)
Mayor Wade-Brown (from 9.04am)	(Wellington City Council)
Mayor Wallace	(Hutt City Council)
Councillor Wilde	(Greater Wellington Regional Council)

1 Apologies

Moved (Mayor Leggett/ Mayor Patterson)

That the CDEM Group accepts the apology for lateness from Mayor Guppy.

The motion was **CARRIED**.

2 Public participation

There was no public participation.

3 Confirmation of Minutes

Moved

(Mayor Patterson/ Mayor Church)

That the CDEM Group confirms the minutes of the meeting of 27 March 2015, Report 15.14.

The motion was **CARRIED**.

4 Interim report of 14 May Flooding Event

Bruce Pepperell gave a Powerpoint presentation on the 14 May Flooding event. It was noted that actions and discussions are currently underway which will culminate in a final report on the flooding event to the Group at a later meeting. After action review sessions are being held with EOC staff, EEC staff, Wellington Water, transport agencies and other transport operators. Furthermore, an independent review of public transport during the event is also being undertaken by the Greater Wellington Regional Council.

The Committee noted that there were opportunities for improvement in the way that information was verified and communicated, with some radio stations reporting some evening bus services having ceased when they were operating as normal. It further noted that many employers had recommended staff depart for home early without checking with appropriate sources of advice. It was noted that the Group had sent out letters to the 200 largest organisations in the region and informed them of the sources of accurate information best referred to in an emergency event.

The Committee noted the desire for bus services to replace trains in a major event; however this will pose resourcing and prioritisation challenges, which need to be worked through.

5 Wellington Engineering Lifelines Group (WELG) activities update

Richard Mowll gave a presentation on the current work programme for WELG, highlighting where projects were being managed in conjunction with the Wellington Region Emergency Management Office (WREMO) and/or the Wairarapa Engineering and Lifelines Association (WELA). It was noted that a number of key projects scheduled had been completed, including identification of key utilities sites and response priorities. It was further noted that the number one response priority in the event of an emergency was public health and safety which includes the restoration of ambulance services and hospitals. These priorities are followed by emergency management services and then restoration of lifelines infrastructure.

It was noted that the WELG project manager has also been working on a project setting emergency levels of service. This aims to set realistic and/or aspirational levels of service for each major utility provider. This would both inform the operational response and guide decisions on capital investment.

6 MCDEM Monitoring and Evaluation

The Committee was provided with the results of the Ministry of Civil Defence and Emergency Management (MCDEM) capability assessment of the Wellington Region CDEM Group.

It was noted that this time the Group scored 68.6 versus 44.2% back in 2011. The group scored particularly well in the area of governance, leadership and culture; as well as increasing community awareness and preparedness. The area that represented the greatest opportunity for improvement was enhancing capability to recover from emergencies. The Committee expressed their appreciation for the good work completed thus far and noted that those areas for development were included in current WREMO plans. The importance of a recovery vision was emphasised in discussion, as was building greater resilience across the various recovery domains – economic, social, natural environment and built. In particular promoting building resilience to the extent that continued use of buildings would be possible following a major event, would avoid displacement and significantly speed up the recovery process.

Report 15.301

File: Z/01/04/19

Moved

(Mayor Leggett/ Mayor Wallace)

That the CDEM Group:

- 1. Receives the report.*
- 2. Notes the contents of the report and thanks WREMO for the significant efforts that have been made, while also noting that there is need for further improvement.*

The motion was **CARRIED**.

7 New Zealand Shakeout- 15th October 2015

The Committee noted that New Zealand ‘Shakeout’ day would occur on 15 October 2015. The importance of raising widespread public awareness throughout the Wellington Region was highlighted; more specifically the campaign should reach as many businesses, schools and organisations as possible. The Committee noted that communication teams of each territorial authority should be used to improve the effectiveness of the campaign. It was noted that the Red Cross hazard application was planned to be released in conjunction with the Shakeout promotion. The participation rate in the region at the last Shakeout event was the best for all regions, and the Committee noted the region should aim to achieve this outcome again. Finally, the Committee pointed out that the day offered an opportunity to educate individuals and groups about broader aspects of emergency management (such as business continuity).

8 CDEM Group Appointments

Report 15.299

File: Z/01/04/19

Moved

(Mayor Leggett/ Mayor Staples)

That the CDEM Group:

- 1. Receives the report.*
- 2. Notes the content of the report.*
- 3. Approves the following appointments:*
 - a. Lester Piggott, Local Controller, Hutt City Council*
 - b. Dan Neely, Alternate Group Controller, CDEM Group*
 - c. Rian van Schalkwyk, Alternate Local Controller, Hutt City Council*
- 4. Removes the following names from the previously approved appointment list:*
 - a. Dave Jack, Hutt City Council*
 - b. Jane Davis, CDEM Group*

The motion was **CARRIED**.

9 WREMO Quarterly Report (1 January to 31 March 2015)

The Committee discussed WREMO's progress for the quarter ended 31 March 2015 against the activities scheduled in the WREMO Annual Plan 2014/15.

It was noted that since the last report there had been two emergency management 'activations', and that these events allowed WREMO further opportunity to refine operational systems and processes. The new hazard application is nearing completion. The Committee noted that the application was being delivered at no cost to the Group apart for a one off establishment cost of \$1000 for any data-scrapes to permit automated alerts. This made it considerably more attractive than current alternatives that had high annual overhead charges. The Committee also noted that several WREMO controllers were undertaking the national controller training programme and that the current round of EOC training has been underway for four months. Additionally courses for elected officials were under development. They were planned for delivery in November/December.

The Committee received an update on WREMO's financial summary for the quarter. It was noted that WREMO had a favourable variance of \$330K for the nine months ending 31

March 2015. This was mainly the result of a \$173K personnel underspend caused by staff vacancies. The projected underspend at year end was \$300K and this would be used to offset the follow year's expenditure.

Report 15.298

File: Z/01/04/19

Moved

(Mayor Leggett/ Mayor Wallace)

That the CDEM Group:

- 1. Receives the report.*
- 2. Notes the content of the report.*

The motion was **CARRIED**.

The meeting closed at 10.04am.

Mayor Nick Leggett
Chair, Wellington Civil Defence Emergency Management Group

Date: