

Confirmed minutes of the Civil Defence Emergency Management Group meeting held in the Council Chamber, Upper Hutt City Council, 838 Fergusson Drive Upper Hutt, on Friday, 23 March 2012 at 9.10am

Present

Mayor Rowan (Chair)	(Kapiti Coast District Council)
Mayor Daniell	(Masterton District Council)
Mayor Mark	(Carterton District Council)
Mayor Staples (from 9.50am)	(South Wairarapa District Council)
Mayor Wade-Brown	(Wellington City Council)
Mayor Wallace	(Hutt City Council)
Councillor Wilde	(Greater Wellington Regional Council)

Public Business

1 **Apologies**

Moved (Mayor Rowan/ Mayor Wade-Brown)

That the CDEM Group accepts the apology for absence from Mayor Leggett.

The motion was **CARRIED**.

2 **Conflict of Interest declarations**

There were no declarations of conflict of interest.

3 **Public Participation**

There was no public participation.

4 **Confirmation of Minutes**

Moved (Mayor Rowan/ Mayor Mark)

That the CDEM Group confirms the minutes of the meeting of 25 November 2011, Report 11.603.

The motion was **CARRIED**.

5 **Proposed structure for CDEM in the Wellington region: the case for network enabled Civil Defence**

Bruce Pepperell, Regional Manager, Civil Defence Emergency Management gave a PowerPoint presentation.

Report 12.103

File:Z/01/04/19

Moved

(Mayor Rowan/ Mayor Mark)

That the Group:

1. *Receives the report.*
2. *Notes:*
 - a. *That this paper does not, in itself, meet all the requirements identified in the MCDEM Assessment (Reference B) but should provide the foundation from which the deficiencies may be addressed during phase three of the project (paragraph 3 c) and beyond; and,*
 - b. *That CEG has agreed in principle the following for final approval by the Joint Committee.*
3. *Approves:*
 - c. *The draft mission, vision and values recorded at Attachment 1;*
 - d. *The proposed Concept of Operations;*
 - e. *The delivery of readiness (and reduction) services through three functional groups and four designated areas as proposed in Attachment 2;*
 - f. *The delivery of response services, as required, through up to six EOCs plus a regional ECC as proposed in Attachment 3;*
 - g. *The proposed division of council assets to establish the new CDEM team. This will then allow detailed inventories to be established and values produced for transfer;*
 - h. *The majority of the team being “home based” at Hutt City and Wellington EMOs until the issue of an enhanced ECC is resolved;*

- i. *The general approach for the development of an enhanced ECC outlined in this report and delegate this to the Regional Manager for management in conjunction with the Greater Wellington Regional Council;*
- j. *The new organisation being formally titled the Wellington Region Emergency Management Office;*
- k. *The branding concept proposed;*
- l. *Costs for the new organisation from 1 Jul 13 being apportioned on a pro rata basis using population (based on the latest statistics contained in Council LTPs) with Greater Wellington being assessed as having the same population as Wellington City;*
- m. *The implementation of specific regional CDEM infrastructure projects being subject to direct funding by the relevant Council(s);*
- n. *That staff be informed of the outcomes above and that formal consultation proceeds to the final phase in accordance with the process outlined in paragraph 57 b;*
- o. *Confirm that Rural Fire management be eventually restructured as an Enlarged Rural Fire District(s) in line with the National Rural Fire Service strategy, however in the meantime, Hutt Valley rural fire arrangements be managed by WREMO;*
- p. *Direct the Regional Manager to prepare a draft general Agreement on the provision of joint CDEM services; and,*
- q. *Delegate the remaining details to the CEG for approval.*

The motion was **CARRIED**.

6 **Mass Temporary Accommodation in an Emergency Planning Guide**

Rian Van Schalkwyk, Manager, Emergency Management, spoke to the report.

Report 12.101

File:Z/01/04/19

Moved

(Mayor Wallace/Mayor Daniell)

That the Group

1. *Receives the report.*
2. *Notes the contents of the report.*
3. *Approves the proposed draft of the Wellington Region Civil Defence Emergency Management Group Mass Temporary Accommodation Planning guide.*

The motion was **CARRIED**.

7 New Zealand Shake Out

Rian Van Schalkwyk, Manager, Emergency Management, spoke to the report

Report 12.102

File: Z/01/04/19

Moved

(Mayor Rowan/Mayor Wallace)

That the Group:

1. *Receives the report.*
2. *Notes the contents of the report.*
3. *Supports the approach.*

The motion was **CARRIED**.

The meeting closed at 10.03am.

Mayor Jenny Rowan
Chair, Civil Defence Emergency Management Group

Date: