



Confirmed 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, 31 August 2012 at 9.00am

Present

Mayor Rowan (Chair)	(Kapiti Coast District Council)
Mayor Daniell	(Masterton District Council)
Mayor Guppy	(Upper Hutt City Council)
Mayor Leggett (from 9.07am)	(Porirua City Council)
Mayor Mark	(Carterton District Council)
Mayor Staples	(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**

There were no apologies.

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 Wade-Brown)

That the CDEM Group confirms the minutes of the meeting of 29 June 2012, Report 12.321.

The motion was **CARRIED.**

5 **WREMO update**

Bruce Pepperell, Regional Manager, Civil Defence Emergency Management, updated the Group on WREMO's activities since its establishment in July 2012, including the development of an interim Annual Plan.

6 **Lifelines utility restoration time following a Wellington fault earthquake**

Bruce Pepperell, Regional Manager, Civil Defence Emergency Management, gave an oral report on the Wellington Lifelines group. A written report will be provided to the next meeting on the restoration times of lifelines in the region following a major earthquake.

7 **Results of CDEM Group Plan workshops**

Bruce Pepperell, Regional Manager, Civil Defence Emergency Management, spoke to the report and invited members to outline those strategic gaps in current CDEM structures and activities that warranted priority attention in the forthcoming Group Plan.

An in depth discussion followed where each member of the committee provided comment on the issues they considered to be a priority for the region, summarised as follows:

Community Resilience. Specifically increasing community engagement and building partnerships. Key components of this were considered to be volunteers, tapping into neighbourhood support networks and vulnerable community networks, increasing public education (addressing complacency and providing more information), and planning for when away from home;

Integrated Planning. Required with CD agencies and related partners, and should include integrated planning across local authorities, plus integration of/with council business units for planning and development (e.g. Community development);

Region wide risk reduction. There should be an all hazard approach to risk management; region wide agreement, coordination and cooperation on risk reduction; common terminology; and further discussion on the level of information to be included on LIM reports;

Enhanced Coordination. Required across all CD partners and stakeholders including Emergency Services;

Recovery. There should be greater community involvement in this aspect. Greater clarity is required on how we plan for recovery. We need to develop principles and processes for implementation when required and address resources from early in the response; and,

Scientific Information. There is a requirement to promote the full situation to the public in terms people can understand.

Report 12.392

File: Z/01/04/19

Moved

(Mayor Rowan/ Mayor Wade-Brown)

That the Joint Committee:

- 1. Receives the report.*
- 2. Agrees the prioritised strategic issues to be addressed in the 2013-2018 CDEM Group Plan.*

The motion was **CARRIED**.

8 CDEM Group appointments

Bruce Pepperell, Regional Manager, Civil Defence Emergency Management, gave an oral report on CDEM Group appointments and highlighted the intention to create a panel of three alternatives, in addition to each appointed Controller. He also stated that the Council Recovery Managers needed to be separate again, with appointees being tier two people reporting to the Chief Executive preferably with a background in strategic planning, infrastructure or social capital. The current list of appointees would be refined and presented at the next Joint Committee in November 2012.

9 Update on New Zealand ‘Shakeout’

Bruce Pepperell, Regional Manager, Civil Defence Emergency Management, spoke to the report, highlighting the fact that as of the previous week, the Wellington Region was the leading region in NZ for registrations.

Report 12.393

File: Z/01/04/09

Moved

(Mayor Guppy/ Mayor Staples)

That the Joint Committee:

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

The motion was **CARRIED**.

10 General business

Mayor Wade-Brown discussed Wellington City Council’s civil defence and emergency management initiatives, highlighting the contents of the recently produced house strengthening booklet.

The meeting closed at 10.14am.

Mayor Jenny Rowan
Chair, Civil Defence Emergency Management Group

Date: