

Please note these minutes remain unconfirmed until the Civil Defence Emergency Management Group Joint Committee meeting on 4 December 2020.

Report 20.264

Unconfirmed Public minutes of the Civil Defence Emergency Management Group Joint Committee meeting on Friday 7 August 2020

Council Chamber, Upper Hutt City Council
828 Fergusson Drive, Upper Hutt at 9.00am.

Members Present

Mayor Baker (Chair)

Mayor Barry

Mayor Beijen (from 9.08am)

Mayor Guppy

Mayor Gurunathan

Mayor Lang

Councillor Ponter

Porirua City Council

Hutt City Council

South Wairarapa District Council

Upper Hutt City Council

Kāpiti Coast District Council

Carterton District Council

Greater Wellington District Council

Public Business

1 Apologies

Moved: Mayor Baker / Mayor Lang

That the Joint Committee accepts the apology for absence from Mayors Barry, Foster and Patterson.

The motion was **carried**.

2 Declarations of conflicts of interest

There were no declarations of conflict of interest.

3 Public participation

There was no public participation.

4 Confirmation of the Public minutes of the Civil Defence Emergency Management Group Joint Committee meeting of 24 April 2020 – Report 20.138

Moved: Mayor Baker / Mayor Guppy

That the Joint Committee confirms the Public minutes of the Civil Defence Emergency Management Group Joint Committee meeting of 24 April 2020 – Report 20.138

The motion was **carried**.

5 Civil Defence Emergency Management Group appointments – August 2020 – Report 20.270

Jeremy Holmes, Regional Manager, Wellington Region Emergency Management Office, spoke to the report.

Moved: Mayor Baker / Cr Ponter

That the Wellingt Region Civil Defence Emergency Management Group:

- 1 Approves the removal of the following statutory appointees:
 - a David Russell as Group Controller (CDEM Group)
 - b Andrew Dalziel as Alternate Group Controller (CDEM Group)
 - c Mark Duncan as Alternate Group Controller (CDEM Group)
 - d Davor Bejakovich as Alternate Group Controller (CDEM Group)
 - e Dan Neely as Supplementary Group Controller (CDEM Group)
 - f Adrian Glen as Supplementary Group Controller (CDEM Group)
 - g David Chick as Alternate Local Controller (Wellington City Council)
 - h Michelle Riwai as Alternate Local Controller (Wellington City Council)
 - i Karl Maddaford as Alternate Local Controller (Wellington City Council)
 - j Adrian Glen as Supplementary Local Controller (Wellington City Council)
 - k Kane McCollum as Supplementary Local Controller (Wellington City Council)
 - l Brian Anderson as Alternate Local Controller (Porirua City Council)
 - m Andrew Dalziel as Alternate Local Controller (Porirua City Council)
 - n Trevor Farmer as Alternate Local Controller (Porirua City Council)
 - o Karen Stillwell as Alternate Controller (Porirua City Council)
 - p Mike Scott as Alternate Local Controller (Porirua City Council)
 - q Adrian Glen as Supplementary Local Controller (Kāpiti Coast District Council)
 - r Simon Fleisher as Alternate Local Controller (Hutt City Council)

- s Chris Costley as Alternate Local Controller (Upper Hutt City Council)
- t David Chick as Alternate Local Recovery Manager (Wellington City Council)
- u Geoff Stuart as Alternate Local Recovery Manager (Hutt City Council)
- v Andrea Bradshaw as Alternate Local Recovery Manager (Hutt City Council).

2 Approves the addition of the following statutory appointees:

- a Mark Duncan as Group Controller (CDEM Group)
- b Jessica Hare as Alternate Group Controller (CDEM Group)
- c Dan Neely as Alternate Group Controller (CDEM Group)
- d Rick Newton as Alternate Local Controller (Hutt City Council)
- e Andrew Dalziel as Alternate Local Recovery Manager (Porirua City Council)
- f Andrea Bradshaw as Local Recovery Manager (Hutt City Council).

3 Approves the addition of Jennifer Rizzi as Welfare Manager (CDEM Group).

The motion was **carried**.

6 Amendments to the Wellington CDEM Group training and exercise plan 2020/21 – Report 20.273

Jeremy Holmes, Regional Manager, Wellington Region Emergency Management Officer, spoke to the report and tabled a presentation.

Moved: Mayor Baker / Mayor Guppy

That the Joint Committee:

- 1 Approves the proposed amendments to the Wellington Civil Defence Emergency Management Group's Training and Exercise Plan for 2020/21.
- 2 Approves the proposed approach to Recognised Prior Learning.
- 3 Approves the revised Key Performance Indicators for 2020/21 to:
 - 12 staff at Foundation Level
 - 12 staff at Intermediate Level
 - 6 staff at Advanced Level.

The motion was **carried**.

7 Wellington Region Emergency Management Office Annual Report for 2019/20 – Report 20.271

Jeremy Holmes, Regional Manager, Wellington Region Emergency Management Officer, spoke to the report.

Moved: Mayor Baker / Mayor Lang

That the Joint Committee approves the Wellington Region Emergency Management Office's draft Annual Report for 2019/20 (Attachment 1) as an accurate record of the activities occurring during that period.

The motion was **carried**.

Mayor Beijen arrived at the meeting at 9.08am, during the above item.

8 Wellington CDEM Group COVID-19 after-action review – Report 20.272

Jeremy Holmes, Regional Manager, Wellington Region Emergency Management Officer, spoke to the report.

Moved: Mayor Baker / Mayor Gurnathan

That the Joint Committee approves the Wellington Civil Defence Emergency Management Group's COVID-19 After Action Review Executive Summary (Attachment 1) as an accurate record of the event and lessons identified.

The motion was **carried**.

9 COVID-19 regional recovery update – oral report

Dan Neely, Manager, Community Resilience and Recovery, updated the Joint Committee on the regional recovery, and tabled a dashboard of recovery indicators.

Mr Neely acknowledged the support of the data providers and the recovery managers in each of the Wellington Region's councils. Mr Neely also acknowledged the Department of Internal Affairs, Treasury, StatsNZ, Social Wellbeing Agency and Massey University's Environmental Health Indicators programmes, for their contribution to the development of the Recovery Dashboard.

The development of a Recovery Dashboard will enable the WREMO and the Joint Committee to measure the impact of COVID-19 on community wellbeing. The Recovery Dashboard will also inform current and future recovery programmes. The Recovery Dashboard provides a pre-COVID-19 baseline to compare against for the next 18 months.

10 WREMO community survey results – oral report

Jess Hare, Manager, Business and Capability Development, gave a presentation on the 2020 community survey results.

Ms Hare informed the Joint Committee that the survey was conducted online, with a sample size of 2000 (an increase from 500 in 2019) in the Wellington Region.

There has been a slight increase in preparedness from 2019 to 2020, which may be a result of the COVID-19 pandemic, with more people storing more food, pet supplies and medications.

Ms Hare advised that those aged 18-24 were the least prepared, had the least knowledge of their local emergency hubs, or who their neighbours were. WREMO will specifically target this demographic in future public education campaigns.

11 Local earthquake response plans – oral report

Jeremy Holmes, Regional Manager, Wellington Region Emergency Management Officer, updated the Joint Committee on the Local Earthquake Response Plans. These Local Earthquake Response Plans complement the Wellington Region Earthquake Response Plan, which is linked to the Wellington Earthquake National Initial Response Plan, produced by the National Emergency Management Agency.

Mr Holmes advised the Joint Committee that David Russell, who was formerly the Group Controller for the Wellington Region Civil Defence Emergency Management Group, has been brought in on contract to work with the territorial authorities to develop their Local Earthquake Response Plans.

12 WREMO Annual Plan – the way ahead – oral report

Jeremy Holmes, Regional Manager, Wellington Region Emergency Management Officer, informed the Joint Committee that Wellington Region Emergency Management Office's Annual Plan for 2020/21 is in development. Mr Holmes will report back on the progress of developing the Annual Plan 2020/21 at the December 2020 meeting.

The meeting closed at 9.44am.

Mayor A Baker
Chair

Date: