

# Confirmed Public minutes of the Wellington Region Civil Defence Emergency Management Group meeting on Tuesday 19 March 2024

Council Chamber, Hutt City Council

30 Laings Road, Lower Hutt at 11.00am.

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## Members Present

Council Chair Ponter (Presiding Member)	Greater Wellington Regional Council
Mayor Baker	Porirua City Council
Mayor Caffell	Masterton District Council
Mayor Guppy	Upper Hutt City Council
Mayor Holborow	Kāpiti Coast District Council
Acting Mayor Sadler-Futter	South Wairarapa District Council

Callum Katene

Mayor Caffell and Acting Mayor Sadler-Futter participated at this meeting remotely via Microsoft Teams and counted for the purposes of quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002.

Callum Katene participated at this meeting remotely via Microsoft Teams.

Council Chair Ponter presided at the meeting in the absence of the Joint Committee Chair and Deputy Chair.

## Karakia timatanga

The Presiding Member opened the meeting with a karakia timatanga.

## Public Business

### 1 Apologies

Moved: Mayor Baker / Mayor Holborow

That the Joint Committee accepts the apologies for absence from Mayors Whanau, Mark and Barry, and Kura Moeahu.

The motion was **carried**.

**2 Declarations of conflicts of interest**

There were no declarations of conflicts of interest.

**3 Public participation**

There was no public participation.

**4 Confirmation of the Public minutes of the Civil Defence Emergency Management Group meeting of 5 December 2024 - Report 23.655**

Moved: Mayor Baker / Mayor Guppy

That the Joint Committee confirms the Public minutes of the Civil Defence Emergency Management Group meeting of 5 December 2024 - Report 23.655.

The motion was **carried**.

**5 Group Plan Development Timeline – Report 24.116**

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

Moved: Mayor Guppy / Mayor Holborow

That the Joint Committee notes the proposed Civil Defence Emergency Management Group plan timeline.

The motion was **carried**.

**6 Continuous Improvement and Assurance Update title – Report 24.117**

Jeremy Holmes, Regional Manager, Wellington Region Emergency Management Office, and Mark Duncan, WREMO, spoke to the report.

Moved: Mayor Holborow / Mayor Guppy

That the Joint Committee:

- 1 Notes the recommendations of the Office of the Auditor General's Report on Auckland Emergency Management:
  - a Governors and senior managers need regular and meaningful information about performance so they can direct and support improvements to the Council's emergency management function. They also need this information to know that the Council can respond effectively in an emergency.
- 2 Notes the work done by members of the Wellington Civil Defence Emergency Management Group to date.
- 3 Supports the intent to develop and implement a nationally aligned and regionally consistent Capability Assessment Tool to assess responsible agency

and Group emergency management capability and capacity until a new national tool is developed.

- 4 Supports the intent to use the Australian Institute for Disaster Resilience's Risk Assessment Guidelines alongside the National Emergency Management Agency Directors Guidelines for CDEM Group Planning to inform the development of the region's Continuous Improvement and Assurance function and processes.
- 5 Notes the dependency on a Continuous Improvement & Assurance FTE being approved in the upcoming LTP process to deliver this work.

The motion was **carried**.

## **7 Civil Defence Emergency Management Group Appointments – Report 24.118**

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

Moved: Mayor Baker / Mayor Guppy

That the Joint Committee:

- 1 Approves the addition of the following statutory appointees:
  - a Gunter Wild as Alternate Local Controller for Upper Hutt City Council
  - b Mike Mendonca as Alternate Local Controller for Porirua City Council
- 2 Approves the removal of the following statutory appointees:
  - a Jerry Wrenn as Alternate Local Controller for Porirua City Council
  - b Steven May as Primary Local Controller for the combined Wairarapa councils.

The motion was **carried**.

## **Karakia whakamutunga**

The Presiding Member closed the meeting with a karakia whakamutunga

The public meeting closed at 11.24am



T Whanau

**Chair**

Date: *4 June 2024*

