

Report 17.312

25/08/2017

File: CCAB-21-177

Confirmed public minutes of the Civil Defence and Emergency Management Group (Joint Committee) meeting held in the Council Chamber, Upper Hutt City Council, 838 Fergusson Drive, Upper Hutt, on Friday, 25 August 2017 at 10.12am

Present

Mayor Wallace (Chair)	(Hutt City Council)
Mayor Guppy	(Upper Hutt City Council)
Mayor Gurunathan	(Kapiti Coast District Council)
Mayor Lester	(Wellington City Council)
Mayor Napier	(South Wairarapa District Council)
Mayor Patterson	(Masterton District Council)
Mayor Tana	(Porirua City Council)

1 Apologies

Moved (Mayor Wallace/ Mayor Napier)

That the CDEM Group accepts the apologies for absence from Mayor Booth and Councillor Laidlaw.

The motion was **CARRIED**.

2 Public Participation

There was no public participation.

3 Confirmation of the minutes of 23 June 2017

Moved (Mayor Wallace/ Mayor Guppy)

That the CDEM Group confirms the minutes of the meetings of 23 June 2017, Report 17.232.

The motion was **CARRIED**.

Noted: The CDEM Group presented Jess Hare, Senior Emergency Management Advisor, with her 10 Year Long Service Award from the Ministry of Civil Defence and Emergency Management.

Noted: The CDEM Group welcomed Jeremy Holmes to the meeting and congratulated him on his appointment as Regional Manager, Wellington CDEM Group.

4 **Wellington Resilience Programme update**

Deb Hume, Programme Director, and Dan Neely, Manager, Community Resilience, updated the Group on the Wellington Regional Resilience Coordination Group programme.

A seasonal campaign series is underway to boost household resilience. A “Water Hero” campaign was run during autumn to boost awareness of household water requirements during a civil defence emergency event. The focus of winter has been “Emergency Household Planning”. This has included:

- The launch of a new household emergency planning guide (which has won an Emergency Media and Public Affairs award) and will be translated into 15 different languages;
- The getprepared.nz website has been updated;
- A new Wellington Region Emergency Management Office (WREMO) wremo.nz website has been launched. The website is mobile friendly and quick to load.

The spring campaign will commence shortly and focuses on “quakesafe your home and foundations”.

A hazard mapping project is also underway and will be released in the New Year. This has been co-funded by central government and focuses on identifying hazards and protecting the community.

5 **Community Emergency Hubs**

The Group received a presentation from Dan Neely, Manager, Community Resilience, on community emergency hubs.

Community emergency hubs are a new model of emergency hub developed by WREMO staff to link the ‘official response’ to the ‘community response’. Community emergency hubs (formerly known as Civil Defence Centres) are pre-identified places for the community to coordinate their efforts to help each other during and after a disaster. Hubs are not Emergency Assistance Centres (formerly known as Welfare Centres) where official government support can be accessed, but will be opened by the community and will be staffed with volunteers from the community when assistance is required to deal with the impact of a large scale emergency. Guidance has been developed to help volunteers when they set up a community hub.

This new model has been adopted by other cities within New Zealand (Kaikoura, Christchurch, Bay of Plenty and Rotorua) and has also been adopted by the City of San Francisco.

6 **Proposal to mark the 14 November 2016 anniversary**

The Group received a presentation from Jeremy Holmes, Regional Manager Wellington CDEM Group, on a proposal to mark the 14 November 2016 Kaikoura earthquake anniversary.

A plan is currently being drafted that includes activities such as:

- Households, businesses and schools to practice drop, cover and hold and finding safe evacuation routes for tsunami.
- Wellington resilience programme spring campaign of “quakesafe your home and foundations”.

It is possible that this could become an ongoing annual event. Councils will be sent further information once the plan is completed.

7 **CDEM Group Appointments**

Report: 17.302

File: Z/01/04/19

Bruce Pepperell, Regional Manager, WREMO, presented the report.

Moved

(Mayor Patterson/ Mayor Wallace)

That the CDEM Group:

- 1. Receives the report;*
- 2. Notes the content of the report;*
- 3. Approves the appointment of the person holding the position of Operational Readiness Manager, WREMO, as Wellington Region CDEM Group Controller;*
- 4. Approves the following controller appointments:*
 - a. Bruce Pepperell, Alternate Group Controller; and,*
 - b. Bruce Pepperell, Alternate Local Controller, Porirua City.*
- 5. Removes the following appointee from the list of Controllers:*
 - a. Bruce Pepperell, Group Controller.*

The motion was **CARRIED**.

8 **WREMO Annual Report 2016/2017**

Report: 17.303

File: Z/01/04/19

Bruce Pepperell, Regional Manager, WREMO, presented the report.

Moved

(Mayor Wallace/ Mayor Gurnathan)

That the CDEM Group:

- 1. Receives the report;*
- 2. Notes the contents of the report; and,*
- 3. Approves the contents of the report as an accurate record of those activities occurring in the 2016/2017 Financial Year.*

The motion was **CARRIED**.

9 **Next meeting: 1 December 2017**

The meeting closed at 11.00am.

Chair, Wellington Civil Defence Emergency Management Group.

Date: