

AGENDA



P O Box 747, Gisborne, Ph 06 867 2049 Fax 06 867 8076
Email service@gdc.govt.nz Web www.gdc.govt.nz

MEMBERSHIP: Her Worship the Mayor Rehette Stoltz, Deputy Mayor Josh Wharehinga, Meredith Akuhata-Brown, Bill Burdett, Andy Cranston, Shannon Dowsing, Sandra Faulkner, Larry Foster, Debbie Gregory, Isaac Hughes, Tony Robinson, Pat Seymour, Terry Sheldrake and Kerry Worsnop.

CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP

DATE: Wednesday 19 May 2021

TIME: 9:00AM

AT: Te Ruma Kaunihera (Council Chambers), Awarua, Fitzherbert Street, Gisborne

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Civil Defence Emergency Management

Reports to:	Council
Chairperson:	Mayor Stoltz
Deputy Chairperson:	Cr Wharehinga
Membership:	Mayor and all councillors
Quorum:	Half of the members when the number is even and a majority when the membership is uneven.
Meeting Frequency:	As required. Meetings may take place on the same day as Council meetings.

Purpose

To ensure that appropriate emergency management as detailed in the Civil Defence Emergency Management Act 2002 (the Act) is carried out within the Gisborne District.

Provide governance and oversight of the activities required to be undertaken on its behalf by the Act. Council is required to establish a Civil Defence and Emergency Management Group under s 12 (b) of the Civil Defence and Emergency Management Act 2002 (the Act).

Terms of Reference

The Civil Defence and Emergency Management Committee has responsibility and authority to:

- Be Gisborne's strategic forum for civil defence emergency management planning and policy.
- Co-ordinate planning, programmes and activities related to civil defence emergency management across the areas of risk reduction, readiness, response and recovery.
- Assist in local civil defence emergency management planning activity through developing, approving, implementing and monitoring the Gisborne Civil Defence Emergency Management Group Plan and ensuring alignment of local planning with national plans and strategy.
- Exercise the statutory powers outlined in the Act, including undertaking the functions prescribed in section 17 of the Act.

Relevant Legislation includes but is not limited to

- Civil Defence Emergency Management Act 2002

3.1. Confirmation of non-confidential Minutes 11 February 2021

MINUTES

Draft & Unconfirmed



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MINUTES of the CIVIL DEFENCE EMERGENCY MANAGEMENT Group

Held in Te Ruma Kaunihera (Council Chambers), Awarua, Fitzherbert Street, Gisborne on Thursday 11 February 2021 at 9:00AM.

PRESENT:

Her Worship the Mayor Rehette Stoltz, Deputy Mayor Josh Wharehinga, Bill Burdett, Andy Cranston, Shannon Dowsing, Sandra Faulkner, Larry Foster, Debbie Gregory, Pat Seymour, Terry Sheldrake and Kerry Worsnop.

IN ATTENDANCE:

Chief Executive Nedine Thatcher Swann, Director Lifelines David Wilson, Civil Defence Emergency Manager Ben Green, Democracy & Support Services Manager Heather Kohn and Committee Secretary Coral Dunn.

GUEST ATTENDANCE:

National Emergency Management Agency (NEMA) Andrew Hickey

The meeting commenced with a prayer.

1. Apologies

MOVED by Cr Burdett, seconded by Mayor Stoltz

That the apologies from Crs Akuhata-Brown and Tony Robinson be sustained.

CARRIED

2. Declarations of Interest

There were no interests declared.

3. Confirmation of non-confidential Minutes

3.1 Confirmation of non-confidential Minutes 28 October 2020

MOVED by Cr Sheldrake, seconded by Cr Wharehinga

That the Minutes of 28 October 2020 be accepted.

CARRIED

3.2 Action Sheet

Item 10.2 19-351 Internal CDEM Review - Scope, timeframes and engagement were being determined.

3.3 Governance Work Plan Placeholder

4. Leave of Absence

There were no leaves of absence.

5. Acknowledgements and Tributes

Mayor Stoltz acknowledged the passing of Council staff member Kelly McLeod. Council's thoughts were with his parents, his wife and five children.

6. Public Input and Petitions

There were no public input or petitions

7. Extraordinary Business

There was no extraordinary business.

8. Notices of Motion

There were no notices of motion.

9. Adjourned Business

There was no adjourned business.

10. Reports of the Chief Executive and Staff for INFORMATION

10.1 21-10 Tairāwhiti Civil Defence and Emergency Management Manager Report

Response to questions:

- It was too early to advise what had been learned from central government's all of government approach as it was continuing to evolve.
- The resilience fund was the only fund available from NEMA, however other funds were available from agencies such as Te Puni Kokiri.
- Joint applications had the benefit of shared contact and collaboration.
- Research based funding was available and an application had been made to the Improving Resilience from Rain Events Fund.
- Contacting of over 65 year olds during COVID-19 was a joint initiative between Council and Ministry of Social Development.
- The Communication Strategy developed with Council's Communications Team had identified relevancy and channels that needed to be leveraged.

- Relationship partners were interviewed to ensure their input and experiences were included in the report.
- Reimbursement of funds had been a slow process and some small items remained outstanding.
- The existing emergency funding structure was being reviewed as pandemics were not included.
- As Government decided to fund \$13m for foodbanks etc during the pandemic, it would again be their decision to do so in the future.
- In any further pandemics unbudgeted expenditure would need to be assessed during the emergency.
- The community link phone tree played a major part because of the poor cellphone reception in parts of the coastal region.
- Had applied for resource funding for satellite phone technology because of patchy cell phone reception in the region.
- Unable to comment about the implications of Whakaari and the Worksafe Report because of court proceedings.
- The national alert applied to civil defence emergencies and more work was being done on the alert in relation to tsunamis, volcanoes etc.

MOVED by Cr Dowsing, seconded by Cr Wharehinga

That the Civil Defence Emergency Management Group:

1. Notes the contents of this report

CARRIED

Secretarial Note: The meeting adjourned for a short break at 9.45am and reconvened at 9.50am.

11. Public Excluded Business

Secretarial Note: These Minutes include a public excluded section. They have been separated for receipt in Section 14 Public Excluded Business of Council.

12. RE-ADMITTANCE OF THE PUBLIC

MOVED by Cr Dowsing, seconded by Cr Wharehinga

That the Council:

1. Re-admits the public.

CARRIED

13. Close of Meeting

There being no further business, the meeting concluded at 10.03am.

Rehette Stoltz

MAYOR

3.2. Action Sheet

Meeting Date	Item No.	Item	Status	Action Required	Assignee/s	Action Taken	Due Date
18/12/2019	10.2	19-351 Internal CDEM Review Recommendations - Next Steps	In progress	Initiate work to deliver on the medium-term recommendations from the internal review of the Civil Defence Emergency Management activity.	Charlotte Knight	17/03/2021 Jill Simpson An update has been included in the CDEM Manager's report at the 18 August CDEM Group meeting.	19/05/2021

10. Reports of the Chief Executive and Staff for DECISION



21-109

Title: 21-109 Co-ordinating Executive Group Recommendation to the Civil Defence and Emergency Management Group

Section: Democracy & Support Services

Prepared by: Heather Kohn - Democracy & Support Services Manager

Meeting Date: Wednesday 19 May 2021

Legal: Yes

Financial: No

Significance: **Low**

Report to CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP for decision

PURPOSE

The purpose of this report is for the Civil Defence and Emergency Management CDEM Group to approve the recommendation from the Co-ordinating Executive Group (CEG) to approve the initiation of the CDEM Group Plan review, inclusive of the Adverse Event Plan review.

SUMMARY

Co-ordinating Executive Group – 14 April 2021

21-66 Civil Defence and Emergency Management Manager's Report

1. Recommends to the Civil Defence and Emergency Management Group that:
 - a) Approves the initiation of the Civil Defence and Emergency Management Group Plan review inclusive of the Adverse Event Plan review.

The decisions or matters in this report are considered to be of **Low** significance in accordance with the Council's Significance and Engagement Policy.

RECOMMENDATIONS

That the Coordinating Executive Group:

1. **Recommends to the Civil Defence and Emergency Management Group that:**
 - a) **Approves the initiation of the Civil Defence and Emergency Management Group Plan review inclusive of the Adverse Event Plan review.**

Authorised by:

James Baty - Director Internal Partnerships

Keywords: CDEM, Group. Plan, review, civil defence, emergency management, adverse, event

11. Public Excluded Business

RESOLUTION TO EXCLUDE THE PUBLIC

Section 48, LOCAL GOVERNMENT OFFICIAL INFORMATION and MEETINGS ACT 1987

That:

1. The public be excluded from the following part of the proceedings of this meeting, namely:

Confirmation of Confidential Minutes

Item 4.1 Confirmation of Confidential Minutes 11 February 2021

2. This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information & Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole of the relevant part of the proceedings of the meeting in public are as follows:

Item 4.1	7(2)(e)	Avoid prejudice to measures protecting the health or safety of members of the public.
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