



Meeting of the HB Civil Defence Emergency Management Group Joint Committee

Date: Monday 31 August 2020
Time: 1.30pm
Venue: Council Chamber
 Hawke's Bay Regional Council
 159 Dalton Street
 NAPIER

Agenda

ITEM	TITLE	PAGE
1.	Welcome/Notices/Apologies	
2.	Conflict of Interest Declarations	
3.	Confirmation of Minutes of the HB Civil Defence Emergency Management Group held on 8 June 2020	
4.	Action Items from Previous HB CDEM Group Joint Committee Meetings	3
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Decision Items		
6.	2019-20 Hawke's Bay CDEM Group Financial Report	9
7.	CDEM Group COVID-19 Resurgence Planning and Future Work Programme	27
8.	Amendments to the Hawke's Bay CDEM Group Plan: Controller and Recovery Manager Appointments	35
Information or Performance Monitoring		
9.	COVID-19 After Action Review: March to June 2020	41
10.	Hikurangi Response Plan Project Completion	49
11.	Discussion of Minor Items not on the Agenda	71



HB CDEM GROUP JOINT COMMITTEE

Monday 31 August 2020

SUBJECT: ACTION ITEMS FROM PREVIOUS HB CDEM GROUP JOINT COMMITTEE MEETINGS

Reason for Report

1. **Attachment 1** lists items raised at previous meetings that require action, and each item indicates who is responsible, when it is expected to be completed and a brief status comment. Once the items have been reported to the Committee they will be removed from the list.

Decision Making Process

2. Staff have assessed the requirements of the Local Government Act 2002 in relation to this item and have concluded that, as this report is for information only, the decision making provisions do not apply.

Recommendation

That the HB CDEM Group Joint Committee receives the "*Action Items from Previous HB CDEM Group Joint Committee Meetings*" report.

Authored and Approved by:

Ian Macdonald
GROUP MANAGER/CONTROLLER

Attachment/s

- [1](#) Action Items for August 2020 meeting



Hawke's Bay CDEM Joint Committee
Monday, 31 August 2020
Council Chambers, Hawke's Bay Regional Council

Action Items from previous meetings:

Item number	Meeting / Agenda Item	Action	Responsible.	Status/Comment
1.	General	"Thanking" function for Civil Defence staff/volunteers and Essential services during the Covid-19 response	Individual Councils	No further action required

From previous CDEM Joint Committee meetings

2.	Group Plan Review – Outline Process And Key Dates	<ul style="list-style-type: none"> Set new objectives for the Group for the next 5 years 	I Macdonald	On hold due to COVID-19 response
3.	Follow-ups: Risk Reduction	Possibly having a discussion paper to the next JC on developing a combined plan for all TAs and Agencies around natural hazards and risks.	I Macdonald	On hold due to COVID-19 response. However some initial consultation with HBRC strategic planners on the review of the regional policy statement and plans.
4.	2018-19 Annual and Financial Report	<ul style="list-style-type: none"> Agrees that a letter of recommendation from the Chair of this Committee be sent to the Regional Councillors to accept the Annual and Financial Reports for the year 2018-19 from the CDEM Group and how this money is going to be prioritised to build up a reserve for the Civil Defence Fund. The Annual report 2018-19 will be circulated to all five councils for consideration. 	Mayor A Walker / I Macdonald	Letter yet to be drafted. Given current situation and the financial paper in this report, this may be best for 2019/20?



HB CDEM GROUP JOINT COMMITTEE

Monday 31 August 2020

Subject: CALL FOR MINOR ITEMS NOT ON THE AGENDA

Reason for Report

1. Standing order 9.12 states:

"A meeting may deal with an item of business that is not on the agenda where the meeting resolves to deal with that item and the Chairperson provides the following information during the public part of the meeting:

- (a) the reason the item is not on the agenda; and*
- (b) the reason why the discussion of the item cannot be delayed until a subsequent meeting.*

Items not on the agenda may be brought before the meeting through a report from either the Chief Executive or the Chairperson.

Please note that nothing in this standing order removes the requirement to meet the provisions of Part 6, LGA 2002 with regard to consultation and decision making."

2. In addition, standing order 9.13 allows *"A meeting may discuss an item that is not on the agenda only if it is a minor matter relating to the general business of the meeting and the Chairperson explains at the beginning of the public part of the meeting that the item will be discussed. However, the meeting may not make a resolution, decision or recommendation about the item, except to refer it to a subsequent meeting for further discussion."*

Recommendations

1. That the Civil Defence Emergency Management Group Joint Committee accepts the following "minor items" for discussion as Item 11:

Item	Topic	Councillor / Staff
1.		
2.		
3.		

Annelie Roets
GOVERNANCE ADMINISTRATION
ASSISTANT

Ian Macdonald
GROUP MANAGER/CONTROLLER



HB CDEM GROUP JOINT COMMITTEE

Monday 31 August 2020

Subject: 2019-20 HAWKE'S BAY CDEM GROUP FINANCIAL REPORT

Reason for Report

1. The purpose of this report is to provide the final Group financial report for the 2019-20 year for the approval of the Committee.

Officers' Recommendations

2. That the Committee adopts the 2019-20 Hawke's Bay CDEM Group Financial Report.
3. That the Committee agrees that the 2019-20 overspend from the COVID-19 response be held as a deficit in the Hawke's Bay CDEM Group targeted rate reserve account.
4. That this deficit be recovered through the management of expenditure in future financial years.

Executive Summary

5. The response to COVID-19 has had a significant impact on the Group finances and work programme. The provision of emergency welfare support and direct operational response costs resulted in \$1,692,324 additional expenditure in 2019-20. Reimbursement of \$530,053 has been approved for the first welfare cost claim from the National Emergency Management Agency (NEMA). A further three claims amounting to a total of \$409,351 are currently being assessed.
6. This has resulted in a net overspend of \$374,077 (after Lifelines expenditure has been removed). The Group currently has \$371,515 held in reserves leaving a deficit of \$2,562 in the reserve account.
7. It is recommended that this small deficit in the reserve be recovered by way of managing expenditure over the 2020-21 financial year. The risk with this approach is that further emergency expenditure maybe required as the result of a resurgence of COVID-19 or another emergency event.
8. In summary, while there has been significant unbudgeted expenditure in the CDEM Group budgets, the decision to hold under-expenditures in recent years as a reserve has meant this has been managed, with some residual risk from future events, without the need to increase the regional targeted rate.

Background/Discussion

9. Attachment 1 contains the final financial reports for 2019-20 summarising the costs attributed to the COVID-19 response and more detailed reports for the four Group project areas that are currently funded by the regional CDEM targeted rate (711, 712, 713 and 714).
10. Prior to the COVID-19 response, the Group budgets were on track for under expenditure for the 2019-20 financial year. This has also helped in reducing the financial impact of the COVID-19 response.
11. As part of the COVID-19 response the Group incurred two additional types of expenses. These include operational response and emergency welfare support expenditure. A summary of these costs are attached.

12. The operational response costs included matters such as:
 - 12.1. Short term contracts for additional welfare staff
 - 12.2. Development and operation of the welfare 0800 number and the team of needs assessors
 - 12.3. Personnel costs for extra staff hours
 - 12.4. Miscellaneous response costs such as food for shifts, extra IT equipment and software licences.
13. Emergency welfare costs included such items as:
 - 13.1. Grocery items
 - 13.2. Household goods such as clothing and blankets
 - 13.3. Delivery costs
 - 13.4. Emergency accommodation
 - 13.5. Reimbursement of food bank costs
14. The extra expenditure due to COVID-19 has been significantly offset by reduced activity in other areas such as risk reduction, hazard research, coordination and community engagement.
15. Another factor to be considered as part of the Group finances is the additional operational expenditure of \$60,000 in supporting the drought response.
16. In summary the additional COVID-19 and drought operational response costs have been absorbed through reduced activity in non-response areas and the utilisation of the existing reserve.
17. 2020-21 Financial Year Risks – As the CDEM reserve account is now depleted there is a risk that if another significant event was to occur a large deficit may arise.
18. By far the biggest risk now, is any response required as part of a resurgence of COVID-19. Based on our previous experience and the fact that across all levels of government and the community we are better prepared. It is probable that any resurgence will not have as large impact and will be better managed. Given recent work and conversations across the all of government response there is confidence that the demand on CDEM welfare services in particular will not be as high as it was in the first response.
19. As the 2020-21 rates have now been struck there are no real short-term options available to provide for a reserve. Therefore any emergency expenditure over the next 12 months may require the reserve account to move further into deficit.

Options Assessment

20. As expected the COVID-19 response has had a significant impact on the finances of the Group. The gross result of this would have been an approximately \$700,000 overspend. However, after taking out reduced expenditure across the CDEM activity and using the \$371,000 held in reserve a minor deficit remains.
21. There are limited options available to address this, and the risk of further deficit into 2020-21.

Strategic Fit

22. Under the Group Plan the Group is required to efficiently and effectively respond to an emergency event. There is nothing in this paper or recommendations that adversely impact on this.

Financial and Resource Implications

23. Any financial or resource implications have been addressed as part of this paper.

Decision Making Process

24. Committee is required to make every decision in accordance with the requirements of the Local Government Act 2002 (the Act). Staff have assessed the requirements in relation to this item and have concluded:
 - 24.1. The decision does not significantly alter the service provision or affect a strategic asset.
 - 24.2. The use of the special consultative procedure is not prescribed by legislation.
 - 24.3. The decision does not fall within the definition of the Adminstrating Authority's (HBRC) policy on significance and engagement
 - 24.4. No persons can be identified who may be affected by this decision.
 - 24.5. The decision is not inconsistent with an existing policy or plan.
 - 24.6. Given the nature and significance of the issue to be considered and decided, and also the persons likely to be affected by, or have an interest in the decisions made, the Committee can exercise its discretion and make a decision without consulting directly with the community or others having an interest in the decision.

Recommendations

That Hawke's Bay CDEM Group Joint Committee:

1. Receives and considers the "2019-20 Hawke's Bay CDEM Group Financial Report" staff report.
2. Agrees that the decisions to be made are not significant under the criteria contained in Council's adopted Significance and Engagement Policy, and that Council can exercise its discretion and make decisions on this issue without conferring directly with the community or persons likely to have an interest in the decision.
3. That the Committee adopts the 2019-20 Hawke's Bay CDEM Group Financial Report.
4. That the Committee agrees that the 2019-20 overspend from the COVID-19 response be held as a deficit in the Hawke's Bay CDEM Group targeted rate reserve account.
5. That this deficit be recovered through the management of expenditure in future financial years.

Authored and Approved by:

Ian Macdonald
GROUP MANAGER/CONTROLLER

Attachment/s

- [1](#) CDEM Income and Expenditure 2019-20 Financial Year
- [2](#) Project Progress Report - Reduction - Hazard Identification and Mitigation
- [3](#) Project Progress Report - Readiness and Response
- [4](#) Project Progress Report - Recovery and Coordination
- [5](#) Project Progress Report - Local Emergency Management
- [6](#) Project Progress Report - Emergency Management Total
- [7](#) CDEM Reserve Account

Summary: CDEM Income and Expenditure 2019/20 Financial Year

Project Code	ACTIVITY GROUPS Activity Sub-Groups	Expenditure Actual	Expenditure Budget	(%) Of	Income Actual	Income Budget	(%) Of	Net Result
5.0 Emergency Management								
711	711 - Reduction - Hazard Identification & Mitigation	130,725	296,420	44% -	201,638	297,174	68%	-70,913
712	712 - Readiness & Response	2,634,991	679,965	388% -	1,900,753	671,428	283%	734,238
713	713 - Recovery & Coordination	559,633	579,905	97% -	637,903	585,316	109%	-78,270
714	714 - Local Emergency Management	512,524	700,149	73% -	718,907	696,782	103%	-206,383
	HB Civil Defence Emergency Management Group	3,837,873	2,256,438	170% -	3,459,201	2,250,700	154%	378,672

PROJECT PROGRESS REPORT		
Hawkes Bay Regional Council Year: 2019 (From 01-Jul-2019 To 30-Jun-2020) GROUP: 749 Emergency management total PROJECT: 711 Reduction - Hazard Ident. & Mitigation		
+	Activity Detail	Budget
	Personel and Overhead Costs	228,111
	2835 Rate collection costs	6,067
	Overhead Charges	6,067
	2310 Advertising	6,000
	2380 Consultancy costs	45,942
	2385 Contractors	
	2395 Contributions	
	2720 Meeting expenses	
	2725 Miscellaneous expense	1,000
	2750 Other direct costs	4,000
	2780 Printing & publishing	3,500
	2875 Remission on Maori land	
	3050 Travel & accommodation	1,800
	External Costs	62,242
	TOTAL COSTS	296,420
	1040 Targeted rates	(196,243)
	1144 Miscellaneous revenue	(100,000)
	1305 Interest - projects	(931)
	Income	(297,174)
	TOTAL EXTERNAL INCOME	(297,174)
	NET FUNDING REQUIREMENT	(754)

Item 6

Attachment 2

PROJECT PROGRESS REPORT		
Hawkes Bay Regional Council Year: 2019 (From 01-Jul-2019 To 30-Jun-2020) GROUP: 749 Emergency management total PROJECT: 712 Readiness & Response		
+	Activity Detail	Budget
	Personel and Overhead Costs	868,230
		567,306
	2835 Rate collection costs	14,697
	5416 Computer services charges	45
	Overhead Charges	14,742
		14,697
	2155 Protective clothing	8,286
	2170 Staff recognition fund	230
	2180 Training	7,561
	2310 Advertising	25,542
	2338 Building maintenance	1,152
	2354 Catering	871,929
	2365 Cleaning	80
	2370 Computer software license cost	6,267
	2380 Consultancy costs	8,560
	2385 Contractors	330,583
	2395 Contributions	1,462
		10,000
	2436 Digital Media / Webcasting	749
	2450 Donations	250,000
	2470 Equipment - small	41,535
	2545 General expenses	27,578
	2560 Graphic design expenses	935
	2600 Hygiene supplies	2,259
	2610 Information Services reviews	490
	2614 Infrastructure Services	199
	2635 Internet usage charges	7,438
	2640 IT consumables	1,499
	2710 Marketing	500
	2715 Materials & consumables	(40,812)
	2720 Meeting expenses	2,518
	2725 Miscellaneous expense	55,970
	2728 Mobile & cellphone charges	1,000
	2750 Other direct costs	12
	2780 Printing & publishing	2,543
	2790 Property administration	40,000
		1,000

Item 6

Attachment 3

Attachment 3

Item 6

+	Activity Detail	Actual	Budget
	2885 Rental expense	56,450	23,000
	2900 Room hire	174	
	2940 Software maintenance	8,316	
	2975 Stationery	968	
	3015 Technical materials	3,784	3,500
	3020 Telecommunications	47,520	14,000
	3045 Training - project related	2,213	4,000
	3050 Travel & accommodation	15,500	
	3085 Vehicle lease expense	1,770	
	External Costs	1,752,019	97,962
	TOTAL COSTS	2,634,991	679,965
	1040 Targeted rates	(682,902)	(676,478)
	1144 Miscellaneous revenue	(929,354)	
	1159 User charges & cost recoveries	(288,483)	
	1305 Interest - projects	(15)	5,050
	Income	(1,900,753)	(671,428)
	TOTAL EXTERNAL INCOME	(1,900,753)	(671,428)
	NET FUNDING REQUIREMENT	734,238	8,537

PROJECT PROGRESS REPORT			
Hawkes Bay Regional Council Year: 2019 (From 01-Jul-2019 To 30-Jun-2020) GROUP: 749 Emergency management total PROJECT: 713 Recovery & Coordination			
+	Activity Detail	Actual	Budget
	Personel and Overhead Costs	423,979	502,202
	2835 Rate collection costs	8,782	8,782
	Overhead Charges	8,782	8,782
	2180 Training	2,982	
	2310 Advertising	5,632	22,821
	2380 Consultancy costs	2,471	20,000
	2385 Contractors	45,534	
	2395 Contributions		12,000
	2396 Contributions - Lifelines	4,240	
	2470 Equipment - small	548	
	2490 Equipment servicing	40	
	2560 Graphic design expenses	21,732	
	2660 Legal fees & charges	1,450	2,000
	2710 Marketing	18,454	
	2715 Materials & consumables	458	
	2720 Meeting expenses	5,747	
	2725 Miscellaneous expense	1,452	2,000
	2780 Printing & publishing	3,241	5,000
	2810 Publication subscriptions	173	
	2975 Stationery	53	
	3020 Telecommunications	5,018	1,500
	3050 Travel & accommodation	7,647	3,600
	External Costs	126,872	68,921
	TOTAL COSTS	559,633	579,905
	1040 Targeted rates	(566,626)	(561,296)
	1144 Miscellaneous revenue	(95,205)	(18,500)
	1210 Local authority grants	25,000	
	1305 Interest - projects	(1,197)	(5,520)
	1465 Other rentals	124	
	Income	(637,903)	(585,316)
	TOTAL EXTERNAL INCOME	(637,903)	(585,316)
	NET FUNDING REQUIREMENT	(78,270)	(5,411)

PROJECT PROGRESS REPORT			
Hawkes Bay Regional Council Year: 2019 (From 01-Jul-2019 To 30-Jun-2020) GROUP: 749 Emergency management total PROJECT: 714 Local Emergency Management			
+	Activity Detail	Actual	Budget
	Personel and Overhead Costs	488,828	531,244
	2180 Training	(31,841)	
	2240 Parts	16	
	2310 Advertising	1,713	51,754
	2385 Contractors	10,080	4,700
	2456 Education costs		8,600
	2470 Equipment - small	589	12,500
	2490 Equipment servicing	3,150	16,100
	2665 Licence fees		1,000
	2710 Marketing		11,200
	2715 Materials & consumables	3,155	613
	2720 Meeting expenses	282	
	2725 Miscellaneous expense	13,807	2,050
	2750 Other direct costs	45	
	2780 Printing & publishing	890	10,000
	2890 Repairs & maintenance	6,283	
	3015 Technical materials	10,926	
	3020 Telecommunications	2,220	
	3030 Thinning & pruning	104	
	3045 Training - project related	2,140	47,825
	3050 Travel & accommodation	135	2,563
	External Costs	23,695	168,905
	TOTAL COSTS	512,524	700,149
	1040 Targeted rates	(701,115)	(694,520)
	1144 Miscellaneous revenue	(596)	
	1210 Local authority grants	(15,000)	
	1305 Interest - projects	(2,196)	(2,262)
	Income	(718,907)	(696,782)
	TOTAL EXTERNAL INCOME	(718,907)	(696,782)
	NET FUNDING REQUIREMENT	(206,383)	3,367

PROJECT PROGRESS REPORT**Hawkes Bay Regional Council**

Year: 2019 (From 01-Jul-2019 To 30-Jun-2020)

GROUP: 749 Emergency management total PROJECT: 712 Readiness & Response

JOB: 712016 HBCDEM COVID-19 Response (2020)

+	Activity Detail	Actual	Remarks
	Personel and Overhead Costs	439,241	
	2155 Protective clothing	8,286	
	2170 Staff recognition fund	230	
	2310 Advertising	9,057	
	2354 Catering and Food	871,929	Food purchased for foodbanks and food parcels
	2365 Cleaning	80	
	2370 Computer software license cost	1,267	
	2380 Consultancy costs	6,380	
	2385 Contractors	238,295	Includes establishment and operation of 0800 number
	2436 Digital Media / Webcasting	69	
	2545 General expenses	27,578	
	2560 Graphic design expenses	213	
	2600 Hygiene supplies	2,259	
	2610 Information Services reviews	490	
	2710 Marketing	500	
	2715 Materials & consumables	182	
	2720 Meeting expenses	132	
	2725 Miscellaneous expense	51,563	
	2750 Other direct costs	1,509	
	2975 Stationery	373	
	3015 Technical materials	3,576	
	3020 Telecommunications	16,749	
	3050 Travel & accommodation	10,598	
	3085 Vehicle lease expense	1,770	
	External Costs	1,253,083	
	TOTAL COSTS	1,692,324	
	1144 Miscellaneous revenue	(929,354)	Claimed from central government
	Income	(929,354)	
	TOTAL EXTERNAL INCOME	(929,354)	
	NET FUNDING REQUIREMENT	762,970	

CDEM Reserve Account			
	CDEM	Lifelines	TOTAL
2018/19 Balance	371,515	42,000	413,515
2019/20 Net Expenditure	374,077	4,595	378,672
2019/20 Balance	-2,562	37,405	34,843

Item 6

Attachment 7



HB CDEM GROUP JOINT COMMITTEE

Monday 31 August 2020

Subject: CDEM GROUP COVID-19 RESURGENCE PLANNING AND FUTURE WORK PROGRAMME

Reason for Report

1. The purpose of this report is to attain endorsement from the Committee on a decision by the Coordinating Executives Group (CEG) as to the direction of the Group work program over the next 6-12 months.

Executive Summary

2. There is an ongoing high risk of a future recurrence of COVID-19 in Hawke's Bay and some form of community transmission beyond what has already occurred.
3. The Group work program needs to be re-orientated to help manage the impacts of this risk.
4. The learnings from the COVID-19 response to 30 June 2020 has helped inform the priorities and direction of the Group's work/projects for at least the next 6-12 months.

Background

5. Post the initial COVID-19 response it was deemed prudent to review the work being undertaken by Group office, with the support of Council and partner agency staff. This work had commenced and CEG provided guidance and decisions at its 20 July meeting.
6. Subsequently on 12 August community transmission was confirmed in Auckland and Hawke's Bay was placed back into Level 2 restrictions.
7. National advice is that there continues to be a high risk of a recurrence of COVID-19 and some form of community transmission into the future.
8. In mid-June some initial decisions were made by the Group Manager/Controller to set the high-level intent for the Group office for the rest of 2020. These are:
 - 8.1. To ensure Group office staff can support a Group response to a COVID-19 recurrence.
 - 8.2. To ensure any work/projects will add value to a Group response to a COVID-19 recurrence.
9. The aim is to have Group office staff rested and capable of supporting a sustained response, while also reviewing or developing supporting systems, processes and relationships to respond to a COVID-19 recurrence.
10. This work commenced with staff wellbeing initiatives and monitoring, and the commencement of the COVID-19 response to 30 June after-action review (AAR). Some initial COVID-19 recurrence response planning was also completed and this was further prioritised and advanced upon returning to Level 2 on 12 August.

Discussion

11. Decisions on the Group work priorities over the next 6-12 months also have implications for council staff and partner agencies. While the Group office staff will play a significant role, much of what needs to occur also requires commitment and input from key council

staff and partner agencies. As such this work needs to be given a high priority within organisations.

12. Work has commenced on reviewing the current Group COVID-19 recurrence plan (dated 14 Aug) in light of the National Action Plan being released on 19 August. In priority order, the CEG confirmed the following key work areas for improvement:
 - 12.1. The identification, selection, onboarding, and staff management policies (e.g. rostering, contracts, EAP) of staff in the GECC.
 - 12.1.1. Significant work has been completed in this area.
 - 12.1.2. The Group office has completed engagement with Councils, controllers and staff have been clearly identified to play roles within specific functions in the GECC and as needs assessment analysts. Short training sessions with these staff have commenced.
 - 12.2. Review of health and safety for the GECC facility and staff within, safe working methods for those deployed. Including bubble management and use of PPE.
 - 12.2.1. Work on this review has commenced. Health and safety staff from HBRC, HDC and NCC have commenced a review of existing documentation, induction and procedures including ongoing wellbeing.
 - 12.3. System accessibility, stability, shared understanding of response systems and data management within response information systems.
 - 12.3.1. The work in this area are a number of smaller process/hardware initiatives and training. As mentioned training is underway and ICT systems are part of this.
 - 12.3.2. A security review of ICT systems which hold personal information through emergency welfare needs assessment has just been completed and any implications are being identified.
 - 12.4. Supply chain and logistical processes, integration of Fast-Moving Consumer Goods systems into procurement and food package system.
 - 12.4.1. The Hawke's Bay councils Director, Regional Strategic Procurement has commenced reconnecting with local supermarkets and gaining an understanding of their capability to support food distributing if needed.
 - 12.4.2. Further work is required in this area however to an extent this is driven at a national level.
 - 12.5. Welfare needs assessment and referrals process. Options analysis of the Āwhina needs assessment tool vs The Development Hub. Integration and implementation into Group response systems.
 - 12.5.1. Good progress has been made in this area. Work has been ongoing with HBRC, HDC and NCC as to how we might internalise the call centre (the so called 0800 number) by better using existing staff who will be under utilised should Hawke's Bay move back into Level 3 restrictions or above.
 - 12.5.2. At this stage it has been decided not to use the national needs assessment tool (Āwhina) primarily to maintain continuity for the on-going COVID-19 response. However, we will be reviewing this decision as Āwhina is developed further by the National Emergency Management Agency (NEMA).
 - 12.5.3. As mentioned we intend to use council staff to carry out the detailed welfare needs assessment as people are referred from the 0800 number. Council staff and two facilities from HDC and NCC have already been identified. Training packages have been developed and training of the needs analysis staff will occur over the next few weeks.

- 12.6. Embedding community engagement in response into our wider response framework. Ensuring networks of networks approach in response is enduring, informs a re-escalation, and increases long term resilience of Hawke's Bay.
 - 12.6.1. The Group Welfare Manager has been working with the wider Welfare Coordination Group (WCG) to review the roles and responsibilities to help guide and lead the individual networks. Attachment 1 outlines how this is now structured.
 - 12.6.2. Each of the networks have met at least once since July and this relationship management will be ongoing.
 - 12.6.3. Feedback from staff has been that while the NGOs and volunteers involved in the networks are feeling drained, and are still dealing with the ongoing impacts of COVID-19 on their communities, there is self-confidence that they will be able to effectively support their communities should Hawke's Bay move into Level 3 or above again.
 - 12.6.4. This work area has also been enhanced by the establishment of the Regional Leadership Group (RLG) which is part of the central government Caring for Communities initiative. The role of the RLG is to provide support, advice and governance to the overall regional response to COVID-19. The members of this Committee are also part of this Group.
13. The recommendations above are consistent with a number of learnings from the national COVID-19 response review which was undertaken in late July. Three Group office staff attended this review.
14. An outline timeframe for this work is as follows. Due to the August resurgence of COVID-19 much of this work has been accelerated and where necessary operational decisions made on actions and priorities in keeping with the intent from CEG:
 - 14.1. 20 July CEG - project initiation, work program areas of focus for recurrence was approved.
 - 14.2. August - Engaging with project teams and stakeholders, understanding the problem. Scoping the work for re-escalation. Due to the current COVID-19 resurgence this work has been accelerated.
 - 14.3. September – where developed project plans socialised and consulted with stakeholders.
 - 14.4. 19 October CEG – Present outstanding project plans and approval for implementation. Review existing or completed work.
 - 14.5. Ongoing already - Embed formal COVID-19 to Jun 2020 response lessons, implement and monitor project plans.
15. At the July CEG meeting, the point was made that the above should not be viewed as a purely linear process and where appropriate and within the guidance of this paper, projects or work may be brought forward or occur concurrently. This is what has occurred.
16. The implications of changing the direction of the Group work program for the next 6-12 months are:
 - 16.1. The review of the Group Plan will need to be delayed until 2021. Given the review of the National Plan has been further delayed, the current Plan is seen as generally fit for purpose and has been updated as appropriate, the residual risk of this decision is low.
 - 16.2. In general current risk reduction and community engagement work will be delayed by about 6 months – although some work which was significantly advanced is being completed.
 - 16.3. Significant exercises will be placed on hold until 2021 and some training will be delayed.

17. The Committee should also note that the Group Welfare Manager Alison Prins has resigned her position and will leave on 9 September. Due to the pivotal role of this position in readiness and response particularly in the COVID-19 response, the Group office has employed Joanne Lawrence on a short-term contract until the end of the year. This is to provide continuity in the current response while the position is reviewed and the market recruitment process completed.
18. Ms Lawrence was an alternate Group Welfare Manager during the first COVID-19 response and covered for a couple of weeks while the incumbent was rested. She also held a leadership position at MSD and was a member of the WCG for a number of years.

Next Steps

19. It is requested that the Committee endorse the CEG decisions outlined in this report. This will ensure that the Group is well positioned to continue to respond to the intermediate risks of an ongoing recurrence of COVID-19.
20. CEG and the Regional Leadership Group will be kept up to date on the Group COVID-19 Recurrence Work Plan as it is further developed and implemented.
21. This will also be reported on at the next Committee meeting.

Strategic Fit

22. Under the Group Plan the Group is required to respond to emergencies efficiently and effectively within Hawke's Bay. This paper helps to facilitate this for COVID-19.

Considerations of Tangata Whenua

23. Tangata whenua are included as part of the Regional Leadership Group and at a more operational level the networks of networks.
24. There is further work started in developing a more deliberate approach to working with tangata whenua across the 4Rs in emergency management.

Financial and Resource Implications

25. There are no significant resourcing issues as existing budgets should cover any costs in the work mentioned in this paper.
26. The only risk with funding is in the response to moving to Level 3 or 4 as the Groups current reserves were exhausted in the initial response. This has been noted in a previous paper.

Decision Making Process

27. Committee is required to make every decision in accordance with the requirements of the Local Government Act 2002 (the Act). Staff have assessed the requirements in relation to this item and have concluded:
 - 27.1. The decision does not significantly alter the service provision or affect a strategic asset.
 - 27.2. The use of the special consultative procedure is not prescribed by legislation.
 - 27.3. The decision does not fall within the definition of the Adminstrating Authority's (HBRC) policy on significance and engagement
 - 27.4. No persons can be identified who may be affected by this decision.
 - 27.5. The decision is not inconsistent with an existing policy or plan.
 - 27.6. Given the nature and significance of the issue to be considered and decided, and also the persons likely to be affected by, or have an interest in the decisions made, the Committee can exercise its discretion and make a decision without consulting directly with the community or others having an interest in the decision.

Recommendations

That Hawke's Bay CDEM Group Joint Committee:

1. Receives and considers the "CDEM Group COVID-19 Resurgence Planning and Future Work Programme" staff report.
2. Agrees that the decisions to be made are not significant under the criteria contained in Administrating Authority's adopted Significance and Engagement Policy, and that Committee can exercise its discretion and make decisions on this issue without conferring directly with the community or persons likely to have an interest in the decision.
3. Endorses the CEG decisions on the direction of the Group work program, including COVID-19 Resurgence Planning, over the next 6-12 months.

Authored and Approved by:



Ian Macdonald

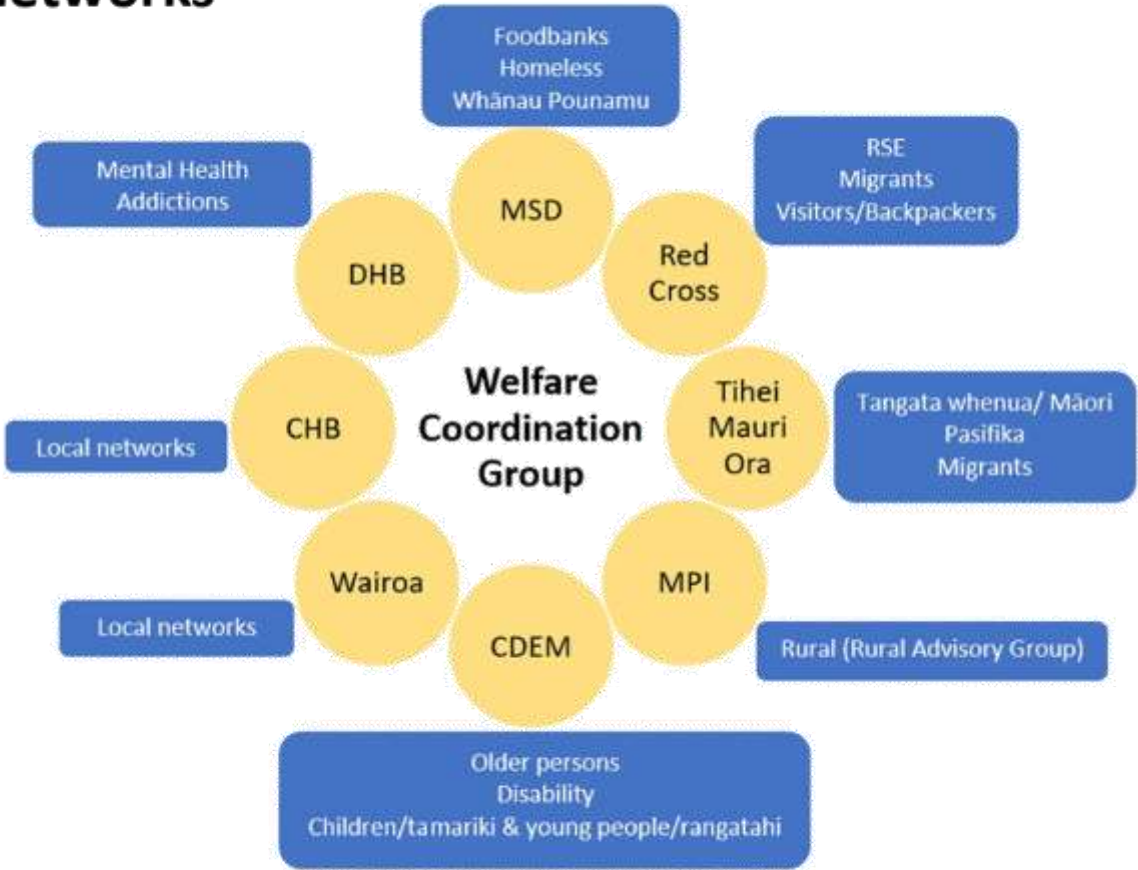
GROUP MANAGER/CONTROLLER

Attachment/s

[!\[\]\(79590a370fd576bc4ea1423639c518eb_img.jpg\) 1](#) Network of Networks

Current structure of networks

	Coordinating organisation
	Networks





HB CDEM GROUP JOINT COMMITTEE

Monday 31 August 2020

Subject: AMENDMENTS TO THE HAWKE'S BAY CDEM GROUP PLAN: CONTROLLER AND RECOVERY MANAGER APPOINTMENTS

Reason for Report

1. Under the Civil Defence Emergency Management Act 2002 (CDEM Act) the Civil Defence Emergency Management Group Joint Committee makes appointments to the positions of Group Controllers. These appointments and associated delegations are contained in the Group Plan and as such represent a minor change to this Plan.
2. This paper seeks confirmation of proposed changes to Group Controller appointments and as a result, proposes resulting minor changes to the Hawke's Bay CDEM Group Plan.

Confirmation of the Appointment of Local Hawke's Bay Group Controllers

3. The current Group Controllers are
 - 3.1. Ian Macdonald
 - 3.2. Liz Lambert
 - 3.3. Iain Maxwell
 - 3.4. Ken Foote
 - 3.5. Jim Tetlow
4. Liz Lambert will be leaving the employment of the HBRC in the next few months. Ms Lambert has agreed to remain as a Group Controller, and we will be working through a contract to put this into effect.
5. Ken Foote has retired from the Hawke's Bay DHB. At this stage I would recommend keeping him on the list as an alternate controller. Given his experience as the lead incident controller for the DHB in the initial COVID-19 response this would be of advantage. Mr Foote has agreed to remain on the list as a volunteer and it is proposed that this be reviewed at the end of the year.
6. David (Jim) Tetlow was employed in the Group Office but resigned at the end of last year. He is currently working as a consultant in the emergency management field. Mr Tetlow has asked he now be removed for the controllers list as he is of the view that this creates a conflict with the work he is doing with NEMA and with other Groups around the country.
7. It is proposed that the Group appoint Pieri Munro MNZM as an alternate Group Controller. Mr Munro is the currently the Te Pou Whakarae at the Hawke's Bay Regional Council. Mr Munro has significant relevant experience as a senior police officer and this combined with his mana and relationships with the tanagata whenua of Te Matau-a-Māui, means that this appointment would add a diversity of skills and experience to the controller role. This appointment is recommended to the Committee. Attached is a short bio for Mr Munro.
8. The following changes are therefore recommended to **Appendix 5: Key Appointments to the Hawke's Bay CDEM Group Plan 2014-19:**

- 8.1. Add the following to the alternate Group Controllers list:

Pieri Munro (Alternate)

- 8.2. Remove the following from the alternate Group Controllers list:

David (Jim) Tetlow (Alternate)

Strategic Fit

9. The recommendations are consistent with the Group Plan in that they provide for an effective response and recovery to an emergency and COVID-19 in particular.

Financial and Resource Implications

10. There are no significant financial or resource implications that may result from this decision.

Decision Making Process

11. Committee is required to make every decision in accordance with the requirements of the Local Government Act 2002 (the Act). Staff have assessed the requirements in relation to this item and have concluded:
 - 11.1. The decision does not significantly alter the service provision or affect a strategic asset.
 - 11.2. The use of the special consultative procedure is not prescribed by legislation.
 - 11.3. The decision does not fall within the definition of the Adminstrating Authority's (HBRC) policy on significance and engagement
 - 11.4. No persons can be identified who may be affected by this decision.
 - 11.5. The decision is not inconsistent with an existing policy or plan.
 - 11.6. Given the nature and significance of the issue to be considered and decided, and also the persons likely to be affected by, or have an interest in the decisions made, the Committee can exercise its discretion and make a decision without consulting directly with the community or others having an interest in the decision.
 - 11.7. The proposed amendments to the Group Plan meet the requirements of section 57 of the Civil Defence Emergency Management Act 2002 and can be considered as a minor change to the Group Plan that does not need public consultation.

Recommendations

That :

1. The Committee agrees that the decisions to be made are not significant under the criteria contained in Council's adopted Significance and Engagement Policy, and that Council can exercise its discretion under Sections 79(1)(a) and 82(3) of the Local Government Act 2002 and make decisions on this issue without conferring directly with the community and persons likely to be affected by or to have an interest in the decision.
2. The Committee resolves to make a minor amendment to **Appendix 5: Key Appointments of the Hawke's Bay CDEM Group Plan** pursuant to section 57 of the Civil Defence Emergency Management Act 2002 and make appointments and changes to the roles of Group Controller as follows:
 - 2.1. Add the following to the Group Controllers list:

Pieri Munro (Alternate)
 - 2.2. Remove the following from the Group Controllers list:

David (Jim) Tetlow (Alternate)

Authored and Approved by:
Ian Macdonald
GROUP MANAGER/CONTROLLER

Attachment/s

[!\[\]\(7803df19e2f64b9d8f5d703b85a358d0_img.jpg\) 1](#) Pieri Munro Biography

Bio for Pieri Munro MNZM

Pieri was appointed in late 2018 to a new position at Hawkes Bay Regional Council, Te Pou Whakarae, leading the Māori Partnerships team to enhance council's cultural capability and relationships with tangata whenua. He brings a wealth of knowledge, skill and experience drawn from a very successful career spanning 35 years with the New Zealand Police that included 10 years in the Commissioner's Police Executive Committee. He was a principal architect and leader of Haere Whakamua, NZ Police Responsiveness to Treaty and to Māori strategy. In 2003, he established the office of Māori Pacific Ethnic Services at Police National Headquarters before a secondment to Waikato Police District as the acting District Commander. He retired from police in 2009 as Wellington Police District Commander. For services to Police and Māori, he was invested in 2004 as a member of the New Zealand Order of Merit - MNZM.

Pieri's retirement has involved one year at the former Ministry of Fisheries, three years at Ministry of Business Innovation & Employment, three years as Country Manager of Mont D'Or Resources, a petroleum exploration company and then two years at WorkSafe NZ, prior to coming to Hawkes Bay. Outside his HBRC role, he is Deputy Chair of Tātau Tātau o Te Wairoa Trust, the post-settlement governance iwi entity for the rohe of Te Wairoa. He chairs the Medic-Alert NZ Foundation Board and represents Ngāti Kahungunu Iwi Inc on Te Poari Hautū Rautaki Māori, the Māori Leaders Board for Te Ara Poutama, Department of Corrections.

Pieri affiliates to Ngāti Kahungunu ki Wairoa, Ngā Rauru Kītahi, Ngāruahine, Ngāti Ruanui, Ngāti Maniapoto and Kaitahu through Kāti Irakehu. He also acknowledges his Scottish, Irish and Portuguese heritage. Pieri and Vicky, who is also from Kai Tahu, have three adult children and a granddaughter.



HB CDEM GROUP JOINT COMMITTEE

Monday 31 August 2020

Subject: COVID-19 AFTER ACTION REVIEW: MARCH TO JUNE 2020

Reason for Report

1. The HBCDEM Group is in the process of conducting an After-Action Review (AAR) of the HBCDEM response to COVID-19.
2. This paper intends to brief JC on the methodology adopted by the HBCDEM Group to conduct the AAR over the months of July-November 2020 and gives a broad initial snapshot of emerging themes.

Executive Summary

3. The HBCDEM Group activated its GECC in response to the impacts of the COVID-19 pandemic and drought conditions in the Hawke's Bay region on 16 March 2020.
4. With the recent de-escalation of the event, the HBCDEM Group is now in the process of reviewing the HBCDEM response through a comprehensive After-Action Review (AAR).
5. The AAR methodology adopted for the review is based on guidance from the World Health Organisation (WHO) for After Action Reviews (AAR's) and aligns with national best practice within the CDEM sector.
6. The AAR process is being led by an independent consultant, and conducted through a series of surveys, interviews and workshops.
7. Outcomes from the ARR will be:
 - 7.1. Those who participated in the response have had the opportunity to provide feedback about the response
 - 7.2. HBCDEM has followed a thorough and proportionate debrief process with its stakeholders, internal staff and TLA staff following the COVID-19 event
 - 7.3. Lessons learnt are incorporated into the Group work program for action.
8. The output of this process will be an independent report reviewing the HBCDEM response, which captures lessons learnt and recommended corrective actions to improve the way HBCDEM response to future emergencies.

Strategic Fit

9. An appropriate and proportionate AAR will be conducted following response to ensure lessons learnt and recommendations for future improvement can be captured.
10. Lessons learnt and recommendations for future improvement will inform the review of the HBCDEM Group Plan and future practice.
11. Conducting the AAR aligns with the following objectives from the HB CDEM Group Plan (2014-2019): REA2, REA3.
12. Conducting an AAR aligns with Goal 2 (Effective response to and recovery from emergencies) of the National Disaster Resilience Strategy (2019).

Background

13. The HBCDEM Group activated in response to the impacts of the COVID-19 pandemic and drought conditions in the Hawke's Bay region on 16 March 2020.
14. The COVID-19 pandemic resulted in the declaration of a state of national emergency on the 25 March 2020 and required an All of Government response (AoG).
15. With the de-escalation of the COVID-19 event alert levels and corresponding reduction in demand on coordination and welfare services, the HBCDEM Group is now in the process of reviewing the response, to identify and learn valuable lessons, and use these lessons to better our practice.
16. The response to COVID-19 was an AoG response, therefore the HBCDEM ARR will align with national practice, and focus on the regional and local level response.
17. HBCDEM has chosen to use a 'Mixed-Method' AAR process (Based on World Health Organisation [WHO] guidance).
18. A 'Mixed-Method' approach was chosen for the review, due the extensive cross sectorial approach required to support the response. This method uses surveys, workshops and interviews of key people involved in the response.
19. Surveys were completed as a first line approach, which were used to inform the focus areas for the interviews and debrief workshops. Interviews were conducted with key leaders from organisations involved in the response. The review is still in progress with one stakeholder workshop remaining.
20. Following the recent resurgence of COVID-19, the last stakeholder workshop has been changed from a face-to-face meeting to a virtual meeting, to model best practise with current Alert Level restrictions.
21. The interviews, workshops and report will be led and compiled by an independent contractor, Louise Bennett. Louise is being supported by Natasha Blunden (HBCDEM Group).
22. HBCDEM will look to learn lessons in terms of the coordination of the HBCDEM-led response and welfare service delivery to communities.
23. The output of the AAR process will be an independent report reviewing the HBCDEM response, which captures lessons learnt and recommended corrective actions to improve the way HBCDEM response to future emergencies. This report will be shared amongst partner organizations, the CEG and Joint Committee.

Discussion

24. The intent of this paper is to brief JC on the HBCDEM Group AAR methodology and highlight interim results from the process noting the review is ongoing (Attachment 1).

Next Steps

25. The remaining stakeholder workshop will be held virtually to inform the final AAR report.
26. A final draft of the AAR report will be presented to CEG for approval on 19 October 2020 and presented to Joint Committee at its meeting on the 23 November 2020.

Recommendation

That the Hawke's Bay CDEM Group Joint Committee receives and notes the "*Covid-19 After Action Review 2020*" staff report.

Authored by:

**Natasha Blunden
EMERGENCY MANAGEMENT ADVISOR
PLANNING**

**Edaan Lennan
TEAM LEADER EMERGENCY
MANAGEMENT OPERATIONAL
READINESS**

Approved by:

**Ian Macdonald
GROUP MANAGER/CONTROLLER**

Attachment/s

[!\[\]\(f97bbb84d3e14c71f5666b6875b81b2f_img.jpg\) 1](#) Covid-19 After Action Review Interim Report

Hawke's Bay CDEM Group COVID-19 After Action Review

Interim report to Joint Committee

1. Background

On March 16 2020, the HB CDEM Group activated in response to the impacts of the COVID-19 pandemic and drought conditions in the Hawke's Bay. Following the de-escalation of the initial emergence of COVID-19 in New Zealand, the HB CDEM Group commenced an independent After Action Review (AAR) of the response to capture lessons learnt and corrective actions to improve the way HB CDEM responds to future emergencies.

Please note: The After-Action Review (AAR) is still in progress – a snapshot of initial findings is presented below for the purpose of providing an interim report to the Joint Committee.

2. Key Themes

This section summaries the feedback and comments received so far as part of the AAR process. Comments and feedback have been aligned to seven key emerging themes (2.1-2.7) as follows:

2.1 *Iwi involvement*

- Iwi were involved at an operational level during the response to COVID-19. Following the response, there is now appetite by iwi to be involved operationally, in the Welfare Coordination Group, and as part of governance in future CDEM responses.
- Relationships built during response should continue to be strengthened during 'peacetime'
- Tihei Mauri Ora would like to have Coordinated Incident Management System (CIMS) training as part of readiness for a future response.

2.2 *Leadership*

- There was good cooperation between the councils regarding which council activities continued or stopped with the Alert Level changes, e.g. transfer stations, rubbish collection etc.
- Involvement of the Regional Emergency Management Advisor (REMA) on evening 'Regional Leaders' teleconferences would have been beneficial during the response
- Noting the Alert Level physical distancing restrictions, increased visibility of CDEM staff and the Group Controller would have been beneficial to enhance communication and guide the wider team during the response
- The regions Mayors had a positive impact on the response, lifting moral and providing a link through to any frustrated communities and/or businesses.

2.3 *Emergency Services*

- In future responses, emergency services would like to be involved in the evening meetings which included the Group Controller, Mayors, Members of Parliament and Chief Executives.
- Local Controllers would like to be part of the Emergency Service Coordinating Committee (ESCC) meetings in future and the minutes of these meetings which include outcomes and actions need to be circulated following the meetings to the ESCC members.
- The preferred teleconferencing platform for response coordination meetings needs to be agreed during readiness not response as some didn't have access to MS Teams

- NZ Police were very complimentary of the way the HB CDEM Group handled the response

2.4 **GECC staffing**

- It was difficult at times for councils to provide staff to the GECC and juggle their statutory responsibilities/BAU operations. It was noted by some that there is some work to do within councils regarding statutory activities which can stop or slow under a state of national emergency.
- One of the Councils has decided to place more information about staffs CDEM involvement in Job Descriptions, have it as a question at interviews and as a KPI for roles. Many felt that there needed to be a culture shift in their organisation enabling and supporting CDEM as a priority.
- Staff who worked virtually often didn't have the tools or means to do so – this made supporting the response difficult for some
- When staff were asked to come into the GECC there was no function induction, and they were not told what was expected of them- some of them felt overwhelmed and did not ask for help. While there have been exercises in the past, there is appetite for further training to improve staff confidence.

2.5 **Briefings**

- The Local Controllers made comment that daily briefings were useful however there needed to be more open discussion and resolution of issues which were likely to be common across the councils.
- Local Controllers would like to receive the emergency services situation reports to enhance their own situational awareness during response.

2.6 **Communications**

- Media articles, Facebook posts and newspaper advertisements released by the Public Information Management (PIM) team were well received by the public.
- Emergency services have requested that in future all emergency service logos are placed on media releases.
- In Wairoa only 54% of the population have WIFI in their homes and some rely on the local newspaper (not allowed to be printed due to restrictions) so can be very difficult to get information out to families. Decisions need to be made about the best way to get information out to communities in Wairoa during future emergencies.

2.7 **Welfare**

- While the Welfare Coordination Group (WCG) was planning the welfare response many of the 'Networks of Networks' Groups were already operational and would have liked to be involved in the planning. The WCG needs to look at how the Networks of Networks work alongside the WCG in future events.
- Central Hawkes Bay and Wairoa, smaller communities had good networks and they looked after the communities well. In Napier and Hastings a number of networks and systems were already in place but some also had to close/modify their way of operating due to the vulnerability and age of the staff/volunteers involved.
- MSD approached local Councils and asked them to contact the 70+ to see if any support/help was required – this was a separate response and not coordinated through

the WCG. This response was seen as undermining the networks and took away staff resource.

- The key stakeholders in the welfare area felt that there should be a clear escalation and de-escalation process and understanding of when the welfare is returned to MSD or the networks as their business as usual.

Item 9**Attachment 1**



HB CDEM GROUP JOINT COMMITTEE

Monday 31 August 2020

Subject: HIKURANGI RESPONSE PLAN PROJECT COMPLETION

Reason for Report

1. The Hikurangi Response Planning (HRP) project, managed by East Coast Life at the Boundary LAB has concluded with the release of the [Hikurangi Response Planning Toolbox](#) on the 2 July 2020. This report is for the information of the Committee.

Executive Summary

2. The Hawke's Bay Regional Council made a resilience fund application for this project collectively on behalf of Hawke's Bay, Bay of Plenty, Tairāwhiti, Hawke's Bay, Manawatū-Whanganui and Wellington CDEM Groups in 2017. This fund is administered by the National Emergency Management Agency (NEMA). The project started in June 2018 and concluded 30 June 2020.
3. The Hikurangi subduction zone is where the Pacific Plate dives beneath (subducts) beneath the Australian Plate. Subduction zones are known for producing the largest earthquakes and tsunamis in the world.
4. The project was managed by East Coast Life at the Boundary (administered by the HB CDEM Group). It was a collaborative project between the five CDEM Groups listed above, scientists, response agencies and lifeline organisations to increase preparedness.
5. The project produced a suite of public education resources and tools for public education, and the [HRP Toolbox](#) launched on 2 July. Moving forward these resources will be used by the HB CDEM Group to inform both conversations with stakeholders about the risk posed by the subduction zone and regional response planning.

Strategic Fit

6. The Hikurangi Response Planning (HRP) project is part of the HB CDEM Work Programme (Risk Reduction).
7. The HRP project addresses Objectives RED1, RED2, RED3, REA3, REA7 and REA8 of the HB CDEM Group Plan (2014-2019).

Process

8. The project focused on raising awareness about the risk posed by the Hikurangi subduction zone and advancing regional response planning for the hazard.
9. A workshop was held in the Hawke's Bay in February 2019 with Hawke's Bay response agencies and stakeholders.
10. At this workshop the credible magnitude 8.9 earthquake and tsunami scenario was used to identify the impacts and response priorities in the Hawke's Bay following a large Hikurangi subduction zone earthquake and tsunami.
11. Similar workshops were held in the other four participating CDEM Groups (Bay of Plenty, Tairāwhiti, Manawatū-Whanganui and Wellington CDEM Groups) to inform the content of the HRP Toolbox.

12. The [HRP Toolbox](#) is a resource designed to aid regional and national response planning for this significant hazard. The project has used [a credible magnitude 8.9 earthquake and tsunami scenario](#), developed by GNS Science, as a planning tool.

Discussion

13. The key deliverables are being presented to the Committee to raise awareness of resources produced by the HRP project. A short presentation will be given at the meeting.

Next Steps

14. The HRP Toolbox will be used moving forwards by HB CDEM Group to inform conversations with stakeholders about the risk posed by the subduction zone and advance regional response planning for large earthquakes and tsunami impacting the Hawke's Bay region.

Recommendation

That the Hawke's Bay CDEM Group Joint Committee receives and notes the "Hikurangi Response Plan Project Completion" staff report.

Authored by:

Natasha Blunden
EMERGENCY MANAGEMENT ADVISOR
PLANNING

Lisa Pearse
TEAM LEADER HAZARD REDUCTION

Approved by:

Ian Macdonald
GROUP MANAGER/CONTROLLER

Attachment/s

[1](#) Hikurangi Response Plan Presentation



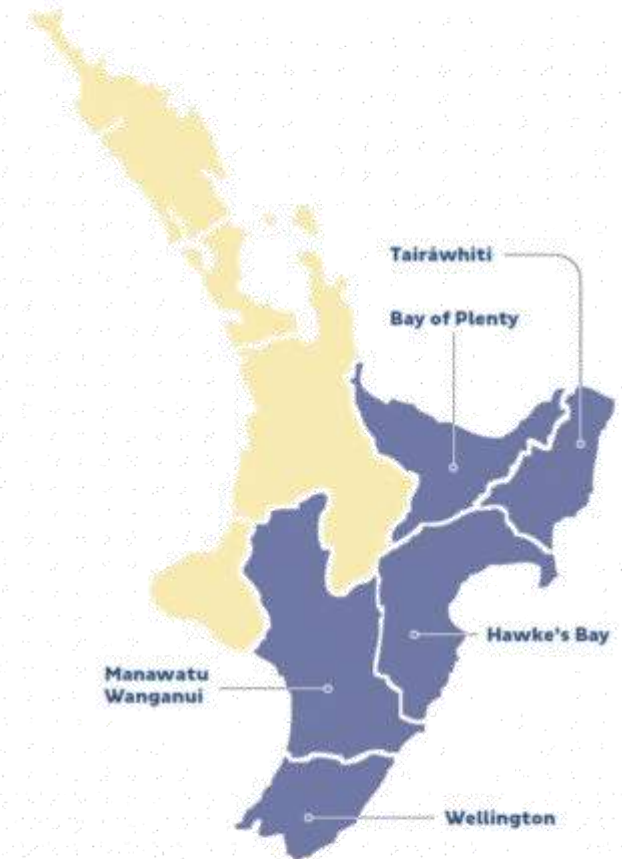
HRP Toolbox Launch

Item 10

Attachment 1

The project

- ✓ Funded by the NEMA-administered Resilience Fund
- ✓ Started in 2018 and has run for two years
- ✓ Managed by East Coast LAB and has included five CDEM Groups



Our journey



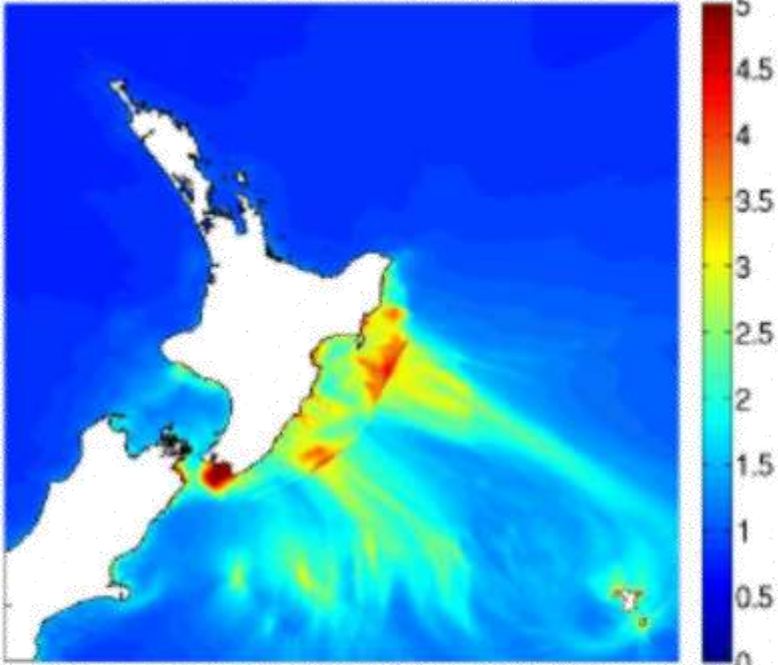
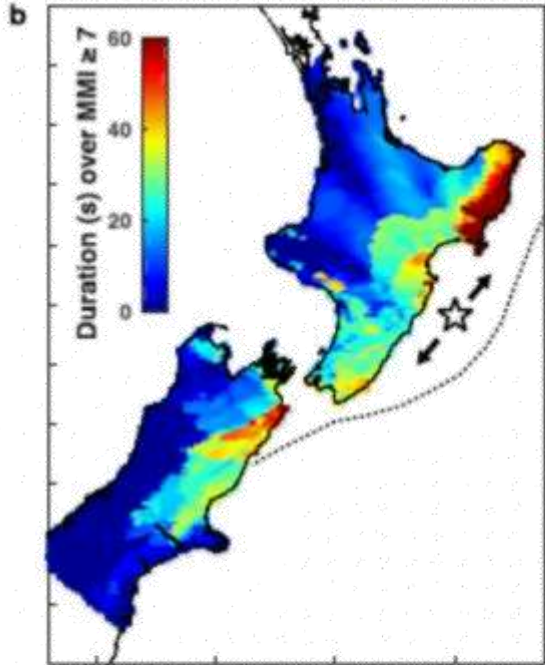
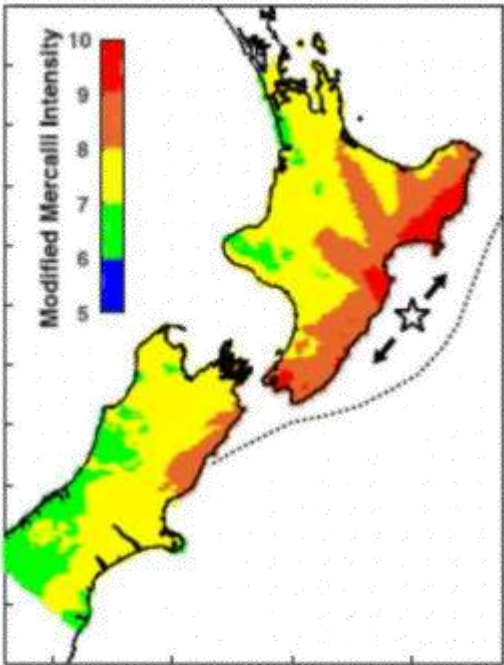
Attachment 1

Item 10

2018-2019 FY



A **magnitude 8.9 earthquake** and tsunami scenario was developed by GNS Science (Power et al., 2018)





A magnitude 8.9 earthquake and tsunami scenario was developed by GNS Science

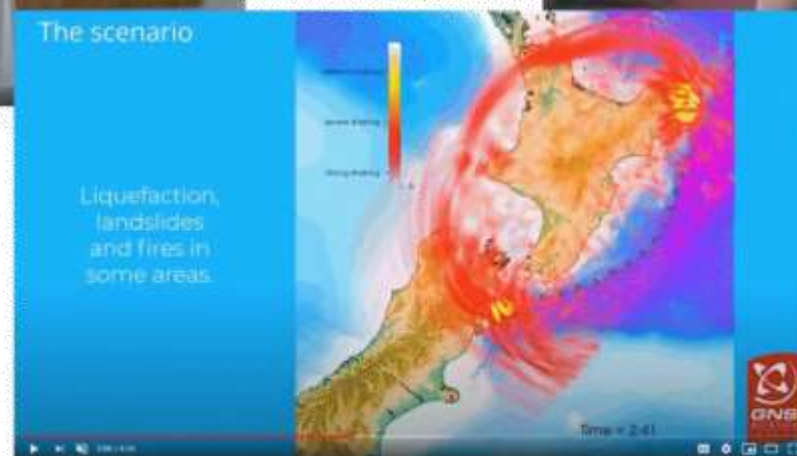
Three videos explaining the project and credible scenario videos were developed



Scientists perspectives on the Hikurangi subduction zone



all project?



The Hikurangi subduction zone: a credible magnitude 8.9 earthquake and tsunami scenario

66,000 views

A magnitude 8.9 earthquake and tsunami scenario was developed by GNS Science

Three videos explaining the project and credible scenario videos were developed

The project team held a series of **5 CDEM Group workshops and 1 Inter-Group workshop** to inform response planning



Attachment 1

Item 10

- 2019 A magnitude 8.9 earthquake and tsunami scenario was developed by GNS Science
- 2019 Three videos explaining the project and credible scenario videos were developed
- 2019 A project team held a series of 5 CDEM Group workshops and 1 Inter-Group workshop to inform response planning
- 2019 A series of media releases promoted the videos and project, generating conversation

53
articles



- 2018 A magnitude 8.9 earthquake and tsunami scenario was developed by GNS Science
- 2018 Three videos explaining the project and credible scenario videos were developed
- 2018 A project team held a series of 5 CDEM Group workshops and 1 Inter-Group workshop to inform response planning
- 2018 A series of media releases promoted the videos and project, generating conversation
- 2019 A **draft response framework** based on the findings of Year 1 of the HRP project was produced



Attachment 1

Item 10



A **magnitude 8.9 earthquake** and tsunami scenario was developed by GNS Science



Three videos explaining the project and credible scenario videos were developed



A project team held a series of **5 CDEM Group workshops and 1 Inter-Group workshop** to inform response planning



A series of media releases promoted the videos and project, generating conversation



A **draft response framework** based on the findings of Year 1 of the HRP project was produced



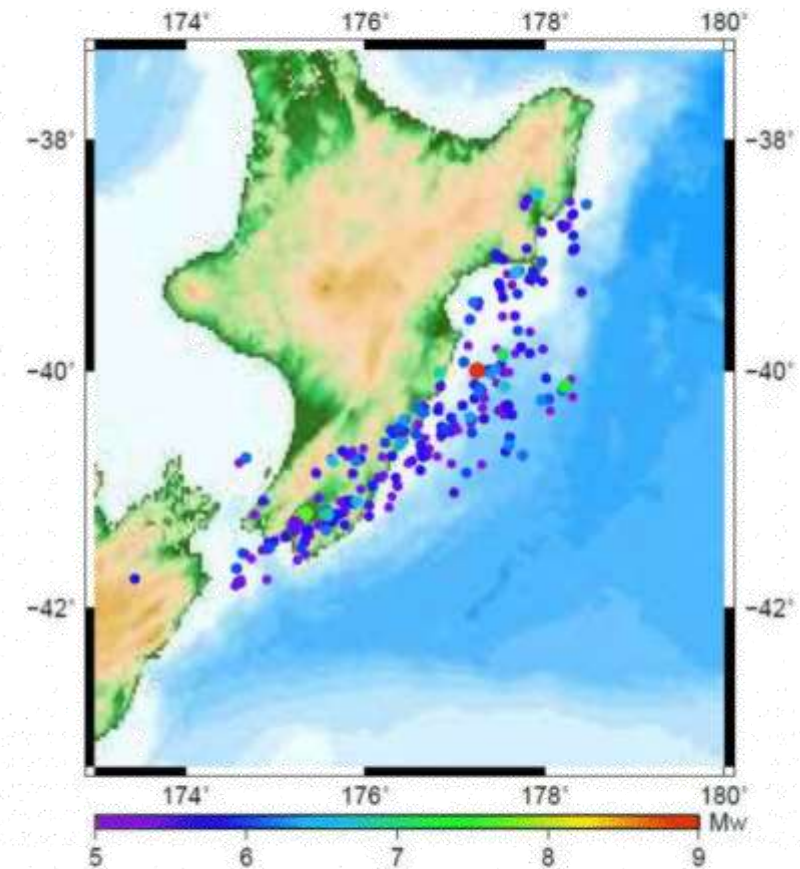
An **aftershock sequence** was developed, which modelled the Tōhoku aftershock sequence on the Hikurangi subduction zone (Burbidge et al., 2019)



An **aftershock sequence** was developed, which modelled the Tōhoku aftershock sequence on the Hikurangi subduction zone (Burbidge et al., 2019)

"Over the first year following the mainshock, the east coast of the North Island has close to 100% probability of experiencing shaking greater than MMI 6 from an aftershock"

"The magnitude 9.1 Tohoku earthquake was followed by three earthquakes above Mw 7.0 in the first few hours"



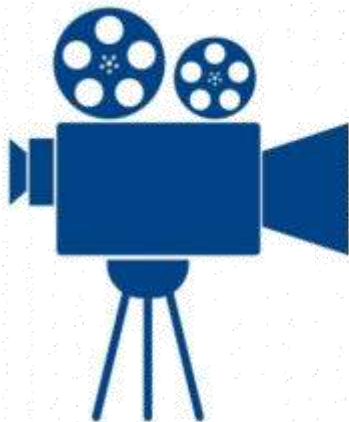
Item 10

Attachment 1

2019-2020 FY



Four tsunami hikoi videos shown in Feb/March at **15 cinema** in the lower North island



Earthquakes and tsunامي: are you prepared at....

School

Home

Work

Business



Item 10

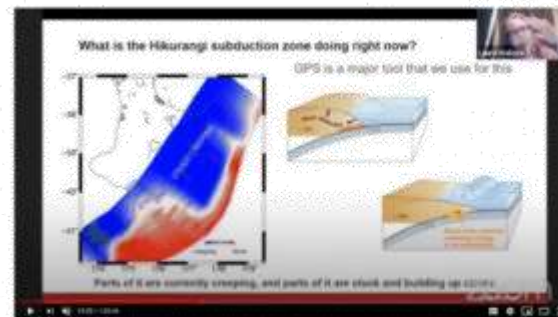
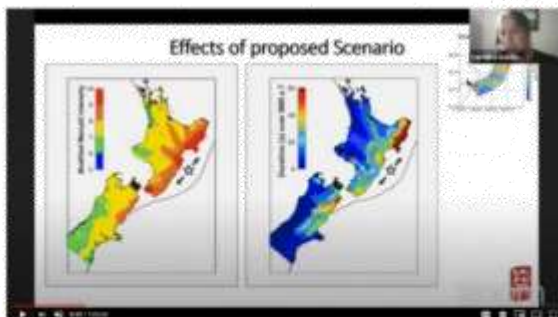
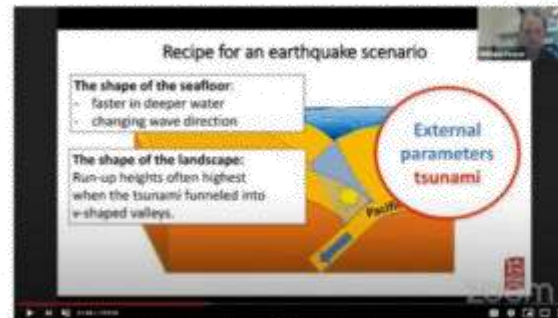
Attachment 1



Four tsunami hikoi videos shown at 15 cinema in the lower North island



Digital talk series of four 'expert' talk events, **advertised to 22,000 facebook accounts** generating **up to 118 peak live viewers** per talk (~60min)



- Dr. Julia Becker
- Dr. David Johnstone
- Dr. William Power
- Dr. Caroline Holden
- Dr. Laura Wallace
- Dr. Kate Clark
- Dr. Ben Payne
- Myself

- Four tsunami hikoi videos shown at 15 cinema in the lower North Island
- Digital talk series of four 'expert' talk events, advertised to 22,000 facebook accounts generating up to 118 peak live viewers per talk
- A QuakeScape facilitation guide + kit and tsunami wave tank to promote preparedness



Tsunami wave tank developed for HRP 19/20 deliverable 2(a)



Four tsunami hikoi videos shown at **15 cinema** in the lower North island



Digital talk series of four 'expert' talk events, **advertised to 22,000 facebook accounts** generating **up to 118 peak live viewers** per talk



A QuakeScape faciliation guide and tsunami wave tank to promote preparedness



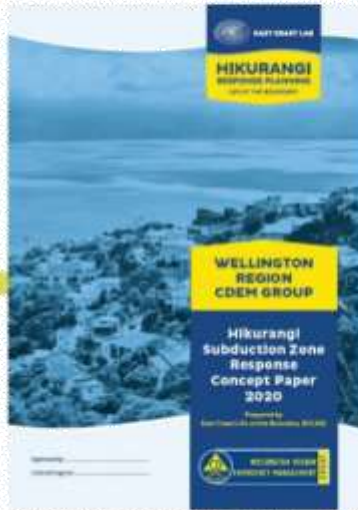
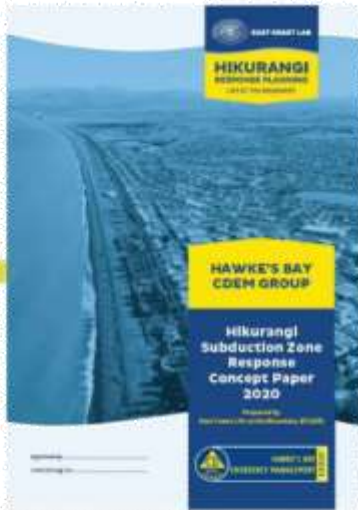
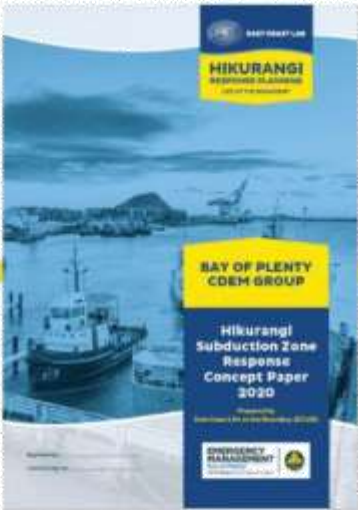
COVID-19 CDEM Response



Submissions from **19 different organisations** during consultation



One response planning toolbox



Item 10

Attachment 1

Key learnings

- ✓ A large Hikurangi event would be a catastrophic disaster for New Zealand
- ✓ The public are receptive and respond well to the 'scary' scenario, as long as it is accompanied by preparedness information
- ✓ There is low hanging fruit:
 - ✓ Regular testing of alternate comms and knowing how to reach your neighbour
 - ✓ Identification of, and targeted resilience building within communities that are likely to be isolated
 - ✓ Continuing to promote the risk to raise awareness and resilience within communities
 - ✓ Continuing the conversation across the 4Rs with partner agencies
- ✓ Continuing collective, inter-regional and national planning will increase our resilience



**We have a lot on our
plates!**

#ALotOnOurPlates



Attachment 1

Item 10



Thank you!





HB CDEM GROUP JOINT COMMITTEE

Monday 31 August 2020

SUBJECT: DISCUSSION OF MINOR ITEMS NOT ON THE AGENDA

Introduction

1. This document has been prepared to assist the Hawke's Bay CDEM Group Joint Committee members to note any Minor Items to be discussed, as determined earlier in the Agenda.

ITEM	TOPIC	MEMBER/STAFF
1.		
2.		
3.		