



## MINUTES OF A MEETING OF THE HB CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP JOINT COMMITTEE

**Date:** Monday 28 March 2022

**Time:** 1.30pm

**Venue:** Council Chamber  
Hawke's Bay Regional Council  
159 Dalton Street  
NAPIER

**Present:** Cr R Barker – (HBRC) Chair  
Mayor C Little (WDC) *(by zoom)*  
Mayor A Walker (CHBDC) *(by zoom)*  
Mayor S Hazlehurst (HDC) *(by zoom)*  
Mayor K Wise (NCC) *(by zoom)*

**In Attendance:** J Palmer – HBRC Chief Executive *(by zoom)*  
I Macdonald – CDEM Group Controller  
D Gawn – NEMA Chief Executive *(by zoom)*  
M Davidson – CHBDC Chief Executive *(by zoom)*  
K Tipuna – WDC Chief Executive *(by zoom)*  
N Bickle – HDC Chief Executive *(by zoom)*  
Dr S Rotarangi – NCC Chief Executive *(by zoom)*  
J Sinko – NEMA *(by zoom)*  
P Martin – HBRC Senior Governance Advisor

**1. Welcome/Karakia /Apologies/Notices**

The Chair welcomed everyone to the meeting. There were no apologies.

**2. Conflict of interest declarations**

There were no conflicts of interest declared.

**3. Confirmation of minutes of the HB Civil Defence Emergency Management Group Joint Committee meeting held on 22 November 2021**

**CDE1/22 Resolution**

Minutes of the HB Civil Defence Emergency Management Group Joint Committee meeting held on Monday, 22 November 2021, a copy having been circulated prior to the meeting, were taken as read and confirmed as a true and correct record.

**Walker/Little  
CARRIED**

**4. Action items from previous HB CDEM Group Joint Committee meetings**

The item was taken as read

**CDE2/22 Resolution**

That the HB CDEM Group Joint Committee receives the *Action items from previous CDEM Group Joint Committee meetings* report.

**Walker/Little  
CARRIED**

**5. Call for minor items not on the agenda**

No items were raised

**6. National Emergency Management Agency Chief Executive verbal update**

David Gawn introduced himself and highlighted:

- NEMA workforce is about 180 with 50 vacancies; like many employers they're experiencing staff retention issues, compounded by staff fatigue due to many recent emergency events, including Covid 19
- NEMA, established in December 2019, is still growing its capability; aiming for 'good' at this stage of development
- Conscious that the true operational arm of emergency management is at the local level
- NEMA priorities are achieving a professional workforce and helping NZ become a resilient community through education and volunteer involvement/experience
- NZ will always be susceptible to disasters; need to build capability and resilience between events
- National crisis management centre is being established
- NEMA has three areas of responsibility – stewardship, operations and risk and assurance.

**CDE3/22 Resolution**

That the Hawke's Bay CDEM Group Joint Committee receives and notes the *National Emergency Management Agency Chief Executive verbal update*.

**Barker/Walker  
CARRIED**

## 7. Amendments to the Hawke's Bay CDEM Group Plan: Recovery Managers

The item was taken as read. The CEG Chair endorsed the recommendations in the report.

CDE4/22

### Resolutions

That the Hawke's Bay CDEM Group Joint Committee:

1. Agrees that the decisions to be made are not significant under the criteria contained in the Adminstrating Authority's (Hawke's Bay Regional Council) adopted Significance and Engagement Policy, and that the Committee 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. Resolves to amend 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 Local Controller as follows.
  - 2.1. Add the following to the Recovery Manager (Alternate) Hawke's Bay CDEM Group list: Bruce Allan
  - 2.2. Remove the following from the Recovery Manager (Alternate) Hawke's Bay CDEM Group list: John O'Shaughnessy
  - 2.3. Remove the following from the Recovery Manager (Primary) Hawke's Bay CDEM Group list: Michael Adye.

**Barker/Walker  
CARRIED**

## 8. Hawke's Bay Regional Alerting Systems review and options

Ian Macdonald introduced the item and noted that the matters have been considered by Napier City Council. Discussions centred on the need for a communication plan for implementation of the Alerting System to be developed and delivered.

CDE5/22

### Resolutions

That the Hawke's Bay CDEM Group Joint Committee:

1. Receives and notes the *Hawke's Bay Regional Alerting Systems review and options* staff report
2. Receives and notes the Massey University report *Hawke's Bay Regional Alerting Systems Review December 2021*
3. Endorses the decision of the CDECM Coordinating Executive Group that the Emergency Mobile Alert (EMA) system becomes the backbone system for public alerting in Hawke's Bay, supported by mobile apps such as the Red Cross Hazard app
4. Supports the implementation of this decision
5. Supports the Napier City Council decision to disestablish their tonal only siren system
6. Directs the Council Chief Executives to develop and agree an appropriate communication plan for implementation of the Alerting System.

**Walker/Hazlehurst  
CARRIED**

**9. Group Manager's update**

The item was taken as read.

**CDE6/22 Resolution**

That the Hawke's Bay CDEM Group Joint Committee receives the *Group Manager's update* report.

**Little/Hazlehurst  
CARRIED**

**10. Progress report: Strengthening CDEM in Hawke's Bay – implementation report**

The item was taken as read. Ian Macdonald advised that the implementation plan is on track but Covid 19 issues are creating pressures. Discussions highlighted:

- Recent flood events across HB have drawn attention to the need for clearer communication channels. Situation reports from CDEM Group must go to all Controllers, Council Chief Executives, Mayors and the HBRC Chairperson.
- Communication channels were identified as an issue in the Strengthening CDEM in HB report. The implementation plan includes the introduction of a common operating platform which will address the communication issues.
- A comprehensive workshop for the Joint Committee, on the status of the implementation programme is being planned.
- The Rural Advisory Group can provide valuable information during an event. Councils consider them to be an important community / economic wellbeing connection.

**CDE7/22 Resolution**

That the CDEM Group Joint Committee receives and notes the *Progress report: Strengthening CDEM in Hawke's Bay – implementation report*.

**Little/Wise  
CARRIED**

*Rick Barker left the meeting at 2.04pm with Deputy Chair Mayor Alex Walker assuming the Chair. With his departure, the quorum could no longer be achieved and the meeting closed.*

*Item 11 on the agenda was considered in a workshop setting.*

**11. National Emergency Management Agency verbal update**

Jaci Sinko from NEMA provided an update, highlighting:

- The timeline for the regulatory review known as 'trifecta' has been delayed, with submissions now likely to be called for in November 2022 - finishing in early 2023.
- The HB produced Te Hiko a Rūaumoko education booklet has been distributed to 740 schools throughout the country so far. NEMA is also developing public education campaigns targeted to Māori, Pacific Island and ethnic communities.
- MAR - monitoring, alerting and reporting system for the country is being established, including a response centre manned by specialised staff, and will be available to support event responses in the regions if required.

**12. Discussion of Minor Items not on the agenda**

No items were raised.

**Closure:**

There being no further business the Chair closed the workshop at 2.04pm on Monday, 28 March 2022.

Signed as a true and correct record.

**DATE:** .....

**CHAIR:** .....