

**TAUPŌ DISTRICT COUNCIL
MINUTES OF THE EMERGENCY MANAGEMENT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 107 HEUHEU STREET, TAUPŌ
ON MONDAY, 12 NOVEMBER 2018 AT 11.00AM**

- PRESENT:** Cr Anna Park (in the Chair), Mr Andy Hema (from 11.03am), Cr Tangonui Kingi, Mrs Tina Jakes, Cr Kirsty Trueman, Mr Douglas Wilcox (from 11.04am)
- IN ATTENDANCE:** Head Of Risk & Regulatory, Head of Communications & Customer Relations (Public Information Manager), Head of Economic Development & Business Transformation, Emergency Manager, Infrastructure Manager (Lifelines Manager), Democratic Services Support Officer
- MEDIA AND PUBLIC:** Suzanne Vowles (CDEM), Mr Bubs Smith (Iwi Liaison) plus one member of the public

The Chair welcomed everyone and declared the meeting open.

- Note:
- (i) *Items were heard in the following order: 1-3.1, 4.2-4.5, 4.1, 4.7-4.11*
 - (ii) *Mr Andy Hema and Mr Douglas Wilcox entered the meeting during item 4.3 and were not present for resolutions EM201811/01 and EM201811/02.*

1 APOLOGIES

EM201811/01 RESOLUTION

Moved: Cr Tangonui Kingi
Seconded: Cr Kirsty Trueman

That the apologies received from Mayor David Trewavas (for absence), and Mr Andy Hema and Mr Douglas Wilcox (for lateness), be accepted.

CARRIED

2 CONFLICTS OF INTEREST

Nil

3 CONFIRMATION OF MINUTES

3.1 EMERGENCY MANAGEMENT COMMITTEE MEETING - 13 AUGUST 2018

Minutes of a meeting of the Emergency Management Committee held on Monday, 13 August 2018 had been circulated (A2350711).

EM201811/02 RESOLUTION

Moved: Mrs Tina Jakes
Seconded: Cr Tangonui Kingi

That the minutes of the Emergency Management Committee meeting held on Monday 13 August 2018 be confirmed as a true and correct record.

CARRIED

4 REPORTS

4.1 PRESENTATION: UPDATE FROM IWI LIAISON

Mr Bubs Smith was in attendance along with a colleague to provide an update as iwi liaison. Key points noted were:

- Acknowledged the Emergency Manager for his valued input and contribution towards authenticating meaningful engagement with Iwi and marae, which started at grass roots. Examples cited of the Emergency Manager's involvement were
 - Helped at the recent Tokaanu Marae DIY day (positive feedback received from organisers);
 - Civil defence educational and promotional work in general, especially with those whanau in the immediate hazard zones of the Hipaua steaming cliffs (a major risk in the Taupō district) and, Otukou (location locally referred to as 'over the hill') located at the foot of Mount Tongariro - Te Maari crater.
- GNS had installed six new data loggers in strategic locations on the three maunga – Tongariro, Ngāuruhoe and Ruapehu.
- Currently working on the ECLIPSE project led by Graham Leonard from GNS Science and Victoria University Professor Colin Wilson, 2017 recipient of the Rutherford Award for his research into supervolcanoes. The project was funded by the Ministry of Business Innovation and Employment (MBIE) and looked at basic geology and disaster preparedness, in particular for central North Island communities.

In reply to a question, Mr Smith advised that the project commenced just over a year ago. In September 2018, some members of the team visited Naples, Italy, to share learnings and understandings in relation to each country's supervolcanoes. Mr Smith had also spoken with the Naples mayor who was keen to formalise a relationship with Taupō District Council given the caldera connections.

EM201811/03 RESOLUTION

Moved: Mrs Tina Jakes

Seconded: Cr Tangonui Kingi

That the Emergency Management Committee receives the update and thanks Mr Tyrone (Bubs) Smith for his presentation.

CARRIED

4.2 RECEIPT OF WAIKATO CIVIL DEFENCE EMERGENCY MANAGEMENT JOINT COMMITTEE MEETING MINUTES - SEPTEMBER 3, 2018

Unconfirmed minutes of the WCDEM Joint Committee had been circulated for receipt (A2342396). The Head of Risk & Regulatory acknowledged the excellent comprehensive final report of outgoing group controller Mr Lee Hazelwood. Mr Hazelwood had made a significant contribution in the Waikato region civil defence during his seven and a half years as the Waikato Group Manager/Controller. Confirmed that a letter of thanks signed by His Worship had been sent to Mr Hazelwood as requested by the Chair at the August EMC meeting.

EM201811/04 RESOLUTION

Moved: Cr Anna Park

Seconded: Cr Tangonui Kingi

That the Emergency Management Committee receives the (unconfirmed) minutes of the Waikato Civil Defence Emergency Management Joint Committee meetings held on September 3, 2018.

CARRIED

4.3 CIVIL DEFENCE EMERGENCY MANAGER'S REPORT

The Emergency Manager went through his report highlighting key points as follows:

- Had scheduled six marae preparedness visits for next year.
- Ms Vowles would bring 12 REMAs to a presentation in the upcoming week.
- To raise awareness for ShakeOut, trialed a new project that involved children completing specific activities to gain a stamp for their passport. Targeted children as they were more likely to take the drop-cover-hold message home to parents. The Head of Democracy, Governance & Venues noted that a lot of positive feedback had been received from the Mangakino community about the project.
- Thirty five people attended the GNS presentation. An unexpected finding was that only six of those in attendance had personal civil defence kits at home.
- In relation to Kinloch, the Head of Democracy, Governance & Venues advised that any information eg Community Response Plans (CRPs) could also be emailed to the Kinloch Community Association (KCA) at kinlochcommunity@gmail.com. The KCA were a proactive community organisation who had a good reach to Kinloch residents and ratepayers.
- Assisted RAL with water outage at Whakapapa – took out water tanker.
- Observed that the October 30, 2018 earthquake centred at Taumarunui was not felt in that location, but was considerably strong in Taupō.
- Distributed brochures at the fireworks extravaganza.
- Funds had been allocated for the biannual survey of Hipaua however, waiting to confirm details with Garth Archibald (GNS). Anticipated survey would be undertaken either in (the remainder of) November or early December 2018.
- Ownership documents for the unimogs gifted from the NZ Defence Force had been received. These would be collected within the next few weeks, and used in the Turangi and Taupō Christmas parades.

EM201811/05 RESOLUTION

Moved: Mr Andy Hema

Seconded: Cr Kirsty Trueman

That the Emergency Management Committee receives the Civil Defence Emergency Manager's report.

CARRIED

4.4 WAIKATO CIVIL DEFENCE AND EMERGENCY MANAGEMENT GROUP (WCDEMG) UPDATE

The Emergency Manager gave apologies on behalf of Messrs Mark Bang and Gary Talbot, then proceeded to read aloud a written report received from Mr Bang (A2354436). Key points noted were:

- Welcome back to Julian Snowball – new group manager / controller.
- The group work plan for 2019 had been approved by CEG and would be shared with the WCDEM Joint Committee at its meeting on November 19, 2018. CEGs approval of the plan included an agreement that going forward, local CDEM organisations provided performance reports to CEG. A draft template had been developed but was yet to be confirmed by the CDEM Professional Advisory Group (PAG). Other subjects would also be reported on (and discussed by PAG) included welfare, capability development, the group work plan, and meeting attendance.
- The National Disaster Resilience Strategy was presented by Jo Horrocks (MCDEM) to CEG and others. A sub-group of CEG would prepare and submit a submission before the closing date of December 7, 2018. Local CDEM organisations were encouraged to submit their own submissions.
- Recent communications covered in the Government's CDEM review decisions (TAG report) included
 - Creation of a common operating picture
 - Replacement of EMIS system with Microsoft Office software systems
 - Welfare registration and needs assessment solution.
- GEMO was hosting the first ITF Logistics course this week, and another would be held before the end of

year. Encouraged to enrol staff. ITF PIM, logistics and welfare would continue to be a strong focus of 2019, along with foundation and intermediate courses. New controllers and recovery managers courses were being developed by MCDEM for delivery in 2019.

- GEMO had hosted a major police exercise at Raurimu in the week beginning November 5, 2018, which involved multiple agencies and over 70 personnel.

Controller Doug Wilcox advised that he had attended the Raurimu / Ohura exercise along with the Emergency Management Support Officer. It was interesting observing how multi agencies come together to work in a response forum; how an exercise was simulated and a scenario put together; how police worked in the response capacity; and, that 'welfare' came under the auspices of the police.

EM201811/06 RESOLUTION

Moved: Cr Tangonui Kingi

Seconded: Cr Anna Park

That the Emergency Management Committee receives the written update from Waikato Civil Defence and Emergency Management Group update and thanks Mr Gary Talbot for attending.

CARRIED

4.5 MINISTRY OF CIVIL DEFENCE AND EMERGENCY MANAGEMENT (MCDEM) UPDATE

Regional Emergency Management Advisor Suzanne Vowles was in attendance to provide a verbal update on behalf of the Ministry of Civil Defence and Emergency Management (MCDEM). Key points noted were:

- Moving away from Technical Advisory Group acronym TAG and replacing with EMSR (Emergency Management System Review). There was a multitude of recommendations from the review however MCDEMs ability to get those done was quite constrained. Various items were still being lead by the TAG committee and some by the DPMC.
- Fly-in teams comprising experts with specialist knowledge about a variety of emergency management functions and roles would be established. Recruitment for a fly-in team manager to oversee the team would be advertised soon.
- A deliverable for the current year was the creation of the National Emergency Management Agency (NEMA) to replace the MCDEM, which would be run out of the DPMC. Establishing a cross-sector agency would better integrate work areas and also disrupt departmental silos.
- The Government's response to the TAG review set out clear requirements for Groups to adhere to, and also provided options to achieve those requirements. Ms Vowles flagged that Taupō should give consideration to the potential impact of WCDEM in terms of the regional component. CDEM activities could become business units of regional council, therefore Taupō would be subject to regional council direction and / or delegations.
- Iwi engagement was high on the list of priorities for Government, who would also appoint a manager to oversee this area. Groups were encouraged to start meaningful dialogue (if they had not already).
- A new Controller's development programme was currently being developed and would be available in early 2019.
- The Integrated Training Framework (ITF) offered four levels of courses: Foundation; Intermediate; Coordination Centre Interface (CCI – online module); Function Specific; and Leadership.
- Attending upcoming symposium on the Christchurch earthquakes at the end of November - would report back at next EMC meeting.
- Bay of Plenty (BOP) had undertaken a review of its entire CD arrangements - report was due to its CEG shortly.

EM201811/07 RESOLUTION

Moved: Cr Anna Park

Seconded: Mr Andy Hema

That the Emergency Management Committee receives the Ministry of Civil Defence and Emergency

Management update and thanks Ms Suzanne Vowles for attending.

CARRIED

4.6 PROPOSED NATIONAL DISASTER RESILIENCE STRATEGY

The Head of Risk & Regulatory introduced the item highlighting that to allow adequate time for the Committee's submission to be prepared before the close-off date of December 7, member feedback on the Strategy was required by November 23, 2018,. The third strategy of its type (others being in 2002 and 2007), this was an extremely important document that would inform the Groups plan going forward.

EM201811/08 RESOLUTION

Moved: Mr Andy Hema

Seconded: Cr Tangonui Kingi

That the Emergency Management Committee receives the Proposed National Disaster Resilience Strategy Draft for Consultation and notes that any feedback / submissions need to be provided to the Head of Risk & Regulatory before November 23, 2018.

CARRIED

4.7 TAUPŌ DISTRICT COUNCIL EOC EXERCISE AND VISIT AT WAIOURU MILITARY CAMP

The Emergency Manager advised that he and Mr Phil Parker (ex Taupō District Council CD emergency manager) had been collaboratively working on the programme content for a full desktop exercise being run from the Waiouru Military Camp on November 22 and 23, 2018. Approximately 30 people from the EOC team would attend the training using the Emergency Management Information System (EMIS). The exercise would provide an opportunity for the team to get to know each other and also work out new strategies and ideas for working more effectively in the EOC. Meals would be provided and the group would be taken on a short tour around the base. Acknowledged Major Pat Hibbs for his assistance in making this happen.

EM201811/09 RESOLUTION

Moved: Cr Anna Park

Seconded: Cr Kirsty Trueman

That the Emergency Management Committee receives the information.

CARRIED

4.8 CONTROLLERS' UPDATE

The Chair welcomed the Head of Economic Development & Business Transformation John Ridd and the Head of Community, Culture & Heritage Dylan Tahau onboard as new Controllers, with the Head of Risk & Regulatory adding that the formal appointment process would take place tomorrow - Tuesday, November 13, 2018.

Controller Tina Jakes advised there was no update as no controller meetings had been held since the last EMC meeting.

Controller Doug Wilcox spoke about his attendance - alongside new controllers and highly experienced controllers - at a controllers development programme held in Wellington. All participants received a resource kit that contained information such as the CDEM Act, processes one may encounter, etc. Noted that MCDEM did a great job discussing the powers of controllers, including making links to the relevant parts of legislation. The programme ended with a question and answer session with local, group, and national controllers answering. A great learning experience overall, in particular the importance of relationships, knowing strengths of the people around you, and how to work together as a team.

EM201811/10 RESOLUTION

Moved: Cr Tangonui Kingi

Seconded: Mr Andy Hema

That the Emergency Management Committee receives the update from the Controllers'.

CARRIED

4.9 PUBLIC INFORMATION MANAGER'S UPDATE

The Public Information Manager advised that Council communications staff Andy Taylor and Darren Petry had completed the PIM training. To build capacity in the EM space, both would attend the upcoming EOC training at Waiouru Military Camp in place of Ms Nairne however, Ms Nairne would remain the lead PIM.

EM201811/11 RESOLUTION

Moved: Cr Tangonui Kingi

Seconded: Cr Kirsty Trueman

That the Emergency Management Committee receives the Public Information Manager's Update.

CARRIED

4.10 WAIKATO LIFELINES UPDATE

The Lifelines Manager advised that:

- Attended Bay of Plenty and Waikato Lifelines Forum 2018 on August 23. Interesting talk from Transpower Senior Principal Engineer Andrew Renton regarding a 'Blackstart' - could take up to 36 hours to get power back up and running again and 4-5 hours for cell / internet coverage to come back on-line. Professor Colin Wilson also gave a similar presentation to that of his recent address at the Great Lake Centre (GLC) in relation to the ECLIPSE programme.
- Algae bloom testing regime had recommenced. Results from first testing round were normal.
- The Asset Manager Transportation was leading a team in developing a workstream around resilience with the NZTA. A strategic business case was being put together to justify spending in the resilience space.

EM201811/12 RESOLUTION

Moved: Cr Anna Park

Seconded: Mr Andy Hema

That the Emergency Management Committee receives the Waikato Lifelines Coordinator update.

CARRIED

4.11 LOCAL WELFARE MANAGER'S UPDATE

The Emergency Manager presented the Local Welfare Manager's report, highlighting that:

- 45 people had attended the local welfare meet, which was a great turnout. Broke off from the welfare meet (same day) to have the welfare coordination group meeting.
- White Ribbon day would launch the 'Our Neighbourhood' summer events, which were a great opportunity to get the community together. Taupō Neighbourhood Support Coordinator Joy Johnson would also attend. Neighbourhood Support was a vital link for CD in terms of providing current feedback and what was happening in a particular street.
- A group of local agency personnel would attend the upcoming CD course in Tokoroa. The Emergency Manager acknowledged the Local Welfare Manager for her work in engaging local groups and

organisations, which had resulted in many more groups showing a willingness to be involved now they understood their respective importance.

In reply to a question from Controller Tina Jakes, the Emergency Manager advised that Joy Johnson was the 2IC local welfare manager (LWM); he was aware of another person from WINZ who was also interested to be an alternate. Ms Jakes suggested that the upcoming training exercise in Waiouru would be a good training opportunity for the LWM alternates to attend, in turn it would also build capacity of the local EM team.

EM201811/13 RESOLUTION

Moved: Cr Tangonui Kingi
Seconded: Cr Kirsty Trueman

That the Emergency Management Committee receives the Local Welfare Manager's update.

CARRIED

5 CONFIDENTIAL BUSINESS

Nil

The Meeting closed at 12.04pm.

The minutes of this meeting were confirmed at the Emergency Management Committee Meeting held on 11 February 2018.

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CHAIRPERSON