

**I give notice that  
an Emergency Management Committee Meeting will be held on:**

<b>Date:</b>	<b>Monday, 24 August 2020</b>
<b>Time:</b>	<b>11.00am</b>
<b>Location:</b>	<b>Council Chamber 107 Heuheu Street Taupō</b>

# **AGENDA**

## **MEMBERSHIP**

**Chairperson** Cr Anna Park  
**Deputy Chairperson** To be elected

**Members** Mr Clint Green  
Cr Tangonui Kingi  
Mr Tyrone (Bubs) Smith  
Cr Kevin Taylor  
Cr Kirsty Trueman  
Mayor David Trewavas

**Quorum** 4

**Gareth Green**  
**Chief Executive Officer**

## Order Of Business

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	Nil	

**3.1 EMERGENCY MANAGEMENT COMMITTEE MEETING - 9 SEPTEMBER 2019**

**Author:** Raeleen Rihari, Democratic Services Support Officer

**Authorised by:** Brian Fox, Head of Regulatory and Risk

**RECOMMENDATION(S)**

That the minutes of the Emergency Management Committee meeting held on Monday 9 September 2019 be confirmed as a true and correct record.

**ATTACHMENTS**

1. Emergency Management Committee Meeting Minutes - 9 September 2019

**4.1 ELECTION OF DEPUTY CHAIRPERSON**

**Author:** Raeleen Rihari, Democratic Services Support Officer

**Authorised by:** Tina Jakes, Head of Democracy, Governance and Venues

**PURPOSE**

To enable the election of a deputy chairperson for the Emergency Management Committee.

**DISCUSSION**

Clause 25 of Schedule 7 of the Local Government Act 2002 sets out the voting systems that is to be used for certain appointments including the election or appointment of the deputy chairperson as follows:

**25. Voting systems for certain appointments**

*This clause applies to—*

- (a) the election or appointment of the chairperson and deputy chairperson of a regional council; and*
- (b) the election or appointment of the deputy mayor; and*
- (c) the election or appointment of the chairperson and deputy chairperson of a committee; and*
- (d) the election or appointment of a representative of a local authority.*

*[(2) If this clause applies, a local authority or a committee (if the local authority has so directed) must determine by resolution that a person be elected or appointed by using one of the following systems of voting: —*

*(a) the voting system in subclause (3) ("system A");*

*(b) the voting system in subclause (4) ("system B").]*

*[(3) System A —*

*(a) requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and*

*(b) has the following characteristics: —*

- (i) there is a first round of voting for all candidates; and*
- (ii) if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and*
- (iii) if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and*
- (iv) in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.]*

*(4) System B —*

*(a) requires that a person is elected or appointed if he or she receives more votes than any other candidate; and*

*(b) has the following characteristics:*

- (i) there is only 1 round of voting; and*
- (ii) if 2 or more candidates tie for the most votes, the tie is resolved by lot.]*

A 'lot' means that the Group can either toss a coin, put the two names in a hat, draw straws or whatever other method the Group determines in order to select the candidates in the event of an equality of votes.

The Group must firstly determine whether System A or System B is to be used for the election process for the deputy chairperson. Once decided, the Group must then proceed to call for nominations. Once nominations have closed, voting will take place using the option that the Group has chosen.

In accordance with the requirements of the process, Resolutions 1 and 2 must be taken separately.

**RECOMMENDATION(S)**

That the Emergency Management Committee:

1. Confirms that System \_\_\_ be used to determine the election process for the Deputy Chairperson; and
2. Elects \_\_\_\_\_ as the Deputy Chairperson of the Emergency Management Committee.

**ATTACHMENTS**

Nil

**4.2 PRESENTATION: MR BRAD SCOTT OF GNS SCIENCE**

**Author:** Raeleen Rihari, Democratic Services Support Officer

**Authorised by:** Brian Fox, Head of Regulatory and Risk

**PURPOSE**

GNS Science volcano information specialist Mr Brad Scott will provide members with an update on the volcanic status in the region.

**RECOMMENDATION(S)**

That the Emergency Management Committee receives the information and thanks Mr Brad Scott for attending.

**ATTACHMENTS**

Nil

**4.3 DEBRIEF SUMMARY REPORT ON COVID-19 JOINT TAUPŌ DISTRICT COUNCIL (TDC), SOUTH WAIKATO DISTRICT COUNCIL (SWDC), EMERGENCY OPERATING CENTRE (EOC) OPERATION**

**Author:** Brian Fox, Head of Regulatory and Risk

**Authorised by:** Gareth Green, Chief Executive Officer

**PURPOSE**

To receive a debrief summary report from independent consultant Phil Parker on the Covid-19 joint Taupō District Council, South Waikato District Council, Emergency Operating Centre operation.

**RECOMMENDATION(S)**

That the Emergency Management Committee receives the debrief summary report on the Covid-19 joint Taupō District Council and South Waikato District Council Emergency Operating Centre operation.

**ATTACHMENTS**

1. Debrief Summary Report - Covid-19 Joint TDC and SWDC EOC operation

**4.4 RECEIPT OF WAIKATO CIVIL DEFENCE EMERGENCY MANAGEMENT JOINT COMMITTEE UNCONFIRMED MEETING MINUTES - JUNE 8, 2020**

**Author:** Raeleen Rihari, Democratic Services Support Officer

**Authorised by:** Brian Fox, Head of Regulatory and Risk

**PURPOSE**

To receive the unconfirmed minutes of the Waikato Civil Defence Emergency Management Joint Committee meeting held on June 8, 2020.

**DISCUSSION**

The June 8, 2020 (unconfirmed) minutes of the last Waikato Civil Defence Emergency Management Joint Committee meetings are attached.

**CONCLUSION**

It is recommended that the Committee receives the minutes for information.

**RECOMMENDATION(S)**

That the Emergency Management Committee receives the (unconfirmed) minutes of the Waikato Civil Defence Emergency Management Joint Committee meetings held on December 9, 2019.

**ATTACHMENTS**

1. Waikato CDEM Joint Committee (unconfirmed) Minutes - June 8, 2020



**4.5 CIVIL DEFENCE EMERGENCY MANAGER'S REPORT**

**Author:** Ian Connon, Civil Defence Emergency Manager

**Authorised by:** Brian Fox, Head of Regulatory and Risk

**PURPOSE**

This item is for the Civil Defence Emergency Manager to provide an update to the Committee.

**DISCUSSION****Important events**

**September 2019** - Yes programme with Turangi youth teaching about local hazards and preparedness at home. Joint exercise on 28 September with emergency services and Harbour Master with the day finishing off with a graduation ceremony at Turangi fire station

**30 September** - Welfare exercise where a small community were evacuated from flooding and welfare team to provide shelter and welfare assistance.

**17 October** – Shakeout

**November** - CD manager and Response manager attended 3-day Volcanic short course in Auckland to learn about hazards, response and recovery and different types of volcanoes and unrest. This was very interesting and informative and gave us a better understanding of the science involved in this area.

**November** - Work with Dr Isabelle Chambefort and PhD student Jimmy Yang for research on natural greenhouse emissions CO2 from steam vents on Council reserves.

**3 November**- Attended emergency services day in support of the Greenlea rescue helicopter at Taupō Airport.

**11 January**- Attended fire at Taupō land fill and assisted with CD water tanker.

**Community engagement**

Attended 3 planting events with Greening Taupō, two school groups and one community planting.

16 September - Waipahihi School year 5 & 6 CD preparedness lesson.

17 September - Taupō Lions CD preparedness.

24 September - Display at Aged expo held at Great Lake Centre.

27 October - CD stand at Kinloch market.

7 November - Turangi foodbank drive.

7 December - Pihanga Christmas in the park.

14 December - Taupō Christmas parade/ Turangi Christmas parade and Christmas in the park.

20 December - Waitahanui Christmas in the park

**Upcoming**

Civil defence professional meetings

CPVAG

CAG

Neighbourhood Support.

Foundational and Intermediate training.

Hipaua fly over.

### **Training**

#### **2019**

2 September - Foundational training 16 staff

16 & 17 September - Logistics training 4 staff

3 October - Welfare training volunteers and stakeholders.

20 October - Marae training Oruanui Marae with FENZ & Waihereora.

2 November - Marae training Waikari Marae (BOP) FENZ & Waihereora

#### **2020**

14 March – Marae training, Hikairo Marae, Hohotaka Road, Taumarunui

6-7 August – Staff CIMS 4 training

### **RECOMMENDATION(S)**

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

### **ATTACHMENTS**

Nil

**4.6 WAIKATO CIVIL DEFENCE AND EMERGENCY MANAGEMENT GROUP UPDATE**

**Author:** Tina Jakes, Head of Democracy, Governance and Venues

**Authorised by:** Brian Fox, Head of Regulatory and Risk

**PURPOSE**

Mr Julian Snowball and Mr Andrew Bubear will be in attendance to provide members with an update on matters relating to the Waikato Civil Defence and Emergency Management Group.

**RECOMMENDATION(S)**

That the Emergency Management Committee receives the Waikato Civil Defence and Emergency Management Group update and thanks Mr Julian Snowball and Mr Andrew Bubear for attending.

**ATTACHMENTS**

Nil

**4.7 NATIONAL EMERGENCY MANAGEMENT AGENCY UPDATE**

**Author:** Tina Jakes, Head of Democracy, Governance and Venues

**Authorised by:** Brian Fox, Head of Regulatory and Risk

**PURPOSE**

This item is for regional advisor Ms Suzanne Vowles to provide members with an update on behalf of the National Emergency Management Agency (NEMA).

**RECOMMENDATION(S)**

That the Emergency Management Committee receives the update and thanks Ms Suzanne Vowles for attending.

**ATTACHMENTS**

Nil

**4.8 CONTROLLERS' UPDATE**

**Author:** Brian Fox, Head of Regulatory and Risk

**Authorised by:** Gareth Green, Chief Executive Officer

**PURPOSE**

This item is for the Taupō District Council local controllers to provide a verbal update to the Committee.

**RECOMMENDATION(S)**

That the Emergency Management Committee receives the update from the local controllers.

**ATTACHMENTS**

Nil

**4.9 PUBLIC INFORMATION MANAGER'S UPDATE**

**Author:** Lisa Nairne, Head of Communications and Customer Relations

**Authorised by:** Gareth Green, Chief Executive Officer

**PURPOSE**

This item is for the Public Information Manager to provide a verbal update to the Committee on Civil Defence public information management activities.

**RECOMMENDATION(S)**

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

**ATTACHMENTS**

Nil

**4.10 WAIKATO LIFELINES UPDATE**

**Author:** Denis Lewis, Infrastructure Manager

**Authorised by:** Kevin Strongman, Head of Operations

**PURPOSE**

This item is for the Waikato Lifelines Coordinator to provide a verbal update to the Committee.

**RECOMMENDATION(S)**

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

**ATTACHMENTS**

Nil

**4.11 LOCAL WELFARE MANAGER'S UPDATE**

**Author:** Veronica King, Strategic Partnership Advisor (Welfare Manager)

**Authorised by:** Dylan Tahau, Head of Community, Culture and Heritage

**PURPOSE**

For the Taupō Civil Defence Welfare Manager to provide members with an update on Local Welfare Committee Group (LWCG) activities.

**DISCUSSION****PRE COVID19**

1. Local Welfare Committee Group meeting: 2 March 2020  
Speakers - Waikato Humanitarian Development Engagement (Red Cross)  
- Health's planning response to COVID-19 and pandemic preparedness (LDHB)
2. Training / workshops: 2020
  - Civil Defence Centre course - 25 March – Tokoroa
  - Civil Defence Centre Supervisors course – 26 March – Tokoroa

**DURING COVID19**

3. Welfare manager / coordination group meetings were held online on a weekly basis over the lockdown period. Focus points were
  - Welfare arrangements and needs / issues presenting
  - Systems and processes
  - Reporting updates (local, regional, national)
  - Community / agency / iwi stakeholder engagements
  - Local welfare committee issues
  - Awhina platform
  - 0800# Dashboard
  - Southern / Northern EOC successes / challenges
4. Local Welfare Committee Group (LCWG): Other than statistical research the LCWG was not activated in relation to an EOC presence. The EOC was primarily council staffed.

**POST COVID19**

5. LWCG proposed meeting dates: 12 October – 14 December

**RECOMMENDATION(S)**

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

**ATTACHMENTS**

Nil