

Bay of Plenty Civil Defence Emergency Management Group Joint Committee

Open Minutes

- Commencing:** Friday 23 September 2022, 10:00 am
- Venue:** Mātaatua Room, Bay of Plenty Regional Council, 5 Quay Street, Whakatāne and Via Zoom (Audio Visual Meeting)
- Chairperson:** Cr David Love (Bay of Plenty Regional Council Toi Moana (BOPRC))
- Deputy Chairperson:** Mayor Judy Turner (Whakatāne District Council)
- Members:**
- Kawerau District Council (KDC):** Mayor Malcolm Campbell; Deputy Mayor Faylene Tunui (Alternate)
 - Ōpōtiki District Council (ODC):** Mayor Lyn Riesterer
 - Rotorua Lakes Council (RLC):** Deputy Mayor David Donaldson (Alternate) (via Zoom)
 - Tauranga City Council (TCC):** Commissioner Bill Wasley (Alternate) (via Zoom)
 - Western Bay of Plenty District Council (WBOPDC):** Mayor Garry Webber (Via Zoom)
 - Whakatāne District Council (WDC):** Deputy Mayor Andrew Iles (Alternate)
 - Observer: National Emergency Management Agency (NEMA)** Jaci Sinko - Regional Emergency Management Advisor and Lily Foulds - Regional Emergency Management Advisor
- In Attendance:**
- Kawerau District Council (KDC):** Russell George - Chair of Coordinating Executive Group (CEG) & Chief Executive Officer
 - Emergency Management Bay of Plenty (EMBOP):** Clinton Naude - Director; Stace Tahere - Acting Planning Manager; Malinda Meads - Senior Advisor, Tsunami Readiness; Cara Gordon - Principal Advisor; Lisa Glass - Senior Advisor (Via Zoom); Theo Ursum - Advisor, Planning (Via Zoom); Andrea Thompson - Executive Assistant
 - BOPRC:** Fiona McTavish - Chief Executive (via Zoom), Reuben Fraser - General Manager Regulatory Services; Merinda Pansegrouw - Committee Advisor
- Apologies:**
- Mayor Steve Chadwick (RLC)
 - Commission Chair Anne Tolley (TCC)
 - Deputy Mayor Dave Donaldson for lateness (RLC)

Declaration of Public Recording

Committee members were reminded that the public section of the meeting was being recorded and would be made available on the BOPRC website and archived for a period of three years:

Recording of Meeting: [CDEMG Meeting Video Recording 23 September 2022 - YouTube](#)

1. Apologies

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 Accepts the apologies from Mayor Steve Chadwick and Commissioner Chair Anne Tolley and Deputy Mayor Dave Donaldson (for lateness) tendered at the meeting.**

**Campbell/Riesterer
CARRIED**

2. Declaration of Conflicts of Interest

None

3. Minutes

Minutes to be Confirmed

3.1 Bay of Plenty Civil Defence Emergency Management Group Joint Committee Minutes - 8 July 2022

Matters Arising

In relation to Minute Item 4.6, "*Update - National Emergency Management Agency (NEMA)*", members noted that the newly appointed Minister for Emergency Management, Hon Kieran McAnulty was unable to attend the 23 September 2022 meeting due to prior commitments. An invitation would be extended to the Minister for attendance at a future meeting of the Civil Defence Emergency Management Group Joint Committee in the next triennium.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1. Confirms the Bay of Plenty Civil Defence Emergency Management Group Joint Committee Minutes - 8 July 2022 as a true and correct record.**

**Turner/Campbell
CARRIED**

4. Reports

Decisions Required

4.1 Bay of Plenty CDEM Group 2022/23 Annual Plan Dashboard as at 5 September 2022

Presented by: Clinton Naude, Director, Emergency Management Bay of Plenty.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Bay of Plenty CDEM Group 2022/23 Annual Plan Dashboard as at 5 September 2022.**

**Turner/Campbell
CARRIED**

4.2 Bay of Plenty CDEM Group Annual Plan 2022/2023 Budget Update

*Tabled Document 1 - Updated Budget - BOP CDEM Group Annual Plan 2022/2023:
Objective ID A4209652*

Presented by: Clinton Naude, Director, Emergency Management Bay of Plenty.

Key Points:

- Since the annual budget allocation had not been finalised pending the adoption of respective Local Authority Annual Plans, the Civil Defence Emergency Management Group Joint Committee had adopted the Bay of Plenty Civil Defence Emergency Management (CDEM) Group Annual Plan at its meeting held on 8 July 2022 subject to the updated annual budget allocation to be submitted to the September 2022 meeting
- Accordingly, provided the updated current CDEM annual budget allocations for Emergency Management Bay of Plenty (EMBOP) and respective Local Authority members
- Tabled document provided the Bay of Plenty CDEM Group Annual Plan 2022/2023 Budget in the correct format.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Bay of Plenty CDEM Group Annual Plan 2022/2023 Budget Update.**
- 2 Approves the Bay of Plenty CDEM Group Annual Plan budget allocation**

**Love/Riesterer
CARRIED**

10:07 am - Deputy Mayor Dave Donaldson **entered** the meeting (via Zoom).

4.3 Draft Bay of Plenty CDEM Group Annual Report 2021 - 2022

Presented by: Clinton Naude, Director, Emergency Management Bay of Plenty.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Draft Bay of Plenty CDEM Group Annual Report 2021 - 2022.**
- 2 Approves the Draft Bay of Plenty CDEM Group Annual Report 2021-2022.**

**Campbell/Riesterer
CARRIED**

4.4 Bay of Plenty Civil Defence Emergency Management Group Plan Development 2023/2028 Update

Presented by: Clinton Naude, Director, Emergency Management Bay of Plenty.

Key Points:

- The new Emergency Management Bill to replace the Civil Defence Emergency Management Act 2002 was still in progress
- Since the direction in the New Emergency Management Bill needed to be aligned with the Civil Defence Emergency Management (CDEM) Group Plan 2023/2028, extending the timeline for developing the Group Plan 2023/2028 was essential
- Furthermore, the proposed extended project timeline would also provide incoming Joint Committee members with the opportunity to contribute to the Group Plan development
- Extension would also ensure the Group Plan review process included meaningful engagement with stakeholders, community groups and iwi
- Extended timeline had been endorsed by both the Coordinating Executive Group Local Authorities Sub Committee and Coordinating Executive Group.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Bay of Plenty Civil Defence Emergency Management Group Plan Development 2023/2028 Update.**
- 2 Endorses the revised timeline for the Group plan review.**

**Webber/Turner
CARRIED**

4.5 Bay of Plenty CDEM Group Tsunami Ready Programme Update

*Presentation - Tsunami Ready Programme - Update to Joint Committee - 23
September 2022: Objective ID A4216809*

*Tabled Document 2 - Draft Example Tsunami Maps - CDEMG JC - 23 September
2022: Objective ID A4214691*

Presented by: Clinton Naude, Director, Emergency Management Bay of Plenty (EMBOP) and Malinda Meads Senior Advisor, Tsunami Readiness.

Key Points:

- “Tsunami Ready Programme Update” was a standing item on the Joint Committee Agenda to provide regular updates on progress
- Reaffirmed the aim of the programme as unchanged: *“to develop a coordinated Tsunami Ready programme for the Bay of Plenty Civil Defence Emergency Management (CDEM) Group to ensure regional consistency; alignment to national projects and standards; and giving effect to current science”*
- Programme priorities:
 - Review of the programme risks
 - Update Tsunami Evacuation Zone Maps for the region
 - Future Tsunami modelling for the region
 - Public education/community engagement
 - Tsunami Response Plan
- New risks added to the Project Risk Register were as follows:
 - National Tsunami Evacuation Map and un-synced regional data causing inaccuracy with online maps
 - Moving to a ‘one zone’ approach for tsunami evacuation zone maps for the Region not aligned with national guidelines for public-facing maps
 - Different approach for community maps/planning
 - Timely completion of the tsunami evacuation zone map project with accurate science explanation of regional tsunami inundation modelling reports to ensure communities have the correct information on the tsunami hazard
- Tsunami Evacuation Zone Mapping – “One Zone Approach” (remained the highest priority piece of work in the programme)
- Work was being led through EMBOP with geographic information system (GIS) and Local Authority support
- Timeline for launching the national maps was end of October 2022, to align with the National Shakeout Event (27 October 2022)
- Snapshots of the draft public facing maps were tabled as examples – demonstrating the “One Zone Approach” (refer tabled document)
- Maps would include future proofing mechanisms for map updates (i.e. bar codes linking to online maps)
- GNS Science was currently conducting work on human behaviour around maps.

Key Points - Members:

- Provided opposing feedback regarding the blue coloured arrows used on the draft public facing maps: seemed confusing to some but clear to others. Noted that the blue colour used was consistent/aligned with national groups and in line with hex colour codes
- Was concerned about the durability of colours on outdoor maps when continuously exposed to the sun
- Suggested that the science of tracking tsunami be reflected/included on maps to identify/model the likelihood/direction/occurrence of tsunami
- Suggested that the coastline colour on maps be slightly darker to make a clear distinction in terms of where water was and where water would be moving after a tsunami, clearly identifying risk areas

- Highlighted the need for receiving communities to be sufficiently resourced; noted that this concern was being addressed as part of response planning/welfare planning following lessons learnt from the March 2022 events.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Bay of Plenty CDEM Group Tsunami Ready Programme Update.**
- 2 Approves the current priority of work for the Bay of Plenty CDEM Group Tsunami Ready Programme.**
- 3 Accepts the current risks highlighted with the Tsunami Ready Programme.**

**Webber/Turner
CARRIED**

Information Only

4.6 Declaring States of Local Emergency during Local Government Elections

Tabled Document 3 - Fact-Sheet-Local-government-election-governance-arrangements: Objective ID A4209651

Presented by: Clinton Naude, Director, Emergency Management Bay of Plenty.

Key Points:

- Confirmed that during Local Government Elections there would be a period from the official announcement of the election results to the date of the first meeting of the local authority when elected members were sworn in, that there would be no authorised members to declare a state of local emergency
- During this period, the Minister for Emergency Management could declare a state of local emergency
- In the Bay of Plenty, Commissioners appointed for Tauranga City Council could declare a state of local emergency as authorised through the Bay of Plenty CDEM Group Plan 2018-2023
- The National Emergency Management Agency (NEMA) had updated the “*Local Government Election Governance Arrangements: Guidance for Civil Defence Emergency Management Groups Fact Sheet*” to reflect the scenario where a triennial general election was postponed for a local authority (e.g. Tauranga City Council in 2022) (Refer tabled item).

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Declaring States of Local Emergency during Local Government Elections.**

**Webber/Wasley
CARRIED**

4.7 Update - National Emergency Management Agency (NEMA)

*Presentation - NEMA Update to BOP Joint Committee 230922: Objective ID
A4216812*

Presented by: Jaci Sinko, Regional Emergency Management Advisor - National Emergency Management Agency (NEMA).

Key Points:

- Introduced Lily Foulds, NEMA Regional Emergency Management Advisor
- Summarised progress with the Trifecta programme:
 - Was not a fundamental transformation of the emergency management system but would instead address identified shortcomings to ensure that the system could meet current and future needs
 - Drafting of the Emergency Management Bill was underway: proposals were being refined based on sector feedback
 - Submissions on the Bill would be called for during November 2022 and scheduled to be heard in early 2023
 - Review of the National Civil Defence and Emergency Management Plan/accompanying Guide was happening alongside the development of the new Emergency Management Bill to ensure alignment
- Foot and Mouth Disease – currently found in Indonesia/South East Asia. Ministry for Primary Industries (MPI) was the lead agency for biosecurity and planning was underway. Given the importance of the Agricultural sector for New Zealand’s economy and communities, Foot and Mouth disease was considered a major risk
- Severe weather events:
 - Several weather events across the country this winter required the support from staff across the country
 - Acknowledged the hard work that has occurred at the local and regional level to respond to events and keep communities safe
- Strengthening emergency management cooperation between New Zealand and the United States:
 - NEMA had signed a Memorandum of Cooperation (MoC) with the United States’ Federal Emergency Management Agency (FEMA)
 - Agreement would allow the sharing of best practices and lessons learned from past emergencies which would contribute towards building a more disaster resilient global community
 - MoC would formalise information and data sharing between the two countries and boost opportunities to engage in joint research, conferences, workshops and exercises.

Key Points - Members:

- Voiced concern/frustration about the timing of numerous national reforms driven by central government and passed on to local government simultaneously resulting in the lack of sufficient time/resources to respond/contribute with quality feedback.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Update - National Emergency Management Agency (NEMA).**

**Love/Riesterer
CARRIED**

4.8 Update - Director, Emergency Management Bay of Plenty

*Presentation - Director Update to Joint Committee - 23 September 2022:
Objective ID A4216813*

Presented by: Clinton Naude, Director, Emergency Management Bay of Plenty.

Provided an overview of the Bay of Plenty Civil Defence Emergency Management Group highlights for the period 2019-2022:

Key Points:

- Events/activations within the Group
 - Whakaari White Island Eruption 2019
 - COVID-19 responses 2020
 - March 5 Tsunami events 2021
 - East Coast roading event 2022
- Te Rūnanga o Ngāti Awa - Award for Manaakitanga
 - Award for demonstrating respect and hospitality to others in a way that upheld mana across any aspect of the 4Rs
 - Recognised exceptional manaakitanga in the emergency management environment
 - Whakaari White Island eruption was a tragedy that impacted many people: the manaakitanga displayed by Ngāti Awa gave the grief, anger and despair people were feeling a voice, and enabled victims, whanau and first responders to face the horror of the event and find solace
- Deployments (Group staff supporting other regions):
 - Westport Floods 2021 (15 deployed)
 - Tairāwhiti Floods 2021 (1 deployed)
 - West Coast Weather Event 2022 (1 deployed)
 - Nelson-Tasman Floods 2022 (9 deployed)
 - Marlborough Floods 2022 (1 deployed)
- Growth in the Bay of Plenty Emergency Management Capability
 - Following the signing of the Bay of Plenty Partnership agreement in 2019 Councils have committed internal resources to undertake their roles and responsibilities. There were 33 emergency Management positions across the CDEM Group
 - Emergency Management Staff have been working collaboratively across the region to ensure a collective and consistent approach
- Emergency management professionals offered a wide range of experience:
 - Five Bay of Plenty CDEM Group team members were part of the National Emergency Management Assistance Team (NZEMAT)

- Three Bay of Plenty CDEM Group team members have achieved International Association of Emergency Managers AEM/CEM certification - at least ten others in progress
- Highlights and Milestones
- Community Engagement
- NEMA Resilience Fund
- Challenges and focus areas for the incoming Joint Committee:
 - Legislative reviews
 - Emergency Management System Reforms
 - Review into the future for Local Government
 - Three Waters Review
 - Ongoing legal reviews following the Whakaari White Island Eruption
 - Sector fatigue
 - Implementation of the Bay of Plenty CDEM Group Plan 2023-28
 - Climate Change and the increasing regularity of emergency events
 - Increasing misinformation, disinformation and reduced trust in Government
 - Appropriate support for Iwi, Hapū & Marae
 - Population growth and diversity
 - Comprehensive risk analysis (including compound risk factors) and effective integrated planning
 - Increasing expectations in a time of limited resources.

Key Points - Members:

- Expressed a sincere appreciation for the professional work undertaken by Clinton Naude, Director, Emergency Management Bay of Plenty (EMBOP), all EMBOP staff as well as Territorial Authority Emergency Management Staff across the region; requested that the appreciation be conveyed to all staff
- Critical for all groups to increase their internal capability, particularly with the evident increase of events across the region/nationally as a result of climate change - smarter spatial planning was particularly critical
- Acknowledged the valuable contribution by retiring Mayors over the past triennium and wished them well on their future journeys
- Wished all candidates for the 2022 Local Government Elections well.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1. Receives the report, Update - Director, Emergency Management Bay of Plenty; and**
- 2. Expresses appreciation and congratulates all to staff for the outstanding work and response to events over the triennium.**

**Love/Riesterer
CARRIED**

5. Public Excluded Minutes

Minutes to be Confirmed

5.1 Public Excluded Bay of Plenty Civil Defence Emergency Management Group Joint Committee Minutes - 8 July 2022

Since no discussion was required for confirming the Public Excluded Minutes dated 8 July 2022; the minutes were accordingly confirmed in the Public Section of the meeting:

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1. Confirms the Public Excluded Bay of Plenty Civil Defence Emergency Management Group Joint Committee Minutes - 8 July 2022 as a true and correct record.**

**Love/Campbell
CARRIED**

13. Date of next meeting

16 December 2022 (Inaugural Meeting 2022-2025 Triennium)

11:52am - the meeting closed.

CONFIRMED

Cr David Love
Chairperson, Bay of Plenty Civil Defence
Emergency Management Group Joint Committee