

Bay of Plenty Civil Defence Emergency Management Group Joint Committee

Open Minutes

- Commencing:** Friday 16 December 2022, 10:00 am
- Venue:** Council Chambers, Regional House, 1 Elizabeth Street, Tauranga
- Chairperson:** Mayor Faylene Tunui- Kawerau District Council (KDC)
- Deputy Chairperson:** Mayor James Denyer- Western Bay of Plenty District Council (WBOPDC)
- Members:**
Ōpōtiki District Council (ODC): Mayor David Moore
Rotorua Lakes Council (RLC): Mayor Tania Tapsell; Deputy Mayor Sandra Kai Fong (Alternate)
Whakatāne District Council (WDC): Mayor Victor Luca; Deputy Mayor Lesley Immink (Alternate)
Bay of Plenty Regional Council Toi Moana (BOPRC): Cr Malcolm Campbell; Cr Ron Scott (Alternate)
Observer: National Emergency Management Agency (NEMA) 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, Emergency Management; Lisa Glass - Senior Advisor, Communications; Mel Meads - Senior Advisor - Tsunami Readiness; Theo Ursum - Advisor, Planning; Andrea Thompson - Executive Assistant; Josh Bougen - Summer Assistant
BOPRC: Fiona McTavish - Chief Executive, Reuben Fraser - General Manager, Regulatory Services; Merinda Pansegrouw - Committee Advisor.
- Apologies:** Commission Chair Anne Tolley- Tauranga City Council

Bay of Plenty Coordinating Executive Group Chair Russell George opened the meeting and chaired proceedings until the new Group Chairperson for the 2022-2025 local authority triennium had been elected.

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: [Bay of Plenty Civil Defence Emergency Management Group Joint Committee - 16 December 2022 - YouTube](#)

1. Opening Karakia:

A karakia was provided by Stace Tahere – EMBOP Acting Planning Manager.

2. Apologies

Resolved

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

- 1 Accepts the apology for absence from Commission Chair Anne Tolley-Tauranga City Council tendered at the meeting.**

**Campbell/Tunui
CARRIED**

3. Order of Business

Members agreed to the reordering of items: Item 7, Confirmation of the minutes of the previous meeting held on 23 September 2022 was considered as the last item on the agenda, to allow for the confirmation of the Bay of Plenty Civil Defence Emergency Management Group Joint Committee for the 2022 - 2025 Triennium.

4. Declaration of Conflicts of Interest

There were no declarations of interests.

5. Reports

Decisions Required

5.1 Confirmation of the Bay of Plenty Civil Defence Emergency Management Group Joint Committee for the 2022 - 2025 Triennium

Presented by: Coordinating Executive Group Chair Russell George.

Resolved

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

- 1 Receives the report, Confirmation of the Bay of Plenty Civil Defence Emergency Management Group Joint Committee for the 2022 - 2025 Triennium.**

**Tunui/Denyer
CARRIED**

2 Confirms its membership is:

- a) **Bay of Plenty Regional Council: Councillor Malcolm Campbell and Councillor Ron Scott (alternate)**
- b) **Kawerau District Council: Mayor Faylene Tunui and Deputy Mayor Aaron Rangihika (alternate)**
- c) **Ōpōtiki District Council: Mayor David Moore and Councillor Tom Brooks (alternate)**
- d) **Rotorua Lakes Council: Mayor Tania Tapsell and Deputy Mayor Sandra Kai Fong (alternate)**
- e) **Tauranga City Council: Commissioner Chair Anne Tolley and Commissioner Bill Wasley (alternate)**
- f) **Western Bay of Plenty District Council: Mayor James Denyer. Noted that the alternate appointment for Western Bay of Plenty District Council would be advised**
- g) **Whakatāne District Council: Mayor Victor Luca and Deputy Mayor Lesley Immink (alternate);**

**Campbell/Moore
CARRIED**

3 Confirms System B as its voting system to elect a Chairperson and a Deputy Chairperson as set out in Clause 25, Schedule 7 of the Local Government Act 2002;

**Denyer/Tapsell
CARRIED**

Russell George called for nominations for the position of Group Chairperson for the 2022-2025 local authority triennium. Mayor Tania Tapsell nominated Mayor Faylene Tunui as Group Chairperson; Mayor Victor Luca seconded the motion. As only one nomination was received for the role of Group Chairperson, no voting was required.

4 Elects Mayor Faylene Tunui as the Group Chairperson of the Bay of Plenty Civil Defence Emergency Management Group Joint Committee for the 2022-2025 local authority triennium;

**Tapsell/Luca
CARRIED**

Coordinating Executive Group Chair Russell George **vacated** the chair and the newly elected Group Chair, Mayor Faylene Tunui **assumed** the chair.

Group Chair, Mayor Faylene Tunui called for nominations for the position of Group Deputy Chairperson for the 2022-2025 local authority triennium. Mayor Tania Tapsell nominated Mayor James Denyer as Deputy Group Chairperson; Mayor David Moore seconded the motion. As only one nomination was received for the role of Deputy Chairperson, no voting was required

5 Elects Mayor James Denyer as the Group Deputy Chairperson of the Bay of Plenty Civil Defence Emergency Management Group Joint Committee for the 2022-2025 local authority triennium;

**Tapsell/Moore
CARRIED**

- 6 Adopts as its standing orders the document attached as Attachment 2, as adopted by the administering authority on 24 November 2022 pursuant to Clause 27 (1) and (2), Schedule 7 of the Local Government Act 2002, and Section 19(1) of the Civil Defence Emergency Management Act 2002;**

**Denyer/Tapsell
CARRIED**

- 7 Confirms the following 2023 meeting dates:**

- a. **Friday, 31 March 2023**
- b. **Friday, 30 June 2023**
- c. **Friday, 29 September 2023**
- d. **Friday, 15 December 2023**

**Tapsell/Luca
CARRIED**

5.2 Bay of Plenty CDEM Group 2022/23 Annual Plan Dashboard as at 5 December 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 December 2022.**

**Luca/Moore
CARRIED**

5.3 Bay of Plenty Civil Defence Emergency Management Group Controller and Recovery Manager Statutory Appointments

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 Civil Defence Emergency Management Group Controller and Recovery Manager Statutory Appointments.**
- 2 Appoints Kerrie Little as Local Controller for the Bay of Plenty Civil Defence Emergency Management Group, as defined under s27(1) of the CDEM Act 2002.**
- 3 Rescinds the appointment of Phillip Martelli as Local Controller for the Bay of Plenty Civil Defence Emergency Management Group, as defined under s27(1) of the CDEM Act 2002.**
- 4 Appoints Sarah Omundsen as Local Controller for the Bay of Plenty Civil Defence Emergency Management Group, as defined under s27(1) of the CDEM Act 2002.**

**Denyer/Luca
CARRIED**

Information Only

5.4 Update - National Emergency Management Agency (NEMA)

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

Resolved

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

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

**Moore/Denyer
CARRIED**

6. Minutes

Minutes to be Confirmed

6.1 Bay of Plenty Civil Defence Emergency Management Group Joint Committee Minutes - 23 September 2022

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 - 23 September 2022 as a true and correct record.**

**Campbell/Tunui
CARRIED**

7. Closing Karakia:

Karakia provided by Stace Tahere – EMBOP Acting Planning Manager.

10:27 am – the meeting closed.

CONFIRMED

Chairperson Mayor Faylene Tunui
Civil Defence Emergency Management Group
Joint Committee