

## MINUTES

REPORT NUMBER **10.188**

SUBJECT Minutes of Wellington Region Civil Defence Co-ordinating Executive Group (CEG) meeting.

WHEN 12 April 2010 at 10.04 am

WHERE Council Chamber, Upper Hutt City Council.

FILE NUMBER E/06/23/04

GROUP MEMBERS PRESENT Roger Blakeley (Chairman) (Porirua City Council)

Peter Dempsey (New Zealand Fire Service)  
Patrick Dougherty (Kapiti Coast District Council)  
Jack Dowds (South Wairarapa District Council)  
Murray Kennedy (for David Benham, Greater Wellington)  
Mike Mendonca (Wellington City Council)  
Max Pedersen (Upper Hutt City Council)  
Bruce Sherlock (for Tony Stallinger, Hutt City Council)  
Greg Phillips (for Ken Whelan, Capital & Coast District Health Board)  
Inspector Mike Wright (For Supt Gail Gibson, New Zealand Police)

ALSO PRESENT Dave Brunson (Kestrel Group)  
Keith Evans (Ministry of Civil Defence & Emergency Management)  
Trevor Farmer (Porirua City Council)  
Craig Hamilton (Greater Wellington)  
Jessica Hare (Greater Wellington)  
Chris Killeen (Greater Wellington)  
Don McGuire (Kapiti Coast District Council)  
Alan Walker (Ministry of Civil Defence & Emergency Management)

## 1. Apologies

*Resolved*

*(Dougherty/Dowd)*

*That the apologies for absence from Tony Stallinger (Hutt City Council), Ken Whelan (Capital & Coast District Health Board), and Colin Wright (Carterton District Council) be accepted.*

## 2. Confirmation of minutes of meeting held on 5 October 2009

*Resolved*

*(Dougherty/Dowd)*

*That the minutes of the meeting held on 5 October 2009 be accepted.*

## 3. Accession Agreement between Wellington CDEM Group and GNS Science

**Report 10.122**

File Z/01/04/19

*Resolved*

*(Wright/Sherlock)*

*That the Co-ordinating Executive Group:*

*:*

- 1. Receives the report.*
- 2. Approves the Accession Agreement between the Wellington CDEM Group and GNS Science.*
- 3. Requests the Chairman of the Wellington CDEM Group (Mayor Wayne Guppy) to sign the agreement on the CDEM Group's behalf.*

## 4. CDEM Group Work Programme Progress Report Report 10.123

File Z/01/04/19

Jessica Hare, Emergency Management Advisor CDEM Group Office, introduced the report.

*Resolved*

*(Blakeley/Pedersen)*

*That the Co-ordinating Executive Group:*

- 1. Receives the report.*
- 2. Notes the content of the report.*

## **5. Update on CDEM Group public education initiatives**

Jessica Hare introduced the report.

**Report 10.124**

File Z/01/04/19

*Resolved*

*(Blakeley/Phillips)*

*That the Co-ordinating Executive Group:*

- 1. Receives the report.*
- 2. Notes the content of the report.*

## **6. Shared Services Review of Civil Defence Emergency Management**

Dave Brunsdon, Kestrel Group, presented Bernie Goedhart's oral report.

**Noted**

There was in - principle support from all bodies and organisations represented, subject to funding and accountability issues. It was agreed that a diagram would be useful. The report is to go to the Chief Executives' Forum on Friday 16 April 2010 for consideration for agreement. The Chair of CEG will give an oral report to the CDEMG.

## **7. CDEM Group Appointments**

**Report 10.125**

File Z/01/04/19

*Resolved*

*(Blakeley/Pedersen)*

*That the CEG recommends to the CDEM Group that the following appointments be made:*

- 1. Rian Van Schalkwyk, Interim Group Controller until decisions are made on group structure.*
- 2. Claire Johnstone, Local Recovery Manager, Hutt City Council.*
- 3. Chris Upton, Local Recovery Manager, Upper Hutt City Council*

## **8. Exercise Tangaroa**

**Report 10.126**

File Z/01/04/19

Craig Hamilton, Emergency Management Advisor CDEM Group Office, introduced the report.

*Resolved*

*(Dougherty/Pedersen)*

*That the Co-ordinating Executive Group:*

- 1. Receives the report.*

2. *Notes the content.*

**Noted**

Craig was asked to report back on the recommendations contained in the report.

**9. Exercise Phoenix VI evaluation report**

Craig Hamilton introduced the report.

**Report 10.127**

File Z/01/04/19

*Resolved*

*(Blakeley/Dempsey)*

*That the Co-ordinating Executive Group:*

1. *Receives the report.*
2. *Notes the contents.*
3. *Requests that officers reports to the next CEG meeting with management options, recommendations, and time lines for action on lessons from Exercise Phoenix for responding to a major disaster resulting from an earthquake in Wellington.*

**10. Civil Defence Emergency Management (CDEM) competency framework**

**Report 10.128**

File Z/01/04/19

*Resolved*

*(Blakeley/Sherlock)*

*That the Co-ordinating Executive Group:*

1. *Receives the report.*
2. *Notes the content of the report.*

**11. Controller and Recovery Manager Training**

Chris Killeen, Emergency Management Advisor CDEM Group Office, introduced the report.

**Report 10.129**

File Z/01/04/19

*Resolved*

*(Dowd/Dougherty)*

*That the Co-ordinating Executive Group:*

1. *Receives the report.*
2. *Notes the content.*

## **12. Mt Climie Repeater Site Protocols**

Chris Killeen introduced the report.

### **Report 10.130**

File Z/01/04/19

*Resolved*

*(Blakeley/Wright)*

*That the Co-ordinating Executive Group*

- 1. Receives the report.*
- 2. Notes the content of the report.*

## **13. Update on Emergency Management subsidies and the new Contestable Fund – Ministry of CDEM**

Alan Walker, Manager CDEM Development MCDEM, gave an oral report.

## **14. Items for CDEM meeting on 6 May 2010**

It was agreed that the following items would be placed on the agenda of the CDEM meeting on 6 May 2010

- Several reports from today's meeting
- Oral report on shared services
- Lessons learnt from reaction of entire region to recent tsunami alerts  
(To be presented by Rian Van Schalkwyk or Jessica Hare).

## **15. General business**

Keith Evans, Central Regional Co-Ordinator MCDEM, reported that his organisation is evaluating the legal responsibility of various CDEM groups

## **16. Next meeting**

Monday 4<sup>th</sup> October 2010 – 10.00 am at Porirua City Council.

Greg Phillips left the meeting at 10.55 am.

The meeting finished at 11.50 am.

Roger Blakeley, Chairman