If calling, please ask for Democratic Services

Civil Defence Emergency Management Group

Tuesday 19 March 2024, 11.00am

Taumata Kōrero - Hutt City Council - Council Chamber, Hutt City Council, 30 Laings Road, Lower Hutt

Members

Mayor Tory Whanau (Chair)	Wellington City Council
Hon. Mayor Ron Mark (Deputy Chair)	Carterton District Council
Mayor Anita Baker	Porirua City Council
Mayor Campbell Barry	Hutt City Council
Mayor Gary Caffell	Masterton District Council
Mayor Martin Connelly	South Wairarapa District Council
Mayor Wayne Guppy	Upper Hutt City Council
Mayor Janet Holborow	Kāpiti Coast District Council
Council Chair Daran Ponter	Greater Wellington Regional Council

Callum Katene

Kura Moeahu

Recommendations in reports are not to be construed as Council policy until adopted by Council

Civil Defence Emergency Management Group Committee

Tuesday 19 March 2024, 11.00am

Taumata Kōrero - Hutt City Council - Council Chamber, Hutt City Council, 30 Laings Road, Lower Hutt

Public Business

Please note these minutes remain unconfirmed until the Civil Defence Emergency Management Group meeting on 19 March 2024.

Report 23.655

Public minutes of the Wellington Region Civil Defence Emergency Management Group meeting on Tuesday 5 December 2023

Taumata Kōrero – Council Chamber, Greater Wellington Regional Council
100 Cuba Street, Te Aro, Wellington, at 11.00am

Members Present

Mayor Tory Whanau (Chair)	Wellington City Council
Hon. Mayor Ron Mark (Deputy Chair)	Carterton District Council
Mayor Anita Baker	Porirua City Council
Mayor Campbell Barry	Hutt City Council
Mayor Gary Caffell	Masterton District Council
Mayor Wayne Guppy	Upper Hutt City Council
Mayor Janet Holborow	Kāpiti Coast District Council
Council Chair Daran Ponter (from 11.06am)	Greater Wellington Regional Council

Callum Katene

Mayor Barry participated at this meeting remotely via Microsoft Teams and counted for the purposes of quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002.

Karakia timatanga

The Committee Chair opened the meeting with a karakia timatanga.

Public Business

1   Apologies

Moved: Mayor Whanau / Mayor Baker

    That the Joint Committee accepts the apology for absence from Mayor Connelly.

The motion was **carried**.

2   Declarations of conflicts of interest

There were no declarations of conflicts of interest.

3   Public participation

There was no public participation.

4   Confirmation of the Public minutes of the Civil Defence Emergency Management Group meeting on 19 September 2023 – Report 23.497

Moved: Mayor Whanau / Mayor Baker

That the Joint Committee confirms the Public minutes of the Civil Defence Emergency Management Group meeting on 19 September 2023 – Report 23.497.

The motion was **carried.**

5   Confirmation of the Public Excluded minutes of the Civil Defence Emergency Management Group meeting on 19 September 2023 – Report 23.500

Moved: Mayor Whanau / Mayor Baker

That the Joint Committee confirms the Public Excluded minutes of the Civil Defence Emergency Management Group meeting on 19 September 2023 – Report 23.500.

The motion was **carried.**

6   Marae Resilience Presentation – Report 23.646 [For Information]

Jeremy Holmes, Regional Manager, Wellington Region Emergency Management Office, spoke to the report.

Council Chair Ponter arrived at 11.06am during the above item.

7   Acute Water Shortage: Emergency Management Planning Update – Report 23.647 [For Information]

Jeremy Holmes, Regional Manager, Wellington Region Emergency Management Office, spoke to the report.

8   WREMO Quarterly Report – Report 23.648

Jeremy Holmes, Regional Manager, Wellington Region Emergency Management Office, spoke to the report.

Moved: Mayor Caffell / Mayor Holborow

That the Joint Committee:

1   Approves the WREMO Quarter One Report – 1 July 2023 to 30 September 2023 as an accurate reflection of progress against the WREMO Annual Plan.

The motion was **carried.**

Noted: Mayor Caffell, on behalf of the Wairarapa Governance Group, acknowledged the work and knowledge WREMO has contributed in wake of Cyclone Gabirelle.

9 **Civil Defence Emergency Management Group Governance – The Way Forward – Report 23.649** [For Information]

Jeremy Holmes, Regional Manager, Wellington Region Emergency Management Office, spoke to the report.

10 **Civil Defence Emergency Management Group Appointments – Report 23.650** [For Information]

Jeremy Holmes, Regional Manager, Wellington Region Emergency Management Office, spoke to the report. Jeremy advised the Joint Committee that there were no changes to the appointments.

Mayor Baker / Mayor Whanau

That the Joint Committee:

1 Agrees that there are no changes to appointments.

The motion was **carried.**

Karakia whakamutunga

The Committee Chair closed the meeting with a karakia whakamutunga.

The public meeting closed at 11.46am.

Mayor T Whanau

Chair

Date:

CIVIL Defence Emergency Management Group
19 March 2024
Report 24.116

For Decision

GROUP PLAN DEVELOPMENT TIMELINE

Te take mō te pūrongo
Purpose

1. To inform the Wellington Region Civil Defence Emergency Management (CDEM) Group of the proposed group plan timeline that takes into account the delays in the implementation of the new Emergency Management Bill.

He tūtohu
Recommendations

That the Joint Committee:

1 **Notes** the proposed Civil Defence Emergency Management Group plan timeline.

Te tāhū kōrero
Background

2. Section 48 of the CDEM Act 2002 states that "Every Civil Defence Emergency Management Group must prepare and approve a civil defence emergency management group plan". The current Wellington Region CDEM Group Plan remains in effect until 30 June 2024.

Te tātaritanga
Analysis

3. Due to DELAYS in the new Emergency Management Bill to the select committee[1], and the associated review of the national CDEM plan, it is proposed that we incorporate these delays into the timeline for the review of our current Group Plan.

4. Section 58(b) of the CDEM Act 2002 states "If a civil defence emergency management group plan has been operative for 5 years or more and it is more than 5 years since the plan has been reviewed under this section, the Civil Defence Emergency Management Group concerned must review the plan". The proposed deferral meets these requirements with the formal review commencing on 1 July 2024.

---

1 Recent correspondence indicates that the Select Committee's report back deadline for the bill has been extended from March 2024 to December 2024. This means it is unlikely that the content of the new legislation will be known until mid-late 2025.

5. It is intended that the CDEM Group plan review will commence 1 July 2024; however, it will not be concluded until 30 June 2026 for implementation on 1 July 2026.

6. The following is the high-level timeline:

Initial workshops with stakeholders and partners	Oct 2024 – Apr 2025
Incorporation of new Emergency Management Bill content & sector consultation	Feb 2025 – Feb 2026
Formal sector consultation	Nov 2025 - Dec 2025
Public consultation & hearings	Mar 2026 – Apr 2026
Sent to minister for approval	May 2026
Joint committee approval	Jun 2026

Ngā hua ahumoni
Financial implications

7. There are no financial implications arising from this report. All costs associated with the meetings will be met from existing budgets.

Ngā Take e hāngai ana te iwi Māori
Implications for Māori

8. The deferral of the group plan is beneficial as it will enable the CDEM Group plan to take into account the new legislation. The proposed bill has roles and responsibilities for iwi included.

Ngā tikanga whakatau
Decision-making process

9. The matters requiring decision in this report were considered by officers against the decision-making requirements of Part 6 of the Local Government Act 2002.

Te hiranga
Significance

10. Staff have considered the significance (as defined by Part 6 of the Local Government Act 2002) of the matters for decision, taking into account Greater Wellington Regional Council's *Significance and Engagement Policy* and Greater Wellington's *Decision-making Guidelines*. Staff recommend that the matters are of low significance given their administrative nature.

Te whakatūtakitaki
Engagement

11. Because of the low significance of the decision, community engagement is not considered necessary.

Ngā kaiwaitohu
Signatories

Writer	Jess Hare – Kaiwhakahaere Matua | Manager, Business and Development
Approver	Jeremy Holmes – Kaiwhakahaere ā Rohe | Regional Manager, WREMO

He whakarāpopoto i ngā huritaonga **Summary of considerations**
Fit with Council's roles or with Committee's terms of reference
Section 48 of the CDEM Act 2002 states that "Every Civil Defence Emergency Management Group must prepare and approve a civil defence emergency management group plan".
Contribution to Annual Plan / Long Term Plan / Other key strategies and policies
This is the guiding strategic document for the Wellington CDEM Group.
Internal consultation
As previously agreed, the CDEM Group Plan would be delayed to incorporate the Emergency Management Bill.
Risks and impacts - legal / health and safety etc.
As the Emergency Management Bill is not yet confirmed, not waiting to include the information could mean the Group Plan does not accurately incorporate the Bill and would have to be reviewed again to ensure it meets these requirements once the new legislation comes into effect.

Civil Defence Emergency Management Group
19 March 2024
Report 24.117

For Decision

CONTINUOUS IMPROVEMENT AND ASSURANCE UPDATE

Te take mō te pūrongo
Purpose

1. To provide an update to the Wellington Civil Defence Emergency Management (CDEM) Group on the progress and the proposed way forward with the development of the continuous improvement and assurance function.

He tūtohu
Recommendations

That Joint Committee:

1   **Notes** the recommendations of the Office of the Auditor General's Report on Auckland Emergency Management:

   a   Governors and senior managers need regular and meaningful information about performance so they can direct and support improvements to the Council's emergency management function. They also need this information to know that the Council can respond effectively in an emergency.

2   **Notes** the work done by members of the Wellington Civil Defence Emergency Management Group to date.

3   **Supports** the intent to develop and implement a nationally aligned and regionally consistent Capability Assessment Tool to assess responsible agency and Group emergency management capability and capacity until a new national tool is developed.

4   **Supports** the intent to use the Australian Institute for Disaster Resilience's Risk Assessment Guidelines alongside the National Emergency Management Agency Directors Guidelines for CDEM Group Planning to inform the development of the region's Continuous Improvement and Assurance function and processes.

5   **Notes** the dependency on a Continuous Improvement & Assurance FTE being approved in the upcoming LTP process to deliver this work.

Te horopaki
Context

2. Monitoring, reporting and assurance activities are required or desired under the following instruments, plans or reviews:

    a   CDEM Act 2002

    b   CDEM Plan Order 2015

    c   Guide to the National CDEM Plan 2015

    d   National Disaster Resilience Strategy

    e   The Wellington CDEM Group Plan 2019 – 2024

    f   Auckland Flood Response Review

    g   Office of the Auditor General's Report on Auckland Emergency Management

    h   Limitations with the 2023 Group Assessment

3. The CDEM Group Plan outlines the need for monitoring and evaluation to ensure the Joint Committee is meeting its obligations. The proposed establishment of a project Portfolio Management Office to perform this function was not progressed due to the role not being funded.

4. There was an opportunity through a secondment to progress the framework for 12 months. This secondment is currently due to end in September 2024.

Te tātaritanga
Analysis

5. The proposed way forward is a dashboard-type, risk-based approach looking at the Region's strategic risks through a number of lenses: an all hazards (impact-based) approach, a whole of society and whole of system approach, and across the 4Rs (Reduction, Readiness, Response and Recovery**) (Attachment 1)**.

6. A number of risk assessment approaches have been explored nationally and internationally. The preferred option is to use the Australian Institute for Disaster Resilience's Risk Assessment Guidelines alongside the National Emergency Management Agency (NEMA) Directors Guidelines for CDEM Group Planning to inform the development of the Region's Continuous Improvement and Assurance function and processes.

7. The current Capability Assessment Tool which was developed in 2011 by the Ministry of Civil Defence and Emergency Management (MCDE) (NEMA's predecessor organisation) is still considered to be the most suitable tool (unless we develop our own) as it enables comparison with previous years and other CDEM Groups. This tool will be able to be used to assess responsible agency and Group emergency management capability and capacity until a new national tool is developed.

Ngā hua ahumoni
Financial implications

8.   There are no additional financial implications arising from the matters for decision and nay costs are included in the current LTP budgets. It is important to note that should the additional roles outlined in the LTP are not funded, the continuous improvement and assurance function would either not go ahead, or be significantly reduced in what information could be collected, analysed and reported to governance.

Ngā Take e hāngai ana te iwi Māori
Implications for Māori

9.   There are no implications for Māori.

Ngā tikanga whakatau
Decision-making process

10.   The matters requiring decision in this report were considered by officers against the decision-making requirements of the CDEM Act 2002 (see paragraphs 2 to 4) and of Part 6 of the Local Government Act 2002.

Te hiranga
Significance

11.   Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of these matters, taking into account Greater Wellington Regional Council's *Significance and Engagement Policy* and Greater Wellington's *Decision-making Guidelines*. Officers recommend that the matters are of low significance, given their administrative nature.

Te whakatūtakitaki
Engagement

12.   Due to the low significance of these decisions, no engagement on these matters was undertaken.

Ngā tūāoma e whai ake nei
Next steps

13.   WREMO staff will speak to **Attachment 2** – Continuous Improvement and Assurance Update presentation.

Ngā āpitihanga
Attachments

Number	Title
1	Wellington CDEM Group Continuous Improvement and Assurance Framework
2	Continuous Improvement and Assurance Update presentation

Ngā kaiwaitohu
Signatories

Writer	Jessica Hare – Manager, Business and Development, WREMO
Approver	Jeremy Holmes – Regional Manager, Wellington CDEM Group

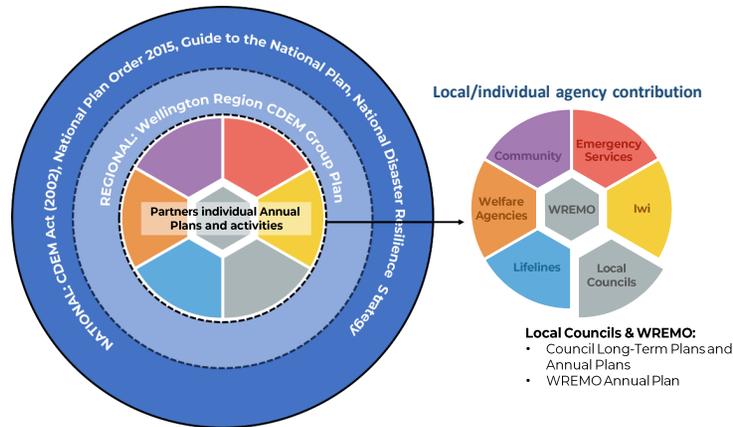| He whakarāpopoto i ngā huritaonga
Summary of considerations |
| --- |
| *Fit with Council's roles or with Committee's terms of reference* |
| A number of guiding documents and legislation require the Joint Committee to monitor the implementation of the CDEM Group Plan. |
| *Contribution to Annual Plan / Long Term Plan / Other key strategies and policies* |
| There are no known implications for Council's strategies, policies or plans. |
| *Internal consultation* |
| All local authority chief executives were engaged and support the proposed approach. |
| *Risks and impacts - legal / health and safety etc*. |
| There are no legal, health and safety risks. |

Attachment 1 to Report 24.117

The Wellington CDEM Group Continuous Improvement and Assurance Framework

DRAFT– 16/02/24

What are our requirements and how do we include these in what we do?

CDEM Groups have various requirements which are outlined in various national level documents including legislation, national strategies and plans. These requirements are incorporated into our Group Plan, which outlines our responsibilities and strategic goals over a five-year period. Each responsible agency who is a member of the CDEM Group should have these requirements included in their individual plans and activities.

What are the components that make up our framework?

The framework is made up of a series of tools that enable us to develop an overview of our risks and to track the impacts our collective activities and interventions are having on mitigating these risks.

- **AAR**
  - Completed after every local and regional level response
  - Conducted in accordance with governance direction.
- **OCA**
  - Undertaken for all responsible agencies approximately every 18 months subject to capacity.
  - Assess the strengths and weaknesses and capability and capacity of members of the CDEM Group.
- **GCA**
  - Completed approximately every 18 months.
  - Identify areas of collective strength within the region and areas requiring improvement.
- **EE**
  - Opportunity to evaluate the collective capability and capacity of the region's response and recovery arrangements.
  - Provide insight into the levels of interoperability across the region.
- **GPR**
  - Under the CDEM Act 2002 the Group is required to assess progress against the strategic goals set out in the Group Plan.
  - Completed mid-way through the Group Plan cycle utilising these Assurance components.
- **CPM**
  - The Community Preparedness Survey assesses community preparedness across the region.
  - Metrics from planned work programmes identifies engagement activities with communities.
- **SRR**
  - Enhance the way the CDEM Group identifies and assesses risk.
  - Will enable more focused planning and effort at the operational level, alongside risk-based oversight by governance at the strategic level.

How are we going to progress this?[1]

The table below gives an indication of how this framework could be implemented over the next few years[2]. It is expected that the framework will be developed and refined in an iterative process that will mature in both the level of data presented and the ability of governance to use that data to make informed decisions.

	2023/24						2024/25											2025/26			
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
After Action Review	As required																					
Organisational Capability Assessment	Co-design a nationally aligned and regionally consistent Capability Assessment Tool, process, and approach						Council	Police	Council	FENZ	MSD	Council	Iwi	WFA	Council	Lifelines	Council	Health	Council	Regional Assessment		
Group Capability Assessment																						
Community Preparedness Metrics							Plan	Survey	Analysis										Plan	Survey	Analysis	
Strategic Risk Register			Design	Develop	Pilot	Refine																
Exercise Evaluations				Plan	Conduct	Analysis			Plan	Conduct	Analysis				Plan	Conduct	Analysis					
Group Plan Progress Reporting															Draft	Develop	Refine	Release				

[1]Delivery of the full framework is dependent on the approval of an FTE as part of the upcoming LTP process.
[2]This is an early indicative timeline which is subject to change based on local and regional level capacity and any changes at the national level.

Attachment 2 to Report 24.117

WELLINGTON REGION
EMERGENCY MANAGEMENT
OFFICE

Emergency Management: Continuous Improvement & Assurance Update

Joint Committee
19 Mar 2024

Purpose

1

Better performance information is required for governance to be effective

4.11   Governors and senior managers need regular and meaningful information about performance so they can direct and support improvements to the Council's emergency management function. They also need this information to know that the Council can respond effectively in an emergency.

4.12   The information that governors and senior managers need includes performance information on work programme delivery and measures of outputs, impact, and outcomes.

4.13   In our view, the lack of centralised collation and monitoring of actions against the Group Plan has made it more difficult for governance to be carried out effectively.

2

Monitoring and Evaluation

This section of the Group Plan outlines how the Wellington CDEM Group will carry out monitoring and evaluation to ensure that the Group is meeting its obligations, achieving its outcomes which contribute towards the Group achieving its strategic goals and vision. In addition, it provides the opportunity to identify any emerging issues and allows for these to be addressed during the life of the Group Plan rather than waiting until the next iteration.

To ensure that progress is being made towards the Group Plan vision and goals it is essential that the effectiveness of the implementation of the Group Plan be evaluated. The Group will do this through a number of ways:

- Regular reporting to the CEG on progress against the strategic outcomes through the Group Project Portfolio Management Office (PPMO) (undertaken by WREMO). Not Funded

- Biennial monitoring of the Group Plan Resilience Indicators. Not Funded

- External monitoring and evaluation by the Ministry of Civil Defence & Emergency Management. Not Funded

3

19

WHAT ARE THE TOP FIVE HAZARDS WE WILL PLAN FOR?

- Pandemic
- Earthquakes
- Flooding
- Tsunami
- Storms

» **Planning will look to reduce the likelihood of hazards occurring as well as managing the consequences of hazards as and when they occur.**

Risk assessment – Wellington Region CDEM Group hazards

CONSEQUENCE SCORE	<0.04 or +2500yr	<0.01–.04 or 1000–2500yr	<1–0.1 or 100–1000yr	<2–1 or 50–100yr	<2 or 1 in 50yr
Catastrophic	Volcanic Eruption – Ash cloud	Local Tsunami	Distant Source Tsunami 7.5M Earthquake – Wellington Fault 6.2M shallow Earthquake – Wellington Fault	Human Pandemic	
Major			Landslide – affecting SH1 or SH2 Flood – Stop bank breach Hutt River		
Moderate					Lifeline Utility Failure
Minor				Urban Fire or Wild Fire, 100-year flood Wairarapa, 100-year flood Waikanae	Severe Weather – Surface flooding and Storm surge
Insignificant				Multi-year Drought	Hazardous Substances

Increasing severity ↑

LIKELIHOOD SCORE → Increasing probability

4

Earthquake Warning

What kind of warning do you expect to receive if you feel an earthquake that is longer than a minute or strong enough to knock you to your feet?

Statistically significant changes between 2022 and 2023: increase in 'text alerts' and decrease in 'sirens' and 'radio announcements', both measures also show indicative downward trends over the last four years.

Legend: 2019 | 2020 | 2021 | 2022 | 2023

	2019	2020	2021	2022	2023
Text alerts	38%	48%	47%	49%	54%
None- The earthquake was the warning	47%	44%	50%	52%	50%
Sirens	43%	38%	37%	34%	30%
Radio announcements	30%	28%	27%	24%	23%
Other	1%	1%	2%	2%	

WELLINGTON REGION EMERGENCY MANAGEMENT OFFICE

5
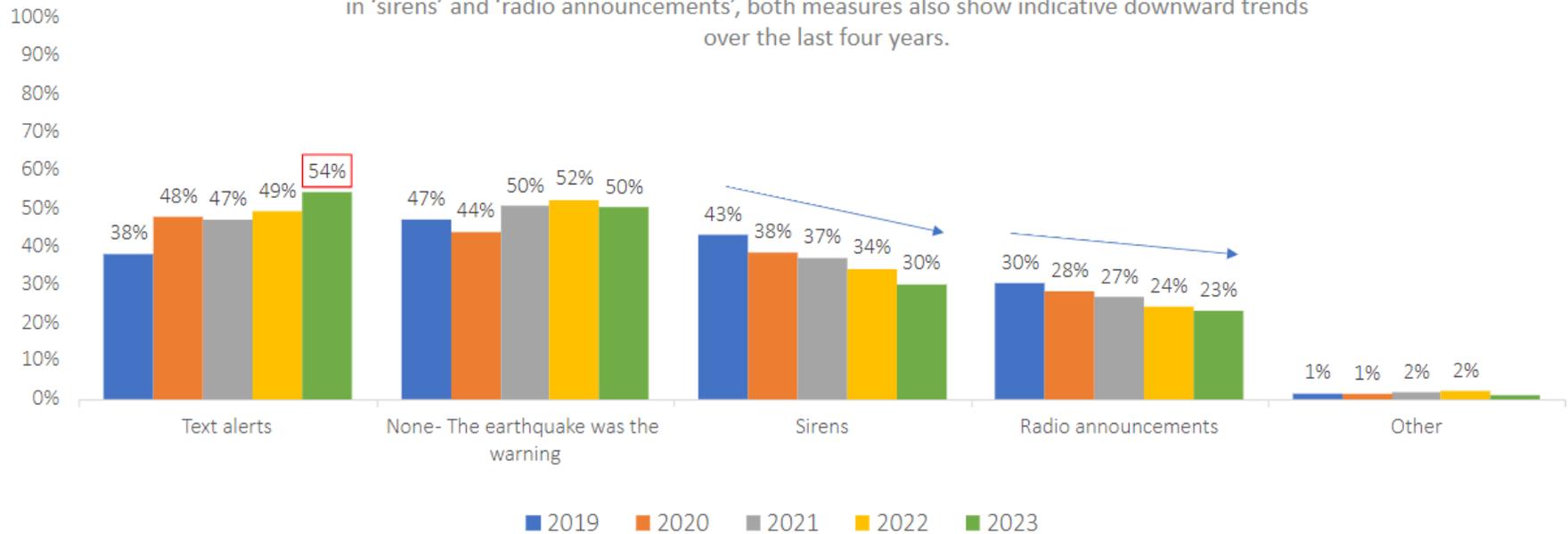
Wellington CDEM Mid-Year Capability Development Report

Attachm... **Greater Wellington** Te Pane Matua Taiao

WELLINGTON REGION EMERGENCY MANAGEMENT GROUP

● **< 66%** ● **66 – 99%** ● **100% +**

Total Staff On ECC List
162

Council Specific Targets

Advanced
14

Intermediate
24

Foundation
24

Training Attendance

Bar chart values: EM Foundation 49, EM Intermediate 5, EM Intelligence 8, EM Planning 8, EM Operations 8, EM Logistics 7, EM PIM 5, EM Welfare 1, EM Advanced 4, ICT 6, Controllers Foundation 0, Controllers Huddle, Exercise 64, PIM Forum 17, Te Karere 12, Psychological First Aid, Working in an EAC, Needs Assessment
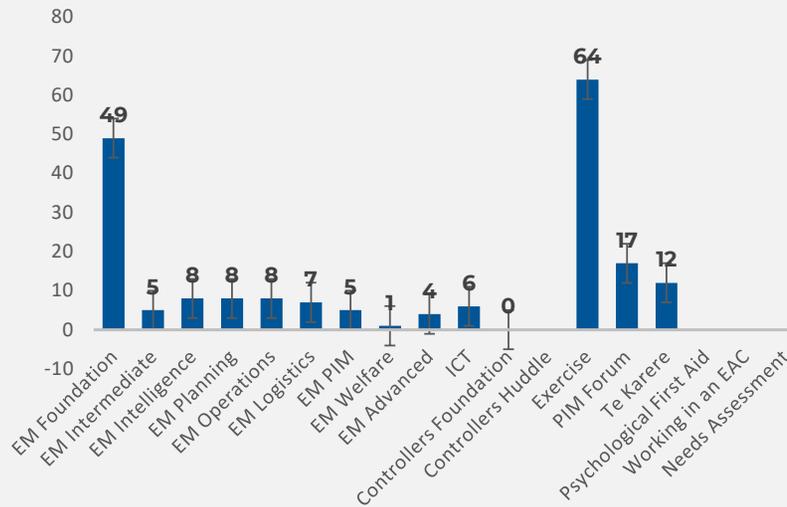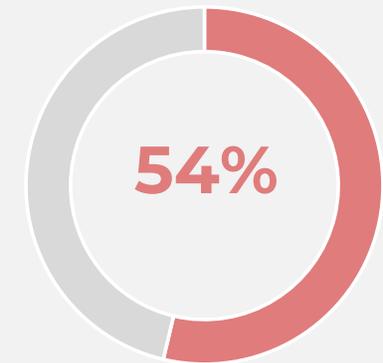
This figure shows the percentage of staff who have been engaged with CDEM by either attending an exercise or response, attending training, and / or completing an engagement activity.

54%

Engagement Activities

Regular
113

Advanced
21

Engagements ensure the staff are maintaining a level of skill and knowledge outside of training and exercising. An engagement activity is required every 12months.

These figures show the number of separate engagement activities recorded for the council between 1 July 2023 and 14 December 2023.

Advanced engagements are required for staff aiming for Advanced or Controller level.

Percentage of staff at each level against Council Targets.
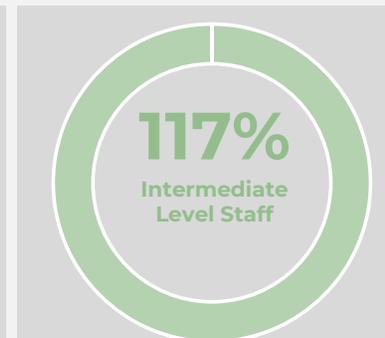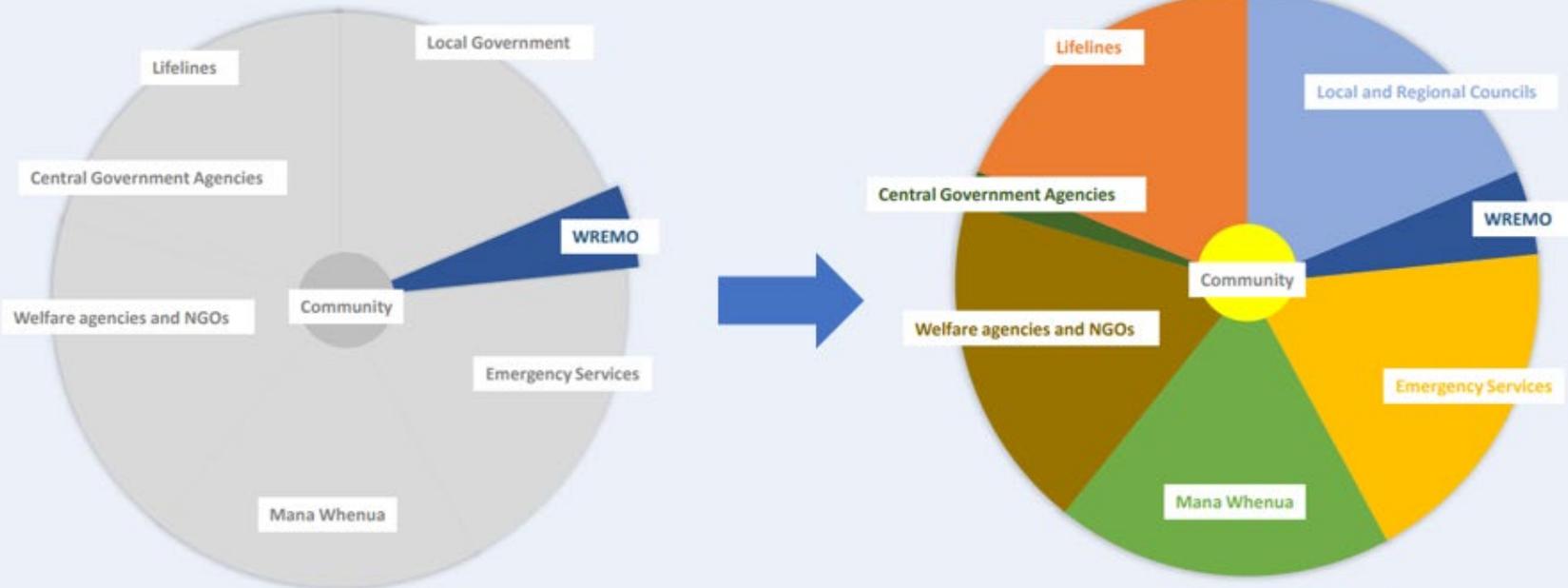
125%
Foundation Level Staff

117%
Intermediate Level Staff

143%
Advanced Level Staff

WELLINGTON REGION
EMERGENCY MANAGEMENT OFFICE

Wellington Region

Civil Defence Emergency Management Group

Capability Assessment Report

April 2023

SIMPLEXITY

Wellington Region
Civil Defence Emer

Capability As

**CDEM
National
Capability
Assessment
Report**

December 2015

Ministry of Civil Defence
& Emergency Management
Te Rākau Whakamarumaru

WELLINGTON REGION
EMERGENCY MANAGEMENT OFFICE

8

Emergency Management Proposed Assurance Framework

Annex A to Assurance
Framework dated 16 Aug 23

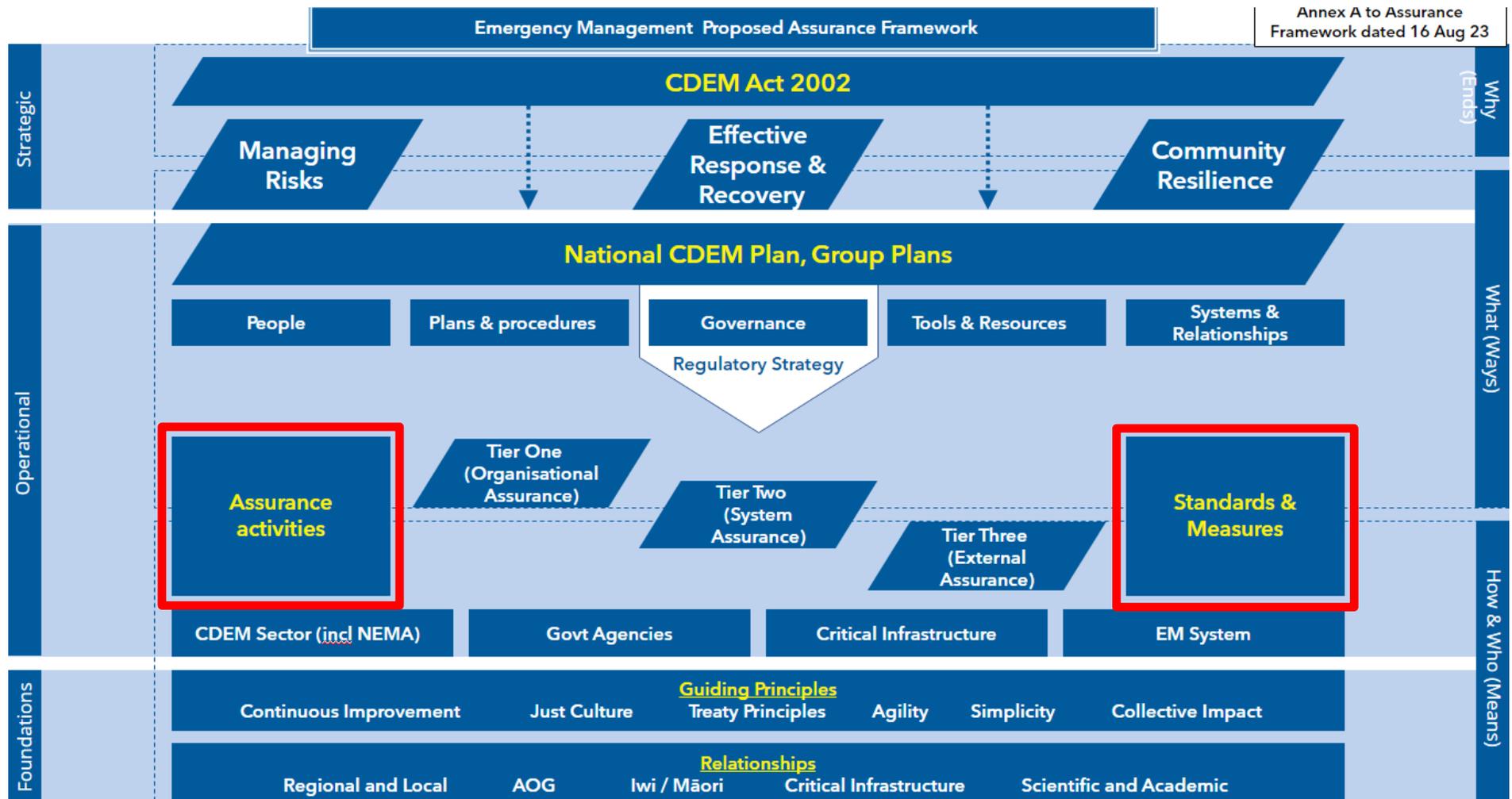**CDEM Act 2002**

Strategic

Why (Ends)

Managing Risks

Effective Response & Recovery

Community Resilience

National CDEM Plan, Group Plans

People | Plans & procedures | Governance | Tools & Resources | Systems & Relationships

Regulatory Strategy

What (Ways)

Operational

Assurance activities

Tier One (Organisational Assurance)

Tier Two (System Assurance)

Tier Three (External Assurance)

Standards & Measures

CDEM Sector (incl NEMA) | Govt Agencies | Critical Infrastructure | EM System

How & Who (Means)

Foundations

Guiding Principles

Continuous Improvement | Just Culture | Treaty Principles | Agility | Simplicity | Collective Impact

Relationships

Regional and Local | AOG | Iwi / Māori | Critical Infrastructure | Scientific and Academic

WELLINGTON REGION EMERGENCY MANAGEMENT OFFICE

9

25

AAR
- Completed after every local and regional level response
- Conducted in accordance with governance direction.

OCA
- Undertaken for all responsible agencies approximately every 18 months subject to capacity.
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- Provide insight into the levels of interoperability across the region.

GPR
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- Completed mid-way through the Group Plan cycle utilising these Assurance components.

CPM
- The Community Preparedness Survey assesses community preparedness across the region.
- Metrics from planned work programmes identifies engagement activities with communities.

SRR
- Enhance the way the CDEM Group identifies and assesses risk.
- Will enable more focused planning and effort at the operational level, alongside risk-based oversight by governance at the strategic level.

10

	2023/24						2024/25												2025/26			
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¹Delivery of the full framework is dependent on the approval of an FTE as part of the upcoming LTP process.

²This is an early indicative timeline which is subject to change based on local and regional level capacity and any changes at the national level.

4.11   Governors and senior managers need regular and meaningful information about performance so they can direct and support improvements to the Council's emergency management function. They also need this information to know that the Council can respond effectively in an emergency.

11

WELLINGTON REGION EMERGENCY MANAGEMENT OFFICE

2015					*85.5*	
2023					**85.7**	
	unsatisfactory	*developing*		*advancing*	*mature*	

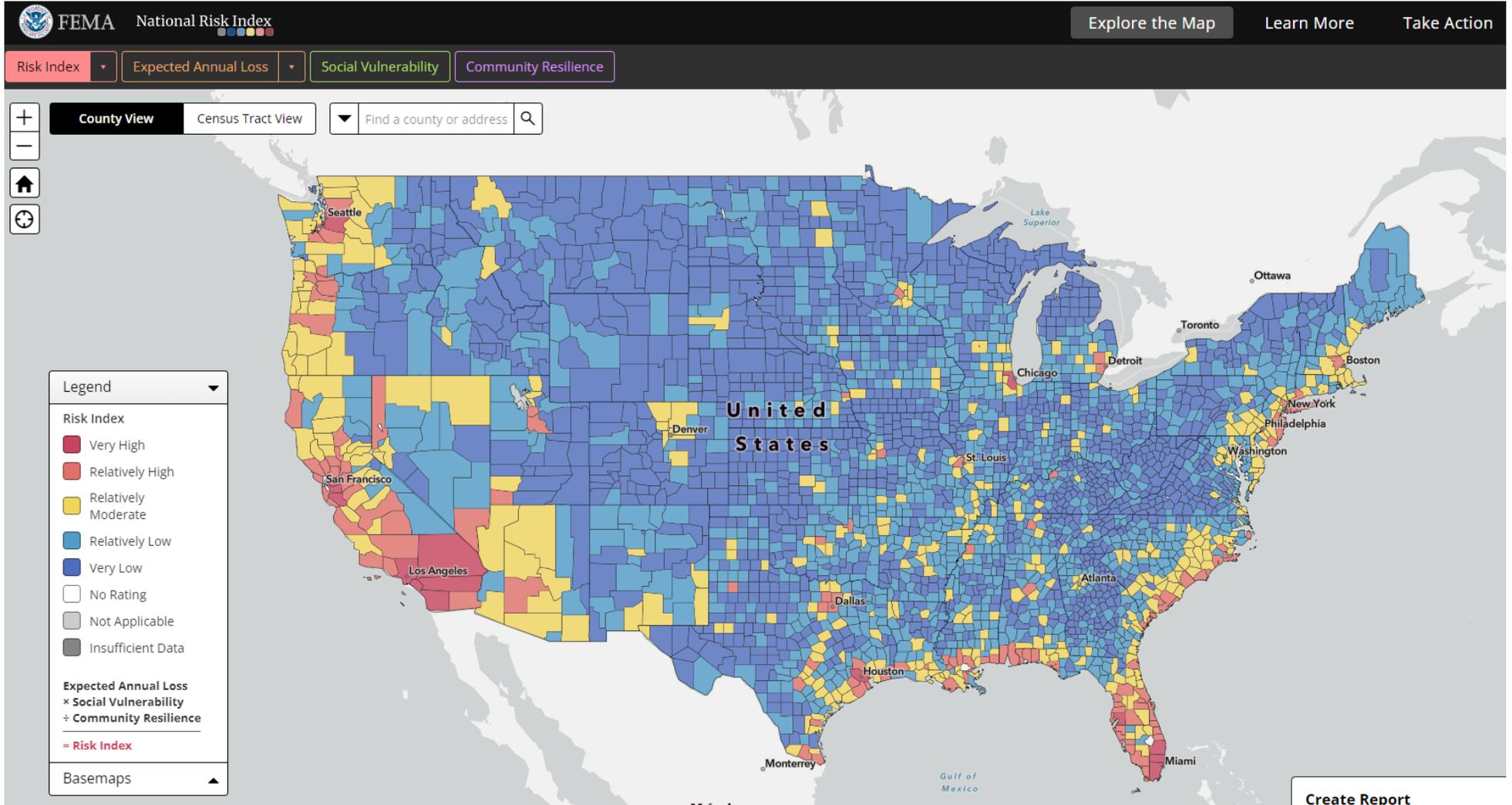|	**Weighted Score by Key Performance Indicator**	**2023**	**2015**
G1A-1	Public education programme on hazards and risks is planned, coordinated and given priority by	92.0	88.6
G1A-2	Awareness-building opportunities are proactively pursued	86.0	94.2
G1A-3	Public information management is planned, coordinated and given priority by the organisation	90.0	70.0
G1A-4	Public information manager is appointed and resourced to be able to do the job	83.3	80.0
G1B-1	A deliberate, strategic, and coordinated approach to community resilience is taken	95.0	92.8
G1B-2	Community resilience and related programmes are monitored and reviewed	85.0	69.0
G1B-3	The preparedness message is disseminated using multiple methods	95.0	94.7
G1C-1	Communities are supported to enhance their capacity and capability	97.5	93.0
G1C-2	Social capital is invested in as a method of enhancing community resilience	94.0	92.9
G1C-3	Volunteer participation in CDEM is supported and encouraged	71.4	84.8
G1D-1	Information on hazards and risks is readily available to the public	75.0	93.1
G1D-2	Community input on hazard risk management is sought, and 'acceptable levels of risk' defined	54.0	57.9

	Weighted Score by Objective		
G1A	Increase the level of community awareness and understanding of the risks from hazards	87.8	83.4
G1B	Improve individual and community preparedness	93.5	89.9
G1C	Improve community participation in CDEM	87.9	90.1
G1D	Encourage and enable wider community participation in hazard risk management decisions	64.5	75.5

	Weighted Score by Goal		
G1	To increase community awareness, understanding, preparedness and participation in civil	85.7	85.5

Goal 1 scores by Key Performance Indicator and Objective

WELLINGTON REGION EMERGENCY MANAGEMENT OFFICE

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Mock Up - National EM Capability Dashboard

Four Rs

Risk Reduction 60%
- Specialist expertise resulting in proactive and future focussed investment decisions

Readiness 80%
- District teams established and supporting wider outcomes

Response 80%
- District teams established and supporting wider

Recovery 60%
- Specialist expertise resulting in proactive and future focussed investment decisions

NDRS Priorities

Managing Risks 100%
- Specialist expertise resulting in proactive and future focussed investment decisions

Effective response to and recovery from emergencies 80%
- District teams established and supporting wider outcomes

Enabling. Empowering and supporting community resilience 40%
- District teams established and supporting wider

Capability Components

People 60%
- Differing workforce Standards
- Interoperability work required.
- More exercising required.

Plans and procedures 60%
- management

Governance 80%
- Risk management incorporates wide range of advice and stakeholders.
- Extensive consultation.

Tools and Resources 40%
- Situational awareness tools.
- No COP for decision making.

Systems and Relationships 100%
- Relationships built in advance.

WELLINGTON REGION EMERGENCY MANAGEMENT OFFICE

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[Map | National Risk Index (fema.gov)](fema.gov)

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Map | National Risk Index (fema.gov)

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CHAPTER 2

RISK ASSESSMENT METHODOLOGY AND MATRIX

IMPACT	1 <0.2%	2 0.2-1%	3 1-5%	4 5-25%	5 >25%
Catastrophic 5	28, 29		9, 26a	54	
Significant 4	21	24, 38, 56a	27, 49, 51a, 51b, 51c, 61	10, 47, 50, 55, 63	
Moderate 3	17, 32, 33, 34, 35, 36, 56c	12, 22, 23, 52	25, 26b, 31a, 45, 53, 56b	4, 8, 11, 40, 43, 48, 60	3, 31b, 46, 62
Limited 2	18, 19, 30, 37	5, 16, 41, 42	14, 20, 56d, 58, 59	7, 13, 57b	2, 6
Minor 1	44	39		15	1, 57a

LIKELIHOOD

Terrorism, cyber and state threats

1. International terrorist attack
2. Northern Ireland related terrorism
3. Terrorist attacks in venues and public spaces
4. Terrorist attacks on transport
5. Strategic hostage taking
6. Assassination of a high-profile public figure
7. Smaller-scale CBRN attacks
8. Medium-scale CBRN attacks
9. Larger-scale CBRN attacks
10. Conventional attacks on infrastructure
11. Cyber attacks on infrastructure

Geographic and diplomatic

12. Disruption to global oil trade routes

Accidents and systems failures

13. Major adult social care provider failure
14. Insolvency of supplier(s) of critical services to the public sector
15. Insolvency affecting fuel supply
16. Rail accident
17. Large passenger vessel accident
18. Major maritime pollution incident
19. Incident (grounding/sinking) of a vessel blocking a major port
20. Accident involving high-consequence dangerous goods
21. Aviation collision
22. Malicious drone incident
23. Disruption of space-based services

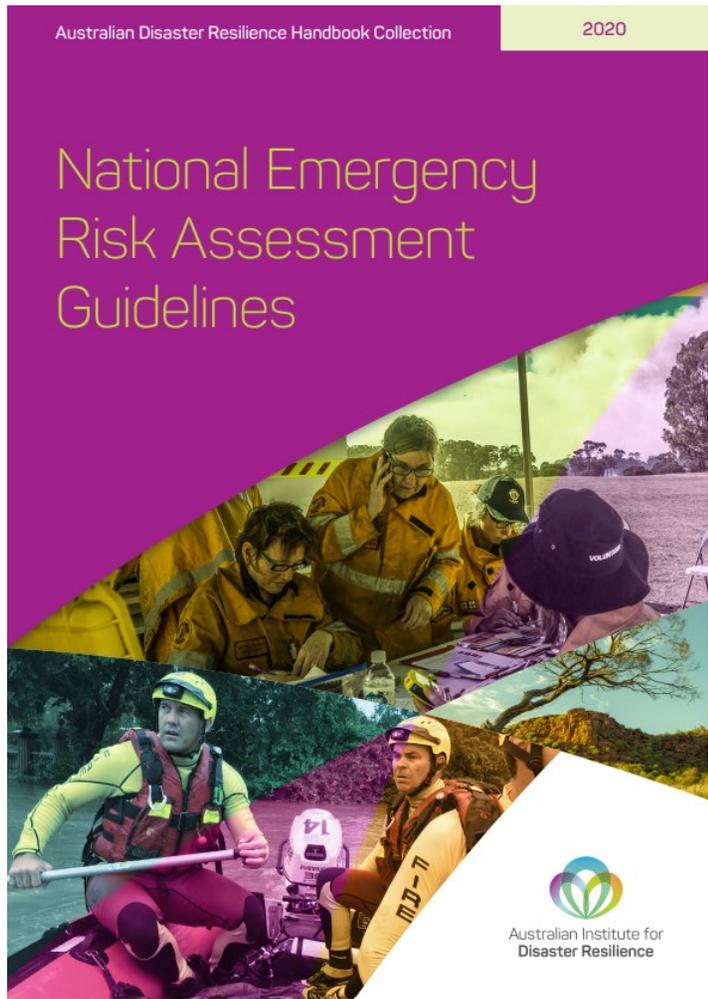[2023_NATIONAL_RISK_REGISTER_NRR.pdf (publishing.service.gov.uk)](https://publishing.service.gov.uk)

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LONDON RESILIENCE

3. London Risk Register: High-Level Summary Risk Matrix

Impact	1 - Low	2 - Medium/Low	3 - Medium	4 - Medium/High	5 - High
5		R84 Severe Drought	R76 National Electricity Transmission, R95 Influenza-type Pandemic, T7 larger Scale CBRN Attacks		
4	R71 Aviation Crash, R55 Fire or Explosion at a fuel distribution site, R57 Explosion at a high-pressure gas pipeline, R74 Reservoir/Dam Collapse, R66 Radiation Release from overseas	R77 Gas Supply Infrastructure, R68 High Consequence Dangerous Goods, L54b Fires in large public and commercial buildings	R83 Surface Water Flooding, R92 Severe Space Weather, L21 Fluvial Flooding		
3	HL23 Bridge Collapse, HL34 Evacuation of passenger ship, HL22 Building Collapse, R75 Water Supply Infrastructure, R64 Large Toxic Chemical Release, R61 Fire and Explosion at an onshore fuel pipeline, L66 Incident caused by mishandling of radioactive material	R69 Food Supply Contamination, R80 Systemic Financial Crisis, L64 Localised industrial accident involving small toxic release, HL105 Complex Built Environments	R91 Low temperatures and heavy Snow, R96 Growth of Anti-Microbial resistance, R97 Emerging Infectious Disease, R85 Poor Air Quality, L19 Groundwater Flooding, HL19 Coastal/Tidal Flooding	R90 Heatwave, R87 Volcanic Eruption, R54 Major Fire, R63 Accidental Release of a Biological Substance, L54a Fires in purpose built high-rise flats, T2 Attacks on Infrastructure, T3 Attacks on Transport, T6 Medium Scale CBRN Attacks	R104 Public Disorder
2	R67 Maritime Pollution, R62 Accidental Release of Biological Pathogen, R103 Insolvency affecting fuel supply	R78 Disruption to telecoms systems, R98 Animal Disease, R102 Industrial Action (fuel), HL10 Local Accident on Motorways/ Major Trunk Roads, R99 Industrial Action (firefighters),	L54d Wildfires, L54e Major fire in care homes and hospitals, R93 Storms and Gales, HL11 Railway Accident, HL21 Land Movement, R101 Industrial action public transport, L71b Small Aircraft Incident	R105 Influx of British Nationals, R72 Collapse of major government contractor, R73 Major Social care Provider, R79 Technological failure at a retail bank, R100 Industrial action (prison officers), T4 Cyber Attacks T5 Smaller Scale CBRN Attacks	L54c Fires involving landfill and waste processing sites, T1 Attacks on Publically Accessible Locations
1	R70 Radiation exposure from stolen goods, R94 Earthquake	R29 Cyber-attack SWIFT system	R43 Undermining democratic activity		
	Likelihood				

LFB Letter (london.gov.uk)

WELLINGTON REGION EMERGENCY MANAGEMENT OFFICE

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Australian Disaster Resilience Handbook Collection   2020

National Emergency Risk Assessment Guidelines

Australian Institute for Disaster Resilience

7 Risk evaluation

Risk evaluation is the third phase of the risk assessment process.

Risk evaluation helps to decide which risks may require further detailed assessment or treatment, and prioritises measures to reduce risk levels.

7.1 Risk priority

The outcome of the risk evaluation process is to assign a priority to each risk, based on the risk level and confidence associated with that risk. The priority is a level from 1 (highest priority, requiring the highest level of attention) to 5 (lowest priority, requiring monitoring and maintenance of existing controls).

Prioritisation of risks guides practitioners and sponsors to the order in which risks need to be addressed. The response to a level of priority is to:

- improve the confidence level of the risk (if possible) through research, further expert opinion or further studies (Section 6.7)
- treat the risk by taking action to reduce the likelihood or consequence of the risk (Section 8)
- monitor and review the risk as part of the ongoing risk management process (Section 9).

General descriptors for each priority are included in Table 14 but should be described more fully in the framework and context of each risk assessment.
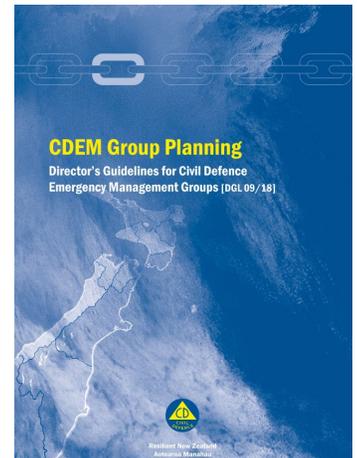
Priority is determined by:

- the risk level (higher risk level leads to higher priority)
- the level of confidence (lower confidence leads to higher priority).

The level of confidence in the risk assessment (Section 6.7) is used to select the table that is used to determine priority. For example, a risk with a major consequence and rare likelihood that has been assessed with the highest level of confidence would result in a risk priority of 3. If the same risk was assessed with a low level of confidence, the result would be a priority of 2. The higher priority at low confidence reflects the lesser degree of robustness in the assessment at lower confidence levels.

Table 14: Priority descriptions

PRIORITY	GENERAL DESCRIPTOR: ACTION PATHWAY
1	Highest priority for further investigation and/or treatment, and the highest authority relevant to context of risk assessment must be formally informed of risks. Each risk must be examined, and any actions of further investigation and/or risk treatment are to be documented, reported to and approved by that highest authority.
2	High priority for further investigation and/or treatment, and the highest authority relevant to context of risk assessment should be formally informed of risks. Further investigations and treatment plans should be developed.
3	Medium priority for further investigation and/or treatment. Actions regarding investigation and risk treatment should be delegated to appropriate level of organisation, and further investigations and treatment plans may be developed.
4	Low priority for further investigation and/or treatment. Actions regarding investigation and risk treatment should be delegated to appropriate level of organisation, and further investigations and treatment plans may be developed.
5	Broadly acceptable risk. No action required beyond monitoring of risk level and priority during monitoring and review phase.

The following matrices (Tables 15–19) are used to determine the level of priority, based on the level of overall confidence for the risk, and the likelihood and consequence levels.

CDEM Group Planning
Director's Guidelines for Civil Defence Emergency Management Groups [DGL 09/18]

Resilient New Zealand Aotearoa Manahau

aidr_handbookcollection_nerag_2020-02-05_v10.pdf

WELLINGTON REGION EMERGENCY MANAGEMENT OFFICE
CIVIL DEFENCE

	2023/24					
	Jan	**Feb**	**Mar**	**Apr**	**May**	**Jun**
After Action Review						
Organisational Capability Assessment	Co-design a nationally aligned and regionally consistent Capability Assessment Tool, process, and approach					
Group Capability Assessment						
Community Preparedness Metrics						
Strategic Risk Register			Design	Develop	Pilot	Refine
Exercise Evaluations				Plan	Conduct	Analysis
Group Plan Progress Reporting						

- Any updates from NEMA regarding Assurance to be provided

WELLINGTON REGION EMERGENCY MANAGEMENT OFFICE

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1. Note the recommendations of the Office of the Auditor General's Report on Auckland Emergency Management:

   4.11   Governors and senior managers need regular and meaningful information about performance so they can direct and support improvements to the Council's emergency management function. They also need this information to know that the Council can respond effectively in an emergency.

2. Support the intent to implement a nationally aligned and regionally consistent Capability Assessment Tool to assess responsible agency and Group emergency management capability and capacity until a new national tool is developed

3. Support the intent to adopt the Australian Institute for Disaster Resilience's Risk Assessment Guidelines alongside the NEMA Directors Guidelines for CDEM Group Planning; and

4. Note the dependency on a Continuous Improvement & Assurance FTE being approved in the upcoming LTP process to deliver this work

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Civil Defence Emergency Management Group
19 March 2024
Report 24.118

For Decision

CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP APPOINTMENTS

Te take mō te pūrongo
Purpose

1.   To propose to the Wellington Civil Defence Emergency Management (CDEM) Group Joint Committee (the Joint Committee) a number of statutory appointments for the CDEM Group.

He tūtohu
Recommendations

That Joint Committee:

1   **Approves** the addition of the following statutory appointees:

a   Gunter Wild as Alternate Local Controller for Upper Hutt City Council

b   Mike Mendonca as Alternate Local Controller for Porirua City Council

2   **Approves** the removal of the following statutory appointees:

a   Jerry Wrenn as Alternate Local Controller for Porirua City Council

b   Steven May as Primary Local Controller for the combined Wairarapa councils.

Te horopaki
Context

2.   Sections 26 and 29 of the CDEM Act 2002 require a CDEM Group to appoint, either by name or by reference to the holder of an office, a suitably qualified and experienced person to be the:

a   Group Controller for its area; and

b   Group Recovery Manager for its area.

3.   The CDEM Group is also required to appoint, either by name or by reference to the holder of an office, at least one suitably qualified and experienced person to perform the functions and duties and exercise the powers of the Group Controller and the Group Recovery Manager respectively if there is a vacancy in office or an absence from duty for any reason.

4.   Sections 27 and 30 of the CDEM Act 2002 also states that a CDEM Group may appoint one or more persons to be:

a   A Local Controller; and

b   A Local Recovery Manager.

5.   The Coordinating Executive Group (CEG) received the WREMO Quarter 1 Report on 1 December 2023 for endorsement. Their decision will be advised during this meeting.

Te tātaritanga
Analysis

6.   The following key is used in the table below:

        Bold – New appointee

        ~~Strikethrough~~ – Removed appointee

        Standard – Current appointee

7.   **Controllers:** The following table lists current statutory appointees and recommended changes to the Group's Controllers, including alternates and supplementaries.

Area to which appointed	Appointee name and designation
CDEM Group	Charlie Blanch (Group Controller) Mark Duncan (alternate) Jessica Hare (alternate) Jeremy Holmes (alternate) Dan Neely (alternate) Derek Baxter (alternate) Lester Piggott (alternate) Phil Becker (alternate) Kane McCollum (alternate)
Wellington City Council	Benjamin Vollebregt (Primary) Phil Becker (alternate) Moana Mackey (alternate) Hannah Brackley (alternate)
Porirua City Council	Sam Bishop (Primary) ~~Jerry Wrenn (alternate)~~ Olivia Dovey (alternate) Leonie McPhail (alternate) Glen Quintal (alternate) **Mike Mendonca (alternate)**
Kāpiti Coast District Council	James Jefferson (Primary) Nienke Itjeshorst (alternate) Steve Cody (alternate) Paul Busing (alternate) Angela Bell (alternate) Scott Dray (supplementary) Greg O'Connor (alternate) Roderick Hickling (alternate)

Hutt City Council	Barry Vryenhoek (Primary)
	Lester Piggott (alternate)
	Matthew Boggs (alternate)
	Kara Puketapu-Dentice (alternate)
	Craig Cottrill (alternate)
	Anthony Robinson (alternate)
Upper Hutt City Council	Geoff Swainson (Primary)
	Craig Cottrill (alternate)
	Liezel Jahnke (alternate)
	Steve Taylor (alternate)
	Debra Nicholas (alternate)
	Gunter Wild (alternate)
	Jessica Hare (supplementary)
Combined areas of the district councils in the Wairarapa	~~Steven May (Primary)~~
	Jonathan Hooker (alternate)
	Paul Gardner (alternate)
	Murray Johnston (alternate)
	Solitaire Robertson (alternate)

8. **Recovery Managers:** The following table lists the current statutory appointees and recommended changes the Group's Recovery Managers, and alternates.

Area to which appointed	Appointee name and designation
CDEM Group	Dan Neely (Group Recovery Manager)
	Luke Troy (alternate)
	Grant Fletcher (alternate)
	Scott Dray (alternate)
Wellington City Council	Paul Andrews (alternate)
Porirua City Council	Primary to be appointed
	Andrew Dalziel (alternate)
	Olivia Dovey (alternate)
Kāpiti Coast District Council	Kris Pervan (Recovery Manager)
	Angela Bell (alternate)
Hutt City Council	Andrea Bradshaw (Recovery Manager)
Upper Hutt City Council	Liezel Jahnke (Recovery Manager)
	Geoff Swainson (alternate)
Combined areas of the district councils in the Wairarapa	Johannes Ferreira (Carterton)
	Nigel Carter (South Wairarapa)
	Ben Jessep (Masterton)

9.   **Non-statutory appointments:** The following table lists current appointments for other non-statutory roles.

Area to which appointed	Appointee name and designation
CDEM Group	Richard Mowll (Lifelines Utility Co-ordination Manager) Aly Curd (Group Welfare Manager)

Ngā hua ahumoni
Financial implications

10.   There are no financial implications arising from the matters for decision. Any associated costs are covered by the respective councils according to their individual agreements.

Ngā Take e hāngai ana te iwi Māori
Implications for Māori

11.   There are no implications for Māori.

Ngā tikanga whakatau
Decision-making process

12.   The matters requiring decision in this report were considered by officers against the decision-making requirements of the CDEM Act 2002 (see paragraphs 2 to 4) and of Part 6 of the Local Government Act 2002.

Te hiranga
Significance

13.   Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of these matters, taking into account Council's *Significance and Engagement Policy* and *Decision-making Guidelines*. Officers recommend that the matters are of low significance, given their administrative nature.

Te whakatūtakitaki
Engagement

14.   Due to the low significance of these decisions, no engagement on these matters was undertaken.

Ngā tūāoma e whai ake nei
Next steps

15.   No further external communication is required.

Ngā kaiwaitohu
Signatories

Writer	Jessica Hare – Manager, Business and Development, WREMO
Approver	Jeremy Holmes – Regional Manager, Wellington CDEM Group

He whakarāpopoto i ngā huritaonga Summary of considerations
Fit with Council's roles or with Committee's terms of reference
The CDEM Group makes these appointments and removals under sections 26 to 30 of the CDEM Act 2002 (see paragraphs 2 to 4).
Contribution to Annual Plan / Long Term Plan / Other key strategies and policies
There are no known implications for Council's strategies, policies or plans.
Internal consultation
All local authority chief executives were engaged and support the proposed appointees.
Risks and impacts - legal / health and safety etc.
While there is no significant legal or health and safety risk, it is important that all Controllers, Recovery Managers and Group Welfare appointments are appropriately contracted to the council for which they hold the appointment. Each council is responsible for managing their own appointments and advises the CDEM Group of any changes to statutory appointments.