WELLINGTON REGION EMERGENCY MANAGEMENT

If calling, please ask for Democratic Services

Wellington Region Emergency Management Committee

Tuesday 10 November 2026, 1pm

Taumata Kōrero – Council Chamber, Greater Wellington Regional Council
100 Cuba St, Te Aro, Wellington

Quorum: *Five Members*

Members

Mayor Anita Baker (Chair)	Porirua City Council
Mayor Bex Johnson (Deputy Chair)	Masterton District Council
Mayor Steve Cretney	Carterton District Council
Mayor Janet Holborow	Kāpiti Coast District Council
Mayor Ken Laban	Hutt City Council
Mayor Andrew Little	Wellington City Council
Council Chair Daran Ponter	Greater Wellington Regional Council
Mayor Fran Wilde	South Wairarapa District Council
Mayor Peri Zee	Upper Hutt City Council

Mana Whenua Advisors

Kura Moeahu

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

1 Wellington Region Emergency Management Committee

1. Definitions

1.1 For the purpose of these Terms of Reference:

"Act" means the Civil Defence Emergency Management Act 2002.

"CDEM Group" means the Wellington Region CDEM Group.

"Co-ordinating Executive Group" (the CEG) means the Co-ordinating Executive Group to be established under section 20 of the Civil Defence and Emergency Management Act 2002 and clause 10.7 of this Terms of Reference.

"Group Controller" means a person appointed under section 26 of the Civil Defence and Emergency Management Act 2002 and clause 10.1 of these Terms of Reference as a Group Controller.

"Member" means a Local Authority that is a member of the Civil Defence Emergency Management Group that is the subject of this document.

"Representative" means the Mayor or Chairperson of a Member or an alternative person who has been given the delegated authority to act for the Mayor or Chairperson.

"Wellington Region" for the purposes of these Terns of Reference means the Wellington Region as defined by the Local Government (Wellington Region) Reorganisation Order 1989, excluding the parts of the Tararua District falling within the area administered by the Greater Wellington Regional Council.

2. Name

2.1 The Wellington Region Civil Defence Emergency Management Group shall be known as the Wellington Region CDEM Group.

3. Members

3.1 Each of the following local authorities is a member of the Wellington Region CDEM Group:

Carterton District Council
Greater Wellington Regional Council
Kapiti Coast District Council
Hutt City Council
Masterton District Council
Porirua City Council

South Wairarapa District Council
Upper Hutt City Council
Wellington City Council

4 Status

4.1 The Wellington Region CDEM Group has the status of a Civil Defence Emergency Management Group under the Civil Defence Emergency Management Act 2002. It is a joint standing committee under clause 30(1)(b) of Schedule 7 of the Local Government Act 2002.

5. Purpose of Terms of Reference

5.1 The purpose of these Terms of Reference is to:

(1) Define the responsibilities of the CDEM Group as delegated to the CDEM Group by the Members

(2) Provide for the administrative arrangements of the Group.

6. Functions, duties and powers

6.1 The functions, duties and powers of the CDEM Group are those that are set out for a Civil Defence Emergency Management Group in the Civil Defence Emergency Management Act 2002.

7. Objectives of the CDEM Group

7.1 To assist the CDEM Group to meet the requirements of the Act, the Group adopts the following objectives:

(1) To ensure that hazards (as defined in the Act) and the consequential risks are identified and assessed

(2) To ensure an effective and efficient region-wide civil defence emergency management capability to respond to and recover from emergencies (as defined in the Act)

(3) To facilitate effective and efficient emergency management through partnership and co-ordination amongst the organisations represented on the Co-ordinating Executive Group

(4) To promote appropriate mitigation of the risks.

8. Representatives

8.1 Each Member is to be represented on the CDEM Group by one person only, being the Mayor or Chairperson of that local authority or an alternate representative who has been given the delegated authority to act for the Mayor or Chairperson.

8.2 An alternate representative must be an elected person from that local authority under section 13(4) of the Act.

8.3 Under section I I 4S(4) of the Local Government Act 1974, and clause 30(9) Schedule 7 of the Local Government Act 2002, the powers to discharge any representative on the CDEM Group and appoint his or her replacement shall be exercisable only by the Member that appointed the representative being discharged.

9. Requirement to maintain the CDEM Group

9.1 Section 12(2) of the Act, section I I4P(5) of the Local Government Act 1974, and clause 30(5) Schedule 7 of the Local Government Act 2002, must not be read as permitting any Member to discharge or reconstitute the CDEM Group.

9.2 It is the responsibility of each Member of the CDEM Group to ensure that they have a representative available to participate in the CDEM Group, as soon as practicable after their representative is no longer able to represent that Member for whatever reason, with the same delegated functions, duties and powers as their predecessor.

10. Delegated authority

The CDEM Group has the responsibility delegated by the Members to: 10.1

10.1 **Appoint a Group Controller**

10.1.1 Appoint in accordance with section 26 of the Act, a suitably qualified and experienced person to be the Group Controller for the Wellington Region.

10.1.2 Appoint a suitably qualified and experienced person(s) to exercise the functions, powers and duties of the Group Controller in the event of a vacancy in or absence in the office of Group Controller.

10.1.3 Delegate to the Group Controller the functions set out in section 28 of the Act.

10.2 **Appoint local controllers**

10.2.1 Appoint in accordance with section 27 of the Act and following consultation with the relevant Members, one or more persons to be a Local Controller.

10.3 **Appoint person who may declare state of local emergency**

10.3.1 Appoint in accordance with section 25 of the Act, and following consultation with the

relevant Members, at least one representative of a Member of the CDEM Group as a person authorised to declare a state of local emergency within the Wellington Region.

10.4 **Prepare, approve, implement and review civil defence emergency management group plan**

10.4.1 In accordance with sections 48 to 57 of the Act, prepare, and after consultation approve a CDEM Group Plan.

10.4.2 In accordance with section 17 of the Act, implement and monitor the CDEM Group Plan within the costs that each Member has agreed to pay.

10.4.3 In accordance with section 56 of the Act, review the CDEM Group Plan.

10.5 **Exercise powers to perform its functions**

10.5.1 In accordance with section 18(1) of the Act, all the powers that are reasonably necessary or expedient to enable the CDEM Group to perform its functions, including the power to delegate any of its functions to Members, the Group Controller, or any other person.

10.5.2 In accordance with section 18(2) of the Act:

(1) Recruit and train volunteers for civil defence emergency management tasks

(2) Conduct civil defence emergency management training exercises, practices, and rehearsals

(3) Issue and control the use of signs, badges, insignia, and identification passes authorised under the Act, regulations made under the Act, or the civil defence emergency management plan

(4) Ensure the provision, maintenance, control, and operation of warning systems

(5) Ensure the provision of communications, equipment, accommodation, and facilities for the exercise of the CDEM Group's functions and powers during an emergency

(6) Exercise any other powers that are necessary to give effect to the CDEM Group's Civil Defence Emergency Management Plan.

10.6 **Establish and Maintain the Co-ordinating Executive Group**

10.6.1 In accordance with section 20 of the Act, establish and maintain a Co-ordinating Executive Group consisting of:

(1) The chief executive officer of each Member or a senior person acting on that person's behalf;

(2) A senior member of the Police assigned for the purpose by the Commissioner of Police

(3) A senior member of the Eire Service assigned for the purpose by the National Commander

(4) The chief executive officers of Capital and Coast Health District Health Board, Hutt Valley Health Board and Wairarapa Health District Health Board, or a person or persons acting on their behalf

11. Powers not delegated

Any power that cannot be delegated in accordance with Section 114Q of the Local Government Act 1974 and Clause 32 Schedule 7 of the Local Government Act 2002.

11.2 The determination of internal staff structures of individual Members necessary for the delivery of services required under the Act or the CDEM Group Plan.

11.3 The determination of funding for implementing the CDEM Group Plan.

12. Remuneration

12.1 Each Member of the CDEM Group shall be responsible for remunerating its representative on the CDEM Group for the cost of that person's participation in the CDEM Group.

13. Meetings

13.1 The New Zealand Standard for model standing orders (NZS 9202: 2001), or any New Zealand Standard substituted for that standard, will be used to conduct CDEM Group meetings as if the CDEM Group were a local authority and the principal administrative officer of the Greater Wellington Regional Council or his or her nominated representative were its principal administrative officer.

13.2 Other standing orders may be used, subject to the agreement of the CDEM Group, and in accordance with section 19(1) of the Act.

13.2.1 The CDEM Group shall hold all meetings at such frequency, times and place(s) as agreed for the performance of the functions, duties and powers delegated under this Terms of Reference. However there will be at least two meetings per year.

13.2.2 The quorum shall consist of five (5) members.

14. Voting

14.1 In accordance with section 114Q of the Local Government Act 1974 and clause 32(4) Schedule 7 of the Local Government Act 2002, at meetings of the CDEM Group each Member's representative has full authority to vote and make decisions within the delegations of this Terms of Reference on behalf of that Member without further recourse

to that Member.

14.2 Members shall use their best endeavours to avoid use of a casting vote by obtaining majority consensus.

14.3 Each Member has one vote.

14.4 A casting vote shall not be used unreasonably in favour of one Member.

14.5 As general statements of principle, a casting vote is to be used in the best interests of the Wellington region.

15. Election of Chairperson and Deputy Chairperson

15.1 On the constitution or reconstitution of the CDEM Group Members shall elect a CDEM Group Chairperson and may elect a Deputy Chairperson.

15.2 The Group's Chairperson and Deputy Chairperson will hold office for an initial term up to the local body elections in October 2004.

15.3 Following the October 2004 elections the Chairperson and Deputy Chairperson will hold office for a term of three years or such a lesser period as may be determined by the CDEM Group. However, if three-quarters of the representatives of the Members present agree the Group may appoint a new Chairperson or Deputy Chairperson at any time.

15.4 The term of office of an appointed Chairman or Deputy Chairman ends if that person ceases to be a representative of a Member of the CDEM Group.

16. Reporting

16.1 Any organisation represented on the Co-ordinating Executive Group shall be able to prepare reports for consideration by the CDEM Group.

16.2 The Chairperson of the Co-ordinating Executive Group shall be responsible for approving reports to the CDEM Group.

16.3 Following each meeting of the CDEM Group, the Chairperson shall prepare a summary report of the business of the meeting. Each representative shall report back to his or her authority following each meeting.

17. Administering authority

17.1 In accordance with the section 23 of the Act, the administering authority for the CDEM Group is Greater Wellington Regional Council.

17.2 In accordance with section 24(2) of the Act, the administrative and relatedservices referred to in clause 17d of these Terms of Reference, include services required for the purposes of the Act, or any other Act, regulation, or bylaw that applies to the conduct of the joint standing committee under section 114S of the Local Government Act 1974,

and clause 30 Schedule 7 of the Local Government Act 2002.

17.3 Until otherwise agreed, Greater Wellington Regional Council will cover the full administrative costs of servicing the CDEM Group.

18. Good faith

18.1 In the event of any circumstances arising that were unforeseen by the Members or their representatives at the time of adopting this Terms of Reference, the Members and their representatives hereby record their intention that they will negotiate in good faith to add to or vary this Terms of Reference so to resolve the impact of those circumstances in the best interests of:

(1) The Members of the CDEM Group collectively

(2) The Wellington Regional community represented by the Members of the CDEM Group collectively.

19. Variations

19.1 Any Member may propose a variation, deletion or addition to the Terms of Reference by putting the wording of the proposed variation, deletion or addition to a meeting of the CDEM Group.

19.2 Once a proposed variation, deletion or addition to this Terms of Reference has been put to the CDEM Group, this Terms of Reference is not amended until each Member adopts the revised terms of Reference giving effect to the proposed variation, deletion or addition.

19.3 Notwithstanding clause 19.2, the CDEM Group may amend the Terms of Reference, where the changes will not materially affect the commitment of any individual Member.

20. Review of the Terms of Reference

20.1 The Terms of Reference will be reviewed and if appropriate amended by the CDEM Group at its meeting following the adoption of its Group Plan and any subsequent amendments to or revisions of that Plan.

20.2 The adoption of an amended Terms of Reference revised under clause 20.1 will be undertaken in accordance with section 19.

Emergency Management Committee meeting

Tuesday 10 November 2026, 1pm

Taumata Kōrero - Council Chamber, Greater Wellington Regional Council
100 Cuba Street, Te Aro, Wellington

Public Business

No.	Item	Report	Page
1.	Apologies		
2.	Declarations of conflicts of interest		
3.	Public Participation		
4.	Confirmation of the Public Minutes of the Wellington Region Emergency Management Committee meeting on Tuesday 22 September 2026	26.444	10
5.	Emergency Management Act 2026 Implementation and Statutory Decisions	26.509	14
6.	Wellington Region Emergency Management Committee – Terms of Reference	26.485	23
7.	Emerging Operational Risks	26.511	39
8.	Wellington Region Emergency Management Regional Plan – Programme Update	26.513	47
9.	Appointment of Emergency Management Statutory Roles under the Emergency Management Act 2026	26.516	56

WELLINGTON REGION EMERGENCY MANAGEMENT

Please note these minutes remain unconfirmed until the Wellington Region Emergency Management Committee meeting on 10 November 2026.

Report 26.444

Public minutes of the Wellington Region Emergency Management Committee meeting on Tuesday 22 September 2026

Taumata Kōrero – Council Chamber, Greater Wellington Regional Council
Online, Microsoft Teams at 1.01pm.

Members Present

Mayor Baker (Chair)	Porirua City Council
Mayor Johnson (Deputy Chair)	Masterton District Council
Mayor Cretney	Carterton District Council
Mayor Holborow	Kāpiti Coast District Council
Mayor Laban	Lower Hutt City Council
Mayor Little	Wellington City Council
Council Chair Ponter (From 1.02pm)	Greater Wellington Regional Council
Mayor Wilde	South Wairarapa District Council
Mayor Zee	Upper Hutt City Council

The meeting was held remotely, via Microsoft Teams, and counted for the purpose of quorum in accordance with clause 25A of Schedule 7 to the Local Government Act 2002.

Karakia timatanga

The Committee Chair invited to open the meeting with a karakia timatanga -

Public Business

1 Apologies

There were no apologies

Moved: Mayor Baker / Mayor Little

That the Committee accepts the apology for absence from Mayor Steve Cretney, Kura Moeahu and Callum Katene.

The motion was **carried**.

1 Declarations of conflicts of interest

There were no declarations of conflicts of interest.

2 Public participation

There was no public participation.

3 Confirmation of Public Minutes of the Wellington Region Civil Defence Emergency Management Group meeting on Tuesday 23 June 2026 – Report 26.290

Moved: Mayor Baker / Mayor Johnson

That the Committee confirms the Public minutes of the Wellington Region Civil Defence Emergency Management Group meeting on Tuesday 23 June 2026 – Report 26.290.

The motion was **carried**.

4 Adoption of the 2027 Meeting Schedule – Report 26.394

Moved: Mayor Baker / Mayor Zee

That the Committee:

1 Adopts the 2027 meeting dates, as follows:

   a 9 March

   b 8 June

   c 7 September

   d 16 November

2 Authorises the Head of Governance and Democracy, Greater Wellington, in consultation with the Committee Chair and Regional Manager, Wellington Region Emergency Management Office, to amend the schedule as necessary.

3 Notes that, as the Administering Authority, Greater Wellington will circulate the meeting schedule to members and key stakeholders.

The motion was **carried**.

5 Appointment of Emergency Management Statutory Roles – Report 26.439

Moved: Mayor Baker / Mayor Johnson

That the Committee:

1 Notes that Schedule 1, Part 5 of the Emergency Management Act 2026 continues the relevant appointment provisions of the Civil Defence Emergency Management Act 2002 during the transition period.

2 Notes that Local Controllers and Local Recovery Managers may continue to be appointed under the continued provisions of the Civil Defence Emergency Management Act 2002 until the corresponding District Controller and District Recovery Manager provisions of the Emergency Management Act 2026 come into force.

3 Notes that sections 57 and 66 of the Emergency Management Act 2026, relating to District Controllers and District Recovery Managers, do not come into force until 3 September 2027.

4 Approves the removal of the following statutory appointees:

a Nienke Itjeshorst as Alternate Local Controller, Kāpiti Coast District Council

b Steve Cody as Alternate Local Controller, Kāpiti Coast District Council

c Gordon Crawley as Alternate Local Controller, Combined Wairarapa Councils

d Matt Vins as Alternate Local Controller, Combined Wairarapa Councils

e Glenn King as Alternate Local Controller, Hutt City Council

f Jarred Griffiths as Alternate Local Recovery Manager, Hutt City Council

g Alison Geddes as Alternate Local Recovery Manager, Hutt City Council

5 Approves the appointment of the following new statutory appointees:

a Rach Wells as Alternate Local Controller, Kāpiti Coast District Council

b Jackie Adams as Alternate Local Controller, Kāpiti Coast District Council

c Charlie Blair as Alternate Local Controller, Combined Wairarapa Councils

d Howard Duffy as Alternate Local Controller, Hutt City Council

e Haley Fieldes as Alternate Local Recovery Manager, Hutt City Council

f Jake Downing as Alternate Local Recovery Manager, Hutt City Council

g Levi Hampton as Alternate Local Recovery Manager, Kāpiti Coast District Council

6 Confirms, for administrative clarity, the Regional Controller and Regional Recovery Manager appointment records set out in the report.

7 Notes that the future appointment of District Controllers and District Recovery Managers by territorial authority chief executives will apply from 3 September 2027.

The motion was **carried**.

Karakia whakamutunga

The Committee Chair closed the meeting with a karakia whakamutunga.

The meeting closed at 1.04pm

Mayor A Baker

Chair

Date:

Wellington Region Emergency Management Committee
10 November 2026
Report 26.509

WELLINGTON REGION EMERGENCY MANAGEMENT

For Decision

EMERGENCY MANAGEMENT ACT 2026 IMPLEMENTATION AND STATUTORY DECISIONS

Te take mō te pūrongo
Purpose

1. To advise the Wellington Region Emergency Management Committee (the Committee) on implementation of the Emergency Management Act 2026 (the 2026 Act) and related statutory decisions for section 53 declaration appointments and a delegation of the section 178 power to require information.

He tūtohu
Recommendations

That the Wellington Region Emergency Management Committee (the Committee):

1 **Notes** that the Emergency Management Act 2026 (the 2026 Act) commenced generally on 4 September 2026 with some provisions commencing later.

2 **Notes** that the Wellington Region Civil Defence Emergency Management Group continues as the Wellington Region Emergency Management Committee, and that existing bodies, officers, plans, and declaration appointments are continued by transitional provisions in Schedule 1 to the 2026 Act.

Section 53 declaration appointments

3 **Notes** that section 53 of the 2026 Act requires the Committee to appoint at least one representative authorised to declare a state of local emergency and at least one representative authorised to declare a local transition period, with at least one person appointed to declare for the whole Committee area.

4 **Revokes** the whole Committee-area declaration appointments outlined in the Wellington Region Emergency Management Regional Plan 2026-2031 (the Plan) that are continued under Schedule 1 to the 2026 Act.

5 **Appoints** as persons authorised (under section 53(1)(a) of the 2026 Act) to declare a state of local emergency covering the whole Committee area, in the following order of precedence:

a The Chairperson of the Committee;

b If Chairperson is unavailable, the Deputy Chairperson of the Committee; and

c If the Chairperson and Deputy Chairperson are unavailable, any remaining local authority member of the Committee (each having equal status to make the declaration).

6 **Appoints** as persons authorised (under section 53(1)(b) of the 2026 Act) to declare a local transition period covering the whole Committee area, in the following order of precedence:

a The Chairperson of the Committee;

b If the Chairperson is unavailable, the Deputy Chairperson of the Committee; and

c If the Chairperson and Deputy Chairperson are unavailable, any remaining local authority member of the Committee (each having equal status to make the declaration).

Section 178 power to require information delegation

7 **Notes** that section 178 of the 2026 Act enables the Committee to require (at all times) specified information needed to carry out emergency management, and similarly authorises Controllers to do so during a state of emergency and Recovery Managers to do so during a transition period.

8 **Delegates** to the Regional Controller and Regional Recovery Manager the power under section 178 of the 2026 Act to require specified information at all times, subject to the terms and conditions stated in paragraph 15.

General

9 **Authorises** the Chair of the Committee and officers to update the Plan to incorporate decisions on the above recommendations.

Te tāhū kōrero
Background

2. The Emergency Management Act 2026 repeals and replaces the Civil Defence Emergency Management Act 2002 (the 2002 Act). Most provisions of the 2026 Act commenced on 4 September 2026, with the following provisions commencing later:

a Sections 183 to 187 (compliance orders) commence on 3 March 2027;

b Specified District and Local Controller and Recovery Manager provisions, the territorial authority chief executive resource co-ordination power, and specified regional-plan content commence on 3 September 2027; and

c Lead agency provisions commence by Order in Council or, if not earlier commenced, on 3 September 2028.

3. The Wellington Region Civil Defence Emergency Management (CDEM) Group continues as a multi-member Emergency Management Committee and joint committee. The Co-ordinating Executive Group (CEG), administering authority, appointed officers, and regional plan also continue under Schedule 1 to the 2026 Act. Existing CEG membership continues until 3 September 2027; after that date, new appointments are required.

4. A separate report to this meeting sets out the proposed Terms of Reference for the Committee (Wellington Region Emergency Management Committee Terms of Reference (Report 26.485)) and recommends the appointment of a Deputy Chairperson to the Committee.

5. Local government reform remains relevant to the Committee's future membership, representation, administering authority, and funding. Eighteen Head Start proposals were submitted to the Government, which advised that further work is required and decisions would be considered by Cabinet in early 2027. Officers advise that implementation of the 2026 Act should continue, with arrangements documented so these can transfer without interrupting readiness or response capability.

Te tātaritanga
Analysis

6. Officers' general position on key statutory decisions is summarised below:

Provision	Legal position	Proposed action
Section 53	The Committee must appoint local authority members to make state-of-local-emergency and local-transition-period declarations. Existing appointments continue until replaced.	Committee decision required for revoked or new appointments, and this decision constitutes the legal instrument of appointment. The decision must therefore state the appointed person(s), the type of declaration, the geographic scope, whether equal status or preference of appointees, and any conditions or limitations.
Section 178	The Committee has the power to require specified information from persons at all times. Controllers and Recovery Managers have this power during the relevant emergency or transition period respectively.	Committee decision and delegation needed for a position to exercise the power at all times.
Section 181	The use and disclosure restriction applies automatically to every person who receives information obtained through the listed statutory pathways (including section 181).	Committee to note the duty and direct operational controls.

Section 53 declaration appointments

7. Section 53 of the 2026 Act requires the Committee to appoint at least one representative authorised to declare a state of local emergency and at least one representative authorised to declare a local transition period, with at least one person appointed to declare for the whole Committee area.

8. Section 53(5) permits multiple appointees for each type of declaration, but requires the appointment decision to state whether these appointees have equal status to make a declaration or whether any appointee may act only in the absence of another named person.

9. Schedule 1 of the 2026 Act continues the existing declaration appointments for a state of local emergency and a transition period. As section 53(5) of the 2026 Act now requires additional information when making such appointments, to avoid ambiguity officers recommend:

    a Revoking the existing declaration appointments; and

    b Making new appointments that state the required information. Those appointments will constitute the required instruments of appointment under section 53(5).

10. The options for the proposed order of appointees for these types of declaration are:

Option	How it operates	Advantages	Disadvantages
Option A – Equal status	Each appointed representative has the same authority within the stated geographic scope and does not need to establish another appointee's absence before acting.	Resilient and simple; supports rapid action; avoids a sequential availability test.	Requires a clear consultation and co-ordination protocol to prevent duplicate or competing declaration decisions.
Option B – Order of preference **(Recommended)**	Names a primary appointee and states that later appointees may act only in the absence of each preceding appointee.	Provides a clear default sequence and reduces ambiguity over who acts first.	May add an availability or absence step when time is critical; and succession wording must be precise and kept current.

11. Officers recommend a mix of Options A and B for each type of declaration, namely:

    a Precedence for the Chairperson, then the Deputy Chairperson, of the Committee, then

    b Equal status for any remaining local authority member of the Committee.

    This approach reflects the current practice included in the Plan.

Section 178 power to require information delegation

12. Section 178 provides a power to require information that is needed to carry out emergency management. This power is allocated to different positions as follows:

    a The Committee at all times;

    b Controllers during a state of emergency; and

    c Recovery Managers during a transition period.

13. The Committee may (under section 31(a) of the 2026 Act) delegate its power to a range of specified positions.

14. Officers consider that it would be useful for the Committee to delegate to the Regional Controller and Regional Recovery Manager the power to require specified information at all times, including before a declaration, as this would enable early identification of emerging issues and risks, and inform timely response and recovery decisions.

15. Officers also propose that this delegation is subject to the following terms and conditions – the delegatee:

    a Acts only within the scope and purpose of the delegation and cannot subdelegate;

    b Uses a controlled written notice that identifies the information required, the form and reasonable time for supply, and the person's statutory appeal right;

    c Documents why the information is reasonably necessary, and why compliance should not involve unreasonable difficulty or expense;

    d Applies section 180 exclusions for medical information and legal professional privilege;

    e Complies with section 181 and applicable privacy, official information, records, and security requirements; and

    f Documents each notice, receipt, use and disclosure and reports use of the power through the Committee's assurance arrangements.

Section 181 restrictions on disclosure and use of information

16. Section 181 restricts disclosure and use of information obtained using the section 178 power to the purposes of the 2026 Act, limited Building Act 2004 disclosure, and essential infrastructure enforcement qualifications in section 181(4). Officers do not consider that this disclosure power needs to be delegated.

General implementation

17. The wider implementation position is summarised below:

Implementation area	Current position	Required response
Committee and governance	The Wellington Region CDEM Group becomes the Wellington Region Emergency Management Committee and remains a joint committee.	Update terminology, terms of reference, registers, and governance documents while maintaining statutory continuity.
CEG membership	Existing membership continues for 12 months; section 42 then requires specified membership, including Māori and rural perspectives. Section 44 requires support for specified members.	Complete new appointments before 3 September 2027. Continue current support arrangements for specified members.

Implementation area	Current position	Required response
Appointments and authorities	Existing appointments are continued by transitional provisions, but instruments and tables do not necessarily distinguish appointments, direct powers, and delegations.	Complete the section 53 appointment decisions now and maintain other appointments.
Regional Plan	The existing Plan continues as the regional emergency management plan. New content and engagement requirements apply, with specified additional content commencing on 3 September 2027.	Update the current Plan to incorporate the new requirements and any applicable standards or rules. No new Plan required as existing plan developed in alignment with Act.
Information and assurance	Sections 178 to 182 give the Committee an at-all-times information power. Statutory restrictions, LGOIMA, and records requirements continue to apply.	Approve the targeted section 178 delegation, section 181 controls. Continue controlled notices, registers, training, and assurance testing.
Compliance and reporting	Compliance order provisions commence on 3 March 2027. The 2026 Act also introduces or clarifies post-event reporting and monitoring expectations.	Prepare templates, and ownership and assurance controls before staged commencement dates.

Ngā hua ahumoni
Financial implications

18. The decisions in this report do not create any immediate material unbudgeted cost.

19. Ongoing legal review, preparation and maintenance of instruments and registers, staff training, controlled notice templates, information-security controls, and assurance activity will require staff time and may involve modest professional services costs. These costs will be managed within existing implementation budgets where possible. Any material new funding requirement should be brought back through the normal planning and budget process.

Ngā Take e hāngai ana te iwi Māori
Implications for Māori

20. The appointment and delegation decisions do not change the Committee's existing commitments to mana whenua or Māori communities. The 2026 Act strengthens requirements to involve iwi and Māori in regional planning and to include Māori perspectives in the CEG after the transitional period.

21. Implementation of section 178 of the 2026 Act must also be proportionate and culturally appropriate where information concerns Māori communities, and section 181 controls should protect trust, confidentiality and appropriate use of information.

Ngā tikanga whakatau
Decision-making process

22. Officers considered the matters for decision against the specific related requirements in the 2026 Act and against the decision-making requirements in Part 6 of the Local Government Act 2002.

Te hiranga
Significance

23. Officers considered significance under Part 6 of the Local Government Act 2002, taking into account Council's *Significance and Engagement Policy* and Greater Wellington's *Decision-making Guidance*. The decisions are assessed as low significance because they do not materially change levels of service, strategic assets, funding, rates or the existing regional emergency management model. These decisions are nevertheless legally and operationally important and require precise instruments, controlled implementation and assurance.

Te whakatūtakitaki
Engagement

24. Public engagement is not recommended because of the low significance and administrative/statutory nature of the decisions.

Ngā tūāoma e whai ake nei
Next steps

25. Subject to the Committee's decisions, officers will:

    a Update the Plan to align with the Committee's decisions (by the next Committee meeting on 9 March 2027);

    b Implement the controlled section 178 notice templates and associated information controls by the next Committee meeting or before the delegation is exercised, whichever occurs first;

    c Ensure that section 181 restrictions are observed whenever information covered by that section is received, used, or disclosed;

    d Brief each appointee, delegate, and relevant operational role holder before they exercise the relevant authority; and

    e Document completion through the Emergency Management Act implementation compliance register.

Ngā kaiwaitohu
Signatories

Writer	Jessica Hare – Head of Organisational Services and Strategy, WREMO
Approver	Dan Neely - Regional Manager, WREMO

He whakarāpopoto i ngā huritaonga **Summary of considerations**
Fit with the Committee's terms of reference The report directly supports the Committee's statutory responsibilities under the 2026 Act.
Contribution to Annual Plan / Long Term Plan / strategies and policies The decisions support the Wellington Region CDEM Strategy 2025-2035 and the Regional Emergency Management Plan 2026-2031.
Internal consultation The report is informed by discussions with Greater Wellington emergency management leads and Democratic Services.
Legal / health and safety risks and impacts There are no significant risks or impacts arising from the decisions in this report.

Wellington Region Emergency Management Committee
10 November 2026
Report 26.485

WELLINGTON REGION EMERGENCY MANAGEMENT

For Decision

WELLINGTON REGION EMERGENCY MANAGEMENT COMMITTEE – TERMS OF REFERENCE

Te take mō te pūrongo
Purpose

1. To advise the Wellington Region Emergency Management Committee (the Committee) on its proposed Terms of Reference.

Whakarāpopototanga Matua
Executive Summary

2. This report recommends that the Committee approves new Terms of Reference to reflect the governance framework established by the Emergency Management Act 2026 (the 2026 Act). This Act continues the former Wellington Region Civil Defence Emergency Management Group (CDEM Group) as the Committee, continues appointments to current statutory roles and powers into updated roles, and requires the Committee to operate under a new legislative regime.

3. The proposed Terms of Reference largely restate the Committee's legislative functions, powers, membership, and responsibilities, while aligning with the 2026 Act. As the 2026 Act does not continue the position of Deputy Chair, the report recommends appointing Mayor Bex Johnson to that role.

He tūtohu
Recommendations

That the Committee:

1 **Notes** the Emergency Management Act 2026:

a Provides for a revised legislative emergency management regime, including the transition of most existing appointments into new roles and a Wellington Region Emergency Management Committee (the Committee) with related powers, functions, and duties, and

b Does not provide for the transition of the role of Deputy Chair of the Wellington Region Civil Defence Emergency Management Group into the Committee.

2 **Approves** the Committee's proposed Terms of Reference (Attachment 1).

3 **Appoints** Mayor Bex Johnson as the Deputy Chair of the Committee.

Te tāhū kōrero
Background

4. The 2026 Act generally took effect on 4 September 2026, with provisions relating to Local Controllers and Local Recovery Managers taking effect on 3 September 2027.

5. The CDEM Group's terms of reference no longer apply as these aligned with the repealed Civil Defence and Emergency Management Act 2002. Accordingly, officers have developed a proposed terms of reference for the Committee (**Attachment 1**) to consider and approve.

Te tātaritanga
Analysis

6. These proposed Terms of Reference reflect the core provisions of the 2026 Act, but do not include additional content and process requirements (e.g. for the regional emergency management plan[1]). Officers will advise the Committee on such requirements and how to address these in reports seeking related decisions.

7. These proposed Terms of Reference reflect the following key governance elements (references to the 2026 Act, and the related clauses of the proposed Terms of Reference, are included to assist your consideration):

    a The CDEM Group is continued as the Committee (section 25, and clause 11);

    b The Committee's functions expand on those provided to the CDEM Group (section 29, and clause 2);

    c The Committee has expanded general, specific, and emergency powers:

        i The general powers can be delegated to local authority members of the Committee, the Regional Controller, the Regional Recovery Manager, or any other persons (section 31(1), and clauses 3.1 and 3.2),

        ii There is still a specific power to, by written notice, require a person to provide the Committee with information (section 178, and clause 3.3), and

        iii The emergency powers cover rescue and relief; transport, equipment, and facilities; public information; and contractual arrangements (section 132, and clauses 3.4 and 3.5);

[1] Content requirements under section 98 of the 2026 Act, and engagement, consultation, and public notification requirements under sections 101 and 102 of the 2026 Act.

d The Committee must appoint an Emergency Management Co-ordinating Executive Group (the CEG), co-opt any other person to be a member of CEG, and has a new responsibility to ensure that specific members have the resources, information, and administrative support needed (sections 42 and 44, and clause 3.6)[2];

e The Committee:

  i Must appoint (from the local authority members of the Committee) persons to declare a state of local emergency and/or a local transition period (section 53, and clause 3.7a), and

  ii May authorise appointed persons to make a declaration covering one or more wards and districts, or the whole Wellington Region (sections 53, and clauses 3.7b and c)[3];

f The Committee:

  i Must also appoint a Regional Controller and Regional Recovery Manager and a person to act in those roles (sections 56 and 65, and clauses 3.8a and 3.9a), and

  ii May remove from office or replace the persons appointed to those roles (sections 60(4) and 69(4), and clauses 3.8f and 3.9f)[4];

g The 2026 Act continues the appointment of existing Local Controllers and Local Recovery Managers until 2 September 2027 (clause 5 of Schedule 1, and clauses 3.8c and 3.9c):

  i To take effect on 3 September 2027, the Committee needs to appoint a District Controller and District Recovery Managers and persons to act in those roles (sections 57 and 66, and clauses 3.8e and 3.9e), and

  ii The Committee may remove from office or replace the persons appointed to any of those roles (sections 60(4) and 69(4), and clauses 3.8f and 3.9f);

h In exercising its functions, duties, and powers, the Committee must act consistently with the national emergency management strategy and, for emergency powers, directions given by the Minister or the Director-General of Emergency Management (sections 34 and 132(3), and clause 3.10a);

i The Committee must prepare, approve, publish, and review a regional emergency management plan (sections 97 and 100, and clause 4);

[2] Clause 9(1)(c) of Schedule 1 to the 2026 Act continues the CDEM Group's CEG as the Committee's CEG. Clause 10 of Schedule 1 to the 2026 Act provides that the members of the CDEM Group's CEG continue as the members of the Committee's CEG until 2 September 2027.

[3] Clause 4(1)(d) of Schedule 1 to the 2026 Act continues the current related appointments.

[4] Clause 4(2) of Schedule 1 to the 2026 Act provides that a Group Controller becomes known as a Regional Controller and a Group Recovery Manager becomes known as a Regional Recovery Manager. Clauses 4(1)(e) to (h) of Schedule 1 to the 2026 Act continue the current set of appointments as if these relate to the new roles.

j The Committee's membership comprises:

i The local authority members[5], with the members of the CDEM Group continued in the Committee[6] (sections 26 and 28, and clause 5.2),

ii Any associate members appointed by the Committee (section 27(3), and clauses 5.3 and 5.4), and

iii Alternate members where local authority members of the Committee are unavailable – officers recommend that these alternate members are the Deputy Mayor or Deputy Chair, as appropriate (clause 5.5);

k The Committee may appoint its Chair and Deputy Chair from its local authority members – the Chair of CDEM continues as the Chair of the Committee (sections 35 and clause 4(1)(c) of Schedule 1, and clause 6),

l The quorum requirements are those stated in clause 30A(6)(b) of Schedule 7 to the Local Government Act 2002: at least fifty percent of the members of the Committee (clause 7);

m All members may speak and vote, except that associate members cannot vote on the Committee's exercise of its emergency powers (section 33, and clause 8);

n Greater Wellington continues as the administering authority for the Committee and its Standing Orders apply to Committee meetings (clause 9(1)(d) of Schedule 1 and section 36, and clause 9);

o Remuneration for local authority members and alternate members is the responsibility of the related local authority, with the Committee setting remuneration for any associate members (sections 32(b) and 31(2)(g), and clause 10); and

p The Committee is a joint committee and is not deemed to be discharged following each triennial local election (sections 25(1) and 27(4), and clause 12).

8. The 2026 Act does not provide for the continuation of the Deputy Chair of the CDEM Group as the Deputy Chair of the Committee. We therefore recommend that Mayor Bex Johnson, Deputy Chair of the CDEM Group prior to the commencement of the 2026 Act, is appointed as the Deputy Chair of the Committee.

Ngā hua ahumoni
Financial implications

9. There are no financial implications arising from the decision in this report.

[5] The Mayors of the territorial authorities in the Wellington Region and the Chair of Council.

[6] Clause 9(1)(b) of Schedule 1 to the 2026 Act.

Ngā Take e hāngai ana te iwi Māori
Implications for Māori

10. There are no implications for Māori arising from the decision in this report.

Ngā tikanga whakatau
Decision-making process

11. The matters requiring decision in this report were considered by officers against the decision-making requirements of the 2026 Act and Part 6 of the Local Government Act 2002.

Te hiranga
Significance

12. Officers considered the significance (as defined by Part 6 of the Local Government Act 2002) of the matters for decision, taking into account Council's *Significance and Engagement Policy* and Greater Wellington's *Decision-making Guidelines*. Officers consider these matters are of low significance due to them reflecting existing statutory requirements.

Te whakatūtakitaki
Engagement

13. No public engagement is required or proposed on the matters for decision.

Ngā tūāoma e whai ake nei
Next steps

14. Once agreed, Greater Wellington will circulate the approved Terms of Reference to relevant business functions and external organisations, and place them on Greater Wellington's website.

Ngā āpitihanga
Attachment

Number	Title
1	Proposed Terms of Reference for the Wellington Region Emergency Management Committee

Ngā kaiwaitohu
Signatories

Writer	Will Ogier – Kaitohutohu Matua | Principal Advisor Democratic Services
Approvers	Francis Ryan – Kaiwhakahaere Mana Urungi, Manapori | Head of Governance and Democracy Luke Troy – Kaiwhakahaere Matua Rautaki | Group Manager Strategy

He whakarāpopoto i ngā huritaonga **Summary of considerations**
Fit with Council's roles or with Committee's terms of reference Council is responsible for considering and approving terms of reference for the Committee.
Contribution to Annual Plan / Long Term Plan / Other key strategies and policies The decision in this report does not contribute directly to any of these matters.
Internal consultation This report was prepared in consultation with the Wellington Region Emergency Management Office.
Risks and impacts - legal / health and safety etc. There are no risks or impacts arising from the decision in this report.

Attachment 1 to Report 26.485

Proposed Terms of Reference for the Wellington Region Emergency Management Committee

WELLINGTON REGION EMERGENCY MANAGEMENT COMMITTEE

1 Purposes

1.1 To provide regional coordination of local authorities' planning, programmes, and activities related to emergency management across the stages of reduction, readiness, response, and recovery.

1.2 To encourage co-operation and joint action within the Wellington Region Emergency Management Committee (the Committee).

2 Functions

2.1 The Committee's functions are to:

a In relation to hazards and risks within the Wellington Region:

i Take the lead in identifying and assessing those hazards and risks,

ii Co-ordinate the management of those hazards and risks,

iii Identify and implement cost-effective risk reduction, and

iv Assist each local authority member of the Committee to:

A Identify and assess those hazards and risks relevant to that local authority member, and

B Consult and communicate with the communities within that local authority member's region[1] or district[2] about those hazards and risks;

b Ensure that suitably trained and competent personnel, including volunteers, are available and that there is an appropriate organisational structure for those personnel for effective emergency management in the Wellington Region;

c Respond to and manage the adverse effects of emergencies in the Wellington Region;

d In advance of an emergency, plan for recovery activities in the Wellington Region;

e In the event of an emergency, carry out recovery activities in the Wellington Region;

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1 Region means the region of a regional council.

2 District means the district of a territorial authority.

f When requested, assist other Emergency Management Committees with emergency management in their areas (having regard to the competing demands for emergency management within the Wellington Region and any requests for assistance from other Emergency Management Committees);

g Within the Wellington Region, promote and raise public awareness of, and compliance with, the Emergency Management Act 2026 (the Act) and legislative provisions relevant to the purpose of the Act (including the relevant legislation in Schedule 2 to the Act);

h Monitor and report on compliance within the Wellington Region with the Act and legislative provisions relevant to the purpose of the Act (including the relevant legislation in Schedule 2 to the Act);

i Develop, approve, implement, and monitor a regional emergency management plan and regularly review the plan;

j Participate in the development of the national emergency management strategy and the national emergency management plan (including any revisions to, or replacements for, those instruments);

k Promote emergency management in the Wellington Region that is consistent with the purpose of the Act; and

l Undertake any other functions, duties and powers that are conferred or imposed on the Committee under the Act or any other enactment.

2.2 The Committee must take all necessary steps to undertake emergency management or to perform its functions and duties as required.

3 Powers, appointments, and general requirements

Powers

3.1 The Committee has all the general powers that are reasonably necessary or expedient to enable it to perform its functions and duties, including the power to delegate any of its functions, duties, or powers to local authority members of the Committee, the Regional Controller, the Regional Recovery Manager, or any other persons.

3.2 The Committee's general powers include, without limitation, the power to:

a Recruit and train volunteers for emergency management tasks;

b Conduct emergency management training exercises, practices, and rehearsals;

c Issue and control the use of signs, badges, insignia, and identification passes authorised under the Act;

d Provide, maintain, control, and operate warning systems;

e Provide communications, equipment, accommodation, and facilities for the performance and exercise of the Committee's functions, duties, and powers during an emergency;

f Authorise a person to act as an office holder for the purposes of section 144 of the Act (which relates to applications for warrants to obtain information);

g Remunerate an associate member of the Committee for the cost of that person's participation in the Committee; and

h Perform any other function that is necessary to give effect to any emergency management plan.

3.3 The Committee may, by notice in writing, require any person to provide the Committee with information that is:

a In the Committee's opinion, reasonably necessary for the Committee to obtain in order to carry out emergency management;

b In the possession of the person asked to provide the information; and

c Capable of being provided without reasonable difficulty or expense[3].

3.4 Where a state of emergency is in force in or within the Wellington Region, the Committee may exercise the following emergency powers:

Rescue and relief

a Provide for the rescue of endangered persons and their removal to areas of safety;

b Set up first aid posts, and provide for first aid to be given to casualties and for casualties to be moved to hospitals or to other places of treatment or safety;

c Provide for the relief of human distress, including emergency food, clothing, and shelter;

d Undertake emergency measures for the disposal of dead persons if it is satisfied that the measures are urgently necessary in the interests of public health;

e Undertake emergency measures for the disposal of dead animals if it is satisfied that the measures are urgently necessary in the interests of public health;

Transport, equipment, and facilities

f Prohibit or regulate land, air, and water traffic within the area to the extent necessary to conduct emergency management;

g Provide equipment, accommodation, and facilities for the exercise of any of the powers conferred by clause 3.4;

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[3] The required information must be given free of charge, and in the form and within the reasonable time specified by the Committee.

Public information

h Provide information and advice to the public; and

Contractual arrangements

i Enter into contracts, including employment contracts, with any person for the purpose of carrying out emergency management.

3.5 If the Committee considers that an imminent threat of emergency exists in or within the Wellington Region, the Committee may carry out any works that the Committee considers on reasonable grounds are necessary to prevent one or more of the following occurring because of that emergency:

a Loss of human life;

b Injury to people; and

c Serious damage to property.

Appointments

3.6 The Committee:

a Must appoint and maintain an Emergency Management Co-ordinating Executive Group (the CEG) with the following members:

i The chief executive, or a person acting on the chief executive's behalf, of each local authority member of the Committee,

ii A senior Police employee who is assigned for the purpose by the Commissioner of Police,

iii A senior employee, volunteer, or contractor of Fire and Emergency New Zealand who is assigned for the purpose by the board of Fire and Emergency New Zealand,

iv The chief executive or a senior officer of an emergency ambulance service operating in the Wellington Region,

v The chief executive or a senior member of a provider of health services operating in the Wellington Region,

vi One or more persons with understanding of:

A Local perspectives of Māori and Māori communities in the Wellington Region (including iwi and hapū, but not necessarily representing a particular iwi or hapū), and

B Their interests and values, including mātauranga Māori (Māori traditional knowledge) and tikanga Māori (Māori protocol and culture), and

vii One or more persons with knowledge, experience, or expertise regarding the interests and needs of rural communities in the Wellington Region;

b May co-opt any other person to be a member of the CEG;

c Must consider co-opting to the CEG one or more persons who, in the Committee's opinion, have knowledge of the interests of communities related to emergency management in the Wellington Region to assist the CEG to fulfil its role; and

d Must ensure that the following members of the CEG have the resources, information, and administrative support necessary to enable them to effectively perform their roles as a member of the CEG:

i A member appointed under clause 3.6avi,

ii A member appointed under clause 3.6avii, and

iii A person co-opted for the purposes of clause 3.6c.

3.7 The Committee:

a Must appoint (from the local authority members of the Committee – see clause 5.2):

i At least one person who is authorised to declare a state of local emergency, and

ii At least one person who is authorised to declare a local transition period;

b May authorise a person appointed under clause 3.7a to make a declaration that covers one or more of:

i The Wellington Region,

ii Two or more districts within the Wellington Region,

iii Two or more wards within the Wellington Region if those wards are within more than one district; and

c Must ensure that at least one person is appointed to make a declaration in relation to the Wellington Region.

3.8 The Committee:

a Must appoint:

i A suitably qualified and experienced person to be the Regional Controller for the Wellington Region, and

ii At least one suitably qualified and experienced person to act as the Regional Controller during any vacancy in the office or absence from duty of the Regional Controller;

b May delegate the authority, during a state of emergency in the Wellington Region, to remove and replace the Regional Controller with a person appointed under clause 3.8aii, with the limitations that:

i The delegation must be to one or more of the persons appointed under clause 3.7a, and

ii The Committee may impose conditions and limitations on the use of the delegation;

Applies until 2 September 2027

c May appoint one or more persons as a Local Controller; and

d May direct the Local Controller to carry out any of the functions and duties of, or delegated to, the Group Controller and to exercise the powers of Controllers in the Wellington Region.

Applies on 3 September 2027

e Must appoint as the District Controller for the district of each territorial authority that is a local authority member, either:

i The chief executive of the territorial authority, if the Committee considers that chief executive is a suitably qualified and experienced person to be the District Controller, or

ii A suitably qualified and experienced person; and

Applies at all times

f May, at any time, remove from office or replace a Regional Controller, a Local Controller, or a District Controller.

3.9 The Committee:

a Must appoint:

i A suitably qualified and experienced person to be the Regional Recovery Manager for the Wellington Region, and

ii At least one suitably qualified and experienced person to act as the Regional Recovery Manager during any vacancy in the office or absence from duty of the Regional Recovery Manager;

b May delegate the authority, during a transition period in the Wellington Region, to remove and replace the Regional Recovery Manager with a person appointed under clause 3.9aii, with the limitations that:

i The delegation must be to one or more of the persons appointed under clause 3.7aii, and

ii The Committee may impose conditions and limitations on the use of the delegation;

Applies until 2 September 2027

c May appoint one or more suitably qualified and experienced persons as a Local Recovery Manager; and

d May direct the Local Recovery Manager to perform any of the functions and duties of, or delegated to, the Group Recovery Manager and to exercise the powers of the Group Recovery Manager in the Wellington Region.

Applies on 3 September 2027

e Must appoint as the District Recovery Manager for the district of each territorial authority that is a local authority member, either:

i The chief executive of the territorial authority, if the Committee considers that chief executive is a suitably qualified and experienced person to be the District Controller, or

ii A suitably qualified and experienced person; and

Applies at all times

f May, at any time, remove from office or replace a Regional Recovery Manager, Local Recovery Manager, or a District Recovery Manager.

General requirements

3.10 The Committee must:

a In performing or exercising its functions, duties, and powers under the Act, act consistently with:

i The national emergency management strategy, and

ii For the emergency powers under clauses 3.4 and 3.5, any directions given by the Minister responsible for the administration of the Act or the Director-General of Emergency Management; and

b To the extent relevant, consider whether its local authority members performing or exercising the functions, duties, or powers of those members under relevant legislation would enable the Committee to meet, or would contribute to the Committee meeting, its responsibilities and duties under the Act.

4 Regional emergency management plan

4.1 The Committee:

a Must prepare and approve a regional emergency management plan (the regional plan);

b Must publish its regional plan on the Committee's website;

c Must review its regional plan in full at least every five years;

d Must review its regional plan, or one or more parts of that plan, when the Minister responsible for the administration of the Act directs this under section 104 of the Act;

e May, at any time, review the regional plan or part of that plan;

f May decide to amend or replace the regional plan, or to retain that plan in its current form, subject to the requirements of section 100 of the Act; and

g Must, in developing a proposal to amend or replace the regional plan, meet the requirements of sections 101 and 102 of the Act.

4.2 Before the Committee approves, under clause 4.1a, provisions of a regional plan that impose requirements on a person other than the Committee, a local authority that is a member of the Committee, or emergency services (or their employees or agents)[4], the Committee must meet the requirements of section 88(3) of the Act.

5 Members

5.1 The members of the Committee are the local authority members[5] and any associate members.

5.2 The representatives of the local authority members of the Committee are the:

a Mayor of Carterton District Council;

b Mayor of Hutt City Council;

c Mayor of Kāpiti Coast District Council;

d Mayor of Masterton District Council;

e Mayor of Porirua City Council;

f Mayor of South Wairarapa District Council;

g Mayor of Upper Hutt City Council;

h Mayor of Wellington City Council; and

i Chair of Wellington Regional Council.

5.3 The Committee may appoint one or more associate members.

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[4] Emergency services means the New Zealand Police, Fire and Emergency New Zealand, the emergency ambulance services, and providers of health services (being personal health services and public health services within the meaning of those terms in section 4 of the Healthy Futures (Pae Ora) Act 2022).

[5] Local authority member means a territorial authority or regional council member of the Committee.

5.4 An associate member:

a Is not an elected member of a local authority; and

b In the Committee's opinion, has the skills, attributes, or knowledge to assist the work of the Committee.

5.5 Where any local authority member is unavailable to attend a Committee meeting, they may be represented by an alternate member who shall be the local authority member's Deputy Mayor or Deputy Chair (as appropriate). The alternative member is deemed to have delegated authority to represent their local authority in accordance with section 28(b) of the Act.

6 Chair and Deputy Chair

6.1 The Committee may appoint its Chair and Deputy Chair from its local authority members.

6.2 The Committee's Chair and Deputy Chair:

a Hold office for the period agreed by the Committee at the time of appointment; but

b Cease to hold office if that person ceases to be the representative of a local authority member of the Committee.

7 Quorum

At least fifty percent of the members of the Committee.

8 Voting entitlement and speaking rights

8.1 All members of the Committee have equal speaking rights.

8.2 All members of the Committee may vote, except that associate members cannot vote on the Committee's exercise of its emergency powers under clause 3.4.

9 Servicing and Standing Orders

9.1 Greater Wellington is the administering authority for, and services, the Committee.

9.2 Greater Wellington's Standing Orders apply to meetings of the Committee.

10 Remuneration and expenses

10.1 Each local authority member's (and each alternate member's) remuneration and expenses are met by the local authority they represent.

10.2 The Committee shall set the remuneration and expenses of any associate member for the cost of that person's participation in the Committee.

11 Status of the Committee

11.1 The Wellington Region Civil Defence Emergency Management Group is continued as the Committee in accordance with section 25 of the Act.

11.2 The Committee is a:

a Multi-member Emergency Management Committee under the Act; and

b Joint committee under clause 30(1)(b) of Schedule 7 to the Local Government Act 2002.

12 Meeting frequency and life of the Committee

12.1 The Committee meets as required.

12.2 The Committee is not deemed to be discharged following each triennial local election.

WELLINGTON REGION
EMERGENCY MANAGEMENT

Wellington Region Emergency Management Committee
10 November 2026
Report 26.511

For Information

Emerging Operational Risks

Te take mō te pūrongo
Purpose

1. To update the Emergency Management Committee on three emerging regional risks being monitored by the Wellington Region Emergency Management agencies and the readiness activities underway to manage their potential consequences for the Wellington region.

Whakarāpopototanga Matua
Executive Summary

2. The Wellington Region CDEM committee is maintaining a watch across three emerging regional risks: El Niño, highly pathogenic avian influenza (HPAI), and landslide risk. Current activity is focused on maintaining readiness, strengthening multi-agency technical advice, sharing intelligence, and converting lessons and data into practical assessment criteria.
3. Emergency management agencies are postured to respond to El Niño-related events as they arise; is maintaining awareness of potential support requirements associated with HPAI; and is supporting work to improve the regional assessment of landslide risks to life and safety.

He tūtohu
Recommendations

That Emergency Management Committee:

4. **notes** the three emerging regional risks being monitored and the readiness activity described in this report; and
5. **notes** that further updates will be provided if the regional risk picture or required readiness activity changes materially.

Te aukati atu i te marea
Exclusion of the public

6. The report can be considered in the public part of the meeting. Operationally sensitive intelligence or information supplied in confidence by partner agencies

will continue to be managed under the relevant information-sharing arrangements.

He huritaonga nō te Kōmiti
Consideration by Committee

7. This is an information report. No decision is sought beyond noting the current risk picture and readiness activity.

Te tāhū kōrero
Background

8. The Wellington region faces a changing risk environment in which weather, biosecurity, and geohazard issues may require coordinated monitoring and readiness activity across councils, emergency services, science agencies, lifeline utilities, and central government.

9. The three risks in this report are at different stages of development. The activity outlined is proportionate to the currently available information and is intended to preserve the ability to escalate coordination and response arrangements if required.

Te tātaritanga
Analysis

10. The current intelligence picture and readiness activity are summarised in the table below.

Current Intelligence Picture

Risk	Current intelligence picture	What we are doing	Next focus
El Niño	El Niño conditions are expected to increase the likelihood of stronger westerly winds, elevated wildfire risk, drought conditions, acute water shortages, and associated health impacts. The Wellington region is accustomed to strong winds, but prolonged dry conditions could place pressure on water supplies, rural communities, and critical infrastructure. There is particular risk to Wairarapa area, however all areas in the region are expected to feel impacts from El Nino. <u>Current outlook</u> Regional water supplies are expected to be more resilient than during previous drought periods. Average rainfall is still expected in the Tararua Ranges, supporting river flows. Significant urban water supply shortages are considered less likely than in previous years. Areas of concern •Wairarapa Coast •Ruamāhanga catchment •Southern coastal communities	We remain postured to respond as conditions develop. The Severe Weather Technical Advisory Group has discussed fire weather and drought risks and identified the need to broaden agency participation so Controllers have access to specialist technical advice. WREMO continues coordination with councils, emergency services and lifeline utilities through established arrangements. WREMO is working closely with Greater Wellington Regional Council who are also monitoring it and will consider the transition points when it becomes an emergency management issue Greater Wellington's primary role is: • Providing environmental intelligence and monitoring. • Managing water allocation and regulation. • Advising on environmental impacts. • Supporting water suppliers and territorial authorities with scientific information	At the October Regional Multi-Agency Readiness Forum, Fire and Emergency New Zealand led a session for 46 participants from Councils, Emergency Services and other agencies providing regional intelligence on heat and fire risk. In the afternoon, health sector partners led a workshop on impacts including respiratory issues and heat-related health issues, and what can be done to mitigate them. Councils and Tiaki Wai/Wai Ti were asked to consider how they would manage acute water shortages should they occur. Emergency management responsibilities would increase if: • Water shortages become acute. • Community impacts exceed normal management arrangements. • Emergency powers are required.

Risk	Current intelligence picture	What we are doing	Next focus
	Potential impacts include: • Elevated wildfire risk • Agricultural stress • Rural community impacts • Reduced irrigation capacity Additional concerns include flood-damaged farm infrastructure and degraded water storage systems, which may compound drought impacts	FENZ, MPI, Health, GWRC, MetService, Local Councils all working to consider impacts	
HPAI	As of 12 October 2026, there had been no new confirmed HPAI cases in New Zealand since 17 July 2026. In Australia, confirmed H5N1 detections had increased and the disease was moving from offshore seabirds into coastal flocking species, with the first detection in a wild, land-based resident species. The most credible worst case identified by Greater Wellington Regional Council is mass mortality in flocking species, followed by ongoing periodic outbreaks. Areas to note: • MPI remains the national lead agency. • Regional councils have statutory regional leadership responsibilities under the Biosecurity Act.	WREMO works closely with Greater Wellington Regional Council and is distributing its intelligence reporting to agencies. We remain alert to a potential requirement to support the Ministry for Primary Industries and the National Emergency Management Agency should a state of emergency be declared. Greater Wellington Regional Council is progressing biosecurity clean-up contracts, engagement with mana whenua, carcass and material disposal protocols, and arrangements with landfills across the region.	Continue intelligence sharing and weekly monitoring, unless there is an urgent development. Maintain readiness to support a coordinated response if requested. Continue reinforcing public messaging not to touch sick or dead birds and to report three or more sick or dead wild birds to the Ministry for Primary Industries hotline.

Risk	Current intelligence picture	What we are doing	Next focus
	• Greater Wellington is currently fulfilling that regional coordination role		
Landslide risk	Landslides are incredibly difficult to predict and there is no single indicator that reliably forecasts failure. Learning from the Mauao Landslide highlights the importance of integrating hazard information, identifying exposed communities, recognising warning signs, and turning intelligence into actionable decision support. Earth Sciences New Zealand presented to the Primary Controller and some of the Alternate Controller cohort this month.	The Intelligence function has delivered training using the Mauao Landslide learnings package. WREMO is looking into data-sharing arrangements for the hotspot mapping completed by Earth Sciences New Zealand. Each council is working on its landslide response plans.	Work with Earth Sciences New Zealand to establish data sharing and overlay the hotspot mapping on council GIS information. If significant rain occurs in a known hotspot, this should help identify at-risk areas to check for signs of landslide. Continue supporting councils to develop their response plans, while recognising the inherent difficulty of predicting landslides. Future considerations include: More detailed regional-scale landslide mapping. Better land-use planning controls in high-risk areas. Improved visibility of known landslide hazards. Monitoring and intelligence arrangements to support response activities.

Ngā hua ahumoni
Financial implications

11. The activity described is being undertaken through existing readiness and intelligence work programmes.
12. Any material unplanned resource requirement arising from escalation would be assessed and reported through the appropriate governance and financial processes.

Ngā Take e hāngai ana te iwi Māori
Implications for Māori

13. These risks may affect communities differently depending on location, access to services, infrastructure resilience, rural exposure, and existing community networks.
14. Intelligence and public information activity should include relevant iwi and Māori organisations as partners and sources of local knowledge where risks or consequences may affect their communities.

Te huritao ki te huringa o te āhuarangi
Consideration of climate change

15. The El Niño and landslide risk workstreams intersect with severe weather, drought, wildfire, water availability, and rainfall-driven slope instability.
16. This report does not attribute an individual event to climate change. It supports readiness for the potential consequences of weather and geohazard conditions affecting the region.

Ngā tikanga whakatau
Decision-making process

17. This report supports the Committee's oversight of regional CDEM risk monitoring and readiness.
18. Operational decisions will continue to be made under established agency and CDEM arrangements, informed by available intelligence, forecasts, technical advice, and observed impacts.

Te hiranga
Significance

19. The matters described are regionally relevant, but this report does not propose a significant decision. Significance would be reassessed if the risk picture materially changed or if a major commitment of regional resources was required.

Te whakatūtakitaki
Engagement

20. Engagement to date includes councils, emergency services leads, lifeline utility arrangements, the Severe Weather Technical Advisory Group, Greater Wellington Regional Council, and relevant central government and science agencies. Further engagement will be targeted to the expertise, information holdings, and response responsibilities required for each risk.

Ngā tūāoma e whai ake nei
Next steps

21. Maintain watch across the three risks; broaden SWTAG participation where additional expertise is required; continue HPAI information sharing and readiness to support MPI and NEMA; assess GNS Science landslide data against local council holdings; and provide a further governance update if there is a material change in risk, readiness posture, or support requirements.

Ngā kaiwaitohu
Signatories

Writer	Carrie McKenzie – Head of Operational Readiness and Response & Regional Controller
Approver/s	Dan Neely – Regional Manager

He whakarāpopoto i ngā huritaonga **Summary of considerations**
Fit with Council's roles or with Committee's terms of reference Supports governance oversight of regional risk monitoring, readiness, and multi-agency coordination.
Contribution to Annual Plan / Long Term Plan / Other key strategies and policies Contributes to Wellington Region emergency management readiness, intelligence, and coordinated response arrangements.
Internal consultation Prepared using information from the Intelligence and Operational Readiness and Response workstreams, including engagement with relevant partner agencies.
Risks and impacts - legal / health and safety etc. The principal risk is that emerging information is not brought together or translated into timely readiness and decision support. The monitoring, information sharing, technical advice, training, and data assessment activity described in this report is intended to reduce that risk.

Wellington Region Emergency Management Group
10 November 2026
Report 26.513

WELLINGTON REGION EMERGENCY MANAGEMENT

For Decision

WELLINGTON REGION EMERGENCY MANAGEMENT REGIONAL PLAN – PROGRAMME UPDATE

Te take mō te pūrongo
Purpose

1. To advise the Emergency Management Committee with the proposed sequencing and implementation approach for the first 19 projects in the Wellington Region Emergency Management Regional Plan 2026-2031, including how the Committee will oversee progress, risks, dependencies, and outcomes.

He tūtohu
Recommendations

That the Committee:

1 **Approves** the proposed sequencing of the first 19 Plan projects into:

   a 10 projects starting now;

   b Four projects planned for Year 2; and

   c Five projects retained in the future portfolio or requiring further definition;

2 **Notes** that the four projects planned for Year 2 address significant and recurring risks, and have been sequenced to allow prerequisite work, funding, business cases and delivery arrangements to be completed before implementation;

3 **Approves** the implementation of proportionate reporting across the programme, which may comprise of:

   a Quarterly reporting for projects in active delivery;

   b six-monthly readiness reporting for projects preparing to start; and

   c annual review of projects in the future portfolio;

4 **Approves** piloting a standard one-page project report, consolidated programme register, shared lessons and actions register, and standing governance agenda item with the 10 starting-now projects;

5 **Notes** that material delivery risks, unresolved cross-agency barriers, significant resourcing constraints and proposed changes to programme sequencing will be addressed through management arrangements and escalated to the

Emergency Management Committee where strategic oversight or a governance decision is required; and

6 **Notes** that the reporting approach will be tested and refined with project leads and partners before being embedded into the regular governance reporting cycle.

Te tāhū kōrero
Background

2. The Plan establishes a multi-year programme of work across regional risk management, readiness, response, recovery and community resilience. The first delivery cohort contains 19 projects. Delivering all 19 concurrently would create a high implementation load, with the delivery timeline showing up to 19 projects in planning or implementation during Years 2 and 3. Sequencing is therefore required to concentrate effort, protect delivery quality and ensure projects begin when their critical dependencies and resources are in place.

3. The proposed sequence is:

Sequence	umber	Purpose
Starting now	10	Foundational, evidence-supported and sufficiently ready to begin
Planned Year 2	4	High-value work requiring more substantial preparation, funding or prerequisite activity
Future portfolio or define first	5	Work with an unresolved scope, capacity, ownership or evidence requirement

4. The sequencing is not a ranking of importance. It is a decision about readiness, dependencies, available capacity and the conditions required to deliver the intended outcomes successfully. The detailed work programme register records the 10 projects as “Starting now”, the four projects as “Planned Year 2”, and five projects as “Lower priority”.

Why the 10 projects have been selected to start now

5. The 10 starting-now projects have been selected because they provide the strongest combined foundation for Plan implementation. All have evidence of recurrence, three link to all 10 Plan consequences, several are identified as critical enablers, and two already have commenced through scheduled work (Annual Plan). Together they establish governance visibility, mana whenua relationships, public readiness, access to information, role clarity, organisational learning and CIMS capability.

Starting-now projects

ID	Project	Reason for starting now
G1-03	Kotahitanga: building trust with mana whenua	This is a foundation for G1-04 Embedding te ao māori and mātauranga māori in risk planning and links to all 10 consequences.
G1-01	Clear accountability and transparent reporting for governance	This is a cross-programme governance enabler that will establish visibility of ownership, progress, dependencies and delivery performance.
G1-08	Continuous improvement for risk governance	This addresses the gap between identifying lessons and completing corrective actions. It is a named enabler with a low resource requirement.
G1-06	Public risk and readiness communication campaign	This supports improvement in public understanding of risk and addresses consequences relating to trust, unequal impacts, community isolation and loss of lifeline services.
G1-09	Improved access to data and insights during emergencies	This responds to a recurring intelligence and information-access issue identified across post-event reviews.
G1-02	Clear roles and responsibilities across the system	Delivery can use the approved Regional Multi-Agency Coordination Plan (in development), meaning a part of this project is already underway.
G2-03	Embedding mana whenua partnerships in response and recovery	This is a named enabler supporting cultural continuity, equitable outcomes and emergency coordination. Its sequencing alongside G1-03 also enables shared Tākaihere capacity to be managed.
G3-01	Preparedness communications and engagement	This project has broad consequence and objective reach and is already part of established work programmes.
G2-06	Community insights integrated into response and recovery	This builds directly on the public risk and readiness work being undertaken alongside it.

ID	Project	Reason for starting now
G2-02	CIMS capability and capacity uplift programme	This project links to all 10 consequences and already has a dedicated delivery team. Its immediate requirement is programme structure and reporting visibility.

6. The individual project rationales above are drawn from the link to the 10 consequences, evidence of recurrence, identified enabling relationships, effort and resource assessments and approved delivery (included in work programmes).

7. The projects also provide complementary coverage. Governance and learning projects establish programme discipline; partnership projects strengthen mana whenua involvement; communications and community-insight projects support public readiness; and data, role-clarity and CIMS projects strengthen operational coordination. This creates a coherent first implementation wave rather than 10 unrelated initiatives

Why are four projects planned for Year 2

8. The four projects planned for Year 2 are:

ID	Project	Reason for Year 2 sequencing
G2-05	Flood forecasting and warning system	This is a multi-year and multi-agency initiative with an indicative programme cost of approximately $350,000. Confirmed funding and a cost-sharing arrangement are required before implementation.
G2-04	Integrated welfare delivery across response and recovery	A Group Welfare Manager-led review is already under way. Full implementation should follow and respond to the findings of that review.
G2-01	Regional training and exercises framework	This has the highest lift and resource assessment in the Plan portfolio and requires an appropriately resourced implementation approach.
G1-10	Advocating for lifelines resilience	Delivery requires agreement with lifeline utilities on the investment, cost and delivery pathway before a commencement date can be confirmed.

9. These projects have not been sequenced until Year 2 because their risks are less important. The evidence records strong recurrence across flooding, lifeline failure, coordination and welfare pressures. G2-05 links to all 10 Plan consequences. The Year 2 position provides time to complete prerequisite work

and confirm credible delivery arrangements rather than commencing major initiatives without sufficient funding, capacity or agreement.

10. The planning period will therefore be used to:
    a confirm scope, outcomes and accountable leads;
    b complete or respond to prerequisite reviews;
    c establish business cases and funding arrangements;
    d agree cross-agency delivery responsibilities;
    e confirm delivery milestones and measures; and
    f assess whether any material change in regional risk requires the sequence to be reconsidered.
11. The first six activities above reflect the documented dependencies for the four projects. The final activity is part of the proposed governance approach to keeping pipeline work visible and reviewing whether its sequencing remains appropriate.

Programme implementation approach

12. Implementation will be staged so that the reporting requirements and governance practices are tested before being applied across the full programme.

Stage 1: Confirm scope and delivery approach

13. The evidence base, sequencing rationale, project ownership, intended outcomes and proposed reporting approach will be confirmed. The proposed delivery schedule (sequencing of projects) is seeking formal endorsement from CEG (completed in September 2026) and approval from the Emergency Management Committee briefings in November 2026.

Stage 2: Test and refine

14. The proposed reporting approach will be tested with selected project and partner leads. Testing will examine whether the information requested is practical to provide, proportionate to the project, understood consistently and useful for governance decision-making.

Stage 3: Pilot with the starting-now projects

15. The proposed reporting template, portfolio register and lessons and actions register will be piloted with the 10 starting-now project leads. The pilot will test the complete reporting cycle, including ownership, project status, milestones, risks, dependencies, decisions and indicator contribution.

Stage 4: Embed into the governance cycle

16. Following testing and approval, the reporting model will be integrated into regular CEG and Emergency Management Committee reporting. The project schedule provides for the reporting system to be designed and approved by the end of Year 1, followed by its integration into the quarterly reporting cycle and a first live reporting round in Year 2.

Stage 5: Review and improve

17. The model will be reviewed after it has operated in practice. Feedback from CEG, the Emergency Management Committee, project leads and partners will be used to identify improvements and update the reporting system. The current project schedule provides for this review in Year 2.

How Emergency Management Committee will be kept informed

18. The Emergency Management Committee will receive information based on the stage of each project, with reporting focused on project health, material exceptions, strategic risks, indicator contribution and decisions required.

Portfolio stage	Cadence	Information for Emergency Management Committee	Governance purpose
Active delivery	Quarterly	Consolidated delivery status, material exceptions, next milestones, significant risks or blockers, cross-project dependencies, indicator contribution and decisions required	Provide strategic assurance, identify exceptions and enable governance intervention where required
Pipeline and preparing	Six-monthly	Readiness to commence, prerequisite progress, funding or business-case position, material dependencies and changes in risk that could affect the planned start	Maintain visibility of pipeline readiness and consider any required change to sequencing
Future portfolio	Annually	Confirmation that deferral remains appropriate, unresolved strategic blockers, new evidence and any trigger for reprioritisation	Keep future work visible and confirm that the agreed sequence remains appropriate
Completed or BAU	Through scheduled benefits review	Benefits achieved, unresolved issues, lessons, ongoing ownership and relevant indicator performance	Confirm that completed work is producing the intended result and that ongoing accountability is clear

19. This cadence supports full quarterly reporting for starting-now projects, lighter six-monthly readiness reporting for planned projects and annual confirmation for deferred work. Detailed project reporting will support management oversight; the Emergency Management Committee view will remain consolidated and exception-based.

Reporting products

20. Three connected reporting levels will support governance oversight:

a **Project report:** a concise (one-page) report maintained by each active project lead, covering ownership, milestones, delivery status, risks, dependencies, decisions and evidence.
b **Programme register:** One line for each project, providing a consolidated view of ownership, status, consequence linkage, indicator contribution, delivery confidence and the next milestone.
c **Governance summary:** a strategic one-page dashboard for the Emergency Management Committee showing overall delivery health, material exceptions, unresolved dependencies, capacity pressure, lessons converted into action, indicator contribution and any decisions required.

21. A standing Emergency Management Committee agenda item will support this reporting by ensuring material issues, decisions and agreed actions remain visible through to completion.

Governance role and escalation

22. The Emergency Management Committee's role is not to direct the delivery of individual projects. Responsibility for project delivery remains with accountable agencies and project leads, with CEG coordinating implementation and addressing operational matters through established management arrangements.

23. The Emergency Management Committee's role is to provide strategic stewardship by:
    a provide strategic oversight of delivery of the Plan programme;
    b monitor whether implementation remains aligned with the outcomes and consequences identified in the Plan;
    c receive assurance that agreed projects are progressing as intended;
    d monitor programme-wide risks, dependencies and performance;
    e consider significant changes to programme sequencing, priorities or scope;
    f support resolution of strategic issues that cannot be addressed through normal management arrangements; and
    g assess whether the programme is contributing to improved regional resilience and consequence reduction over time.

24. The Emergency Management Committee will be advised where:
    a a significant delivery risk cannot be resolved through management action;
    b project delays or dependencies are likely to affect achievement of Plan outcomes;
    c there is a material change in programme scope, timing or sequencing;
    d there are significant cross-agency issues requiring governance attention; or
    e programme performance suggests that the current delivery approach should be reconsidered.

25. CEG will coordinate implementation across agencies, monitor detailed delivery performance and seek to resolve operational issues. Matters will be escalated to the Emergency Management Committee where they have material implications for agreed outcomes, programme sequencing, regional resources or the ability of EM agencies and organisations to deliver the Plan.

Ngā tūāoma e whai ake nei
Next steps

Timing	Activity
November 2026	Emergency Management Committee approves the proposed sequence and governance reporting approach, following CEG endorsement in September.
November 2026	Emergency Management Committee workshops reporting requirements and approaches.
January to June 2027	Complete and issue the reporting tools and guidance, test the full reporting cycle with partners, and report material implementation issues through existing governance arrangements
July to September 2027	Emergency Management Committee receives the first consolidated programme dashboard, considers any material exceptions or sequencing recommendations, and embeds the approach into its regular governance cycle
July to September 2028	Emergency Management Committee reviews the effectiveness of the reporting and governance approach and agrees any improvements

Ngā kaiwaitohu
Signatories

Writer	Jessica Hare – Kaiwhakahaere Matua - Ratonga, Rautaki me te Rangapū | Head of Organisational Services and Strategy, WREMO
Approver	Dan Neely – 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 The report directly supports the Committee's statutory responsibilities under the 2026 Act.
Contribution to Annual Plan / Long Term Plan / Other key strategies and policies The Regional Plan programme implements: • The Wellington Region CDEM Strategy 2025–2035 • National resilience priorities under the National Disaster Resilience Strategy • Legislative requirements under the EM Act 2026
Internal consultation The programme has been developed through extensive cross-sector engagement, governance direction and public consultation.
Risks and impacts - legal / health and safety etc. There are no identified risks relating to the content or recommendations of this Report

WELLINGTON REGION EMERGENCY MANAGEMENT

Wellington Region Emergency Management Committee
10 November 2026
Report 26.516

For Decision

Appointment of Emergency Management Statutory Roles under the Emergency Management Act 2026

Te take mō te pūrongo
Purpose

1. To approve changes to the statutory appointments (under the EM Act 2026) for the Wellington Region.

He tūtohu
Recommendation/s

That Emergency Management Committee:

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

a Olivia Dovey as Alternate Local Controller, and Alternate Local Recovery Manager for Porirua City Council;

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

a Clare Barton - Alternate Local Recovery Manager, Wairarapa Combined Councils

b Russell Wood – Alternate Local Controller, Upper Hutt City Council

c Stephanie Watkins – Alternate Local Recovery Manager, Upper Hutt City Council

d Janet Lawson – Alternate Local Recovery Manager, Upper Hutt City Council

Te tāhū kōrero/Te horopaki
Background/Context

2. The Emergency Management Act 2026 received Royal assent on 3 September 2026 and replaced the Civil Defence Emergency Management Act 2002. The Act provides for staged commencement of the new statutory framework.

3. Schedule 1, Part 5 of the Emergency Management Act 2026, headed “Provisions of 2002 Act regarding appointments”, continues the relevant provisions of the Civil Defence Emergency Management Act 2002 for appointments during the transition period. This means the Committee can continue to appoint Local Controllers and

Local Recovery Managers, including alternates, using the current appointment arrangements until the corresponding provisions of the 2026 Act commence.

4. The new District Controller and District Recovery Manager provisions are sections 57 and 66 of the Emergency Management Act 2026. They do not come into force until 3 September 2027. From that date, the new appointment framework will apply, including the role of territorial authority chief executives in district-level appointments.

5. The proposed changes in this report should therefore be approved as Local Controller and Local Recovery Manager appointments under the provisions of the 2002 Act continued by Schedule 1, Part 5. They should not be described as District Controller or District Recovery Manager appointments at this stage.

Te tātaritanga
Analysis

Regional appointment records

6. The following regional appointments continue under the transitional provisions. They are included for completeness and administrative clarity.

Area / role	Appointee name and designation
Regional Controller	Carrie McKenzie (Regional Controller) Mark Duncan (acts in role) Jessica Hare (acts in role) Dan Neely (acts in role) Sam Bishop (acts in role) Charlie Blanch (acts in role) Derek Baxter (acts in role) Phil Becker (acts in role) Kane McCollum (acts in role)
Regional Recovery Manager	Sam Bishop (Regional Recovery Manager) Luke Troy (acts in role) Grant Fletcher (acts in role) Scott Dray (acts in role)

Local appointments requiring Committee approval

7. The following additions and removals have been identified since the previous review. The additions are sought as Local Controller and Local Recovery Manager appointments under the continued provisions of the Civil Defence Emergency Management Act 2002.

Area / role	Appointee name and designation
New appointments	Clare Barton - Alternate Local Recovery Manager, Wairarapa Combined Councils Russell Wood – Alternate Local Controller, Upper Hutt City Council

	Stephanie Watkins – Alternate Local Recovery Manager, Upper Hutt City Council Janet Lawson – Alternate Local Recovery Manager, Upper Hutt City Council
Removals	Olivia Dovey - Alternate Local Controller, Porirua City Council

Current Local Controller register appointment

8. The following tables are provided for information. They are included for completeness and administrative clarity.

Local Controllers

Area / role	Appointee name and designation
Wellington City Council	Phil Becker (Primary) Moana Mackey (alternate) Hannah Brackley (alternate) Vaughan Condron (alternate) Duane Greyling (alternate)
Porirua City Council	Sandra Rodgers (Primary) Glen Quintal (alternate) Mike Mendonca (alternate) Julian Emeny (alternate)
Kāpiti Coast District Council	Roderick Hickling (Primary) Paul Busing (alternate) Scott Dray (supplementary) Steve Millar (alternate) Richard Hopkins (alternate) Rach Wells (alternate) Jackie Adams **(**alternate**)**
Hutt City Council	Barry Vryenhoek (Primary) Matthew Boggs (alternate) Craig Cottrill (alternate) Anthony Robinson (alternate) Jon Kingsbury (alternate) Howard Duffy (new)
Upper Hutt City Council	Tim Harty (Primary) Craig Cottrill (alternate) Liezel Jahnke (alternate) Steve Taylor (alternate) Debra Nicholas (alternate) Gunther Wild (alternate) Russell Wood (alternate) Jessica Hare (supplementary)
Combined Wairarapa councils	Simon Taylor, MDC (Primary) Charlie Blair (alternate) Ian Osland, MDC (alternate) Jonathan Hooker (alternate) Solitaire Robinson, CDC (alternate)

Local Recovery Managers

Area / role	Appointee name and designation
Wellington City Council	Sean Audain (Primary) Michael Duindam (alternate) Andrew Wharton (alternate) Vida Christeller (alternate)
Porirua City Council	Olivia Dovey (Primary) Mia Matheson (alternate) Nic Etheridge (alternate)
Kāpiti Coast District Council	Kris Pervan (Recovery Manager) Nicole Davey (alternate) Gina Anderson-Lister (alternate) Levi Hampton (new)
Hutt City Council	Andrea Bradshaw (Recovery Manager) Haley Fieldes (alternate) Jake Downing (alternate)
Upper Hutt City Council	Liezel Jahnke (Recovery Manager) Tim Harty (alternate) **Stephanie Watkins (alternate)** **Janet Lawson (alternate)**
Combined Wairarapa councils	Simon Taylor (Primary) Nigel Carter, South Wairarapa Geri Brooking (alternate) Tyler Ross (alternate) **Clare Barton (alternate)**

Non-statutory regional appointments

Area / role	Appointee name and designation
Regional roles	Richard Mowll - Lifelines Utility Co-ordination Manager Franzisca Doser – Regional Welfare Manager

Ngā hua ahumoni
Financial implications

9. 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

10. There are no implications for Māori.

Ngā tikanga whakatau
Decision-making process

11. The matters requiring decision have been considered against the Emergency Management Act 2026, including Schedule 1, Part 5, the continued appointment

provisions of the Civil Defence Emergency Management Act 2002, and Part 6 of the Local Government Act 2002.

Te hiranga
Significance

12. 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

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

Ngā tūāoma e whai ake nei
Next steps

14. Notify member councils and appointees of the appointments and removals.

Ngā kaiwaitohu
Signatories

Writer	Jessica Hare – Kaiwhakahaere Matua - Ratonga, Rautaki me te Rangapū | Head of Organisational Services and Strategy, WREMO
Approver	Dan Neely – 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
Schedule 1, Part 5 of the Emergency Management Act 2026 continues the relevant 2002 Act appointment provisions during the transition period. The Committee can therefore approve new Local Controller and Local Recovery Manager appointments. Revised Terms of Reference are not required before these decisions are made.
Contribution to Annual Plan / Long Term Plan / Other key strategies and policies
The appointments support continuity of regional and local emergency management capability while the new legislative framework is implemented.
Internal consultation
Relevant territorial authority chief executives and emergency management contacts have been engaged and support the proposed appointees and removals.

He whakarāpopoto i ngā huritaonga **Summary of considerations**
Risks and impacts - legal / health and safety etc. The use of the continued 2002 Act provisions provides a lawful appointment pathway until 3 September 2027. Appointments must continue to use the Local Controller and Local Recovery Manager titles during this period. From 3 September 2027, new appointments will need to follow the District Controller and District Recovery Manager provisions of the 2026 Act.