

A Meeting of the Grey District Resilience Sub-Committee will be held as follows:

Date: Tuesday 13 February 2024
Time: 2:00pm
Venue: Council Chambers, 105 Tainui Street, Greymouth

Paul Morris
Chief Executive

AGENDA

Members:

Chair: Mayor Tania Gibson
Deputy Chair:
Members: Councillor John Canning

(Quorum 2 members)

Contact Telephone: 03 7698600
Email: trish.jellyman@greydc.govt.nz
Website: <https://www.greydc.govt.nz/our-council/agendas-and-minutes/Pages/default.aspx>

The information in this document is provided to facilitate good competent decisions by Council and does in no way reflect the views of Council. Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.

TERMS OF REFERENCE

Type of Committee	Council Committee
Subordinate to:	Council
Subordinate Committee	None
Legislative Basis	Committee constituted by Council as per Schedule 7, Section 30 (1) (A) Local government Act 2002. Committee delegated powers by the Council as per Schedule 7 (Section 32) of the Local Government Act.
Membership	Chair: Mayor Two Councillors (2)
Quorum	Two members (2)
Principal Advisor	Group Manager Operations
Meeting Frequency	February, May, August, November or on an as required basis.
Terms of Reference	<ul style="list-style-type: none"> • To understand the resilience needs of Grey District communities. • Ensure alignment with the resilience and civil defence activities of the organisation with community needs. • To monitor civil defence preparedness activities, including reduction, readiness, response and recovery capability. • To consider response and recovery capability in the context of lessons learned from emergency events and shocks. • To make recommendations to Council on provision of civil defence resources and initiatives. • To develop the Grey District Councils awareness of resilience as a concept, increasing the organisations maturity in matters of resilience management, with a view to collaborating with key stakeholder agencies to develop resilience plans, leading to development of resilient places and communities capable of withstanding shocks. • To make recommendations to Council on matters of the district's resilience. • To consider the matters raised by the West Coast Emergency Management Joint Committee, in the context of activities required or undertaken by Grey District Council. • To maintain awareness of the activities of the Joint Floodwall Committee. • To build and maintain organisational awareness and collaborate with agencies implementing initiatives,

	policies and undertaking activities linked with resilience in the Grey District and the West Coast Region.
Limits of Delegation	Recommending Powers only
Conflicts of Interest	Will be declared by Council committee members in advance of attending meetings, in relation to participation as committee members and in relation to agenda items or at times of matters raised.
Reporting procedures	All meetings of this committee will be minuted and reported to the next meeting of full Council.

SUB-COMMITTEE IN OPEN MEETING

GENERAL BUSINESS AND TABLED ITEMS

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.

LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968

Sub-Committee members are reminded that if he/she has a direct or indirect interest in any item on the agenda be it pecuniary or on grounds of bias and predetermination, then he/she must declare this interest and refrain from discussing or voting on this item.

Table of Contents

1 APOLOGIES AND DECLARATIONS OF INTEREST 6

1.1 APOLOGIES.....6

1.2 UPDATES TO THE INTERESTS REGISTER6

1.3 IDENTIFY ANY CONFLICTS OF INTERESTS IN THE AGENDA6

1.4 NOTIFICATION OF LATE ITEMS.....6

2 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 7

2.1 CONFIRMATION OF THE GREY DISTRICT RESILIENCE SUB-COMMITTEE HELD ON 28
NOVEMBER 20237

3 AGENDA ITEMS..... 11

3.1 WEST COAST EMERGENCY MANAGEMENT UPDATE11

4 SUB-COMMITTEE RESUME IN OPEN MEETING 13

1 APOLOGIES AND DECLARATIONS OF INTEREST

1.1 APOLOGIES

Cr Tim Mora is on leave of absence from 12/02/24 to 14/02/24

1.2 UPDATES TO THE INTERESTS REGISTER

Sub-Committee members to please advise if there are any changes to be made to the current Interests Register.

1.3 IDENTIFY ANY CONFLICTS OF INTERESTS IN THE AGENDA

Notification from committee members of:

- 1.3.1 Any interests that may create a conflict with their role as a committee member relating to the items of business for this meeting (prior to taking part in the deliberation of a particular item); and
- 1.3.2 Any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968.

1.4 NOTIFICATION OF LATE ITEMS

Where an item is not on the agenda for a meeting, that item may be dealt with at that meeting if:

- 1.4.1 The Committee by resolution so decides; and
- 1.4.2 The Chairperson explains at the meeting at a time when it is open to the public the reason why the item is not on the agenda, and the reason why the discussion of the item cannot be delayed until a subsequent meeting.

2 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

2.1 CONFIRMATION OF THE GREY DISTRICT RESILIENCE SUB-COMMITTEE HELD ON 28 NOVEMBER 2023

SUGGESTED RECOMMENDATION

That the minutes of the Grey District Resilience Sub-Committee held on 28 November 2023 be confirmed as true and correct.

MINUTES OF THE GREY DISTRICT RESILIENCE SUB-COMMITTEE OF THE GREY DISTRICT COUNCIL

Held in Council Chambers, 105 Tainui Street, Greymouth
on Tuesday 28 November 2023 commencing at 3.30 pm

PRESENT: Mayor Tania Gibson (Chair)
Councillor John Canning, Councillor Tim Mora

IN ATTENDANCE: Paul Morris (Chief Executive), Aaron Haymes (Group Manager Operations), Claire Brown (Group Manager WCCDEM), Joanne Reid (Emergency Management Officer) via Zoom, Trish Jellyman (Democracy Advisor), Megan Bourke (Communications Officer)

1 APOLOGIES AND DECLARATIONS OF INTEREST

1.1 APOLOGIES

There were no apologies.

1.2 UPDATES TO THE INTERESTS REGISTER

There were no updates to the Interest Register.

1.3 IDENTIFY ANY CONFLICTS OF INTERESTS IN THE AGENDA

There were no declarations of interest.

1.4 NOTIFICATION OF LATE ITEMS

There were no late items.

2 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

2.1 CONFIRMATION OF THE GREY DISTRICT RESILIENCE SUB-COMMITTEE HELD ON 4 SEPTEMBER 2023

COMMITTEE RESOLUTION GDRSC 23/11/001

Moved: Mayor Tania Gibson

Seconded: Cr John Canning

That the minutes of the Grey District Resilience Sub-Committee held on 4 September 2023 be confirmed as true and correct.

Carried Unanimously

3 AGENDA ITEMS

3.1 WEST COAST EMERGENCY MANAGEMENT UPDATE

Refer page 10 of the agenda.

The GMWCCDEM and EMO spoke to this report. A PowerPoint presentation was displayed which covered operational readiness, capability building, community resilience and agency collaboration. There are now two new containers at the Recreation Centre and new equipment including laptops and mobile phones included.

The GMWCCDEM provided an update on Exercise Pounamu which included the introduction of D4H and Declaration training. She advised that two more exercises are planned for next year along with the National Exercise rū whenua.

The GMWCCDEM spoke of the importance of refresher training. It was confirmed that close to half of GDC staff have completed CIMS training, with a group induction planned shortly for Council staff. The CE confirmed that civil defence training is included in staff position descriptions. He outlined the process for staff secondment during a civil defence event.

The GMWCCDEM explained D4H, the new digital platform which is a cloud based for emergency response. This was rolled out during the exercise held two weeks ago. In response to a question from Cr Mora, the GMWCCDEM advised that it has been agreed that WCCDEM has joined up with other South Island groups to have one shared operating platform. This has also been picked up by a number of groups in the North Island. The GMWCCDEM stated that it is hoped that over time the remaining 16 groups across the country will adopt D4H. It was agreed that this is a much improved system than what was previously in place.

Community Resilience & Agency Collaboration - The GMWCCDEM advised that regular meetings are held with critical infrastructure agencies, operational sub-committees as well as a region wide get togethers. She advised that a role for a Critical Infrastructure Officer is to be advertised shortly and will be a huge boost in this area. The GMWCCDEM further clarified this role and advised that this was previously a volunteer role and is now being centralised for the West Coast.

The GMWCCDEM advised that the Council's CE is now the Chair of CEG (Coordinating Executive Group).

The EMO provided an update on the recent Rapid Building Assessment Hui and advised that this will continue as a regular meeting.

ICP (Incident Control Point) training was held in Barrytown with 16 coordinators attending.

The EMO displayed an update of the Community Response Matrix. She explained the Matrix breakdown and answered questions. It was confirmed that two welfare training sessions have been held this year. The GMWCCDEM agreed that welfare is an area that needs to be improved upon. Cr Canning stated he sees this as a risk and stated that people need to be kept in their own areas. The EMO confirmed that there is no community response group in place for central Greymouth but this is in progress.

Both Crs Mora and Canning passed on their congratulations to staff on the improvements to community resilience. Cr Mora stated he feels a lot more positive about emergency management. Cr Canning agreed. Her Worship spoke of the link with the Joint Committee, and stated that she is pleased that Council is being kept updated and assured that resilience is now in place.

COMMITTEE RECOMMENDATION

Moved: Mayor Tania Gibson

Seconded: Cr Tim Mora

That the Grey District Resilience Sub-Committee,

1. Receives the report and notes the presentation by West Coast Emergency Management staff.

Carried Unanimously

4 SUB-COMMITTEE RESUME IN OPEN MEETING

CLOSURE OR RATIFICATION OF DECISIONS IN OPEN MEETING.

The meeting concluded at 4.02 pm

Confirmed

T Gibson
Chairperson

____/____/____

Date

UNCONFIRMED

3 AGENDA ITEMS

3.1 WEST COAST EMERGENCY MANAGEMENT UPDATE

File Number:

Report Author: Group Manager Operations

Report Authoriser: Group Manager Operations

Appendices: Nil

1. REPORT PURPOSE

- 1.1. A cover report related to a presentation by West Coast Emergency Management staff who will present to the Sub-Committee to provide an update on West Coast Emergency Management activities relating to the Grey District.

2. OFFICER RECOMMENDATION

That the Grey District Resilience Sub-Committee,

1. Receives the report and notes the presentation by West Coast Emergency Management staff.

3. BACKGROUND

- 3.1. At the inaugural meeting of the Grey District Resilience Sub-Committee various requests were made for information relating community resilience, Councillor engagement, a presentation on the Alpine Fault (AF8), resource register and capability building. Attached to this report is the presentation containing updates on these items as well as other areas of interest.

4. SIGNIFICANCE AND ENGAGEMENT

4.1. N/A

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	N/A	N/A
Is there a significant impact arising from duration of the effects from the decision?	N/A	N/A
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	N/A	N/A
Does the decision create a substantial change in the level of service provided by Council?	N/A	N/A
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	N/A	N/A
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	N/A	N/A
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	N/A	N/A
Does the proposal or decision involve Council exiting from or entering into a group of activities?	N/A	N/A

Confirmation of Statutory Compliance

<p>Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).</p> <p>(a) This report contains:</p> <ul style="list-style-type: none"> (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement. <p>(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.</p>

4 SUB-COMMITTEE RESUME IN OPEN MEETING

CLOSURE OR RATIFICATION OF DECISIONS IN OPEN MEETING