



I hereby give notice that an extraordinary meeting of the Civil Defence and Emergency Management Group Committee will be held on:

Date: Thursday, 2 April 2015
Time: 11.30am, or at the conclusion of the Regional Strategy & Policy Committee meeting, whichever is later
Meeting Room: Reception Lounge, Auckland Town Hall
Venue: 301-305 Queen Street, Auckland

Civil Defence and Emergency Management Group Committee

OPEN AGENDA

MEMBERSHIP

Chairperson	Cr Sharon Stewart, QSM
Deputy Chairperson	Cr Bill Cashmore
Members	Cr Alf Filipaina Cr Denise Krum Cr Calum Penrose Member David Taipari Cr Sir John Walker, KNZM, CBE Member Karen Wilson Cr George Wood, CNZM
Ex-officio	Mayor Len Brown, JP Deputy Mayor Penny Hulse

(Quorum 3 members)

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Democracy Advisor

31 March 2015

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TERMS OF REFERENCE

The Civil Defence Emergency Management Group Committee will be responsible for:

- Being Auckland's strategic forum for civil defence and emergency management planning and policy;
- Establishing an emergency management structure for the Auckland region;
- Develop, approve, implement and monitor the Auckland Civil Defence Emergency Management Group Plan;
- Performing the statutory functions of a civil defence emergency management group;
- Representing Auckland in the development of national emergency management policy;
- Developing policy for, and monitoring, the Auckland Council's civil defence, emergency management and natural hazards functions; and
- Engaging with Local Boards on civil defence and emergency management issues.

The Civil Defence Emergency Management Group Committee will exercise the statutory powers outlined in the Civil Defence Emergency Management Act 2002 and the Auckland Civil Defence Emergency Management Group Plan.

The Civil Defence Emergency Management Group Committee is authorised to approve use of the established emergency funding facility provided for emergency management.

Relevant legislation includes but is not limited to:

Civil Defence Emergency Management Act 2002; and
Hazardous Substances and New Organisms Act 1996.

EXCLUSION OF THE PUBLIC – WHO NEEDS TO LEAVE THE MEETING

Members of the public

All members of the public must leave the meeting when the public are excluded unless a resolution is passed permitting a person to remain because their knowledge will assist the meeting.

Those who are not members of the public

General principles

- Access to confidential information is managed on a “need to know” basis where access to the information is required in order for a person to perform their role.
- Those who are not members of the meeting (see list below) must leave unless it is necessary for them to remain and hear the debate in order to perform their role.
- Those who need to be present for one confidential item can remain only for that item and must leave the room for any other confidential items.
- In any case of doubt, the ruling of the chairperson is final.

Members of the meeting

- The members of the meeting remain (all Governing Body members if the meeting is a Governing Body meeting; all members of the committee if the meeting is a committee meeting).
- However, standing orders require that a councillor who has a pecuniary conflict of interest leave the room.
- All councillors have the right to attend any meeting of a committee and councillors who are not members of a committee may remain, subject to any limitations in standing orders.

Staff

- All staff supporting the meeting (administrative, senior management) remain.
- Only staff who need to because of their role may remain.

Local Board members

- Local Board members who need to hear the matter being discussed in order to perform their role may remain. This will usually be if the matter affects, or is relevant to, a particular Local Board area.

Independent Māori Statutory Board (IMSB)

- Members of the IMSB who are appointed members of the meeting remain.
- Other IMSB members and IMSB staff remain if this is necessary in order for them to perform their role.

Council-controlled Organisations (CCOs)

Representatives of a CCO can remain only if required to for discussion of a matter relevant to the CCO.

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1 Apologies

An apology from Member Karen Wilson has been received.

2 Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

3 Petitions

At the close of the agenda no requests to present petitions had been received.

4 Public Input

Standing Order 3.21 provides for Public Input. Applications to speak must be made to the Committee Secretary, in writing, no later than **two (2)** working days prior to the meeting and must include the subject matter. The meeting Chairperson has the discretion to decline any application that does not meet the requirements of Standing Orders. A maximum of **thirty (30) minutes** is allocated to the period for public input with **five (5)** minutes speaking time for each speaker.

At the close of the agenda no requests for public input had been received.

5 Local Board Input

Standing Order 3.22 provides for Local Board Input. The Chairperson (or nominee of that Chairperson) is entitled to speak for up to **five (5)** minutes during this time. The Chairperson of the Local Board (or nominee of that Chairperson) shall wherever practical, give **two (2)** days notice of their wish to speak. The meeting Chairperson has the discretion to decline any application that does not meet the requirements of Standing Orders.

This right is in addition to the right under Standing Order 3.9.14 to speak to matters on the agenda.

At the close of the agenda no requests for local board input had been received.

6 Extraordinary Business

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting, at a time when it is open to the public,-
 - (i) The reason why the item is not on the agenda; and
 - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
 - (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

7 Notices of Motion

At the close of the agenda no requests for notices of motion had been received.

Auckland Civil Defence and Emergency Management Controller and Recovery Manager

File No.: CP2015/05160

Item 8

Purpose

1. To appoint John Dragicevich as Auckland Civil Defence and Emergency Management (CDEM) Group Controller and CDEM Group Recovery Manager.
2. To appoint Clive Manley as Alternate Group Controller and Alternate Group Recovery Manager.

Executive Summary

3. The Auckland CDEM Group is required under section 26 of the CDEM Act 2002 to appoint a suitably qualified and experienced person to be group controller for its area. There is also a requirement in the National CDEM Plan to appoint a suitably qualified and experienced person as Group Recovery Manager for its area.
4. With the appointment of John Dragicevich to the position of CDEM Director, following the resignation of Clive Manley from Auckland Council, the committee has the opportunity to appoint a new Controller and Recovery Manager.

Recommendation/s

That the Civil Defence and Emergency Management Group Committee:

- a) confirm the appointment of John Dragicevich as Auckland Group Controller and Group Recovery Manager.
- b) confirm the appointment of Clive Manley as Alternate Group Controller and Alternate Group Recovery Manager.

Comments

5. On 2 March 2011, Clive Manley was confirmed as the Group Controller and Recovery Manager for Auckland Council. Clive is leaving Auckland Council on 2 April 2015, and there is the opportunity to appoint the new CDEM Director as the new Controller and Recovery Manager.
6. The position of the CDEM Director was advertised and candidates interviewed. John Dragicevich was the successful candidate. John brings a wealth of local government experience in a wide variety of disciplines to this role. He is passionate about CDEM and we expect John will lead integration of CDEM into the wider council operation.
7. It is proposed that John Dragicevich be appointed as Auckland Civil Defence Group Controller and Group Recovery Manager.
8. In order to retain the experience of Clive Manley, it is proposed that Clive is appointed as Alternate Group Controller and Alternate Group Recovery Manager.
9. The urgency of this report is as a result of the name of the successful candidate not being available at the time of the last CDEM Group committee meeting and the next CDEM Group committee meeting is not scheduled until 16 June 2015.

Consideration

Local Board views and implications

10. This report is operational and does not require local board input.

Māori impact statement

11. This report is operational and does not have any particular impact on Māori.

Implementation

12. There are no implementation issues at this stage.

Attachments

There are no attachments for this report.

Signatories

Author	Hantie van der Stoep - Civil Defence & Emergency Management Liaison
Authoriser	Clive Manley - Civil Defence and Emergency Management Director