

Minutes of an emergency meeting of the Waikato District Council's Emergency Committee held by Telephone-Audio Conference on **MONDAY, 30 MARCH 2020** commencing at **12.32pm**.

Present:

His Worship the Mayor, Mr AM Sanson (Chairperson) Cr AD Bech Cr JM Gibb [from 12.36pm] Cr EM Patterson Cr JD Sedgwick [from 12.35pm] Cr NMD Smith

Attending:

Cr JA Church Cr SL Henderson Cr SD Lynch

Mr GJ Ion (Chief Executive) Ms A Diaz (Chief Financial Officer) Mr K Abbot (Projects & Innovation Manager) Mr B Stringer (Democracy Manager)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Bech/Patterson)

THAT an apology for lateness be received from Councillors Gibb and Sedgwick.

CARRIED

EMGY2003/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (His Worship the Mayor/Cr Smith)

THAT the agenda for an emergency meeting of the Emergency Committee held on Monday, 30 March 2020 be confirmed and all items therein be considered in open meeting.

CARRIED

EMGY2003/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

REPORTS

<u>Update to Delegations – Civil Defence and Emergency Management</u> Agenda Item 4

Circulated under separate cover: Attachment 2 – Proposed Changes to Delegations

The Projects and Innovation Manager introduced the report and highlighted two key changes in the proposed delegations:

- To widen the delegations, particularly in relation to the local controller role, to align with the partnership arrangement with Hamilton City Council (HCC) for the current national state of emergency. The delegations needed to reflect that the local controller may be from another local authority.
- To increase the current level of financial delegations; principally an increase for the local controller from \$50,000 to \$1 million to enable effective and expedient decision-making.

The Chief Executive and Chief Financial Officer also noted:

- The safeguards that were in place to track the Emergency Operations Centre's (EOC) finances and reimbursement process to recover expenditure from other bodies.
- The separate budget codes to identify expenditure for HCC and WDC.
- Daily reports reviewed by the Executive Leadership Team on EOC expenditure.
- The urgency of the proposed delegations to ensure HCC's appointed local controller had financial delegated authority to make timely decisions.
- The current level of financial delegations were insufficient both for the current state of emergency and for future declared emergencies. Reference was made to the current total expenditure by the EOC and the cost to establish community-based assessment centres.

The following matters were discussed in response to questions:

- The background to the partnership arrangement with the HCC.
- Processes and checks in place on a local controller's expenditure:
 - The rigorous process for the appointment of local controllers meant reckless spending was unlikely.
 - The wide power of local controllers under legislation during a state of emergency in relation to procurement and expenditure, and the risk if local authorities wanted to restrict such power.
 - There was a one-week period for alternative finances to be sought, if required, as a result of expenditure by the EOC/local controller.

- Other councils had been requested to make similar changes to their delegations, if required; HCC already had sufficient delegations in place.
- Reimbursement of expenditure:
 - Some expenditure could involve both HCC and WDC, which would be apportioned via the separate budget codes. The respective logistics teams endeavoured to procure goods and services at a local level where possible.
 - WDC may incur expenditure on behalf of other authorities/bodies in the interim, which would be reimbursed as soon as possible.

Resolved: (Crs Sedgwick/Smith)

THAT the report from the Chief Executive be received;

AND THAT the Emergency Committee approves the changes to the Council's Delegations Register, with immediate effect, in relation to civil defence and emergency management positions, as circulated and tabled at the Committee's meeting (Attachment 2 of the staff report).

CARRIED

EMGY2003/03

A division was called and all Committee members voted in support of the motion.

Councillors Gibb and Sedgwick joined the meeting (at 12.36pm and 12.35pm respectively) during discussion on the above item.

There being no further business, the meeting was declared closed at 1.07pm

Minutes approved and confirmed this

day

2020.

AM Sanson CHAIRPERSON