



**ROTORUA  
LAKES COUNCIL**  
Te Kaunihera o ngā Roto o Rotorua

# Kaupapataka Agenda

NOTICE OF AN ORDINARY MEETING  
OF

## INFRASTRUCTURE AND ENVIRONMENT COMMITTEE

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**Date:** Wednesday 4 October 2023

**Time:** 9.30am

**Venue:** Council Chamber

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### MEMBERSHIP

<b>Chair</b>	Cr Barker
<b>Deputy Chair</b>	Cr Wang
<b>Members</b>	Mayor Tapsell Cr Brown Cr Kai Fong Cr Kereopa Cr Lee Cr Maxwell Cr O'Brien Cr Paterson Cr Waru
<b>Quorum</b>	6

## NGĀ TUKUNGA HAEPAPA A TE KAUNIHERA COUNCIL DELEGATIONS

### Infrastructure and Environment

<b>Type of Committee</b>	Whole of Council Committee
<b>Subordinate to</b>	N/A
<b>Subordinate Committees</b>	N/A
<b>Legislative Basis</b>	Schedule 7, clause 30 (1) (a), Local Government Act 2002.
<b>Purpose</b>	To develop, implement, monitor and review strategies, policies, plans and functions associated with Infrastructure and environment activities.
<b>Reference</b>	01-15-018
<b>Membership</b>	Mayor Deputy Mayor All councillors
<b>Quorum</b>	6
<b>Meeting frequency</b>	Monthly
<b>Delegations</b>	<ul style="list-style-type: none"> <li>• Oversee the management of council's infrastructure assets, utility services and public facilities including: <ul style="list-style-type: none"> <li>• Transportation</li> <li>• Three waters</li> <li>• Land drainage</li> <li>• Laboratory services</li> <li>• Waste collection, landfill, recycling</li> <li>• Sports, Reserves and Recreation</li> <li>• Cemetery</li> <li>• Civil Defence Emergency Management</li> </ul> </li> <li>• Accountable for the development and implementation of the Infrastructure Strategy, Asset Management Plan and inputs on infrastructure related projects associated with Development Contributions Policy</li> <li>• Oversight of progress of design and build projects such as, but not limited to: <ul style="list-style-type: none"> <li>○ Waste water treatment plant</li> <li>○ Sewerage schemes (Rotoiti/Rotoma/Rotoehu, Tarawera)</li> <li>○ Development of major facilities for example Museum, Aquatic Centre, Libraries</li> <li>○ Water storage and drainage for growth</li> <li>○ Infrastructure provision for growth</li> <li>○ Major transport projects, cycleways</li> <li>○ Reticulation of water supplies</li> </ul> </li> <li>• Undertake master planning of strategic facilities and spaces</li> </ul>

	<ul style="list-style-type: none"> <li>• Encourage engagement with organisations within the sector to consider environmental matters including: <ul style="list-style-type: none"> <li>○ Climate change response, both mitigation and adaptation</li> <li>○ Biodiversity</li> <li>○ Waste Minimisation</li> <li>○ Environmentally sustainable practices</li> <li>○ Environmental aspects of energy, transport and water</li> <li>○ Monitoring and reporting against action within the Climate Action Plan</li> <li>○ Monitor Council’s contribution to the Te Arawa Vision (specifically in relation to Infrastructure and Environment outcomes)</li> <li>○ The provision and maintenance of facilities and space for the general use of the public for recreation of all kinds including sporting activities, passive enjoyment, open spaces, play areas, toilets and changing sheds, flower beds, trees and shrubs, and display areas</li> <li>○ The production of Management Plans and the general management of reserves in compliance with the Reserves Act 1977 and the general administration of the Reserves Act 1977 with the exception of the Hearings of Objections to the Classification of Reserves and Management Plans</li> <li>○ The leasing of recreational land for commercial recreational purposes</li> <li>○ The beautification of public gardens and parks</li> <li>○ Street trees</li> </ul> </li> <li>• Council controlled organisations (CCO’s) - advising on the content of the annual Statement of Expectations, agreement on Statement of Intent, monitoring against the Statement of Intent the financial and non-financial performance of CCO’s</li> <li>• Make appointments and authority to remove appointments to Council-Controlled Organisations (CCO’s).</li> </ul>
<b>Relevant Statutes</b>	All the duties and responsibilities listed above must be carried out in accordance with the relevant legislation.

# Order of Business

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<b>1. Karakia Whakapuaki - Opening Karakia.....</b>	<b>5</b>
<b>2. Ngā Whakapāha - Apologies .....</b>	<b>5</b>
<b>3. Whakapuakitanga Whaipānga - Declarations of interest .....</b>	<b>5</b>
<b>4. Ngā Take Whawhati tata kāore i te Rārangi Take - Urgent Items not on the Agenda..</b>	<b>5</b>
<b>5. Te Whakaū i ngā Meneti - Confirmation of Minutes .....</b>	<b>6</b>
5.1 Infrastructure and Environment Committee Meeting Minutes (Draft) 6 September 2023 .....	6
5.2 Infrastructure and Environment Committee Extraordinary Meeting Minutes (Draft) 13 September 2023 .....	11
<b>6. Ngā Tāpaetanga - Presentations.....</b>	<b>14</b>
Bay of Plenty Regional Council Annual Plan Priorities 29 June 2023.....	14
<b>7. Pūrongo Kaimahi - Staff Reports .....</b>	<b>15</b>
7.1 Progress Report – Infrastructure and Environment.....	15
7.2 Civil Defence and Emergency Management (CDEM) Roles, Structure, Legislation and Audit Results (Information Only) .....	26
7.3 Commencement of process to revoke the reserve classification of the land under the Pururu South recreation reserve (Decision Required) .....	46
<b>8. He whakataunga kia hoki atu te aronga o te hui hai hui tūmatawhānui - Resolution     to move into public excluded (to consider and adopt confidential items) .....</b>	<b>50</b>
<b>9. Te Karakia Whakamutunga - Closing Karakia.....</b>	<b>51</b>

## 1. Karakia Whakapuaki - Opening Karakia

### TŪTAWA MAI

Tūtawa mai i runga  
Tūtawa mai i raro  
Tūtawa mai i roto  
Tūtawa mai i waho  
Kia tau ai te mauri tū  
Te mauri ora, ki te katoa  
Hāumi e. Hui e. Tāiki e!

### TŪTAWA MAI

I summon from above  
I summon from below  
I summon from within  
I summon the surrounding environment  
The universal vitality and energy to infuse  
and enrich all present  
Enriched, unified and blessed

## 2. Ngā Whakapāha - Apologies

The Chair invites notice from members of:

1. Leave of absence for future meetings of the Rotorua Lakes Council; or
2. Apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

## 3. Whakapuakitanga Whaipānga - Declarations 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.

## 4. Ngā Take Whawhati tata kāore i te Rārangi Take - Urgent Items not on the Agenda

### Items of business not on the agenda which cannot be delayed

The Chair will give notice of items not on the agenda as follows:

Matters Requiring Urgent Attention as Determined by Resolution of Rotorua Lakes Council

The Chair shall state to the meeting.

1. The reason why the item is not on the agenda; and
2. The reason why discussion of the item cannot be delayed until a subsequent meeting.

The item may be allowed onto the agenda by resolution of the Rotorua Lakes Council.

s.46A (7), LGOIMA

### Discussion of minor matters not on the agenda.

Minor Matters relating to the General Business of the Rotorua Lakes Council.

The Chair shall state to the meeting that the item will be discussed, but no resolution, decision, or recommendation may be made in respect of the item except to refer it to a subsequent meeting of the Rotorua Lakes Council for further discussion

s.46A (7), LGOIMA

## 5. Te Whakaū i ngā Meneti - Confirmation of Minutes

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### 5.1 Infrastructure and Environment Committee Meeting Minutes (Draft) 6 September 2023

ID 19960301

## Minutes (draft)

Infrastructure and Environment Committee meeting held Wednesday 6 September 2023 at  
9.30am  
Council Chamber, Rotorua Lakes Council

MEMBERS PRESENT:	Cr Barker (Chair) Cr Wang (Deputy Chair), Mayor Tapsell, Cr Brown, Cr Kereopa, Cr Lee, Cr Maxwell, Cr O'Brien, Cr Paterson, Cr Wang, Cr Waru
APOLOGIES:	Cr Kai Fong
IN ATTENDANCE:	Cr Thurston, Cr White, Cr Winters (BOPRC), Dr G White (Te Whatu Ora) R Reilly (Kāinga Ora), M Henton(BOPRC) Te Rangikaheke Bidois, Ngāti Rangiwewehi Iwi Representative
STAFF PRESENT:	S Michael, Group Manager, Infrastructure and Environmental Solutions; J.P Gaston, Group Manager, Strategy and Community; T Collé, Group Manager Corporate Service; O Hopkins, Executive Director Corporate Planning and Governance; G Rangī, Manahautū, Te Arawa Haurua; R Pitkethley, Manager Active and Engaged Communities; D Cossar, Governance & Democracy Manager; G Kieck, Corporate Planning and Strategy Manager; S Main; Communications Advisor; I Brell, Governance Support Advisor.

The meeting opened at 9.30am

The Chair, Cr Barker welcomed elected members, media, staff and members of the public.

#### 1 KARAKIA WHAKAPUAKI OPENING KARAKIA

Cr Kereopa opened the meeting with a Karakia.

#### 2 NGĀ WHAKAPĀHA APOLOGIES

**Resolved**

1. That the apologies from Cr Kai Fong be accepted.

Moved: Cr Paterson

Seconded: Cr Kereopa

**CARRIED**

### 3 WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

None

### 4 NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE URGENT ITEMS NOT ON THE AGENDA

None

### 5 TE WHAKAŪ I NGĀ MENETI CONFIRMATION OF COUNCIL MINUTES

ID 19922677

#### 5.1 MINUTES OF THE INFRASTRUCTURE AND ENVIRONMENT COMMITTEE MEETING HELD 2 AUGUST 2023.

#### **Resolved**

- 1. That the minutes of the Council meeting held 2 August 2023 be confirmed as a true and correct record.**

Moved: Mayor Tapsell

Seconded: Cr Brown

**CARRIED**

### 6 NGĀ TĀPAETANGA PRESENTATIONS

#### 6.1 ROTORUA AIR QUALITY - ROTORUA AIR QUALITY WORKING PARTY

The Chair invited Dr Gregory Evans (Te Whatu Ora), Robyn Reilly (Kāinga Ora), Cr Lyall Thurston (Chair Rotorua Air Quality Working Party), Marion Henton (BOPRC), Cr Te Taru White and Cr Kevin Winters to speak to a presentation titled The Rotorua Air Quality Journey (Attachment 1).

Discussion following the presentation included:

- Compliance issues and infringements.
- Impact on the grid due to increase of electricity based heating.
- Impact on social deprivation of transitioning to non-wood based home heating.
- Additional types of renewable heating.
- Proposed Government changes on new targets and the impact on Rotorua.

#### **Action Points**

- Cr Paterson asked if there were mortality figures due to poor heating, dampness and deprivation. Dr Evans said he would follow-up and provide the relevant information.
- Cr Winters advised that the draft Rotorua Geothermal Management Plan is open for public consultation and suggested that BOPRC staff could present the draft plan at a future meeting of the Committee.

## 7. PŪRONGO KAIMAHI STAFF REPORTS

The Chair ruled item 7.2 be heard next so the Ngāti Rangiwewehi Iwi Representative, Te Rangikaheke Bidois could present.

### 7.2 REWAREWA SPRINGS – INTRODUCTION OF TE ARAWHITI (DECISION REQUIRED)

ID 19942800

#### **Resolved**

- 1. That the report ‘Rewarewa Springs – Te Arawhiti Introduction’ be received.**

Moved: Cr Waru

Seconded: Cr Brown

#### **CARRIED**

Gina Rangi and Te Rangikaheke Bidois overviewed the report. Mrs Bidois tabled a presentation document on behalf of Judge Louis Bidois titled Rewarewa Springs (Attachment 2).

#### **Further resolved**

- 2. That the Committee note the discussions underway between Ngāti Rangiwewehi and the Crown.**
- 3. That the Committee recommend the Crown take note of the existing successful partnership between Council and Ngāti Rangiwewehi in respect of Te Puna a Pekehaua (Taniwha Springs).**
- 4. That the Committee support in principle those discussions, subject to ensuring Council is able to continue to maintain access to the spring to supply water to the community.**

Moved: Cr Kereopa

Seconded: Cr Paterson

#### **CARRIED**

Request for vote of abstention recorded: Cr Lee

The meeting adjourned at 11.23am and resumed at 11.35am

### 7.1 PROGRESS REPORT

ID 19898909

#### **Resolved**

- 1. That the report Progress Report from Infrastructure and Environmental Solutions be received.**

Moved: Cr Kereopa

Seconded: Cr Waru

#### **CARRIED**

Stavros Michael overviewed the report and spoke to a presentation titled ‘Sewerage Services Infrastructure and Environment Committee (Attachment 3).



Rob Pitkethley overviewed the report and spoke to a presentation titled Whakarewarewa Forest (Attachment 4).

#### Action Point

- Cr O'Brien requested any transport projects involving assets or developments which assist the disabled community be considered as essential. Cr O'Brien referred to Vaughan Road cycleway where the steps for the sight impaired had yet to be installed. Mr Michael advised he would follow-up with Waka Kotahi.

## **8 HE WHAKATAUNGA KIA HOKI ATU TE ARONGA O TE HUI HAI HUI TŪMATAWHĀITI RESOLUTION TO MOVE INTO PUBLIC EXCLUDED**

### **Resolved**

#### **1. That the Committee move into Public Excluded session.**

Moved: Cr Wang

Seconded: Cr Brown

**CARRIED**

Request for vote against be recorded: Cr Kereopa, Cr O'Brien, Cr Paterson

The Chair thanked residents from Lake Tarawera for attending the meeting and acknowledged the public interest in the Tarawera Sewerage Scheme item. But advised that, due to the commercial sensitivity of the reports the discussions could not be in public at this stage.

#### Action Points

The Chair made the following requests:

- Staff make available the reports after the meeting with any commercially sensitive information redacted.
- Where possible reports be prepared in two sections – one section to enable discussions in public and the second section containing commercially sensitive information

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987, for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing of this resolution
Tarawera Sewerage Scheme Update and Stage 2 Tender	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) Section 7(2)(i)
Extension of Contract – Bulk Stormwater Enabling Works  Extension of Contract – Professional Services For Infrastructure Projects 2017-2022	Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.  Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) Section 7(2) (b) (i)  Section 48(1)(a) Section 7(2)(i)

## OPEN SESSION

**15. TE KARAKIA WHAKAMUTUNGA  
CLOSING KARAKIA**

Cr Kereopa closed the meeting with a Karakia.

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The meeting closed at 4.02pm

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To be confirmed at the Infrastructure and Environment Committee meeting on 4 October 2023

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Chair

Note 1: Rotorua Lakes Council is the operating name of Rotorua District Council

Note 2: Attachments to these minutes are available on request or on Council's website: [click here](#)

[Back to index](#)

## 5.2 Infrastructure and Environment Committee Extraordinary Meeting Minutes (Draft) 13 September 2023

ID 19974715

# Minutes (draft)

Infrastructure and Environment Committee meeting held Wednesday 13 September 2023 at  
1.30pm  
Council Chamber, Rotorua Lakes Council

MEMBERS PRESENT:	Cr Barker (Chair) Mayor Tapsell, Cr Brown, Cr Kereopa, Cr Lee, Cr Maxwell, Cr O'Brien, Cr Paterson, Cr Waru
APOLOGIES:	Cr Kereopa
IN ATTENDANCE BY AUDIO- VISUAL:	Cr Kai Fong, Cr Wang
STAFF PRESENT:	G Williams, Chief Executive; S Michael, Group Manager, Infrastructure and Environmental Solutions; J.P Gaston, Group Manager, Strategy and Community; T Collé, Group Manager Corporate Service O Hopkins, Executive Director Corporate Planning and Governance G Rangī, Manahautū. Te Arawa Haurua D Cossar, Governance & Democracy Manager; G Kieck, Corporate Planning and Strategy Manager; V Cawte, Senior Communications Advisor; I Brell Governance Support Advisor.

The meeting opened at 1.30pm.

The Chair, Cr Barker welcomed elected members, staff and members of the public.

### 6 KARAKIA WHAKAPUAKI OPENING KARAKIA

Cr Maxwell opened the meeting with a Karakia.

### 7 NGĀ WHAKAPĀHA APOLOGIES

**Resolved**

**That the apologies from Cr Kereopa be accepted.**

Moved: Cr Waru

Seconded: Cr O'Brien

**CARRIED**

**8 WHAKAPUAKITANGA WHAIPĀNGA  
DECLARATIONS OF INTEREST**

None

**9 NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE  
URGENT ITEMS NOT ON THE AGENDA**

None

**5. PŪRONGO KAIMAHI  
STAFF REPORTS**

**5.1 TE WHARE TAONGA O TE ARAWA - BUILDING GOVERNANCE GROUP (DECISION REQUIRED)TE**

ID 19960317

**Resolved**

- 1. That the report 'Te Whare Taonga o Te Arawa – Building Governance Group' be received.**

Moved: Cr Waru

Seconded: Cr Lee

**CARRIED**

**Further resolved**

- 2. That the Committee notes the establishment of the Building Governance Group, and approves the appointment of Councillor Karen Barker as the Committee observer.**

Moved: Cr Waru

Seconded: Cr Paterson

**CARRIED**

**9 HE WHAKATAUNGA KIA HOKI ATU TE ARONGA O TE HUI HAI HUI TŪMATAWHĀITI  
RESOLUTION TO MOVE INTO PUBLIC EXCLUDED**

**Resolved**

- 2. That the Committee move into Public Excluded session.**

Moved: Cr Waru

Seconded: Cr Lee

**CARRIED**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987, for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing of this resolution
Te Whare Taonga o Te Arawa - Procurement	Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 48(1)(a) Section 7(2)(b)(ii)
	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) Section 7(2)(i)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Sections 6 or 7 of the Act or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item.

OPEN SESSION

**16. TE KARAKIA WHAKAMUTUNGA  
CLOSING KARAKIA**

Cr Maxwell closed the meeting with a Karakia.

\_\_\_\_\_  
The meeting closed 2.38 pm  
\_\_\_\_\_

To be confirmed at the Infrastructure and Environment Committee meeting on 4 October 2023

.....  
Chair

**Note:-Rotorua Lakes Council is the operating name of Rotorua District Council**

## 6. Ngā Tāpaetanga - Presentations

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**Bay of Plenty Regional Council Annual Plan Priorities 29 June 2023**

## 7. Pūrongo Kaimahi - Staff Reports

### 7.1 Progress Report – Infrastructure and Environment



ID 19937755

<b>To:</b>	Mayor, Chair and Members – Infrastructure and Environment Committee
<b>Meeting Date:</b>	4 October 2023
<b>Group:</b>	Infrastructure and Environmental
<b>Group Manager:</b>	Stavros Michael
<b>Report approved by:</b>	Geoff Williams
<b>Components:</b>	Network performance – Transport; Network performance – Waters; Environmental Performance; Emergency Management; Active and Engaged Communities


**Stats and Facts**

# AUGUST

# 2023




**Morey Street West Dam**



**Morey Street West Dam**

<p>Rotorua has 7.2Ha per1000 residents of maintained open space, ranking 13 out of 16 NZ Territorial Authorities in Yardstick benchmarking</p>	<p><b>8 Biolytix systems installed and commissioned in August 2023</b></p>	<p><b>Connection applications in August 2023:</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Water</td> <td style="text-align: right; padding: 2px;">57</td> </tr> <tr> <td style="padding: 2px;">Stormwater</td> <td style="text-align: right; padding: 2px;">0</td> </tr> <tr> <td style="padding: 2px;">Wastewater</td> <td style="text-align: right; padding: 2px;">9</td> </tr> </table>	Water	57	Stormwater	0	Wastewater	9
Water	57							
Stormwater	0							
Wastewater	9							

Whakarewarewa Forest Loop riders have an average user satisfaction rating of 9.2 out of 10 compared to 9.0 for all NZ Great Ride user surveys. 57% of surveyed users were visitors who stayed an average of 2.3 nights in Rotorua.



## Ohu: Waka | Network Performance - Transport

## Transport Capital Projects:

Programme	Projects	Progress
Subsidised renewals	Resurfacing (critical for maintaining integrity of road condition)	Finalising sites for 2024 reseal programme.
Subsidised renewals	Pavement rehabilitation (about 0.3% of network targeted per year)	2024 sites Yankee Rd and Whirinaki Valley Rd awarded. King St out to tender.
Subsidised renewals	Footpaths (Approx 600kms of footpaths in Rotorua in total)	2024 programme now underway with 0.8km completed to date.
Subsidised Minor Improvements (LOS)	Cycleways	Programming priorities for 2024 with additional CERF-funding. Aim to encourage more active transportation to reduce emissions and contribute to community health.
Subsidised Minor Improvements (LOS)	Local Road Improvements and Road to Zero projects	Programming priorities for 2024. Traffic calming for Jervis St and Huia St in design. Speed management plan consultation complete, results and recommendations will be reported in November.
Subsidised Emergency Works	Valley Rd/Galatos Rd	Valley Rd and Galatos Rd sites 90% complete – expected completion in Oct 2023.
	Paradise Valley Rd Te Waerenga Rd	Preliminary site investigation assessments in progress at new sites on Paradise Valley Rd and Te Waerenga Rd to restore storm damage.
Unsubsidised Renewals	Parks road renewals	Sites programmed for 2024 resealing programme.
Unsubsidised Street Improvements (LOS)	Improvements Umuroa and King streets, Kokako St carpark	Umuroa St and King St improvements (included in King St rehab project) are out for tender. Kokako St carpark design is now complete.
Unsubsidised Rural Seal Extension (LOS)	Sharp Rd	Sharp Rd work out to tender. Investigation and design underway for Tawhero St West.
Unsubsidised Growth (LOS)	Geddes Rd extension, Wharenui Rd upgrade and airport intersection,	Wharenui Rd upgrade under construction. Geddes Rd and Airport/Eastgate intersection in design and to be tendered once final detailed design and final estimates are concluded.
CIP-funded	Eastside cycleways	Morey St in construction and Vaughan Rd (RFH to Owhata Rd) under construction. Porikapa Rd design to be tendered.
CERF-funded Transport Choices	Shared paths and zebra crossing upgrades (various)	Old Quarry Rd, Malfroy Rd, Pukehangi Rd designs nearing completion.
	BOPRC Enhancing Public Transport in Rotorua	New bus stops/shelters proposed on Amohau St to facilitate new bus routes. Landmark bus shelters. Bus shelter improvements programme.

## Transport Operations:



- Programmed seal maintenance is in planning phase.
- Unsealed road metalling programme is now underway.
- Storm damage (emergency works): clean-up and reinstatement from cyclones 95% complete (excludes Valley Rd and Galatos Rd sites). Some repairs were delayed until after fish spawning.
- May storm damage: new sites Paradise Valley and Te Waerenga roads require specific design solutions.
- Environmental maintenance - mowing to start in Spring.
- Traffic services maintenance - annual re-marking in planning phase, streetlight maintenance ongoing.
- Network and Asset Management - annual condition surveys planned in coming months.
- Waka Kotahi technical and investment audits underway, results will be reported to Council.

### Waka Kotahi State Highways

- **SH30 Eastern Corridor Stage 2:** Multiple active work sites between Iles Rd and Ōwhata Rd with traffic management including lane shifts, shoulder closures, temporary pedestrian crossings, temporary signalised crossings, footpath closures, and/or reduced speed limits.
- **SH30/SH33 Te Ngae Junction:** Construction continues on new roundabout.
- **SH33 Te Ngae Junction to Paengaroa:** Work on safety improvements resumed between Sun Valley Curves and Okere Falls.
- **SH30 Lake Rotoiti:** Ongoing monitoring of lake level impacts and selective armouring of some culverts in preparation for any increased lake levels.
- **SH30 Rotomā:** Two slips between Matahi Rd and SH34 Kawerau Rd. Heavy commercial vehicles may travel eastbound through site but westbound must detour via SH34 Military Rd, SH2 and SH33 back to SH30. Manawahe Rd closed due to flooding from 18km mark to intersection with Matahi Rd.
- **SH30 Ātiamuri:** Taahunataara Stream Bridge between Nicholson Rd and Upper Ātiamuri School was closed in June to repair subsidence at western end of bridge.

### Activities with Waka Kotahi

- Ongoing work with Waka Kotahi to lodge Strategic Investment cases for SH5 (safety improvements including through Ngongotahā Village) and intersection improvements at Waipa/SH30 and Peka.
- Revocation process for SH30A (Amohau St) has been included in Waka Kotahi's National Land Transport Plan priorities and will support Council's central zone intensification plans.

## Ohu: Wai | Network Performance - Waters

### Water Capital Projects:

#### Taniwha Springs Pump Station

Background	Progress
Taniwha Springs (specifically Te Waro Uri Spring) supplies water to Ngongotaha and in emergencies also to Koutu. Mana whenua engaged re consent renewal and conditions required removal of existing pump station sited over the spring and construction of new pump station.	Commissioning of new pump station is now complete. Old pumps and building have been removed.

#### Tarawera Reservoir Construction

Background	Progress
New 1500 cubic metre reservoir beside top reservoir on Tarawera Road will ensure water supply sustainability and resilience and provide for growth.	Local firm Concrete Structures was awarded the project. The reservoir has been constructed. Disinfection, commissioning and earthworks scheduled for September completed with reservoir on track for peak summer water demand.

### Water Main Renewals/ Upgrades

Background	Progress
Renewal and upgrade of water mains is essential for ensuring sustainability and resilience of the water supply network.	<ul style="list-style-type: none"> <li>• Diamond St and Matipo Ave now complete.</li> <li>• Old Quarry Rd to Clayton Rd bulk water main is complete.</li> <li>• Handcock Rd to Reporoa Rd along SH5 is complete.</li> <li>• Te Ngae managed by Waka Kotahi as part of road upgrades.</li> <li>• Renewals started on Aquarius Dr and Kawaha Point Rd.</li> <li>• Old Taupo Rd (Devon to Malfroy) scheduled for 2023/24 year.</li> </ul>

### Morey Street Stormwater Detention Dams (Funded by Crown Infrastructure Partners (CIP) Shovel Ready fund)

Background	Progress
Two detention dams to reduce potential occurrence/impacts of flooding in lower catchment and provide for growth.	Construction is underway and will continue until April 2024. Construction of both primary spillways are almost complete. This will allow the Contractor to do the main dam earthworks going into the summer earthwork period.

### Linton Park Dam

Background	Progress
Existing detention dam below current safety standards and at risk of failure. Project will enhance capacity in line with western stormwater management plan and mitigate against flooding in Mangakakahi/Utuhina catchments.	Construction progressing and due to be completed by December 2023. This will ensure that some 400,000 cubic metres of stormwater can be attenuated, reducing downstream flood risk in heavy weather events.

### Victoria Street – Wastewater treatment plant (WWTP) sewer main upgrade

Background	Progress
Trunk sewer main between Victoria Street and WWTP conveys sewage from western areas. Capacity under-sized for increased demand, resulting in overflows in rain events. Duplicate main will increase capacity and allow rehabilitation of existing main.	Project is in design phase with a contract to be recommended later in the 2023/24 financial year.

## East Rotoiti/Rotomā Sewerage Scheme

Background	Progress
<p>Scheme continues to progress, to remove adverse environmental effects of property septic tanks.</p> <p>Biolytix pre-treatment units being installed on properties, connecting to underground network leading to Rotoiti Wastewater Treatment Plant (WWTP).</p> 	<ul style="list-style-type: none"> <li>• 100% of Rotomā and more than 70% of East Rotoiti units are installed and now operating.</li> <li>• Wastewater treatment plant operating in compliance with resource consent conditions.</li> <li>• Significant impacts on project costs from high lake levels. At least 40-60% of all installations now require dewatering and sheet pile protection vs earlier estimate of 10%.</li> <li>• Mana whenua and marae installations are slow as legal agreements and consents to install require trustee consensus and Māori Land Court decisions.</li> <li>• Design for marae installations to progress at slow pace to ensure optimum capacity for current and future demand at reasonable cost and in compliance with consent conditions.</li> <li>• Final capital funding plan to be considered as part of Long-term Plan following clarification on Minister's decision re the \$10M Deed Funds.</li> <li>• Project has been extended to December 2023 and some properties will not be completed until June 2024 (plus marae installations).</li> </ul>

## Wastewater Treatment Plant (WWTP) Upgrade

Background	Progress
<p>Upgrade will greatly enhance treatment capacity and quality to meet new consent requirements and projected future growth demand.</p> <p>Upgrade comprises membrane bioreactor technology with full UV disinfection. Completion in 3-4 years will reduce need for forest irrigation.</p>	<p>Construction contract awarded and preloading underway with design due to be completed in October and construction to start in January 2024. In parallel, work ongoing with mana whenua and BOPRC to identify discharge point for reduced forest footprint. A new discharge system design will then be finalised and consented.</p>

### Water Planning Projects:

## Resource consent renewal of four water supply takes

Background	Progress
<p>Resource consents for the major urban supplies expire by 2026: Karamū Tākina (Central), Waipā and Hemo (Eastern), Rewarewa (Hamurana).</p> <p>Require technical assessments as well as iwi/hapu engagement needed to support applications and enable cultural impact assessments.</p>	<ul style="list-style-type: none"> <li>• Most technical assessments to support the applications have been completed.</li> <li>• Iwi/hapu engagement underway through working groups and Cultural Values and Cultural Impacts Assessments being worked through to support consent applications. The application for the Waipā/Hemo water take consents</li> </ul>

Background	Progress
	<p>renewal has been accepted by BOPRC and existing use rights have been granted until a new consent is approved.</p> <ul style="list-style-type: none"> <li>• Cultural Values and Impacts Assessments on the Karamū/Tākina water take consent application is underway. This is the main water source for the central zone and application is scheduled for submission in June 2024.</li> <li>• Cultural Values and Impacts Assessment on the Rewarewa (Hamurana) water take consent is underway. The application is scheduled for submission in December 2024</li> </ul>

### Rotorua Urban Area – Comprehensive Stormwater Resource Consents

Background	Progress
<p>BOPRC requires RLC to consolidate its 39 stormwater discharge resource consents for urban Rotorua and applies for a single comprehensive consent for whole urban catchment. Will be managed through comprehensive catchment management plan for streamlined, consistent management of stormwater discharge and associated works.</p> <p>Iwi/hapu engagement necessary for cultural impact assessment.</p>	<ul style="list-style-type: none"> <li>• Updated Assessment of Effects to the Environment (AEE) and all required supporting information has been submitted to BOPRC. The application must consider climate change effects, lower-than-stated capacity of the receiving streams and high lake water levels. This information will become the basis of the public notification.</li> <li>• Application expected to be publicly notified by BOPRC within the next few months.</li> <li>• Iwi/hapu engagement underway with Te Arawa Lakes Trust commissioned to facilitate part of the engagement process.</li> </ul>

### Climate Change and High Lakes Levels

Background	Progress
<p>Emerging weather patterns with high rainfall (three times the annual average) together with limited streams and lakes discharge capacity are currently causing severe impacts on infrastructure and properties.</p>	<p>Joint report presented to Rotorua Te Arawa Lakes Strategy Group (RTALSG) by RLC and BOPRC in June, recommending working group to consider current effects and identify long-term viable options to mitigate and adapt to impacts of high lake levels and improving community resilience.</p> <p>Working group, with members from the partner organisations, established, draft Terms of Reference to be submitted to 22 September meeting of the RTALSG for approval.</p>

### Tarawera Sewerage Scheme

Background	Progress
<p>Approved implementation: Stage 1 - street mains construction, trunk mains, pump station, including connection to Okareka scheme. Stage 1 is</p>	<p>Directional drilling is encountering rocks along the main line. 553m of 5257m drilled. Currently making up 10.5% which is within expectations.</p>

Background	Progress
<p>programmed to align with \$6.5m MfE Deed of Funding commitments. Stage 2 will be construction of individual LPGP units to connect properties to the reticulation system.</p> 	<p>Tenders for Stage 2 LPGP on-site systems presented to Council 6 September 2023 with next recommended steps/actions adopted.</p> <p>In line with the Committee's direction and resolutions, additional feedback is being sought from the community in October before a contract is executed.</p>

## Water Operations:

### Stormwater

- With the easing of persistent wet weather, routine open drain spraying has been a focus by maintenance crews.
- High lake levels and corresponding groundwater levels continue to generate additional maintenance requests.

### Water Supplies:

- Completion of the Reporoa SH5 mains renewal saw an immediate significant improvement in system pressure. This is consistent with the expected elimination of significant leakage.
- The ongoing leak detection programme is now focusing on the Koutu zone.

### Wastewater:

- Flows into both plants (Rotorua, Rotoiti) have returned to normal after being elevated due to high rainfall and groundwater. Nitrogen and phosphorus levels have remained within consent limits.
- Matahi Spit toilet block was vandalised and a network flushing pump stolen. This caused an overflow into the lake which was reported and responded to appropriately.
- Hinemaru (Princes Gate) pump station has undergone a major overhaul. This involved replacing wet well-fitting and pipe work, and also replacing electrical components.

## Ohu: Taio | Environmental Performance

### Safe and Sustainable Journeys

- Work is underway to a) undertake Bikes in Schools at Rotorua Intermediate School; b) improve Rotorua Intermediate bike shed; c) build a bike/scooter storage facility at the Malfroy/Ranolf Kāinga Ora development intersection (funded by the Transport Choices Package).

- Work continues to establish new or update existing bus stops and shelters to support BOPRC's public transport network refresh. Promotion and activation activities will also be delivered and are currently being planned in partnership with the Regional Council (funded by the Transport Choices Package).
- Programme delivery with Police and other partners has included road safety education delivered to 19 recidivist or high-risk drivers, Car Seat Clinic funding for delivery of clinics and checks.
- Consultation on the draft Speed Management Plan closed 18 August with more than 1500 submissions received. Submissions are currently being collated.

## Waste Management

### Landfill

The first stage of cleaning/desilting and maintaining storm water drains along the SH320 boundary has been completed. The regime of scheduled inspections, monitoring and routine maintenance is ongoing.

### Refuse Collection

Refuse collections are operating well with approximately 8,000 collections per day.

The new OneCouncil IT system for kerbside collections is operated between RLC contractor Smart Environmental's customer service centre and RLC's Customer Solutions Centre via a web portal into the new system. Since the introduction of the new system, the ability to manage service requests has improved, with improved accuracy in determining requests and improved level of information sharing between council and contractor, leading to improved customer service.

### Recycling

Recycling collections are operating well but contamination remains an issue. Efforts continue to seek the community's assistance in reducing these levels.

Procurement planning for food and organic waste collection services has begun. Public education about how to get the best out of recycling and FOGO collections to reduce contamination will be included in overall costings for this project.

## Water Quality

A draft Rotorua urban water quality monitoring programme is proposed to support the Comprehensive Urban Stormwater Consent (CSC). Proposed monitoring has started. This will inform freshwater quality management, identify stream contaminants and inform and ensure appropriate mitigation.

The planned wetland creation and restoration at Waikawau (Hannahs Bay) is well underway. Most of the water that was flowing directly down the stormwater channel (the outlet from the current wetland) is now flowing slowly through the main restored wetland area. Remaining work includes restoration of adjacent smaller areas, planting, finalising track formation and wooden bridge. Infrastructure has worked collaboratively with Open Spaces and in consultation with tangata whenua to deliver this project, which is an offset requirement for the airport runway extension. We are informed there are fish in the wetland.

Revised trade waste consent and audits over the past two years have worked well to protect the wastewater network and we see a reduction in fats and oils in the wastewater treatment plant influent.

## Climate Change

Climate change effects manifest in high rainfalls with significant cumulative impacts on infrastructure and core services. While undertaking various mitigation actions such as active modes of transport and waste reduction, the focus of current efforts is predicting impacts and designing improvements to networks that would, as far as possible, help reduce risk to properties and our receiving environment.

## Emergency Management

### Updates

#### **Response to Lake Rotomā/Lake Rotoehu high lake levels**

A focus remains on the impact on the lake communities of high lake water levels. News of Council's approval for rates remissions for affected properties deemed uninhabitable was well received by residents. Remissions applications for 14 properties, including two businesses, have been received to date.

#### **Community Emergency Response Planning**

A joint workshop was hosted by the Lakes Community Board and the CDEM team focussed on improved engagement and evacuation planning for lakeside communities. Attendees included residents from lakes Rotoiti, Rotomā, Rotoehu, Okareka and Tarawera.

Follow-up workshops and assistance will be provided to each of those groups to progress draft response plans which will then be distributed to the wider community to gain feedback and approval.

#### **Public Education**

A presentation focussing on household preparedness was shared with approximately 40 older residents of the Garden village. Those attending were keen to hear how they could better plan for evacuation, in particular, how and where they could be accommodated if they were evacuated. Their concern stemmed from recent news regarding elderly persons evacuated from Waihi social housing following a flash flood.

#### **Operational Readiness**

Action Plan templates have been completed for emergency events including severe weather, earthquakes and tsunamis. These will reduce time in the initial stages of an event, allowing incident controllers and IMT to focus on subsequent action plans focussed on immediate tasking to reduce impact on people and property and to secure additional resource etc.

#### **Marae Planning and CDEM Training**

A third wananga was held 18 August, facilitated by Hemi Waera and supported by CDEM and Te Amorangi team. This was one of a series offered to marae committees to engage and encourage improved joint planning and cooperation pre and during emergency events.

## Ohu: He Hapori Kaikaha | Active and Engaged Communities

### Open Space Capital Projects

#### **Reserve Improvements**

Pavement realignment of Kuirau St through Kuirau Park has begun and is scheduled for completion in early October. The 2023/24 Open Space renewals programme to replace aging structures across council parks and

reserves is underway. As well as playground and toilet block renewals, there will be a wide range of replacement work on gates and fencing, access ways, bridges, BBQs and jetties. The Prince's Gate Arches in Government Gardens are also due for renewal and there will be a programme of work at Butchers Pool Reserve to refurbish landscaping and structures.

### **Sports Facility Improvements**

A replacement programme for the Stadium No2 field lights is underway to upgrade lights that have reached the end of their life and are now difficult and expensive to replace and operate. This is a high use field for winter training and play and installing new field lighting will provide increased our field supply for winter codes. New poles and LED lighting will be procured during September and October and delivered at the end of the year. Installation will occur early 2024, ahead of winter field use.

Sport Surface Design and Management have been engaged to undertake detailed investigation into the northern end of Ray Boord Park at Titoki Place for possible sports field use. The detailed topographic survey and environmental testing currently underway will identify earthwork requirements and inform the optimal field layout for winter and summer codes. This will then help to identify the best location for toilet and change facilities which are programmed to be completed by next winter.

### **Playground Renewals**

The Scott Avenue playground renewal is complete with the new playground opened for public use in early September. Work on the Haumingi playground relocation and renewal at Lake Rotoiti has begun and is due for completion mid-October. Planning continues for relocation of the play space at Karenga Park and replacement of play equipment. New equipment has been ordered and NZ Maori Arts and Crafts Institute will work on carvings for the play space during November and December. Construction at Karenga Park is scheduled to begin in February 2024 and be completed in March.



*The renewed Scott Ave Playground*

### **Toilet Block Renewals**

During 2023/24, toilet block renewals are planned for Lake Okaro, Guy Road Reserve (Lake Rerewhakaaitu), Tyron St, Hamurana Reserve East and Hall Rd (Ngongotahā). New toilets are also going to be located in the forest at the Green Lake picnic area and at Karenga Park closer to the relocated play space.



## **Baxendale Esplanade development**

The Baxendale Reserve development concept plan has been socialised with the community and a number of drop-in days have been held at the reserve to answer locals' questions about the work. Most feedback on the new concept plan has been positive with a number of wider suburb-related concerns such as increased traffic and litter being raised.

## **Sports Facility Use and Events**

The winter sports codes have concluded their seasons and we are now moving into spring turf maintenance. Bookings are being taken for summer field use and codes have received field user agreements for summer. There have been some popular sports tournaments during the last two months with Primary School 9s League and Maurice Hulme School Girls Football with nearly 1000 participants between them using Westbook and Puketawhero parks. Rotorua also hosted both the junior and senior Premiere Zone basketball tournaments and Kurangaituku Secondary Schools netball with approximately 3000 participants. The Stadium hosted two BOP Steamers games in September.

The Whaka100 is a significant mountainbiking event during Labour weekend with distances of 160km, 100km, 50km, 25km, 10 km and a kids 5km offered and about 2000 participants. Registration will be at the Sir Howard Morrison Centre with a race on the streets of the CBD the Friday night and the event moving into the forest on Saturday and Sunday, based at Waipa. Nduro Events which runs Whaka100 is also working with the Tūhourangi bike group Mana Whenua Bikers to provide free entries

## **Infracore Maintenance Contract**

Following the Engineers Estimate of the Infracore Open Spaces Full Facility Maintenance Contract undertaken by Xyst, RLC is now working with Infracore and Xyst on a schedule of quantities and operational review. This will enable more concise asset costing of maintenance services to better understand true costs of providing agreed maintenance service levels. There will also be a review of operations and outputs to benchmark the services provided against market comparisons. This work will enable us to identify what, if any, levels of service may need to be changed and the impacts of any changes on costs.

ROTORUA LAKES COUNCIL

Mayor  
Chair and Members  
INFRASTRUCTURE AND ENVIRONMENT COMMITTEE

## **7.2 Civil Defence and Emergency Management (CDEM) Roles, Structure, Legislation and Audit Results (Information Only)**

**Report prepared by:** Bruce Horne, Local Controller, Rotorua CDE

**Report reviewed by:** Stavros Michael, Group Manager Infrastructure and Environmental Solutions

**Report approved by:** Geoff Williams, Chief Executive

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### **1. Te Pūtake Purpose**

The purpose of this report is to inform the elected members of the role and responsibilities of local government in respect of Civil Defence and Emergency Management (CDEM). This report will cover:

- the legislative framework
- an overview of recent developments in the strategic environment
- responsibilities of local government in a civil emergency
- Councils responsibilities as part of the regional CDEM group
- Councils internal CDEM capability and
- the results of recent audits and associated actions for improvement

### **2. Te Tuhinga Whakarāpopototanga Executive Summary**

Civil Defence and Emergency Management arrangements in New Zealand are mandated pursuant to the Civil Defence and Emergency Management Act 2002. 'Civil Defence' and 'Emergency Management' are distinct but related concepts with over-lapping functions. Civil Defence has its roots in ancient history. As long as there have been disasters, individuals and communities have tried to find ways to address them. The essence of Civil Defence is the empowerment and mobilisation of communities to look after themselves in a civil emergency.<sup>1</sup> Building community resilience is important as emergency services such as police, ambulance and FENZ do not have the capacity to provide the level of support needed when an entire locality is affected by a natural disaster. Emergency Management is a professional discipline tasked with both the coordination of the response to a civil emergency and the building of resilience within communities to effectively cope with and recover from disasters.<sup>2</sup>

Over the past five years there have been significant developments in respect of emergency management arrangements in New Zealand. The two main drivers for this change has been an increase in significant severe weather events and a Ministerial Review into The Ministry of Civil Defence and Emergency Management which was conducted in 2017. The Ministerial Review identified a number

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<sup>1</sup> Haddow, G.D., Bullock, J.A. and Coppola, D.P. (2017). *Introduction to Emergency Management*. (6<sup>th</sup> ed.) Oxford, UK: Butterworth-Heinemann.

<sup>2</sup> Haddow, G.D., Bullock, J.A. and Coppola, D.P. (2017). *Introduction to Emergency Management*. (6<sup>th</sup> ed.) Oxford, UK: Butterworth-Heinemann.

of deficiencies in respect of “leadership, direction and standards” at a national level. The review team presented a case for significant change and made 42 recommendations.

Rotorua Lakes Council was one of the first local authorities to initiate its own internal review in parallel with the Ministerial Review. Actions taken by Rotorua Lakes Council following its own review led to improvements in both the capacity and capability of the Rotorua Civil Defence and Emergency Management (CDEM) team. For example:

- the size of the Council’s Emergency Operations Centre (EOC) team was increased threefold to just under 100 trained staff,
- the proportion of fully trained staff rose from 35% to 87% and
- the number of CDEM Controllers was increased from one to five in order to both ensure a high level of capacity in that critical role and to strengthen the overall cadre of leadership for the team.

It is important to note that 98% of the EOC team are Council employees who have ‘business as usual’ (BAU) roles that are unrelated to emergency management. When the EOC is activated they are required to pause their BAU work in order to respond to the presenting emergency. On those occasions they are re-tasked and reorganised into the EOC structure with a focus on protecting life, minimising property damage and providing welfare support care to those in the community who have been adversely affected by the emergency.

Although significant improvements have been achieved there is still more work to be done. That work will continue through an evolving and adaptive optimisation programme. In order to achieve organisational assurance in respect of CDEM capability across the Bay of Plenty region, a new audit process was developed and implemented in 2022. The last audit for Rotorua determined that it had a high level of capacity and capability to respond to an emergency event, but recommended additional investment in its information technology (IT) capability and improvements in respect of some administrative processes. The latter was a common finding for all CDEM teams in the region.

This report provides an overview on:

1. The four core elements of Civil Defence and Emergency Management (CDEM) - Reduction, Readiness, Response and Recovery (the 4R’s)
2. The legislative requirements for local authorities in respect of CDEM capability
3. The role of the regional governance structures for CDEM (Joint Committee and CEG)
4. The role of CDEM Group
5. The distinctions between the roles of Emergency Management Bay of Plenty (EMBOP) and the Rotorua Lakes Council Emergency Operations Team (RLC EOC)
6. Local CDEM governance arrangements during an emergency, in particular the roles of the Mayor and Deputy Mayor, Crisis Management Team (CMT) and CDEM Controller and Recovery Manager
7. Principles, processes and procedures pertaining to the declaration of a State of Emergency
8. The structure and composition of the Rotorua CDEM EOC (including training, resources and impact of mobilisation)
9. Collaboration, partnerships and community networks
10. Results of the recent regional CDEM audit and a summary of corrective actions
11. Summary of changes being proposed in the Emergency Management Bill currently being prepared for parliament.

### **3. Ngā Tūtohunga Recommendations**

- 1. That the report "Civil Defence and Emergency Management: Legislation, Roles, Structure, and Audit Results" be received.**

2. That the Committee notes the contents of the report and instructs officers to continue optimisation efforts.

#### 4. Te Tāhuhu Background and Operational Context

Civil Defence and Emergency Management arrangements in New Zealand are mandated pursuant to the Civil Defence and Emergency Management Act 2002. “Civil Defence” and “Emergency Management” are distinct but related concepts with over-lapping functions. Civil Defence has its roots in ancient history. As long as there have been disasters, individuals and communities have tried to find ways to address them. The essence of Civil Defence is the empowerment and mobilisation of communities to look after themselves in a civil emergency.<sup>3</sup> Building community resilience is important as emergency services such as police, ambulance, FENZ and lifeline utilities do not have the capacity to provide the level of support needed when an entire locality is affected by a natural disaster. Emergency Management is a professional discipline tasked with both<sup>4</sup>:

- The coordination of the response to a civil emergency and
- Building resilience within communities to cope with disasters.

Over recent years New Zealand has experienced an increase in the frequency and severity of natural disasters, particularly in regard to severe weather events. A series of major events between 2011 – 2016, including the Christchurch earthquakes and the Kaikoura earthquake identified problems within New Zealand’s Civil Defence and Emergency Management capability. Those events were the catalyst for a Ministerial Review into The Ministry of Civil Defence and Emergency Management. The review was completed in late 2017 and identified a number of deficiencies and areas where improvement was required, particularly in respect of “leadership, direction and standards” at a national level.

The national review team also reported that:

- The Ministry of CDEM had failed to meet the intended outcomes set by legislation; and that the legislation itself was no longer fit for purpose.
- Emergency capability across New Zealand was “patchy”, with marked variations in practice across the country and a lack of consistency in approach.
- Significant change was required “at a national level in respect of leadership, direction and standards.”
- The CDEM Act 2002 was no longer fit for purpose and needed to be reviewed.

The Ministerial review team presented a case for significant change and made 42 recommendations.

In August 2018 the Ministers office published its official response to the Ministerial review in a report titled “*Delivering better responses to natural disasters and emergencies: Government response to the Technical Advisory Group Recommendations.*” That report signalled a clear intention to act on the recommendations made in the Ministerial review. However the report also acknowledged that achieving the required improvements would take time given the scope of change required.

Although the Ministerial review was focused on national arrangements, problems in the national office had impacted on the quality of support available to local authorities, particularly in respect of capability building. Rotorua Lakes Council was one of the first local authorities to initiate its own internal review in parallel with the Ministerial Review.

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<sup>3</sup> Haddow, G.D., Bullock, J.A. and Coppola, D.P. (2017). *Introduction to Emergency Management*. (6<sup>th</sup> ed.) Oxford, UK: Butterworth-Heinemann.

<sup>4</sup> Haddow, G.D., Bullock, J.A. and Coppola, D.P. (2017). *Introduction to Emergency Management*. (6<sup>th</sup> ed.) Oxford, UK: Butterworth-Heinemann.

One of Rotorua Lakes Council's responses to its own internal review was to increase its investment in the number of staff dedicated to full-time CDEM work from 1.2 FTE to 2.2 FTE. Both Tauranga City Council and Western Bay District Council followed Rotorua's lead and increased the number of staff dedicated to emergency management. Tauranga city now has 6.0 FTE and Western Bay of Plenty has 3.0 FTE.

The investment made by RLC resulted in improvements in both the capacity and capability of the wider Rotorua CDEM team. By 2019 the size of the Council Emergency Operations Centre (EOC) team had trebled in size and the proportion of fully trained staff rose from 35% to 87%. During that same period the number of CDEM Controllers in Rotorua was increased from one to five in order to both ensure a high level of capacity in that critical role and strengthen the overall cadre of leadership for the team. Rotorua Lakes Council now has one of the largest and most qualified CDEM teams in the region.

Although significant improvements have been achieved there is still more work to be done. In order to achieve organisational assurance in respect of CDEM capability across the Bay of Plenty Group, a new audit process was developed and implemented in 2022. The audits conducted to date identified further opportunities for improvement for all but one Local Authority in the region (Tauranga). The last audit for Rotorua determined that it had a high level of capacity and capability to respond to an emergency event, but recommended additional investment in its information technology (IT) capability and adjustments to some administrative processes.

Over the past year, our CDEM team has provided an effective response to several dispersed emergency events. Our local team has also initiated several community resilience projects. At the present time a particular focus for Rotorua Lakes Council staff is working with local iwi and other government agencies to increase the resilience and capability of local marae in an emergency response. In this particular area of work Rotorua is pioneering a new approach with a locally developed training programme for volunteers. This programme has been developed in partnership with local iwi and is characterised by a holistic approach to resilience building.

Rotorua Lakes Council has also responded well to the requirements in the Bay of Plenty CDEM Group Plan to achieve both 'operational excellence' and 'organisational excellence'. A number of Lakes Council initiatives have been adopted by the Bay of Plenty CDEM Group as best practice including:

- Developing new training resources for the CDEM Intelligence function,
- Developing a new training programme to enable volunteers from local marae committee to improve their ability to plan for and respond to an emergency event.
- Developing a comprehensive guide to planning for emergencies ("Recipes for Disaster."). This booklet has proved to be very popular and Council has received positive feedback about its usefulness. About 70 copies of this booklet are passively taken from Council reception each week, equating to a reach of approximately 20% of all households in the District each year.
- Developing an improved methodology for the de-brief process following an event,
- Implementing a system that greatly improves mobility of EOC equipment, and
- Improving logistics administration processes.

More specific and detailed commentary on the following topics can be found in Section 5 of this report (Te Matapaki Me Ngā Kōwhiringa - Discussion and Options):

1. The four core elements of Civil Defence and Emergency Management (CDEM) - Reduction, Readiness, Response and Recovery (the 4R's)
2. The legislative requirements for local authorities in respect of CDEM capability
3. The role of the regional governance structures for CDEM (Joint Committee and CEG)
4. The role of CDEM Group
5. The distinctions between the roles of Emergency Management Bay of Plenty (EMBOP) and the Rotorua Lakes Council Emergency Operations Team (RLC EOC)
6. Principles, processes and procedures pertaining to the declaration of a State of Emergency

7. Local CDEM governance arrangements during an emergency, in particular the roles of the Mayor and Deputy Mayor, Crisis Management Team (CMT) and CDEM Controller and Recovery Manager
8. The role, structure and composition of the Rotorua CDEM EOC
9. Collaboration, partnerships and community networks
10. Results of the recent regional CDEM audit and a summary of corrective actions
11. Summary of changes being proposed in the Emergency Management Bill currently being prepared for parliament

## 5. Te Matapaki Me Ngā Kōwhiringa Discussion and Options

### 5.1 The 4R's - Reduction, Readiness, Response and Recovery

The 4R's (Reduction, Readiness, Response and Recovery) are at the core of the integrated approach to emergency management used in New Zealand and form a part of New Zealand's National Security System<sup>5</sup>.

The 4R's are:

1. **Reduction** concerns identifying and analysing long-term risks to human life and property from hazards; taking steps to eliminate these risks if practicable, and, if not, reducing the magnitude of their impact and the likelihood of their occurring.
2. **Readiness** concerns developing operational systems and capabilities before a civil defence emergency happens; including self-help and response programmes for the general public, and specific programmes for emergency services, lifeline utilities and other agencies.
3. **Response** involves taking immediate action before, during, or directly after an emergency to save lives and property.
4. **Recovery** is the coordinated effort involved in bringing about the immediate, medium-term and long-term holistic regeneration of a community following a civil defence emergency.

**Reduction:** The wellbeing of the community is in the forefront of risk reduction activity. All work groups in Rotorua Lakes Council are required to adopt a risk based approach in respect of natural hazards. This means consideration must be given to how resilience strategies can be incorporated into all planning activities. Council plans include the security and sustainability of infrastructure and other critical assets.

Government has recently passed legislation that places obligations on local authorities to both consider the implications of climate change<sup>6</sup> and take active steps to protect the health of the natural environment<sup>7</sup> when engaged in planning activities. Amendments to the Resource Management Act require local authorities to integrate climate change perspectives into activities such as flood management, water resources, planning, building regulations and transport. Work has already been carried out in respect of those issues, including an inventory of district emissions and of Council's corporate emissions.

**Readiness:** The Rotorua Lakes Council staff committed to CDEM duties on a full-time basis are focussed on two strategic priorities in respect of 'readiness':

1. Strengthen and maintain effective response capability and

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<sup>5</sup> Refer page 2, *National Security System Handbook* (2016), published by The Department of Prime Minister and Cabinet.

<sup>6</sup> Resource Management Act 1991, Section 7 (i)

<sup>7</sup> Natural and Built Environment Act 2023

2. Educate and prepare our communities so they can develop self-resiliency.

**Response and Recovery:** Rotorua Lakes Council has the capability and capacity to both establish an Emergency Operations Centre (EOC) to coordinate an emergency response; and lead the coordination of the recovery phase following a natural disaster.

## 5.2 Legislative requirements for local authorities in respect of CDEM capability

The Civil Defence Emergency Management Act 2002 (CDEM Act) is the primary legislation that outlines the roles and responsibilities Territorial Authorities in respect of emergency management. Rotorua Lakes Council is required by legislation to 'plan and provide for civil defence emergency management within its district'<sup>8</sup> Sections 12 to 24 of the Act outline:

- the requirement for Civil Defence 'Groups' to be established throughout New Zealand,
- the roles and responsibilities of CDEM Groups; and
- the governance structure for CDEM Groups.

Both the CDEM Act and the National CDEM Plan<sup>9</sup> requires all local authorities to be actively engaged in CDEM activities, including all four elements of the 4R's. In particular local authorities are required to:

1. Identify the risks to life and property arising from natural hazards (such as an earthquake or severe weather event), taking steps to eliminate and/or mitigate those risks; and taking steps to reduce the magnitude of impact.
2. Plan and prepare for emergencies. This includes helping communities and community groups build resilience, building relationships with partner agencies and having the internal capability and capacity to activate an Emergency Operating Centre (EOC) in the event of an emergency.
3. Responding to emergencies; and
4. Helping communities recover after an emergency event.

As mentioned earlier in Section 5.1, Council also has statutory obligations in respect of taking steps to mitigate the impact of natural disasters pursuant to the Resource Management Act 1991 and the Natural and Built Environment Act 2023.

It should also be noted that a new Emergency Management Bill is currently being worked through the parliamentary process and expected to pass into law in 2024. That Bill will replace the Civil Defence Emergency Management Act 2002. A summary of changes proposed in the new Bill is provided in Appendix 2.

## 5.3 Regional CDEM Governance Structures (Joint Committee and CEG)

The Civil Defence and Emergency Management Act 2002 requires every region in New Zealand to establish a CDEM Group, CDEM Joint Committee and Coordinating Executive Group (CEG).

The Bay of Plenty CDEM Group is comprised of the following territorial authorities: Western Bay of Plenty, Tauranga, Whakatane, Kawarau, Opotiki, Rotorua and Bay of Plenty Regional Council. The Mayors of these councils (or their nominated Councillor) are members of the Bay of Plenty CDEM Joint Committee. The Joint Committee is formed under the provisions of both the Civil Defence and Emergency Management Act 2002 and the Local Government Act 2002. The Joint Committee is responsible for the governance, strategic direction and delivery of CDEM services to the Bay of Plenty region.

The Coordinating Executive Group (CEG) is comprised of all local authority Chief Executives (or delegates) and representatives from key partner agencies including police, ambulance, FENZ, Te Whatu Ora and Department of Internal Affairs. CEG is responsible for CDEM planning and

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<sup>8</sup> Civil Defence and Emergency Management Act 2002: Section 64.

<sup>9</sup> The National CDEM Plan is an 'Order in Council' and consequently is a legally enforceable regulation.

implementation of the CDEM Group Plan; and evaluation of the Civil Defence Emergency Management Group plan.

The Bay of Plenty Group Controller reports to both the CEG and Joint Committee, and is directly responsible to the Chair of the CEG.

The Bay of Plenty CDEM Group Plan is the defining document of the governance, structures, and operating arrangements for Bay of Plenty CDEM Group.

#### 5.4 The Role of CDEM Group

Civil Defence Emergency Management Groups are a core component of the operationalisation of the CDEM Act 2002. There are 16 CDEM Groups in New Zealand. Rotorua is part of the Bay of Plenty Group. Each CDEM Group is effectively a consortium of the local authorities in a region working in partnership with emergency services, lifeline utilities and government departments.

The core functions of a CDEM Group include:

- identify and understand hazards and risks
- prepare CDEM Group plans and manage hazards and risks in accordance with the 4R's (reduction, readiness, response and recovery).
- Prepare Group plans that identify key roles, responsibilities and priority actions to support CDEM principles

The roles and responsibilities of CDEM groups are defined in both the CDEM Act<sup>10</sup> and the National Civil Defence Emergency Management Plan 2015.<sup>11</sup> The over-arching objective of each CDEM Group is to ensure arrangements are in place that will support a co-ordinated and collaborative emergency response from local authorities, partner agencies and communities within its group area.<sup>12</sup>

The 11 functional responsibilities listed in Section 17 can be summarised as:

1. Identifying and managing risks in respect of natural hazards: and taking action to reduce the impact of those risks.
2. Ensuring a pool of suitably trained and competent personnel is able to provide an emergency management capability for their locality.
3. Ensuring the local CDEM team has the equipment and any other resources needed for an effective emergency management response in its area.
4. To support the response and assist in the management of any emergency event in their locality (region).
5. Plan and lead the recovery phase following an emergency event in their locality.
6. When requested, assist other CDEM Groups in New Zealand needing support.
7. Promote public awareness about natural hazards and how to prepare for emergencies.
8. Monitor and report on compliance with its statutory responsibilities under the CDEM Act.
9. Develop, implement, and monitor a Group plan and regularly review the plan.
10. Support the National Civil Defence Emergency Management Strategy and The National Civil Defence Emergency Management Plan.
11. Promote CDEM and support the 'Purpose' of the CDEM Act, as defined in Section 3 of the Act.

A work plan must be developed by every CDEM Group to ensure the statutory requirements of Section 17 are met. The Group work plan should also align with the following principles:<sup>13</sup>

- (a) promote the sustainable management of hazards; and

<sup>10</sup> Section 17: Civil Defence and Emergency Management Act 2002.

<sup>11</sup> The 'National Civil Defence Emergency Management Plan Order 2015' is an 'Order in Council', and therefore is a form of legislation.

<sup>12</sup> Guide to the National CDEM Plan (2015), Part 6 : CDEM Groups

<sup>13</sup> Guide to the National CDEM Plan (2015), Part 6 : CDEM Groups



- (b) empower communities to achieve acceptable levels of risk; and
- (c) provide for planning and preparation for response to, and recovery from, emergencies; and
- (d) co-ordinate programmes and activities, and encourage co-operation and joint action, among agencies across the 4Rs; and
- (e) provide the basis for the integration of local with national CDEM policies, processes, and operations.

### **5.5 The distinctions between the roles of Emergency Management Bay of Plenty (EMBOP) and the Rotorua Lakes Council Emergency Operations Team (RLC EOC)**

Emergency Management Bay of Plenty (EMBOP) and the Rotorua Lakes Council Emergency Operations Team (RLC EOC) have a close working relationship and operate in support of one another – but have quite distinct roles and responsibilities.

Emergency Management Bay of Plenty (EMBOP) is a business unit hosted within the Bay of Plenty Regional Council. A regional targeted rate to fund this service is collected by BOPRC.

EMBOP provides a core group of staff that can be deployed to mobilise a regional Emergency Coordination Centre (ECC). The ECC provides a link between the National Coordination Centre and local Emergency Operations Centres (EOC). In an emergency both the ECC (Group) and EOC (local coordination) follow the CIMS (Coordinated Incident Management System) protocols and operational systems.

EMBOP also performs all of the legislative responsibilities of the Bay of Plenty CDEM 'Group', as outlined in Sections 12 – 24 of the CDEM Act 2002. EMBOP also provides and supports CDEM training, facilitates and coordinates the development of the Group plan and the BOP CDEM annual plan.

The role of the Rotorua EOC team is to provide and maintain a local capability to establish a CDEM coordination centre and manage any natural emergency event that might happen in the Rotorua area.

### **5.6 Principles, processes and procedures pertaining to the declaration of a State of Emergency**

Section 68 of the CDEM Act 2002 makes provision for the declaration of a state of local emergency. Section 25 of the CDEM Act requires that at least one elected official of every local authority is appointed by the regional CDEM Joint Committee to have the power to declare a State of (local) Emergency. Only people who have been authorised under the provisions of Section 25 of the Act can declare a State of local Emergency. It is customary for both the Mayor and Deputy Mayor to be vested with that authority.

The rationale for the arrangements stipulated by the CDEM Act in respect of declaring an emergency are designed to provide 'checks and balances' in that process. Given the significance a declaration may have on both individuals and the wider community it is considered appropriate the decision should be made by an elected representative of the community.

The local CDEM Controller has two roles in this process. The first role is to provide advice to the person authorised to make a declaration as to whether the legal requirements for a declaration have been met. The Controller should also provide advice on the operational implications of declaring a state of emergency. It is normal practice for the regional Group Controller to also be joined to the decision making process, but that is not a statutory requirement.

The most common reason for declaring a State of Emergency is an event that might cause loss of life or property; and cannot be dealt with by the normal emergency services and other business as usual capabilities; and/or additional powers are needed to deal with the foreseeable or emerging situation.

Once a State of (local) Emergency is declared the local CDEM Controller is authorised to use emergency powers in order to ensure an effective response to the emergency, in particular protecting life and property. Those emergency powers are outlined in Sections 74 – 94 of the CDEM Act. They include the power to order:

- the evacuation of premises and places,
- closure of roads and other public places,
- removal of vessels, vehicles and aircraft,
- requisition of resources – including the requisition of buildings, earth moving equipment, furniture, bedding, medical supplies or any other equipment or materials or supplies that the Controller deems necessary for the preservation of life.

Once a State of Emergency has been declared) to make ‘directions’. The scope of that power is very broad and far reaching. It effectively empowers a Controller to do whatever they consider necessary to protect life and property.<sup>14</sup> For example a Controller could authorise the creation of temporary road across private land or order the removal of buildings or other structures if they are considered to present a risk to life.

More information on the process, implications and procedures relating to a declaration of a State of Emergency can be found on the NEMA (National Emergency Management Agency website):

[www.civildefence.govt.nz/assets/Uploads/publications/Declarations/Quick-Guide-to-declaring-a-state-of-local-emergency.pdf](http://www.civildefence.govt.nz/assets/Uploads/publications/Declarations/Quick-Guide-to-declaring-a-state-of-local-emergency.pdf)

[www.civildefence.govt.nz/assets/Uploads/publications/Declarations/Factsheet-declaring-states-of-local-emergency.pdf](http://www.civildefence.govt.nz/assets/Uploads/publications/Declarations/Factsheet-declaring-states-of-local-emergency.pdf)

#### **5.7 Local CDEM governance arrangements during an emergency, in particular the roles of the Mayor and Deputy Mayor, Crisis Management Team (CMT) and CDEM Controller and Recovery Manager**

Although not required by legislation, it has become the practice at Rotorua Lakes Council to establish a Crisis Management Team (CMT) whenever a Civil Emergency is declared or is anticipated. The CMT includes representatives from the Council Executive and other key organisational managers. Its primary role is to identify and mitigate organisational risks to Rotorua Lakes Council arising from the emergency and to support the overall emergency response effort.

The Controller and Council CDEM team is focused on supporting the whole of the Rotorua community - including emergency services and other government agencies responding to the emergency event.

The role of the Mayor and Councillors is to provide:

1. visible community leadership,
2. assurance and comfort to the community; and
3. ensure both the Crisis Management Team (CMT) and CDEM response team are being responsive to community concerns.

As mentioned earlier, in addition to those general responsibilities at least one elected official from each local Council must be appointed by the Bay of Plenty CDEM Joint Committee to have the power to declare a State of Emergency. It is customary for both the Mayor and Deputy Mayor to be appointed to that role.

#### **5.8 The structure and composition of the Rotorua CDEM EOC (including training, resources and impact of mobilisation)**

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<sup>14</sup> Given the powers and corresponding responsibilities invested in a CDEM Controller there is a high level selection process for people appointed to that role. See commentary in section 5.8 for more detail.

### 5.8.1 Overview:

The operational model used by all CDEM coordination and operations centres in New Zealand is the Coordinated Incident Management System (CIMS). The CIMS model is administered by the Department of Prime Minister and Cabinet and forms part of the National Security System<sup>15</sup>.

The purpose of CIMS is to provide a framework of consistent principles, structures, functions, processes and terminology that agencies can apply in an emergency response. CIMS is one of foundational components for all CDEM training.

One of the guiding principles for the application of the CIMS framework is flexibility. Accordingly one of the features of the framework is that it is both modular and scalable. It allows for the framework to be tailored to the specific circumstances and requirements of a particular event.

The nine core functions of CIMS operational framework are Control, Safety, Intelligence, Planning, Operations, Logistics, Public Information Management, Welfare and Recovery. Beneath those nine core functions are over 30 sub-functions. As a result it is common for 40 - 50 people to be working in an Emergency Operations Centre (EOC) during an emergency.

Rotorua Lakes Council has one of the largest pool of trained EOC staff in the region. Whenever there has been a need to 'stand-up' the Rotorua CDEM EOC in recent years between 10 and 50 staff have been required to be activated and form a response team – depending on the scale and severity of the event. The Rotorua EOC currently has a pool of 94 staff with all but 7 fully trained to national CDEM standards. Most importantly, Rotorua has sufficient fully trained staff to fill all of the nine core roles.

The EOC is **always activated** whenever a state of emergency is declared, but a state of emergency is not a prerequisite for the activation of the EOC. The EOC may be activated when the Council Executive or the duty local Controller believe that it is appropriate to do so in order to prepare to respond to a presenting emergency or situation. Sometimes the EOC is activated to provide support to another emergency agency. For example, in September 2019 the EOC was activated to provide logistics and welfare support to New Zealand police following a fatal crash involving a bus full of tourists.

### 5.8.2 Key Positions and Statutory Roles

CDEM Controllers and Recovery Managers perform key leadership roles in a CDEM emergency. When a State of Emergency is declared Controllers and Recovery Managers are able to use special statutory powers. For that reason Controllers and Recovery managers can only be appointed through a statutory process administered by a CDEM Group Joint Committee. In addition to the statutory requirements for people being appointed to those roles, candidates for Controller and Recovery Manager roles must meet the requirements of the Bay of Plenty Group Policy on the appointment of Controllers and Recovery Managers.<sup>16</sup> All Controllers and Recovery Managers must also pass a national training programme which is delivered through Massey University. The Rotorua Lakes Council currently has four approved Controllers and one approved Recovery Manager. Efforts are currently being made to recruit a second Recovery Manager for Rotorua.

Council has also has 2.2 FTE positions dedicated solely to Emergency Management. One FTE is primarily focused on building community capability, the other is focused building internal capability and ensuring Council has both the capacity and capability to establish a full equipped and staffed Emergency Operations Centre (EOC) at a moment's notice. The 0.2 FTE resource is currently invested in the Council Te Amorangi team to support reduction and readiness initiatives with local iwi.

### 5.8.3 Training

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<sup>15</sup> Refer page 26, National Security System Handbook (2016), published by The Department of Prime Minister and Cabinet.

<sup>16</sup> Bay of Plenty CDEM Group Policy for the Appointment and Development of Recovery Managers, Version 1.0, February 2017

One of the roles of the CDEM Group is to monitor training activity and maintain training records for all EOC staff in the Bay of Plenty Region. EMBOP send a monthly training report to the lead Controller for each TLA in the region.

Training for CDEM EOC staff falls into three broad categories:

- **Core Training:** There are two components, the on-line Foundation Course and the Intermediate Course. The latter is a two day facilitated workshop that prepares people to work in an EOC environment. Both the foundation and intermediate courses are part of the national CDEM training programme.
- **Role Specific Training:** Once CDEM staff have completed the intermediate course, they are eligible to undertake training specific to their role. Unfortunately NEMA have yet to create a full suite of training programmes for all functions. EMBOP has been working with TLA's in the Bay of Plenty region to fill some of those gaps. Over the past year Rotorua CDEM staff have attended role specific training for staff working in the intelligence, logistics, PIM and welfare functions. Welfare training has included courses in psycho-social first aid and needs assessment.
- **Exercises:** Bay of Plenty CDEM Group aims to facilitate one practical exercise for all EOC staff once a year. That plan has been disrupted over recent years due to the frequency of events requiring an operational response.

#### 5.8.4 Resources

The Rotorua EOC has a cache of equipment stored in a centralised location in the Civic Building which will enable immediate mobilisation of the EOC. All of the equipment is stored in mobile containers and trolleys so that it can be easily moved to one of the alternate EOC locations should that be necessary.

#### 5.8.5 Impact of EOC mobilisation

Mobilisation of the EOC does have an impact on Council BAU (business as usual) as staff are diverted from their normal duties to a role in the EOC. The number of staff involved in the mobilisation varies depending on the nature and scale of the emergency event, but normally somewhere between 15 and 50 staff are required to operationalise the EOC. Examples of staff resources required for EOC activations in recent years follow:

- **Severe weather event, April 2018.** 35 RLC staff for the first 4 days. 4 RLC staff then worked on the recovery phase for six months, supplemented by 4 additional staff hired on short term contracts.
- **State of National Emergency COVID, March 2020.** 45 RLC staff for three months. By the end of the declared 'transition period' (which ended on 13 August 2020) EOC staff number had reduced to 10.

When a natural disaster has a significant impact and necessitates an extended recovery phase it has become customary to recruit additional staff on temporary contracts to support that work. For example, following the severe weather event in April 2018 that resulted in a State of Emergency being declared in Rotorua, four 'navigators' were employed for four months to support members of the community who were most affected by that event.

#### 5.9 Collaboration, partnerships, community networks and welfare support

The 2017 Ministerial Review highlighted the importance of building relationships across the community in order to both build resilience and support coordination of effort during a response to an emergency.

Similarly, members of the Rotorua CDEM team are proactive in maintaining relationships with all of the local emergency services and 'life-line' organisations, such as power companies and internet providers.

There are 28 Government agencies and 49 business and community organisations that have statutory responsibilities under the provisions of the National Civil Defence and Emergency Management Plan, which is a regulatory instrument. Those agencies and organisations are required to support CDEM staff in respect of the 4R's of emergency management – reduction readiness, response and recovery. One of the roles of Council's full-time CDEM staff is to maintain effective relationships with those agencies and engage with them on their respective areas of responsibility.

Local CDEM staff also engage with communities within the Rotorua district in order to help them build resilience through the development of 'Community Response Plans'. This is a challenging task. There is a large body of international evidence that confirms the prevalence of community apathy when it comes to planning for emergencies<sup>17</sup>. Nevertheless, Rotorua CDEM staff has successfully engaged with seven of the Districts rural and lake communities and provided assistance in developing their localised Community Response Plan.

Over the past year Council CDEM staff have been working collaboratively with a local educationalist who is very well connected to most marae in the Rotorua *rohe*. With his support Rotorua CDEM has facilitated a number of Wananga with local marae leaders to help them better understand how they can prepare and respond more effectively to a disaster,

One of the most critical and most demanding elements of an emergency response is providing 'welfare' support to the community. 'Welfare' is one of the six core functions in the EOC structure.<sup>18</sup> Responsibility for that important area of work is led by the Welfare Manager.

RLC's welfare manager chairs the Local CDEM Welfare Committee which includes representatives of health and social services and non-government agencies (NGO's) with a role in supporting impacted communities. Members of this committee meet on a regular basis to plan for welfare delivery and to build capability amongst member agencies. Maintaining good networks and strong relationships is one of the keys to an effective emergency response. Consequently the regular meetings and training sessions organised by the Welfare Committee is also a useful strategy for maintaining effective relationships across that sector.

There are comprehensive national guidelines for the organisation and delivery of welfare services in a civil emergency, including needs assessment, temporary accommodation and shelter, psycho-social support and animal welfare. In addition to the national guidelines BOP CDEM group has developed the 'Regional plan for Delivery of Welfare Services'. One of the goals of this plan is to better facilitate access to financial support from Central Government after an emergency event in respect of household services and supplies. The "Guide to the National CDEM Plan 2015" makes provision for this to occur, but the process for accessing funding can be challenging.

#### **5.10 Results of regional CDEM audit and a summary of corrective actions**

Monitoring and reporting of CDEM activities within Rotorua district and across the Bay of Plenty is reported quarterly and annually to the Joint Committee by EMBOP staff through the CEG committee.

In 2022 the Bay of Plenty CDEM Group initiated a robust audit process in order to ensure that all local authorities in the Group had the capacity and capability to respond to an emergency. The standards

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<sup>17</sup> Horney, J., Nguyen, M., Salvesen, D, Tomasco, O. and Berke, P. (2016), "Engaging the public in planning for disaster recovery." *International Journal of Disaster Risk Reduction*, Volume 17, August 2016, Pages 33-37;

McEntire, D.A. (2007). "The Historical challenges facing Emergency Management and Homeland Security". *Journal of Emergency Management*, Vol. 5, No. 9, July 2007; Zavestoski, S., Agnello, K., Mignano, F. & Darroch, F.. (2004). "Issue Framing and Citizen Apathy Toward Local Environmental Contamination." *Sociological Forum*, Vol. 19, pp. 255–283

<sup>18</sup> The six core functions are Intelligence, Planning, Operations, Logistics, Public Information Management and Welfare.

set in the audit document are very high and currently only one of the CDEM teams<sup>19</sup> in the BOP Group, including the Group team, meet all of the standards prescribed in the audit framework.

The most recent audit highlighted six areas for improvement for the Rotorua EOC. Two of the six recommendations concerned matters that required Information Technology (IT) solutions to be provided by the Council Information Solutions and/or Communications teams. The recommendations were:

1. Ensure all Council staff are aware of the notification process regarding the procedures and processes involved when the EOC is activated. When the audit was conducted only Council staff who form part of the EOC were aware of this process.
2. Ensure all Council staff are aware of the notification process to advise partner agencies when the EOC is activated. Again, when the audit was conducted only some Council staff who form part of the EOC were aware of this protocol.
3. A mobile internet redundancy option is required with sufficient capability to provide service for all of the functional groups in the EOC. Resolution of that recommendation has been assigned to Council's Information Solutions team.
4. Provide dedicated EOC cell phones or landline telephone devices for all members of the EOC IMT (Incident Management Team). This recommendation has now been addressed by Council's Information Solutions team.
5. Ensure that resources required for the activation of a coordination centre are available at both the primary and secondary facilities.
6. Make physical documentation, templates, and resources available at both the primary and secondary facilities.

All points have either been addressed or in the process of being addressed. All six recommendations require some level of additional investment and those matters will be considered as part of the Council's Long Term Plan.

### 5.11 Emergency Management Bill

The frequency, complexity, and consequences of emergencies over recent years has highlighted deficiencies in the current legislation and the need to update the law to better support contemporary best practice. It is envisaged that the new Act will help improve:

- how risks are managed,
- response capability
- recovery processes and
- increase the resilience of communities.

Likewise the many learning points identified from reviews of emergencies over recent years have been used to inform the drafting of the Emergency Management Bill. The new Bill has a particular focus on:

1. Ensuring communities are better prepared to respond to and recover from emergencies
2. Participation of iwi is recognised, enhanced, and valued
3. Strategies are put in place to mitigate the impact of emergencies on people, the economy, and the environment: and
4. the Emergency Management system is well-co-ordinated, high-performing, and enjoys widespread trust and confidence of the public.

The Emergency Management Bill will replace the Civil Defence Emergency Management Act 2002. When passed the Bill will create a new legal framework for local, regional and national emergencies. Although the Bill maintains the fundamentals of the current emergency management system, it will facilitate some practical improvements to ensure the system can meet current and future needs.

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<sup>19</sup> Tauranga City Council was the one EOC team in BOP that passed the audit without any 'significant' issues being identified. Tauranga City Council has significantly increased its investment in CDEM capability in recent years and now has 6 FTE's dedicated to CDEM work.

Some of those improvements include:

- recognising and enhancing the role of Māori in emergency management
- enhancing the resilience and accountability of critical infrastructure by resetting restoration commitments
- enabling equitable outcomes for communities disproportionately impacted by emergencies
- modernising the legislative design, including establishing a more responsive regulatory framework for setting standards.
- better clarification of roles and responsibilities across the sector

Reviews conducted over recent years, in particular the Ministerial Inquiry into Civil Defence (2017), identified the need to both modernise Emergency Management systems and clarify the roles and responsibilities of key people within the emergency management system, including the Director of Emergency Management, Controllers and Recovery Managers. Similarly, a finding common to almost every review of civil emergencies in the past seven years has been that many government agencies are unaware – and consequently unprepared to perform the role expected of them in a civil emergency.

Another significant change in the new Bill is greater clarity about the responsibilities of various agencies in both the public and private sectors. For critical services and agencies this is reflected in a change in language – from “should” to “must”. More detail on the specific changes arising from the new legislation are summarised in Appendix 2.

Although the Bill will bring about change in some areas, some of the existing provisions and procedures will be carried over, such as the current arrangements for declaring a state of emergency. Similarly, the emergency powers specified in the Emergency Management Bill are the same as in Civil Defence Emergency Management Act 2002.

## **6. Te Tino Aromatawai Assessment of Significance**

The issues discussed in this report are of low significance as they concern routine operations and do not require any major decisions from the Council.

## **7. Ngā Kōrero O Te Hapori Me Te Whakatairanga Community Input/Engagement and Publicity**

Community engagement is a key part of our role in CDEM. We continue to work with local businesses, service organisations, and iwi to build resilience and prepare for emergencies. As outlined earlier in this report, Council provides training for our staff and the community in order to achieve a high level of preparedness for an emergency.

## **8. He Whaiwhakaaro Considerations**

### **8.1 Mahere Pūtea Financial/budget considerations**

The costs associated with the recommendations of this report are part of our budgeted operations. There is no significant additional financial impact on ratepayers that cannot be incorporated in the Council’s Long term Planning.

### **8.2 Kaupapa Here me ngā Hiraunga Whakariterite Policy and planning implications**

The recommended actions are consistent with our existing policies and plans. They align with our responsibilities under the CDEM Act and our commitment to community safety and resilience.

### **8.3 Tūraru Risks**

There are no major risks associated with the decisions or matters discussed in this report. However failure to adhere to the core principles and key objectives of the legislation would present a significant risk in respect of community trust and confidence risk in their elected leadership.

### **8.4 Te Whaimana Authority**

The Council has the authority to implement the recommended actions under the CDEM Act and our existing policies and plans.

## **9. Te Whakakapinga Conclusion**

The Rotorua CDEM team continues to work diligently to ensure the safety and well-being of our community. We are proud of our achievements over the past year and are committed to addressing the areas for improvement identified in the recent audit as part of our ongoing operations.

The Rotorua team has built an excellent working relationship with our colleagues across the region. We enjoy a particularly warm and close working relationship with staff in the EMBOP team with a high level of mutual respect.

We will continue to fulfil our legislative responsibilities and ensure that our operations align with the national strategy and national plan for CDEM operations.



## Appendix 1 Top Tips for Elected Representatives



DEPARTMENT OF THE  
PRIME MINISTER AND CABINET  
TE TARI O TE PIRIMIA ME TE KOMITI MATUA



# TOP TIPS for Elected Representatives

### *Before an Emergency*

- Understand the risks and community vulnerabilities in your local area.
- Know the key emergency management personnel before, during and after an emergency (i.e. CDEM professional lead, Controller, Recovery Manager).
- Take an active interest in your council emergency management arrangements and CDEM Joint Committee decisions.
- Mayors – know your CDEM response arrangements – particularly for declaration and recovery transition.
- Mayors – get to know your MCDEM Regional Emergency Management Advisor.

### *During an Emergency*

- Focus on providing confidence and assurance for your communities.
- Keep controllers informed of escalating issues.
- Champion the response efforts – ensure your communities understand there are arrangements to help them.
- Direct people in need to the Response arrangements rather than try to solve issues individually.
- Make sure you take breaks and reconnect with your family.



## **Appendix 2**

### **Summary of Specific Changes**

### **Emergency Management Bill**

#### **1. Increasing the resilience of critical infrastructure**

##### ***Updating terminology and definition of Critical Infrastructure (Clause 5)***

The Bill replaces the terminology 'Lifeline Utilities' with 'Critical Infrastructure', which is more fit for purpose and reflects international practice. The Bill also includes a definition of 'Critical Infrastructure' that encompasses services that are essential for everyday life and is aligned with international best practice.

##### ***Specifying critical infrastructure sectors and entities (Clauses 50 and 51)***

The Bill will enable specifying the critical infrastructure sectors and entities via a notice made by the Minister in the New Zealand Gazette. Under current law this can only be achieved through the legislative 'Order in Council' process. The new process will allow for greater responsiveness to changes through more streamlined and agile systems and processes.

##### ***Requirement for critical infrastructure entities to develop response plans (Clause 54(1))***

The Bill introduces a new requirement for critical infrastructure entities to develop, or contribute to the development of, sector-specific plans for responding to and recovering from emergencies. This provision will enable an effective and efficient response to major disruptions to services. Under the current framework the only legally binding plan in respect of critical infrastructure and services is the National Fuel Plan.

##### ***Critical infrastructure planning emergency levels of service (Clause 57)***

The Bill introduces a requirement for critical infrastructure entities to establish and publicly state their planning emergency levels of service. The current duty for lifeline utilities to "ensure that [they are] able to function to the fullest possible extent, even though this may be at a reduced level, during and after an emergency" is vague and not measurable.

##### ***Critical infrastructure annual compliance reporting (Clause 58)***

The Bill introduces a requirement for critical infrastructure entities to report annually to the Director of Emergency Management and their regulatory agencies. Currently, critical infrastructure entities are not required to report on how well their organisations are meeting their obligations under the CDEM Act.

#### **2. Enabling equitable outcomes for communities disproportionately impacted by emergencies**

##### ***Enabling equitable outcomes (Clause 76)***

The Bill requires Emergency Management Committees (currently CDEM Groups) to engage with representatives of communities likely to be disproportionately impacted by emergencies in the development of their Emergency Management Committee Plan. This will require Emergency Management Committees to identify and then engage with communities in their area that are likely to be disproportionately impacted by emergencies.

This will ensure that the needs of people and communities disproportionately impacted by emergencies are included at the outset. Emergencies amplify existing inequalities across a number of indicators. This change represents a way to better provide for the needs of communities disproportionately impacted by emergencies.

#### **3. Modernising the legislative design, including establishing a more responsive regulatory framework for setting standards.**

***National Emergency Management Plan no longer an Order in Council***

The prescriptive form of the current legislation has created issues in terms of enabling the responsiveness and durability of systems, processes, roles, and responsibilities. The Bill empowers the Minister for Emergency Management to approve a new or revised National Emergency Management Plan.

The current CDEM Act requires the National CDEM Plan to be made by Order in Council. However, as the primary role of the National Plan is to explain and draw together arrangements that exist across the legislation system, it does not require legislative effect. This change will enable greater responsiveness and ensure that the Plan can be kept up to date. The National Emergency Management Plan will be published in the New Zealand Gazette, and on a publicly available internet site.

### ***Director's power to make rules***

The Bill empowers the Director of Emergency Management (the Chief Executive of NEMA) to make rules prescribing matters of detail and procedure in relation to the emergency management system. Rules would be made as required to cover administrative, operational, and technical matters during 'peacetime' only - such as specifying forms, setting qualification standards, and prescribing requirements for maintaining and operating warning systems. The Director could not, for example, prescribe rules to modify emergency powers available under a state of emergency.

The emergency management rules would be made by the Director following a process that includes consultation with partners and stakeholders (including iwi and Māori, and local authorities). The key advantage of the rules approach is that it helps ensure that the legal framework keeps up-to-date with technical and operational advances in emergency management. For example, as technical standards for warning systems change the Director will be able to update the rules expediently.

This rules-based approach is already being used in other sectors. For example, the relevant chief executives are empowered to make rules under the Customs and Excise Act 2018 and the Education and Training Act 2020.

### ***Climate change and definition of emergencies (Schedule 2(3))***

The Bill includes the Climate Change Response Act 2002 in the list of relevant legislation for Emergency Management Committees to promote and raise public awareness of, and to monitor and report on compliance with provisions relevant to the purpose of the Bill. To reflect the impact of climate change and work currently happening across government, the inclusion of this relevant legislation in the Bill serves as an acknowledgement of the effects of climate change as an exacerbator of hazards and risks.

### ***Offences and Penalties (Clauses 125 to 132)***

The Bill updates the offences and penalties regime to ensure it is fit for purpose. The penalties set out in the CDEM Act have not been updated since 2002, and there is scope for the maximum amounts to be increased in line with other legislation. The Bill also introduces an infringement offence regime, which will provide an additional tool for requiring compliance in emergency situations.

### ***Naming conventions: shifting from 'Civil Defence Emergency Management' to 'Emergency Management' (Clauses 4(2) and 5(2) of Schedule 1)***

The Bill provides an opportunity to update naming conventions in the current CDEM Act to better reflect the modern understanding of Civil Defence and Emergency Management – which are two separate but related functions. Civil Defence is about the empowerment and mobilisation of communities to look after themselves in a civil emergency. The role of Emergency Management during an emergency is to coordinate the response effort – including both professional agencies and local communities. Emergency Management staff also have a role in helping communities to build a Civil Defence capacity and capability.

The Bill replaces the term 'Civil Defence Emergency Management' in the Act with 'Emergency Management'. This change is consistent with international practice and reflects a progressive change already underway in New Zealand.

***The Bill also updates other terminology:***

- *Civil Defence Emergency Management Group becomes Emergency Management Committee.*
- *Co-ordinating Executive Group becomes Emergency Management Co-ordinating Executive.*
- *Group Controllers become Area Controllers.*

**4. Recognising and enhancing the role of Māori in emergency management*****Māori members on Emergency Management Committees and Co-ordinating Executive (Clauses 26, 33 and 144)***

The Bill includes a requirement to have one or more Māori members on both Emergency Management Committees, and Emergency Management Co-ordinating Executives (currently the CDEM Group and Co-ordinating Executive Group). The Bill enables regulations to prescribe locally appropriate appointment mechanisms for members, which will be developed with Māori and local government. However, where decisions cannot be agreed or are not made, the Bill includes a Ministerial backstop for appointments to be made.

***National Māori Emergency Management Advisory Group (Clauses 20 and 21)***

The Bill enables the appointment of a National Māori Emergency Management Advisory Group. This Group will advise the Director of Emergency Management (Chief Executive of NEMA) on Māori interests, and knowledge relevant to emergency management. This includes advising on NEMA's role as it relates to the delivery of positive outcomes for Māori through the emergency management system.

***Treaty of Waitangi / Te Tiriti o Waitangi clause (Clause 4)***

The Bill includes a descriptive Treaty of Waitangi / Te Tiriti o Waitangi clause. The clause expressly references the Crown's Treaty responsibilities and describes how these are given effect to in the emergency management context. It also gives effect to proposals which aim to strengthen the role of Māori.

***Emergency Management Committees are not a Person Conducting a Business or Undertaking (PCBU) (Clause 32)***

To ensure the Māori members of Emergency Management Committees (currently CDEM Groups) have the same protection from liability as elected members, the Bill clarifies that an Emergency Management Committee is not a PCBU for the purposes of the Health and Safety at Work Act 2015 (HSWA). Currently, members of territorial authorities elected in accordance with the Local Electoral Act 2002 are excluded from liability. However, this would not extend to the proposed Māori members. If Emergency Management Committees are not PCBUs, then all members will be treated the same and will, therefore, not be exposed to liability.

***Requirement for Emergency Management Committees to recognise and plan for the needs and contribution of Māori (Clause 29(1))***

The Bill establishes new responsibilities for Emergency Management Committees (currently CDEM Groups) to recognise and plan for the needs and contribution of iwi and Māori in their area. Emergency Management Committees will be required to collaborate with Māori and iwi in the development of Emergency Management Committee plans. The Bill also requires Emergency Management Committees to establish systems and processes to ensure they have the capacity and capability to engage with iwi and Māori.

***Inclusion of Māori in the National Emergency Management Plan (Clause 67(1))***

The Bill introduces a requirement for the National Emergency Management Plan (currently the National Civil Defence Emergency Management Plan Order 2015) to include the role of Māori in emergency management. Iwi and Māori play an important role in the emergency management system, and this needs to be reflected in the National Emergency Management Plan.

***Permanent legislative authority to reimburse iwi and Māori organisations (Clause 149)***

The Bill updates the permanent legislative authority so that iwi and Māori organisations can be reimbursed directly for welfare costs incurred during an emergency. This will reduce the burden of administration, and

increase the security and confidence of iwi and Māori organisations to continue performing essential activities in an emergency.

Iwi and Māori carry out vital work in ensuring the welfare of their people, and those in the communities surrounding them. Iwi and Māori entities often incur similar costs as local authorities in an emergency response and are currently unable to access reimbursements directly from Government. Instead, they are required to lodge claims with local authorities, who in turn, request reimbursement from the Government.

## **5. Clarifying roles and responsibilities across the sector**

### ***Clarifying the roles and responsibilities of Emergency Management Committees and local authorities (Clauses 29 and 37)***

To improve role clarity, the Bill specifies the distinct and separate functions of local authorities, and Emergency Management Committees (currently Civil Defence Emergency Management (CDEM) Groups).

The Bill clarifies that:

- Emergency Management Committees are responsible for regional co-ordination and governance
- Local authority members are responsible for delivering local emergency management in their communities, and for participating in the Emergency Management Committees.

### ***Clarifying the administering authority process (Clause 35)***

The Bill enables greater flexibility for who can act as an administering authority for Emergency Management Committees (currently CDEM Groups). The Bill further clarifies the processes by which Emergency Management Committees can agree their administering authority. For example, the Bill removes the current requirement that the administering authority can only be changed if the Minister agrees.

### ***Clarifying the roles of the Chief Executive of the National Emergency Management Agency (NEMA), and Director of Emergency Management (Clause 5)***

The Bill sets out that the Chief Executive of the responsible department (currently NEMA) holds the role of Director of Emergency Management. The current legal arrangements for the national statutory role holders require updating to account for NEMA's creation (in 2019) as an autonomous departmental agency with a chief executive. Consistent with the current arrangements, the Director would be able to delegate response and recovery functions and powers to the National Controller, and National Recovery Manager as appropriate.

### ***Confirming the roles of lead and support agencies (Clause 146)***

The Bill includes regulation making powers to confirm the roles and responsibilities of lead and support agencies. The current uncertainty about 'lead agency' contributes to misunderstanding of roles and responsibilities before, during, and following emergencies.

The regulations enabled by the Bill will also:

- establish the mechanisms and criteria by which lead and support agencies are allocated
- provide for the governance of lead and support agencies for their emergency management activities
- specify the triggers and thresholds that determine the lead agency for a specific event.

### ***Ambulance Services (Clauses 5 and 33(1))***

The Bill includes ambulance services in the definition of 'emergency services' to reflect their core role in emergencies. Ambulance services play a vital role in responding to emergency events, but for some reason were not included within the definition of emergency services in the current CDEM Act.

## ROTORUA LAKES COUNCIL

Mayor  
Chair and Members  
INFRASTRUCTURE AND ENVIRONMENT COMMITTEE

### **7.3 Commencement of process to revoke the reserve classification of the land under the Pururu South recreation reserve (Decision Required)**

**Report prepared by:** Richard Lyons, Recreation Planner

**Report reviewed by:** Rob Pitkethley, Manager - Active and Engaged Communities

**Report approved by:** Gina Rangī, Chief Executive Officer (Interim)

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#### **1. TE PŪTAKE PURPOSE**

The purpose of this report is to seek the Committee's approval to commence the process to revoke the reserve classification of the Council owned Pururu South Recreation Reserve at 35 Tarewa Road, legally described as, Tarewa 7B Block (ML 19324) pursuant to Section 24 of the Reserves Act 1977.

#### **2. NGĀ TŪTOHUNGA RECOMMENDATIONS**

- 1. That the report "Commencement of process to revoke the reserve classification of land under the Pururu South Recreation Reserve" is received.**
- 2. That the Committee resolves to commence the process to revoke the reserve status of the Council owned Pururu South Recreation Reserve at 35 Tarewa Road, being Tarewa 7B Block (ML 19324), pursuant to Section 24 of the Reserves Act 1977.**

#### **3. TE TĀHUHU BACKGROUND**

The Rotorua Lakes Council owns a 0.0437-hectare (ha) parcel of land known as the Pururu South Recreation Reserve situated at 35 Tarewa Road in the Rotorua Central area (Attachment 1). This land was vested in the Council in 1964 as a donation from Mr. Pat Ruhi, who at the time offered this property along with part of the Pururu North Reserve to the Council which was duly accepted. Mr. Ruhi's grandson, Mr. Ati Taiatini, has emphasized that the land was gifted to the Council at the time with the specific intention of providing a recreational space for the entire community.

Council has a 'Heads of Agreement' (HoA) document established in partnership with Te Paiaka Lands Trust, and Te Runanga O Ngāti Kearoa Ngāti Tuara that recognises the importance of a number of significant cultural sites to Ngāti Kearoa Ngāti Tuara. These cultural sites include the Pururu North Reserve, Pururu South Reserve and the Karamu Takina Springs among others.

The Karamu Takina Springs as well as having cultural significance also are the primary source of Rotorua's central water supply. The HoA obligates the Council to undertake all requisite measures to

facilitate the return of these lands to the iwi which guarantees the uninterrupted provision of drinking water from the Karamu Takina Springs until the ground water abstraction resource consent expires in 2025. It also provides for maintaining a collaborative approach between Council, Te Paiaka Lands Trust and Ngāti Kearoa Ngāti Tuara in the preparation and submission of a joint application for the renewal of the consent including provisions for easements and authority for the extraction, conveyance, and distribution of drinking water for use by the residents of Rotorua.

The Pururu North Reserve also identified as a significant cultural site in the HoA had its reserve status revoked in 2020.

#### **4. TE MATAPAKI ME NGĀ KŌWHIRINGA DISCUSSION AND OPTIONS**

The Pururu South Recreation Reserve no longer has any value to the Council's open space network. The Reserve had an old unused playground that was removed in 2021 following public consultation. The Reserve is a very small parcel of land very close to the significant Kuirau Park and when considering it against the Open Space Level of Service Policy, there is no compelling reason to maintain Pururu South Reserve as a public recreation area.

The process to revoke the status of a reserve is outlined in Section 24 of the Reserves Act 1977 and includes the following steps:

1. Seek Council approval to initiate the process.
2. Consult with the Minister of Conservation seeking approval in principle.
3. Public submission process, including public hearings if appropriate.
4. Council considers submissions and makes a decision on the revocation proposal.
5. If approved, Council resolution and public submissions provided to the Minister of Conservation for consideration and final decision.
6. If approved, reserve classification revoked via notice in the NZ Gazette.

##### **Option 1: Revocation of Reserve Classification**

The Council can proceed with the process to revoke the reserve classification of the Pururu South Recreation Reserve at 35 Tarewa Road (Tarewa 7B Block, ML 19324), in accordance with Section 24 of the Reserves Act 1977. The Pururu South Recreation Reserve has little if any value to the Council's open space network as assessed under the criteria of the Open Space Level of Service Policy. It has significant cultural significance to Ngāti Kearoa Ngāti Tuara and this is recognised in the Heads of Agreement Council has with these Iwi which also obligates Council to facilitate the return of lands to Ngāti Kearoa Ngāti Tuara. Revoking the reserve classification for Pururu South Reserve will initiate this process and is the recommended option.

##### **Option 2: Retention of Reserve Classification**

The Council cannot begin the revocation process and maintain the reserve status of the Pururu South Recreation Reserve. This small piece of land has no value to the Open Space network and retaining it would require ongoing maintenance costs that impacts on the total open space network maintenance that Council does. There is also a commitment under the HoA between Council, Te Paiaka Lands Trust and Te Runanga O Ngāti Kearoa Ngāti Tuara that Council would facilitate the return of this reserve and this decision would not support this partnership commitment.

## **5. TE TINO AROMATAWAI ASSESSMENT OF SIGNIFICANCE**

The decisions or matters of this report are not considered significant in accordance with the Council's Significance and Engagement Policy.

## **6. NGĀ KŌRERO O TE HAPORI ME TE WHAKATAIRANGA COMMUNITY INPUT/ENGAGEMENT AND PUBLICITY**

Public consultation in accordance with the provisions of the Reserves Act 1977 is required as part of the process to revoke the reserve status.

## **7. HE WHAIWHAKAARO CONSIDERATIONS**

### **7.1 Mahere Pūtea Financial/budget considerations**

There are no financial or budget considerations associated with the decisions in this report.

### **7.2 Kaupapa Here me ngā Hiraunga Whakariterite Policy and planning implications**

Initiating the process to revoke the reserve status for Pururu South Reserve reinforces the Council's strategic priority of supporting genuine partnerships with iwi and mana whenua. Through honouring the HoA, this will also help deliver safe and reliable infrastructure and provide for growth.

### **7.3 Tūraru Risks**

Starting the reserve revocation process in this report will continue to support the mutually beneficial partnership created with Te Paiaka Lands Trust and Te Runanga O Ngāti Kearoa Ngāti Tuara. To not start the revocation would potentially negatively affect our reputation and partnership with these important partners to Council.

### **7.4 Te Whaimana Authority**

Authority for Council to determine any recommendation made in this report stems from the provisions of the Local Government Act 2002 and the Reserves Act 1977.

## **8. NGĀ ĀPITI HANGA ATTACHMENTS**

Attachment 1: Location map of Council Recreation Reserve at 35 Tarewa Place, known as Pururu Reserve South.





## 8. He whakataunga kia hoki atu te aronga o te hui hai hui tūmatawhānui - Resolution to move into public excluded (to consider and adopt confidential items)

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987, for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing of this resolution
Confidential minutes of the meeting held 6 September 2023  Confidential minutes of the meeting held 13 September	Please refer to the relevant clause/s in the open meeting minutes.	Good reason for withholding exists under Section 48(1)(a).
Contract for upgrading filtration and treatment plant at the Rotorua Aquatic Centre	Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.  Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	Section 48(1)(a) Se Section 48(1)(a)          Section 7(2)(h)ction 7(2)(b)(ii)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Sections 6 or 7 of the Act or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item.

## 9. Te Karakia Whakamutunga - Closing Karakia

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Kia whakairia te tapu  
Kia wātea ai te ara  
Kia turuki whakataha ai  
Kia turuki whakataha ai  
Hāumi e. Hui e. Tāiki e!

Restrictions are moved aside  
So the pathway is clear  
To return to every day activities  
To return to every day activities  
Allied, enriched, unified, and blessed