

1. Northland Civil Defence Emergency Management Group

Minutes of the Northland Civil Defence Emergency Management Group Meeting,
held in the Council Chamber, Northland Regional Council,
36 Water Street, Whāngārei, on
Tuesday 4 March 2014 commencing at 11 am

File A619428

Present: Cr J Williamson, Acting Chairman
Cr P Dimery
Cr D Collard (arrived at 11.52am)
Mr A Kerrisk, NZ Fire Service (on behalf)

Observer: Mr G Gallop, MCDEM

In Attendance: Mr T Phipps, NRC
Mr G MacDonald, NRC
Mr D Alderton, NRC
Ms S Morgan, NRC
Ms K Abbott, NRC
Ms C Nyberg, NRC

Also Present: Ms V Randall, WDC
Mr B Hutchinson, FNDC
Mr T Andrews, KDC
Mr J Burt, KDC
Mr A Wells, FNDC
Ms R MacKenzie, Northland Health
Mr P Ballantine, NZ Fire Service

Apologies

Moved (Williamson/Kerrisk)

That the apologies from Mr P Winder (KDC), Supt R Le Prou (NZ Police) and Cr C Kitchen (FNDC), for non-attendance be received.

Carried

Due to the apologies, the CDEM Group sat as a committee.

Declaration of Conflict of Interest

There were no declarations of conflicts of interest in any items of business.

1. Confirmation of Minutes – 4 March 2014

A644245

Moved (Williamson/Dimery)

1. That the minutes of the Northland CDEM Group meeting, held on 4 March 2014, be confirmed as a true and correct record.

Carried

2. Capability Assessment Review of Northland CDEM arrangements

A644257

Report from Graeme MacDonald, CDEM Senior Programme Manager dated 18 May 2014

Moved (Dimery/Kerrisk)

1. That the report, Capability Assessment, by Graeme MacDonald, CDEM Senior Programme Manager, dated 18 May 2014 be received.
2. That the presentation from Greg Gallop, MCDEM Regional Emergency Management Advisor be received and the content noted.

Carried

3. Ministry of Civil Defence & Emergency Management Work Programme update

A644800

Report from Greg Gallop, MCDEM Regional Emergency Management Advisor dated 26 May 2014.

Moved (Williamson/Kerrisk)

1. That the report Ministry of Civil Defence Emergency Management Work Programme update, by Greg Gallop, MCDEM Regional Emergency Management Advisor and the attachments, dated 26 May 2014, be received.
2. That the CEG prepare a draft response on the Review of the National CDEM Plan and Guide and circulate it to the CEG and CDEM Group for consideration and that the CDEM chair submits it to MCDEM.

Carried

4. Resilience Fund Projects update

A644258

Report from Graeme MacDonald, CDEM Senior Programme Manager dated 16 May 2014.

Moved (Williamson/Kerrisk)

1. That the report Resilience Fund report by Graeme MacDonald, CDEM Senior Programme Manager and dated 16 May 2014 be received.
2. That the change in dates for the Resilience Fund applications be noted and that the authority for approval of applications for the 2015/16 year be delegated to the CEG Chair.

Carried

5. Coordinating Executive Group - Chair's Report

A644201

Report from Tony Phipps, CEG Chair and Group Controller dated 17 May 2014.

Moved (Williamson/Dimery)

1. That the report, Coordinating Executive Group – Chair's Report by Tony Phipps, CEG Chair and Group Controller, dated 16 May 2014 be received.

Carried

6. Draft Work Programme

A644261

Report from Graeme MacDonald, CDEM Senior Programme Manager dated 21 May 2014.

Moved (Williamson/Kerrisk)

1. That the Draft Work Programme report by Graeme MacDonald, CDEM Senior Programme Manager dated 21 May 2014 be received.
2. That the work programme progress be noted.

Carried

7. CDEM Group Funding

A644265

Report from Graeme MacDonald, CDEM Senior Programme Manager dated 21 May 2014.

Moved (Williamson/Dimery)

1. That the report CDEM Group Funding by Graeme MacDonald, CDEM Senior Programme Manager dated 15 May 2012 be received.
2. That the CDEM Group recommends the extension of the Community Resilience Coordinator (FTE) for a further 12 months and recommends approval for up to \$60,000 funding from existing CDEM reserves.

Carried

8. Welfare Advisory Group Update

A644267

Report from Claire Nyberg, Welfare Advisory Group Chair, dated 12 May 2014.

Moved (Collard/Dimery)

1. That the report Welfare Advisory Group update by Claire Nyberg, Civil Defence Officer and dated 12 May 2014, be received.

Carried

9. Emergency Management Information System (EMIS) Update

A644269

Report from Victoria Randall, CDEM Officer, Whangarei District Council dated 9 May 2014.

Moved (Dimery/Williamson)

1. That the report Emergency Management Information System (EMIS) Update by Victoria Randall, Civil Defence Officer, Whangarei District dated 9 May 2014, be received.
2. That the Northland CDEM Group representative on the National EMIS User Group be confirmed as Victoria Randall.
3. That the Northland Coordinating Executive Group continues to advocate for and support a nationally consistent approach to the EMIS.

Carried

10. Electronic Community Response Plans (eCRP's)

A644272

Report from Shona Morgan, CDEM Officer – Community Resilience dated 13 May 2014.

Moved (Williamson/Kerrisk)

1. That the report Electronic Community Response Plans (eCRP's) by Shona Morgan, CDEM Officer – Community Resilience and dated 13 May 2014, be received.

Carried

11. Northland CDEM Forum 2014

A644273

Report from Kim Abbott, CDEM Officer dated 12 May 2014.

Moved (Kerrisk/Collard)

1. That the report 2014 Northland CDEM Forum by Kim Abbott, Civil Defence Emergency Management Officer and dated 12 May 2014, be received.

Carried

12. Far North District Update

A644275

Report from Bill Hutchinson, Civil Defence Coordinator, Far North District Council dated 15 May 2014.

Moved (Collard/Williamson)

2. That the Far North District Update from Bill Hutchinson, FNDC Civil Defence Coordinator dated 15 May be received.

Carried

13. Kaipara District Update

A644276

Report from Trevor Andrews, Emergency Management Officer, Kaipara District Council dated 16 May 2014.

Moved (Williamson/Kerrisk)

1. That the Kaipara District Update by Trevor Andrews, Emergency Management Officer, dated 3 June 2014 be received.

Carried

14. Whangarei District Update

A644277

Report from Victoria Randall, Civil Defence Officer Whangarei District Council dated 9 May 2014.

Moved (Williamson/Collard)

1. That the report Whangarei District Update by Victoria Randall Civil Defence Officer, Whangarei District dated 9 May 2014, be received.

Carried

15. Youth in Emergency Services (YES) Update

A644784

Report from Shona Morgan, CDEM Officer – Community Resilience dated 9 May 2014.

Moved (Williamson/Dimery)

1. That the report Youth in Emergency Services (YES) Update by Shona Morgan, CDEM Officer - Community Resilience and dated 9 May 2014, be received.

Carried

16. Vulnerable Groups Update

A644279

Report from Shona Morgan, CDEM Officer – Community Resilience dated 9 May 2014.

Moved (Williamson/Collard)

1. That the Vulnerable Groups Update by Shona Morgan CDEM Officer – Community Resilience, and dated 9 May 2014, be received.

Carried

17. Northland Business Continuity Workshop Programme

A644281

Report from Kim Abbott, CDEM Officer dated 14 May 2014.

Moved (Williamson/Kerrisk)

1. That the report 2014 Northland Business Continuity Workshop Programme by Kim Abbott, Civil Defence Emergency Management Officer and dated 14 May 2014, be received.

Carried

18. Northland Tsunami Siren Testing

A644284

Report from Victoria Randall, Bill Hutchinson and Trevor Andrews, Civil Defence Officers, Whangarei, Far North and Kaipara districts dated 6 May 2014.

Moved (Williamson/Collard)

1. That the report Northland Tsunami Siren Testing by Victoria Randall, Bill Hutchinson, Trevor Andrews, Civil Defence Officers, Whangarei, Far North and Kaipara dated 6 May 2014, be received and that a further report on the faulty alarms be made to the next meeting.

Carried

Next Meeting

The next meeting of the Northland Civil Defence Emergency Management Group is to be held at the Northland Regional Council, 36 Water Street, Whangarei, on Tuesday 2 September 2014, commencing at 9.30am.

Conclusion

The meeting closed at 12.37pm.