



NORTHLAND CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP EXTRAORDINARY MEETING

AGENDA

TUESDAY 22 DECEMBER 2015 – 11AM

Northland Civil Defence Emergency Management Group "Resilient Communities Together"

NORTHLAND DISTRICT HEALTH BOARD
Te Pouri Hauora A-Rohia O Te Tai Tokerau



NORTHLAND REGIONAL COUNCIL



Far North District Council



Kaipara DISTRICT
Kaipara Te Whangarei - Te Opeke Te Whangarei

WHANGAREI DISTRICT COUNCIL



St John
first to care



Department of Conservation
Te Papa Atawhai

Ministry of Civil Defence & Emergency Management
Te Rōkū Whakamāramaru

TITLE: Approval of Northland CDEM Group plan

ID: A806912

To: Northland CDEM Group Extraordinary Meeting, 22 December 2015

From: Graeme MacDonald, Civil Defence Emergency Management Manager

Date: 17 December 2015

Summary:

At the 1 December meeting of the Northland CDEM Group the attached report was received and the resolutions below passed -

1. That the report ' Approval of the Northland CDEM Group plan' by Graeme MacDonald, CDEM Manager, dated 16 November 2015, be received.
2. That the minutes of the Hearings Committee, Northland Civil Defence Emergency Management Group plan, be received.
3. That the recommendations by the Hearings Committee to make alterations to the plan as a result of submissions made, be received and accepted.
4. That the approval and adoption of the Northland Civil Defence Emergency Management Group plan 2016-2021 be deferred until receipt of formal comments from the Minister.

On the 9 December the comments (Attachment 2) were received from the Minister of Civil Defence, Hon Nikki Kaye.

The comments relate to including names of Controllers, Welfare Managers and Recovery Managers into the plan. Changes to the plan will accommodate this request.

Recommendations:

1. That the report 'Approval of the Northland CDEM Group plan' by Graeme MacDonald, Civil Defence Emergency Management dated 22 December 2015, be received.
 2. That the comments from the Minister of Civil Defence be received.
 3. That the Northland Civil Defence Emergency Management Group plan 2016 – 2021 be approved and adopted.
-

TITLE: **Approval of Northland CDEM Group plan**

ID: A798505

To: Northland CDEM Group, 1 December 2015

From: Graeme MacDonald, Civil Defence Emergency Management
 Manager

Date: 16 November 2015

Summary:

The purpose of this report is to update the committee on the submissions and hearings process of the Northland Civil Defence Emergency Management Group Plan 2016-2021 (proposed plan) and to recommend that the plan be approved.

The procedure for approving Civil Defence Group plans is provided for in section 52, Civil Defence Emergency Management Act 2002. The report also includes an outline of the activities completed to ensure compliance with the Act.

The Northland Civil Defence Emergency Management Group proposed plan was approved by the joint committee for consultation at the September meeting and a timeline leading to the final approval by the Group was agreed.

The proposal to make the Northland CDEM Group plan was publicly notified through a series of advertisements in local and regional newspapers. The notification outlined the submission process and submission period that ran from 4 September until 6 November 2015. The legislation requires at least a 30 day period for submissions. Copies of the proposed plan were forwarded to all those organisations having a key role in Civil Defence Emergency Management in Northland including those identified in the plan.

The proposed plan was sent to the Minister of Civil Defence on 3 September 2015 in accordance with Section 40, Civil Defence Emergency Management Act requesting comments from the Minister

Submissions closed on 6 November with four written submissions being lodged. Numerous comments were received on the plan from various sources. The appointed hearings committee met and considered the submissions on 12 November and made decisions regarding the submissions where necessary. A copy of the minutes of the Hearings Committee is attached.

Ministry of Civil Defence & Emergency Management (MCDEM) were forwarded the proposed plan on 3 September. A letter containing the formal comments was received from the Director on 18 November 2015. Comments made by the Ministry were taken into consideration and where appropriate changes have been incorporated into the plan. (It should be noted that prior to the closing of submissions and the hearings informal comments had been received from MCDEM).

MCDEM officials also requested that the plan that had been finalised after submissions and comments from the Ministry be forwarded to the Minister for further comments prior to consideration for approval by the CDEM Group.

Letters have been forwarded to those that made submissions outlining the outcome of the hearings committee's decisions.

The Northland CDEM Group plan has now reached the stage where it can be formally approved by the group in accordance with Section 48, Civil Defence Emergency Management Act 2002 which states:

“Every Civil Defence Emergency Management Group must prepare and approve a civil defence emergency management group plan.”

The formal approval should be made subject to any comment or recommendations pending from the Minister.

Recommendations:

1. That the report ‘Approval of the Northland CDEM Group plan’ by Graeme MacDonald, Civil Defence Emergency Management dated 16 November 2015, be received.
 2. That the minutes of the Hearings Committee, Northland Civil Defence Emergency Management Group plan be received.
 3. That the recommendations by the hearings committee to make alterations to the plan as a result of submissions made be received.
 4. That the Northland Civil Defence Emergency Management Group plan 2016 – 2021 be approved and adopted.
-



Office of Hon Nikki Kaye

MP for Auckland Central

Minister for ACC

Minister of Civil Defence

Minister for Youth

Associate Minister of Education

09 DEC 2015

Colin Kitchen
Chair
Northland CDEM Group
Northland Regional Council
Private Bag 9021
WHANGAREI 0140

Dear Councillor Kitchen

Thank you for your letter dated 20 November 2015 submitting the revised Northland Civil Defence Emergency Management Group Plan (the Plan) for my comment.

I have been informed that the Northland Civil Defence Emergency Management Group (the Group) has consulted this plan with agencies involved in Civil Defence Emergency Management (CDEM) and the communities of the Northland region, as required under the CDEM Act 2002.

The Ministry of Civil Defence & Emergency Management (MCDEM) has advised me that it has provided you with comments and guidance on the proposed plan and I note that some of these have been taken into account. However it appears that the Northland Civil Defence Emergency Management Group (the Group) has chosen not to name the Group Controller and at least one alternative, and the names of any local controllers in the Plan. This is an important component of the Plan as it provides increased accountability and clarity afforded to those with the responsibility in these roles. I would also recommend that Recovery and Welfare Managers are named in the Plan.

I am satisfied that when the key appointments are named in the Plan that it will meet the requirements of section 49 (2) of the CDEM Act 2002 and the Director's Guideline on CDEM Group Planning.

I have no further comments to make on the final plan other than to encourage the Group to ensure that any Group documents referenced in the Plan are completed and implemented as soon as practicable. I understand the Group intends to adopt the Plan in March 2016, and I would ask that the Group provide MCDEM with a copy of the final Plan at that time.

I commend the Group's enthusiasm and commitment to CDEM issues. The work that you do is fundamental to our achieving a resilient New Zealand.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Nikki Kaye'.

Hon Nikki Kaye
Minister of Civil Defence