

# **NORTHLAND CIVIL DEFENCE EMERGENCY MANAGEMENT CO-ORDINATING EXECUTIVE GROUP**

---

Minutes of the Northland CDEM Coordinating Executive Group Meeting,  
held in the Council Chambers, Northland Regional Council,  
36 Water Street, Whangārei, on  
Tuesday, 1 March 2016 commencing at 9.30 am

---

**Present:**

- Northland Regional Council** – Mr T Phipps (Chair)
- Whangārei District Council** – Mr S Weston
- Far North District Council** – Ms J Robson
- Kaipara District Council** – Mr J Burt
- NZ Fire Service** – Mr A Kerrisk
- Northland District Health Board** – Mr M Goodman
- Northland Police** – Inspector M Ruth
- Northland Lifelines Group** – Mr R Watson
- Welfare Coordination Group Chair** – Ms C Nyberg

**Also Present:**

- Northland District Health Board** – Ms Jo Dowies
- NZ Fire Service** – Mr B Mosby
- Far North District Council** – Mr B Hutchinson
- Far North District Council** – Cr C Kitchen
- Far North District Council** – Ms Ann-Marie Houg-Lee
- Far North District Council** – Mr A Wells
- Whangārei District Council** – Ms V Randall
- Whangārei District Council** - Mr P Dell
- Kaipara District Council** – Ms S Douglas
- Northland Regional Council** – Ms K Abbott
- Northland Regional Council** - Mr G MacDonald
- Northland Regional Council** – Ms S Botting
- Northland Regional Council** - Mr M Soljak
- Northland Regional Council** – Ms S Morgan

## **Apologies**

### **Moved (Phipps/)**

That the apologies from Ms V McLaughlin, Dr C Mills and Mr J Titmus for non-attendance be received.

**Carried**

## **Declaration of Conflict of Interest**

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

## **1.1 Northland CDEM Coordinating Executive Group agenda – items for information and discussion**

**A821899**

**Moved (Phipps/Kerrisk)**

That the reports as listed be received:

1. Confirmation of Minutes of Northland Coordinating Executive Group meeting 1 December 2015, from Graeme MacDonald, Civil Defence Emergency Management Manager, dated 19 February 2016.
2. Exercise Tangaroa report from Graeme MacDonald, Civil Defence Emergency Management Manager, dated 12 February 2016.
3. Resilience Fund review report from Graeme MacDonald, Civil Defence Emergency Management Manager, dated 13 February 2016.
4. Coordinating Executive Group Chairs report from Tony Phipps, CEG Chair and Group Controller, dated 18 February 2016.
5. Membership of the CDEM Group, CEG and key appointments report from Tony Phipps, CEG Chair and Group Controller, dated 15 February 2016.
6. Work programme and budget report from Graeme MacDonald, Civil Defence Emergency Management Manager, dated 13 February 2016.
7. Professional Development and Training report from Kim Abbott, Emergency Management Officer, dated 17 February 2016.
8. Emergency Management Information System (EMIS) update from Victoria Randall, Civil Defence Emergency Management Officer, Whangārei District, dated 12 February 2016.
9. Recovery report from Steve McDowell, Northland CDEM Group Recovery Manager, dated 12 February 2016.
10. Welfare Coordination Group update from Claire Nyberg, Welfare Coordination Group Chair, dated 12 February 2016.
11. Far North District Council update from Bill Hutchinson, Civil Defence Team Leader, Far North District, dated 17 February 2016.
12. Whangārei District Council update from Victoria Randall, Civil Defence Emergency Management Officer, Whangārei District, dated 12 February 2016.
13. Kaipara District Council update from Sharon Douglas, Civil Defence Emergency Management Officer, Kaipara District, dated 16 February 2016.
14. Community Resilience Projects update from Shona Morgan, Civil Defence Emergency Management Officer, Community Resilience, dated 18 February 2016.

**Carried**

## **15. Alerting technology update and proposal for change**

**A821916**

**Report from Murray Soljak and Kim Abbott, Civil Defence Emergency Management Officers, dated 17 February 2016.**

### **Moved (Phipps/Weston)**

1. That the report 'Alerting technology update and proposal for change' dated 17 February 2016, from Murray Soljak and Kim Abbott, Emergency Management Officers, be received.
2. That the CEG approves the discontinuation of the OPTN text alert service by the Northland CDEM Group.
3. That the adoption of the Red Cross Hazard app as a replacement, with appropriate training and migration/recruitment activity proceed as outlined.

**Carried**

### **Actions/Notes**

#### **Item 5.0 – Membership of the CDEM Group, CEG and key appointments**

Medical Health Officer Virginia McLaughlin to be added under the Membership of the Coordinating Executive Group.

#### **Item 6.0 – Work programme and budget**

An update on the progress of the work programme to be provided at each meeting.

### **Next Meeting**

The next meeting of the Northland Civil Defence Emergency Management, Coordinating Executive Group is to be held at the Northland Regional Council, 36 Water Street, Whangārei on Tuesday 7 June 2016 commencing at 9.30am.

### **Conclusion**

The meeting closed at 10:40pm