

# Northland Civil Defence Emergency Management Group

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Minutes of the Northland Civil Defence Emergency Management Group Meeting,  
held in the Council Chamber, Northland Regional Council,  
36 Water Street, Whangārei, on  
Tuesday, 7 March 2017 commencing at 11:00 am

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File A904071

**Present:**

- Far North District Council** – Cr C Kitchen (Chairman)
- Whangarei District Council** – Mayor S Mai
- Northland Regional Council** – Cr R Stolwerk
- Kaipara District Council** – Cr J Larsen
- NZ Police** – Inspector M Ruth (alternate)
- NZ Fire Service** – Mr B Mosby (alternate)

**Observer:**

- MCDEM** – Ms B Vercoe
- MCDEM** – Mr S Bayley

**Also Present:**

- Northland Regional Council** – Mr T Phipps
- Northland Regional Council** – Mr G MacDonald
- Northland Regional Council** – Ms C Nyberg
- Northland Regional Council** – Ms S Botting
- Northland Regional Council** – Ms C Niblock
- Northland Regional Council** – Mr M Soljak
- Northland Regional Council** – Ms S Morgan
- Kaipara District Council** – Ms S Douglas
- Kaipara District Council** – Mr J Burt
- Far North District Council** – Ms J Robson
- Far North District Council** – Mr A Wells
- Whangarei District Council** – Ms V Randall
- Whangarei District Council** – Mr S Weston
- Northland Lifelines Group** – Mr R Watson

There was 1 other noted as present.

## Apologies

### Moved (Mai/Stolwerk)

That the apologies from Superintendent R Le Prou and Mr K Gregory for non-attendance be received.

**Carried**

## Declaration of Conflict of Interest

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

## 1.0 Confirmation of Minutes – 6 December 2016

A924133

### Moved (Mai/Stolwerk)

1. That the minutes of the Northland Civil Defence Emergency Management Group meeting held on 6 December 2016 be confirmed as a true and correct record.

**Carried**

## **2.0 Membership of the CDEM Group, CEG and key appointments**

**A924134**

**Report from Tony Phipps, CEG Chair dated 15 February 2017**

**Moved (Mai/Stolwerk)**

1. That the report 'Membership of the CDEM Group, CEG and key appointments', by Tony Phipps, CEG Chair, dated 15 February 2017 be received.
2. That Mr Andrew Venmore be appointed Local Controller for the Whangarei District Council pursuant to Section 27(1) of the Civil Defence Emergency Management Act 2002.

**Carried**

## **3.0 Ministry of Civil Defence Emergency Management Monthly Update**

**A924136, A924137**

**Report from Graeme MacDonald, CDEM Manager dated 17 February 2017**

**Moved (Stolwerk/Larsen)**

1. That the report 'MCDEM Monthly Update' by Graeme MacDonald, CDEM Manager, dated 17 February 2017 be received.

**Carried**

*Secretarial Note: Nominations for the 2017 CDEM Awards to go through Graeme MacDonald and must be evidence based.*

## **4.0 Fire and Emergency New Zealand (FENZ) 'Day 1 Blueprint'**

**A924139, A924140**

**Report from Brad Mosby, Area Commander NZ Fire Service dated 17 February 2017**

**Moved (Larsen/Stolwerk)**

1. That the report 'Fire and Emergency New Zealand – Day 1 Blueprint' by Brad Mosby, Area Commander NZ Fire Service, dated 17 February 2017 be received.

**Carried**

## **5.0 Coordinating Executive Group Chairs Report**

**A924141**

**Report from Tony Phipps, CEG Chair and Group Controller dated 19 February 2017**

**Moved (Ruth/Mai)**

1. That the report 'Coordinating Executive Group Chairs Report' by Tony Phipps, CEG Chair, dated 19 February 2017 be received.

**Carried**

*Secretarial Note: Shane Bayley confirmed he will take back to the Minister our concerns regarding National Projects being included in the resilience funding such as the Integrated Training Framework.*

## **6.0 Emergency Management Information System (EMIS) Update A924154**

**Report from Victoria Randall, CDEM Officer – Whangārei District dated 14 February 2017**

**Moved (Stolwerk/Phipps)**

1. That the report 'Emergency Management Information System (EMIS) Update' by Victoria Randall, CDEM Officer – WDC, dated 14 February 2017 be received.

**Carried**

## **7.0 Northland Lifelines Group A924159**

**Report from Kim Abbott, CDEM Officer, dated 15 February 2017**

**Moved (Larsen/Mosby)**

1. That the report 'Northland Lifelines Group' by Kim Abbott, CDEM Officer, dated 15 February 2017 be received.

**Carried**

## **8.0 Welfare Coordination Group Update A924166, A924168**

**Report from Clair Nyberg, Welfare Coordination Group Chair, dated 13 February 2017**

**Moved (Mai/Larsen)**

1. That the report 'Welfare Coordination Group Update' by Claire Nyberg, Welfare Coordination Group Chair, dated 13 February 2017 be received.
2. That the '2017 Welfare Coordination Group Work Plan' be received.

**Carried**

## **9.0 Community Resilience Projects A924177**

**Report from Shona Morgan, Community Resilience Coordinator, dated 17 February 2017**

**Moved (Mosby/Stolwerk)**

1. That the report 'Community Resilience Projects' from Shona Morgan, Community Resilience Coordinator, dated 17 February 2017 be received.

**Carried**

*Secretarial Note: Provide the group a strategy for increasing engagement at the next meeting. Cr Stolwerk noted he is interested in attending more community meetings.*

## **10. Professional Development and Training**

**A924182**

**Report from Kim Abbott, CDEM Officer, dated 17 February 2017**

**Moved (Kerrisk/Stolwerk)**

1. That the report 'Professional Development and Training' by Kim Abbott, CDM Officer, dated 17 February 2017 be received.

**Carried**

## **11. Public Information Management (PIM) Update**

**A924184**

**Report from Murray Soljak, Public Information Project Officer and Susan Botting, Public Information Officer, dated 17 February 2017**

**Moved (Mosby/Ruth)**

1. That the report 'Public Information Management (PIM) Update by Murray Soljak, PIM Project Officer and Susan Botting, PIM Officer, dated 17 February 2017 be received.

**Carried**

*Secretarial Note: It was noted the CDEM Forum is to be held 17 May at Forum North. B Mosby to request local NZ Fires presence at forum.*

## **12. Recovery Legislation and Implementation**

**A924189**

**Report from Graeme MacDonald, CDEM Manager, dated 17 February 2017**

**Moved (Mai/Stolwerk)**

1. That the report 'Recovery Legislation and Implementation' from Graeme MacDonald, CDEM Manager, dated 17 February 2017 be received.
2. That the Northland CDEM Group appoints Graeme MacDonald and Steve McDowell as Group Recovery Managers pursuant to Section 29 Civil Defence Emergency Management Amendment Act 2016.

**Carried**

### **12.0A Supplementary Item: Civil Defence Emergency Management Act – Transition Notice**

**A924223**

**Report from Graeme MacDonald, CDEM Manager, dated 28 February 2017**

**Moved (Mai/Stolwerk)**

1. That the report 'Civil Defence Emergency Management Amendment Act' from Graeme MacDonald, CDEM Manager, dated 28 February 2017 be received.
2. That the Northland CDEM Group appoints the Chairperson of the Northland CDEM Group pursuant to Section 25 (1)(b) Civil Defence Emergency Management Amendment Act 2016.

**Carried**

### **13. Indoor Tsunami Sirens**

**A924199**

**Report from Victoria Randall, CDEM Officer Whangārei District, dated 14 February 2017**

**Moved (Mosby/Stolwerk)**

1. That the report 'Indoor Tsunami Sirens' by Victoria Randall, CDEM Officer WDC, dated 14 February 2017 be received.
2. That the Northland CDEM Group endorse the proposal to install indoor tsunami sirens at locations to be determined.

**Carried**

### **14. Marae Preparedness Update**

**A924210**

**Report from Alistair Wells, Local Controller FNDC, dated 13 February 2017**

**Moved (Stolwerk/Larsen)**

1. That the report 'Marae Preparedness Update' by Alistair Wells, Local Controller FNDC, dated 13 February 2017 be received.

**Carried**

### **15. Far North District Update**

**A924217**

**Report from Bill Hutchinson, Civil Defence Team Leader, dated 17 February 2017**

**Moved (Stolwerk/Ruth)**

1. That the report 'Far North District Update' by Bill Hutchinson, Civil Defence Team Leader, dated 17 February 2017, be received.

**Carried**

### **16. Whangārei District Update**

**A924222**

**Report from Victoria Randall, CDEM Officer Whangārei District, dated 13 February 2017**

**Moved (Ruth/Stolwerk)**

1. That the report 'Whangārei District Update' by Victoria Randall, CDEM Officer Whangārei District, dated 13 February 2017 be received.

**Carried**

### **17. Kaipara District Update**

**A924223**

**Report from Victoria Randall, CDEM Officer Whangārei District, dated 21 February 2017**

**Moved (Mai/Ruth)**

1. That the report 'Kaipara District Update' by Sharon Douglas, CDEM Officer Kaipara District, dated 21 February 2017 be received.

**Carried**

**Conclusion**

The meeting closed at 12:40pm