

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, Whangārei, on
Tuesday, 6 June 2017 commencing at 11:00 am

File A904071

Present: **Whangarei District Council** – Mayor S Mai (Chair)
Northland Regional Council – Cr R Stolwerk
Kaipara District Council – Cr J Larsen
NZ Police – Superintendent R Le Prou
NZ Fire Service – Mr B Mosby (alternate)

Observer: **MCDEM** – Ms B Vercoe

Also Present: **Northland Regional Council** – Ms C Niblock
Northland Regional Council – Ms S Botting
Northland Regional Council – Ms K Abbott
Northland Regional Council – Mr M Soljak
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
Far North District Council – Mr B Hutchinson
Whangarei District Council – Ms V Randall
Northland District Health Board – Ms S Hoyle
NZ Police – Mr S Dickson

Apologies

Moved (Le Prou/Larsen)

That the apologies from Mr M Ruth, Cr C Kitchen and Mrs C Nyberg for non-attendance be received.

Carried

Declaration of Conflict of Interest

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

Supplementary Item

Report from Tony Phipps, CEG Chair.

Moved (Stolwerk/Le Prou)

That as permitted under section 46A(7) of the Local Government Official Information and Meetings Act 1987:

- Supplementary Item 4.0A: CDEM Review Technical Advisory Group (TAG) Terms of Reference (ToR)

be received.

Carried

1.0 Confirmation of Minutes – 7 March 2017

A946937

Moved (Stolwerk/Mosby)

1. That the minutes of the Northland Civil Defence Emergency Management Group meeting held on 7 March 2017 be confirmed as a true and correct record.

Carried

2.0 Membership of the CEG/CDEM Group and key appointments

A950359

Report from Tony Phipps, CEG Chairperson dated 22 May 2017

Moved (Stolwerk/Le Prou)

1. That the report 'Membership of the CEG/CDEM Group and key appointments' by Tony Phipps, CEG Chairperson, dated 22 May 2017 be received.
2. That Ms Sue Hodge be appointed Local Controller for the Kaipara 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

A950760

Report from Graeme MacDonald, CDEM Manager dated 22 May 2017

Moved (Larsen/Stolwerk)

1. That the report 'MCDEM Monthly Update' by Graeme MacDonald, CDEM Manager, dated 22 May 2017 be received.

Carried

Secretarial Note: Bridget thanked those from Northland who assisted with the response in Bay of Plenty and for our hospitality during the REMA development days.

4.0 Coordinating Executive Group Chairpersons report

A950768

Report from Tony Phipps, CEG Chairperson dated 22 May 2017

Moved (Le Prou/Mosby)

1. That the report 'Coordinating Executive Group Chairpersons report' by Tony Phipps, CEG Chairperson, dated 22 May 2017 be received.
2. That the supplementary report 'CDEM Review TAG ToR' by Tony Phipps, CEG Chairperson, dated 5 June 2017 be received.

Carried

Secretarial Note: Concerns were raised over the short timeframes for consultation.

5.0 Emergency Management Information System (EMIS) Update

A950770

Report from Victoria Randall, CDEM Officer – Whangārei District dated 15 May 2017

Moved (Stolwerk/Mai)

1. That the report 'Emergency Management Information System (EMIS) Update' by Victoria Randall, CDEM Officer – WDC, dated 15 May 2017 be received.

Carried

Secretarial Note: Concerns were raised over the ability to link with other organisation software i.e. NDHB and NZ Police

6.0 Northland Lifelines Group update

A950775

Report from Kim Abbott, CDEM Officer, dated 22 May 2017

Moved (Le Prou/Larsen)

1. That the report 'Northland Lifelines Group update' by Kim Abbott, CDEM Officer, dated 22 May 2017 be received.

Carried

7.0 Welfare Coordination Group Update

A950786

Report from Claire Nyberg, Group Welfare Manager, dated 22 May 2017

Moved (Mosby/Hoyle)

1. That the report 'Welfare Coordination Group Update' by Claire Nyberg, Group Welfare Manager, dated 22 May 2017 be received.

Carried

Secretarial Note: It was requested the CEG report on joint agency deployment capability for the next meeting.

8.0 Community Resilience Projects

A950802

Report from Shona Morgan, Community Resilience Coordinator, dated 19 May 2017

Moved (Stolwerk/Hoyle)

1. That the report 'Community Resilience Projects' from Shona Morgan, Community Resilience Coordinator, dated 19 May 2017 be received.

Carried

Secretarial Note: Report requested on YES participants' engagement with emergency services following the programme and a suggestion was made to 're-engage' with participants following the programme e.g. an email checking in where they have got to now, what have they done since.

9.0 Professional Development and Training

A950886

Report from Kim Abbott, CDEM Officer, dated 22 May 2017

Moved (Stolwerk/Mosby)

1. That the report 'Professional Development and Training' by Kim Abbott, CDEM Officer, dated 22 May 2017 be received.

Carried

10.0 Public Information Management (PIM) update

A950906

Report from Murray Soljak, Public Information Project Officer and Susan Botting, Public Information Officer, dated 22 May 2017

Moved (Le Prou/Larsen)

1. That the report 'Public Information Management (PIM) update' by Murray Soljak, PIM Project Officer and Susan Botting, PIM Officer, dated 22 May 2017 be received.

Carried

Secretarial Note: Concerns were raised re CDEM not involved with another inter-agency app that is being developed through AOG. Sarah H to liaise with Bridget V to ensure it is included in the strategic report.

11.0 Funding and budget outline

A950924

Report from Graeme MacDonald, CDEM Manager, dated 22 May 2017

Moved (Hoyle/Le Prou)

1. That the report 'Funding and budget outline from Graeme MacDonald, CDEM Manager, dated 22 May 2017 be received.
2. That consideration be given to a Section 17A, Local Government Act review of the Northland CDEM Groups service delivery.

Carried

Secretarial Note: Concerns were raised over the ability to sustain budget with the additional \$40,000. Question to be raised at the next CEG/CDEM meetings.

12.0 Northland Tsunami Siren Testing Outcome Report April 2017

A950985

Report from Victoria Randall, CDEM Officer Whangārei District, dated 15 May 2017

Moved (Mosby/Stolwerk)

1. That the report 'Northland Tsunami Siren Testing Outcome Report April 2017' by Victoria Randall, CDEM Officer WDC, dated 15 May 2017 be received.

Carried

13.0 2017 Northland Civil Defence Emergency Management Forum

A950990

Report from Kim Abbott, CDEM Officer, dated 22 May 2017

Moved (Stolwerk/Mai)

1. That the report '2017 Northland CDEM Forum' by Kim Abbott, CDEM Officer dated 22 May 2017 be received.

Carried

Secretarial Note: A suggestion was made to video future events.

14. Kaipara District Update

A950994

Report from Sharon Douglas, CDEM Officer, dated 19 May 2017

Moved (Le Prou/Larsen)

1. That the report 'Kaipara District Update' by Sharon Douglas, CDEM Officer Kaipara District, dated 19 May 2017 be received.

Carried

15. Far North District Update

A950999

Report from Bill Hutchinson, Civil Defence Team Leader, dated 19 May 2017

Moved (Mosby/Le Prou)

1. That the report 'Far North District Update' by Bill Hutchinson, Civil Defence Team Leader, dated 19 May 2017, be received.

Carried

16. Whangārei District Update

A951002

Report from Victoria Randall, CDEM Officer Whangārei District, dated 15 May 2017

Moved (Stolwerk/Mosby)

1. That the report 'Whangārei District Update' by Victoria Randall, CDEM Officer Whangārei District, dated 15 May 2017 be received.

Carried

Conclusion

The meeting closed at 12:40pm