

NORTHLAND CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP

AGENDA

TUESDAY 5 SEPTEMBER 2017 – 11.00AM

Northland Civil Defence Emergency Management Group “Resilient Communities Together”

NORTHLAND DISTRICT HEALTH BOARD
Te Pouari Hauora Ā Rohe O Te Tai Tokerau



Northland
REGIONAL COUNCIL



Far North
District Council



New Zealand
POLICE
Nga Pirihimana O Aotearoa



Kaipara
DISTRICT



WHANGAREI
DISTRICT COUNCIL



FIRE
EMERGENCY
NEW ZEALAND



St John
first to care



Department of
Conservation
Te Papa Atawhai



Ministry of Civil Defence
& Emergency Management
Te Kāhau Whakamarumaru

NORTHLAND CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP AGENDA

**FOR A MEETING TO BE HELD IN THE COUNCIL CHAMBER,
NORTHLAND REGIONAL COUNCIL, 36 WATER STREET, WHANGĀREI,
ON TUESDAY 5 SEPTEMBER 2017, COMMENCING AT 11.00AM**

MEMBERSHIP OF THE COMMITTEE

Cr R Stolwerk (NRC)	Mayor Sheryl Mai (WDC)
Cr J Larsen (KDC)	Cr C Kitchen (FNDC)
Superintendent R Le Prou (Police)	Mr B Mosby (FENZ)

Observer Status: MS B Vercoe (MCDEM)

AGENDA

Item:		Page:
Administrative		
	Apologies	
	Declaration of conflicts of interest	
1.0	Confirmation of Minutes – 6 June 2017	1
National		
2.0	Appointments Report	7
3.0	MCDEM Report	9
Group		
4.0	CEG Chairs Report	17
	Ministerial Review of CDEM Responses- Northland	19
5.0	Submission	
6.0	Recovery Update	28
7.0	Community Resilience Projects	31
8.0	Professional Development and Training	36
9.0	PIM Update	39
10.0	Lifelines Report	44
11.0	Siren Testing Report	46
12.0	Welfare Coordination Group Update	47
Operational		
13.0	Kaipara District update	49
14.0	Far North District update	51
15.0	Whangārei District update	53

TITLE: Confirmation of Minutes – 7 March 2017

From: Tegan Capp, Civil Defence Emergency Management Secretary

Date: 24 August 2017

Executive summary:

The purpose of this report is to present the unconfirmed minutes of the Northland CDEM meeting held on 6 June 2017 (**attached**) for confirmation as a true and correct record.

Recommendation:

1. That the minutes of the Northland Civil Defence Emergency Management meeting held on 6 June 2017 be confirmed as a true and correct record.

Background:

Councils are required to keep minutes of proceedings in accordance with the Local Government Act 2002.

Attachments:

- Minutes – Northland CDEM, 6 June 2017

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 24 August 2017

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 – Whangarei 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/Le Prou)

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/Le Prou)

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 (Larsen/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 Whangarei 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. Whangarei District Update **A951002**

Report from Victoria Randall, CDEM Officer Whangarei 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

TITLE: Members of the CEG/CDEM Group and key appointments

From: Tony Phipps, CEG Chairperson

Date: 24 August 2017

Executive summary:

Attached is the up to date list of members and key appointments for the Northland CDEM Group. The list of key appointments is also available on the same webpage as the Northland CDEM Group plan. The list has also been referenced in the group plan.

Recommendations:

1. That the report 'Members of the CEG/CDEM Group and key appointments' by Tony Phipps, CEG Chair, dated 24 August 2017 be received.

Report:

Membership of the Northland Civil Defence Emergency Management Group:

- Cr Rick Stolwerk (NRC)
- Mayor Mai (WDC)
- Cr Colin Kitchen (FNDC) - Chairperson
- Cr Jonathan Larsen (KDC)
- Mr B Moseby (Fire and Emergency NZ)
- Superintendent Russell Le Prou (NZ Police)
- Ms Bridget Vercoe (MCDEM) in observer role

Membership of the Coordinating Executive Group:

- Ms Jacqui Robson (FNDC)
- Mr Tony Phipps (NRC)
- Mr Simon Weston (WDC)
- Mr John Burt (KDC)
- Inspector Martyn Ruth (NZ Police)
- Mr Graeme Quensell (Fire and Emergency NZ)
- Ms Sarah Hoyle (Northland Health)
- Mr Ben Lockie (St John Ambulance)
- Ms Bridget Vercoe (MCDEM) in observer role
- Dr Clair Mills (Medical Officer of Health)
- Dr Virginia McLaughlin (Medical Officer of Health).
- Mr Russell Watson (Northland Lifelines Group)
- Department of Conservation (appointment to be advised)
- Mrs Claire Nyberg (Northland Welfare Advisory Group)

Group Controllers:

- Graeme MacDonald
- Tony Phipps
- Claire Nyberg

Local Controllers of the Whangarei District:

- Simon Weston
- Victoria Randall
- Andrew Venmore

Local Controller for the Kaipara District:

- John Burt
- Sue Hodge

Local Controllers for the Far North District:

- Alistair Wells
- Ken Ross

Group Welfare Managers:

- Claire Nyberg
- Kim Abbott
- Shona Morgan

Local Welfare Managers:

- Raewyn Smythe (FNDC)
- Kylie Cox (FNDC)
- Aya Morris (FNDC)
- Paula Ulrich (WDC)
- Cindy Velthuisen (WDC)
- Darlene Lang (KDC)
- Michelle Nepia (KDC)

Group Recovery Manager:

- Graeme MacDonald
- Steve McDowell (on contract)

Local Recovery Managers

- Janice Smith (FNDC)
- John Burt (KDC)

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 24 August 2017

**TITLE: Ministry of Civil Defence & Emergency
Management Monthly Update**

From: Graeme MacDonald, Civil Defence Emergency Management
Manager

Date: 28 August 2017

Executive summary:

Attached for the information of the group is the monthly update from the Ministry of Civil Defence & Emergency Management for August 2017.

Recommendations:

1. That the report 'Ministry of Civil Defence & Emergency Management monthly update Graeme MacDonald, Civil Defence Emergency Management Manager dated 28 August 2017 be received.

Attachments:

Ministry of Civil Defence & Emergency Management update for August 2017.

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 28 August 2017



Ministry of Civil Defence & Emergency Management

Te Rākau Whakamarumaru

28 August 2017

Ref: 3988248

Dear CEG Chairs,

It's great to see the mornings and evenings getting lighter as the mere hint of spring makes an appearance. After what has been a cold and wet winter, I think we're all looking forward to some sunshine and warmth.

Two weeks ago, Dunedin City Council, supported by the Otago Group were focussed on the issue of untreated surface water entering an isolated section of the Dunedin City water system. There was a huge effort to provide public information and outreach through a variety of channels to provide people in the affected areas with information and clean drinking water through tankers at specific sites across the affected area of the city. A great effort by all those involved.

I was in Invercargill on 18 August to speak at the 'The Forces of Change' 2017 South Island CDEM Conference and was fortunate to hear some interesting speakers and catch-up with a range of emergency management staff, and other staff from across a raft of partner agencies. The topic of change is certainly apt with the nature of work we do, the environment we live in, and consecutive number of emergencies we've experienced over the last year. I enjoyed meeting up with the Regional Council Chair, Mayors and the CEG Chair for a general discussion during my visit.

Last week I spoke at the Emergency Media and Public Affairs (EMPA) Conference. It was a sold-out conference with communications, public information management, strategic communications and public education practitioners as well as emergency management staff, researchers and government agencies in attendance. An interesting and diverse line-up of international and domestic speakers.

For both conferences, I heard very positive feedback about the value participants gained from the presentations, workshops and in the networking opportunities. Well done to all those involved in the organisation of the two conferences.

We have been working with the Electoral Commission over recent months in preparation for the upcoming General Election. David Coetzee, Manager Capability & Operations will be writing to CDEM Group Managers in the next week to connect them with the Electoral Commission Regional Managers. For your information, I've attached a briefing about preparations for the General Election.

Summary of Progress

Recovery after the 14 November 2016 Kaikōura earthquake & tsunami

Hurunui, Kaikōura and Marlborough District Councils have project managers working on winter warming initiatives. Over 350 households between the three councils were identified as potentially needing winter warming help. So far 257 have been contacted and 56 households provided with services, from winter fuels (eg, firewood, electricity costs), heating and minor repair to help with insurance. Councils continue to attempt to contact households and refer them into their winter warming programmes.

We are supporting the councils to investigate demand and options for managed repair and rebuild process over the longer term. The programmes could include project managing the repairs, economies of scale with tradespeople, and a managed approach to temporary accommodation while repairs are underway.

The successful RAS (insurance advisory service) programme in North Canterbury will be continued to the end of 2017. The MBIE funding of \$600k for 2017/18, originally earmarked for Christchurch residents, will now be available for residents more widely affected by a civil emergency.

Private insurers are 50% settled or partially settled for residential and commercial claims nationally. As at 31 July the proportion of claims assessed in the three districts is high but the proportion settled is below 50%. In some cases offers have been made but are disputed by the homeowner, delaying settlement. EQC and private insurers agreed to extend the timeframe of EQC's claims management for damage from earthquakes 'in and around' Kaikōura. Originally limited to claims for earthquakes between 14 November and 13 December 2016, the timeframe is extended to include claims for earthquakes up until 13 December 2017.

Kaikōura Harbour will be open for business in early November 2017 ready for the tourist season. Most of the piling work is complete and work on the rock groyne and Dolphin Encounter Jetty is well underway. Sandbags will be used to create a seawall around the harbour boat ramp. The water will then be pumped out to create a dry area for repair works.

The \$231 million funding recently announced to improve the 60km section of State Highway 1 between Clarence and Oaro will increase safety, resilience, reliability, access and amenity, and provide a higher level of service for residents and visitors. The work, to be funded through the National Land Transport Programme, has been fast-tracked so it can be delivered by North Canterbury Transport & Infrastructure Recovery (NCTIR) alongside the reinstatement of the road rail corridor. NCTIR will engage with communities so they can influence the shape of the betterment where feasible.

Good progress is being made on the restoration of the Main Line North. The ceremonial last weld of linking up the railway between Picton and Christchurch on 8 August was a huge milestone. In the next few weeks freight trains are expected to again run on the line, taking about 2000 trucks a month of the alternate route. Two freight trains will run every night and work on the rail and road will continue during the day.

Contact: Dave Brash, MCDEM National Recovery Manager on 027 547 3166

dave.brash@dpmc.govt.nz

Recovery after the Whakatāne District Flooding

The Whakatāne District Flooding Recovery Facilitator, Marama Edwards, returned to MSD on 24 August when her secondment finished. The National Recovery Manager, Dave Brash, has taken on her responsibilities.

Three Navigators are now on board helping flood affected people with wrap around services through any challenges, eg family, financial, housing, employment and emotional wellbeing. Funding was provided by Lotteries, MSD, TPK and the DHB.

The number of farmers needing help with wellbeing has increased. Issues include stress about calving in wet conditions, ongoing flooding of low lying areas, feed costs and long term land use. MPI recently announced a further \$195k funding for the Bay of Plenty Rural Support Trust (RST), including psychosocial support, farm relief workers, and business resilience. The RST has now employed an additional facilitator and an on-farm support worker to provide respite. MPI announced a further \$100k for the Bay of Plenty Primary Sector Flood Recovery Grant fund (the earlier funding was exhausted after distributing 43 grants, totalling \$200k). Applicants who missed out on the first round have an opportunity to receive funds.

Progress is being made with drying out flood damaged houses. Several are now in the refit stage and five families have reoccupied their homes.

While acute temporary housing demand appears to be met, MBIE is managing 42 households seeking temporary accommodation. Some families are still staying with family or friends but have advised they are okay for now. Portacabins are being sourced and installed on private lands and at the Whakatāne Campground. We expect the supply of temporary accommodation will meet current (changing) demand by early September 2017. The Navigators are helping and MSD is involved where affordability is an issue. Community Law is helping with advice about insurance matters.

All Whakatāne District roads are now open, although some solutions are temporary, eg the Bailey Bridge across the Horomanga Stream on Troutbeck Road, Galatea.

Contact: Dave Brash, MCDEM National Recovery Manager on 027 547 3166
dave.brash@dpmc.govt.nz

National Warning System Upgrade

The new National Warning System platform went live this month. We have now started working on phase two that will introduce further enhancements. This will be the last update on the National Warning System upgrade.

Contact: Jo Guard, Team Leader, National Operations on (04) 817 8582
jo.guard@dpmc.govt.nz

Cell Broadcasting Alerting

Meetings with all CDEM Groups, excluding Chatham Island where cell phone coverage is not available, took place during July and early August to discuss implementation of Cell Broadcast Alerting in their organisations. Follow-up activities include identifying key staff, advising their IT departments, and ensuring their Standard Operating Procedures are updated. Scenarios and messaging will be standard across all CDEM Groups, and this is being prepared by the CDEM Group User Reference team.

Two workshops are being held with all CDEM Group Managers to agree the protocols for issuing tsunami warnings across MCDEM and the CDEM Groups. The availability of cell broadcast alerting introduces a new opportunity to directly warn the public, and the workshops are looking for agreement on how to achieve this most effectively.

The Emergency Mobile Alert Portal (EMAP) will be used by the alerting agencies to send their cell broadcast messages. Testing of this has been taking place with the aim of having it ready for User Acceptance Testing by late August.

The New Zealand mobile operators continue to liaise with the major mobile handset manufacturers to progress the software changes required to receive cell broadcast messages. Although not all existing handsets will be capable when the service is rolled out, the number of models will grow over time.

A public awareness and education campaign is scheduled for mid-October, advertising emergency mobile alerts and directing people to a website with a list of cell broadcast-enabled phone models.

Contact: Kevin Fenaughty, Principal Advisor, National Operations on (04) 817 8545
kevin.fenaughty@dpmc.govt.nz

EMIS Upgrade

The design phase of the project has now commenced. A communication was sent to all CDEM Group Managers to announce a number of workshops that be held over the next two months in this regard, and to invite participation.

Contact: David Coetzee, Manager, Capability and Development on (04) 817 8580
david.coetzee@dpmc.govt.nz

Capability Development

Update concerning the Coordination Centre courses of the Integrated Training Framework (ITF):

- Coordination Centre – Foundation online course is available on takatū
- Coordination Centre - Public Information Management (PIM) function specific course development pilot on 30 August in Wellington.
- Coordination Centre – Logistics function specific course is undergoing review and rebranding, a course is planned for September/October in Wellington
- an online bridging course for those who have followed the CIMS unit standards pathway has been developed by an online developer and is under review. Planned online launch is October.
- additional activities have been added into the Intermediate course, with an online refresher. MCDEM is running this version this week for MCDEM staff. A course will be offered to external national agencies 10 – 11 October in Wellington.

The next Controller Development Programme will start online on October 16 and the residential will be from 26 November in Christchurch. Potential participants will be able to sign up in takatū in September. For those participants currently working through the

professional development phase of the course, don't hesitate to contact us or your facilitator if you need a hand.

The next Emergency Management Officers (EMO) workshop will be held in Wellington the 18 – 19 September. If you have new staff encourage them to develop their skills and knowledge by attending a two day workshop with the first day based at MCDEM, and the second optional day a mix of field trips and practical activities. Sign up via takatū.

The review of unit standards under the CDEM domain has been delayed while we find appropriately knowledgeable and experienced subject matter experts to participate. Discussions are taking place with Skill (Industry Training Organisation) on this, casual credit reporting and alignment of CDEM courses to the NZQA framework.

Forecasts for requirements of the EM ACE Fund were due 22 August for 2018. A new forecast/bidding template has been developed alongside new reporting to enable better and more effective tracking of the fund usage.

Remember, if you'd like to kick-start using takatū in your region contact us, we can adapt to your requirements, providing training and/or support.

Visit: <https://takatu.civildefence.govt.nz/> or email takatu@dpmc.govt.nz

Contact: Karen Singleton, Team Leader, Capability Development on (04) 817 8584
karen.singleton@dpmc.govt.nz

Declarations and Notices Director's Guideline

Publication of the Declarations and Notices Director's Guideline has been delayed, which includes guidance on giving notice of a local transition period. Further refinements are being made to the document following recent experience in applying the new transition period provisions introduced by the Civil Defence Emergency Management Amendment Act 2016.

Contact: Clare Robertson, Senior Advisor, Recovery on (04) 817 8537 or email the Recovery Team at mcdemrecovery@dpmc.govt.nz

National Crisis Management Centre

Customs have agreed to stand up (and if necessary staff) an interim alternative NCMC in the first few days of any response operating from there.

400 central government staff have been named as possible supplementary staff for either Auckland or Wellington NCMC activities. The pilot training programme was held on 2 August and from late August to mid-September seven training sessions will be held in Auckland.

Contact: Shane Bayley, Manager Development on (04) 817 8578
shane.bayley@dpmc.govt.nz

2017 National Emergency Management Conference

The videos from this year's Future of Emergency Management Conference are now available via our website and YouTube channel. The videos were taken to help us share the lessons and ideas from our domestic and international experts and speakers as far and wide as

possible. Please share and use these for meetings and discussions with your Councils, Councillors and stakeholders.

<http://www.civildefence.govt.nz/about/news-and-events/events/the-future-of-emergency-management-making-it-happen-national-emergency-management-conference-2017/>

<https://www.youtube.com/user/NZGetThru/videos>

Contact: Libby Clifford, Communications Advisor on 027 886 0793
libby.clifford@dpmc.govt.nz

Review of the National Civil Defence Emergency Plan Fuel Plan

The Ministry and the Ministry of Business, Innovation and Employment (MBIE) have received the Ministerial endorsements to begin the joint review of the National Civil Defence Emergency Management (CDEM) Fuel Plan and the petroleum demand restraint measures under the Oil Emergency Response Strategy (OERS).

The purpose of the joint review is to clarify roles and responsibilities during a major disruption to New Zealand's fuel supply, and investigate opportunities to improve coordination of emergency response activities under the CDEM and MBIE frameworks.

The intent of this joint approach is, as far as possible, to produce a single planning document covering operational principles and processes to better respond to a national fuel supply disruption, regardless of the source of disruption and/or lead agency under the national security system.

The review will take into consideration the regional fuel plans that have been, or are being, developed by Regional Lifeline Groups to ensure that any doctrine development will dovetail with these plans.

It is proposed that CDEM Groups and relevant lifeline utilities will be extensively consulted on throughout the review and development of a new plan/strategy.

Contact: Alex Hogg, Team Leader National Planning on (04) 817 8564
alex.hogg@dpmc.govt.nz

Welfare Registration and Needs Assessment Review Project

Under the National CDEM Plan 2015, MCDEM (and CDEM at the regional and local levels) is responsible for providing advice, and coordinating needs assessment.

Needs assessment is the process of understanding the needs of people affected by an emergency. It includes the provision of a system to assist with meeting immediate and ongoing need for welfare services, and coordinating the actions required to meet those needs, in an integrated and flexible way.

To improve the support offered to communities, and meet our obligations under the National CDEM Plan, the Ministry has been leading a cross-agency and CDEM sector project, the *Welfare Registration and Needs Assessment Review Project*.

The purpose of the project is to develop and agree with CDEM Groups, and all relevant agencies that are involved in assessing needs, and/or delivering on welfare services:

- a common minimum dataset resulting from the registration and a rapid needs assessment process (including seeking consent)
- an agreed process by which data is shared between agencies to ensure that the appropriate agency is delivering upon the recognised need, and
- an IT solution to meet the requirements of the registration and needs assessment system.

Since the project commenced in August 2016, the Ministry has hosted three workshops and ensured that all learning from events over the last year (including the Hawkes Bay gastroenteritis response, 14 November Kaikōura earthquake and tsunami, Port Hills fires, Bay of Plenty flooding, Otago and Christchurch flooding) have been included to ensure the outputs are fit-for-purpose and robust.

We have also met with the Office of the Privacy Commissioner to ensure that the common minimum dataset, registration and needs assessment process, and IT solution adhere to the Privacy Act in the protection of people's privacy during and following an emergency.

To this end, we will be developing a privacy impact assessment over the next few months. The Project Team (including CDEM Groups and national agencies) are likely to be consulted during the development of this assessment.

Contact: Alex Hogg, Team Leader National Planning on (04) 817 8564
alex.hogg@dpmc.govt.nz

Yours sincerely



Sarah Stuart-Black
Director

TITLE: Coordinating Executive Group Chairpersons report

From: Tony Phipps, CEG Chairperson

Date: 24 August 2017

Executive summary:

This report provides an overview of matters relevant to the CEG Chairs functions.

Recommendations:

1. That the report 'Coordinating Executive Group Chairpersons report' by Tony Phipps, CEG Chairperson, dated 24 August 2017 be received.

Report:

Warnings and activations

Between 11 and 13 April a low from the Tasman Sea moved across New Zealand, at the same time Cyclone Cook tracked down east coast offshore of Northland and made landfall in the Coromandel. Significant rainfall occurred, over the duration of the event with up to 180mm in some areas. On 13 April, the Kaeo river over topped and State Highway 10 near Sandfords was closed for a short period of time. SH 1 south of Kaitaia at the Mangamuka's was also closed for a short period due to a large slip. The event was monitored and information disseminated to key agencies and stakeholders.

There have been several watches and warnings issued in the past months that have been monitored however no further action has been required.

Three personnel from Northland were deployed to Edgecumbe to assist with the response and recovery to Cyclone Cook in mid-April. Claire Nyberg and Kim Abbott assisted and lead with the Welfare Coordination and Victoria Randall responded as part of the Red Cross national arrangements.

MCDEM Director and Staff Visit

The Director of MCDEM, Ms Sarah Stuart- Black visited the region ahead of the recent forum and met with myself, the CDEM Professionals, Whangarei District Mayor and Chief Executive and the Regional Council Chief Executive. The meetings were productive and gave an opportunity to understand the ongoing work programmes and priorities of the respective agencies.

CDEM Review

On 5 April, the Northland CDEM Group chair attended a Ministerial briefing in Wellington where the Minister for Civil Defence, Hon Gerry Brownlee outlined his intention to form a Technical Advisory Group (TAG) that will provide the Minister with advice on the most appropriate operational and legislative mechanisms to support effective responses to natural disasters and other emergencies in New Zealand. This follows on from recent media publicity highlighting a “Civil Defence Review” which came out of the Kaikoura and Port Hills Fires.

Cabinet has approved the following members of the TAG:

- Roger Sowry as Chair;
- Malcolm Alexander, Chief Executive, Local Government New Zealand;
- Assistant Commissioner Mike Rusbatch, New Zealand Police;
- Deputy National Commander Kerry Gregory, New Zealand Fire Service;
- Major General Tim Gall, New Zealand Defence Force;
- Sarah Stuart-Black, Director, Ministry of Civil Defence and Emergency Management;
- Benesia Smith, former Deputy Chief Executive of the Canterbury Earthquake Recovery Authority

The first meeting of the Technical Advisory Group occurred during the week of 22 May 2017. The full Northland submission to this group is included in the agenda.

Long Term Planning

To date presentations have been made to the Whangarei District Council and opportunities to present to the FNDC and KDC are being sought on the Long-Term Planning processes. The purpose of the presentations has been to elaborate on the proposal to strengthen the shared services arrangements and to ensure that there is consistency across the region in CDEM delivery.

A presentation was also made to the Northland Chief Executive's forum outlining the s 17 A review and to seek support for increased resourcing and the proposed strengthening of the shared services arrangements.

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 24 August 2017

TITLE: Ministerial Review – Better Responses to natural Disasters and other emergencies in New Zealand

From: Graeme MacDonald, CDEM Manager

Date: 24 August 2017

Executive summary:

The purpose of this report is to update the group on the Ministerial Review into CDEM and to outline the submission made to the review by the Northland CDEM Group.

Recommendations:

1. That the report 'Ministerial Review – Better Responses to natural Disasters and other emergencies in New Zealand by Graeme MacDonald, CDEM Group Manager, dated 24 August 2017 be received.

Background:

As previously reported to the group the Minister of Civil Defence Emergency Management has initiated a review of New Zealand's Civil Defence operational and legislative mechanisms to ensure that our emergency response frameworks are world leading and capable of meeting future challenges.

Attached is a copy of the Northland CEG submission.

The Terms of Reference dealt with five key outcomes which are addressed specifically in the submission. Northland was given the opportunity to present the submission to the Technical Advisory Group in late July.

The original timeline indicated that an interim report would be made available on the findings of the TAG in late August with a more detailed report released after the general elections.

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 25 August 2017



File Ref: A963338

7/07/2017

The Chairperson,
Technical Advisory Group,
Ministerial Review – CDEM Response,
Wellington

Emergency Management Office
Northland Regional Council
Private Bag 9021
Whangarei 0140

Phone: (09)470 1200
Fax: (09) 470 1202
www.nrc.govt.nz/civildefence

Dear Mr Sowry

MINISTERIAL REVIEW

Please find attached a submission prepared by the Northland Coordinating Executive Group on the Ministerial Review – Better responses to natural disasters and other emergencies in New Zealand.

Due to the restricted timeframes, our submission is on behalf of the Northland CEG, since we have not had the opportunity to meet with our CDEM Group members.

If there are matters in the submission that you may wish to discuss further, please contact me directly.

Yours Sincerely

A handwritten signature in black ink, appearing to be 'Tony Phipps', with a long horizontal line extending to the right.

Tony Phipps
Chairman
Northland Coordinating Executive Group

Northland Civil Defence Emergency Management Group "Resilient Communities Together"

NORTHLAND DISTRICT HEALTH BOARD
Te Puari Hauora A Rohe O Te Tai Tokerau



NORTHLAND
REGIONAL
COUNCIL



Far North
District Council



KAIPARA
DISTRICT

WHANGAREI
DISTRICT COUNCIL



St John
first to care

Department of
Conservation
Te Papa Atawhai



Submission from the Northland Coordinating Executive Group on the Ministerial Review - Better responses to natural disasters and other emergencies in New Zealand.

Introduction

1. Thank you for the opportunity to make this submission. The submission is made on behalf of the Northland Civil Defence Emergency Management Group.
2. The Northland CDEM Group supports the purpose of the review; ensuring that New Zealand's emergency response framework is world leading, fit-for-purpose, and well placed to meet future challenges.
3. We understand that recent operational responses may not have been effective as they could have been; however, we submit that those responses are not indicative of operational response capability in all regions.
4. The Northland CDEM Group has established a high level of capability, capacity and stakeholder engagement across the Northland region since the introduction of the Civil Defence Emergency Management Act 2002. Through an active and engaged joint committee and Coordinating Executive Group, we have focused upon ensuring that all stakeholder's clearly understand their roles and responsibilities under the CDEM Act.
5. Through strong leadership and relationship management the Group has ensured the development of functional and informed Lifelines Utility Group and Welfare Coordination Group.
6. The Northland CDEM Group and its stakeholders have experience in operational responses to medium scale emergencies within its region and deployment of personnel to assist in other regions for larger scale events. Northland has demonstrated that it has the capacity and capability to deliver an operational response that is fit for purpose.
7. The Northland CDEM Group supports the enhancement of readiness and response arrangements nationally to ensure that there is capability and capacity to deliver an effective operational response across all regions in New Zealand.
8. Civil Defence Emergency Management readiness and response takes into consideration the wide variation of circumstances that exist in New Zealand, from the Auckland metropolitan context to the small rural local authority.
9. We have considered each of the outcomes from the terms of reference.

Fit for Purpose Response

10. Outcome 1 : The emergency response system is fit for purpose and aligns with stakeholder expectations.
11. The Civil Defence Emergency Management Act 2002, National Plan, guide to the National Plan and supporting Coordinated Incident Management Systems doctrine provide a solid platform to support fit for purpose readiness and response arrangements.

12. Amendments to the Civil Defence Emergency Management Act are not required.
13. Some regions, including Northland have in place robust and effective readiness and response arrangements that have been actively developed and implemented since the inception of the Civil Defence Emergency Management Act 2002.
14. Appropriate levels of readiness and response vary considerably across a variety of key stakeholders and agencies. That some agencies and members lack an understanding of the responsibilities outlined in the Act, National Plan or the guide.
15. MCDEM Monitoring and Evaluation reports and other reviews have clearly highlighted that there are Groups that have areas to work on to improve and enhance readiness and response capability.
16. Arrangements and understanding of the capability and capacity of some agencies with specialist expertise is in our view not integrated at a level that is operationally effective. Often the Defence Forces in New Zealand are available to assist in responding to emergencies however planning, training, and exercising with the defence forces has been limited.
17. The Territorial Local Authority model that applies to CDEM is a suitable arrangement. Some CDEM groups have invested in Community Response Planning, which is proven to enhance community resilience. The TLA model also provides the ability to scale up in terms of staff resource during response.
18. It is not the framework which is at fault, but more the application of the act and its requirements in a consistent manner across the country.

Recommendations

19. Implement a nationally led strategy to strengthen stakeholder engagement, enhance relationships, collaboration and understanding of agency responsibilities outlined in the Civil Defence Emergency Management Act, the National Plan and the guide to the plan.
20. Act to ensure that the functions of Civil Defence Emergency Management Groups (S.17, CDEM Act) are clearly understood and are acted upon by the responsible agencies.
21. Implement a national plan to ensure that adequate consistent standards of readiness and response arrangements exists across the sixteen Civil Defence Emergency Management Groups and that the standards are supported nationally.
22. Reinforce that the current legislation provides a robust platform for Civil Defence Emergency Management readiness and response.

Response Capability and Capacity

23. Outcome 2: New Zealand has the appropriate response capability and capacity for civil defence emergency management responses.
24. New Zealand does not have the appropriate response capability and capacity for civil defence emergency management responses nationally.
25. Current response arrangements, or lack of them, vary considerably and allow each group to provide for their own arrangements. Recent emergencies have highlighted deficiencies.
26. There are qualified experienced personnel to deploy nationally, however deployment arrangements are poorly coordinated or planned for, and emergency response arrangements are often confused and muddled, or poorly understood and implemented.
27. Our key concern is that there are a lack of national standards or models that have been implemented to facilitate medium scale event response, let alone a large-scale event.
28. An example of a proven model is the United Nations Disaster Assessment and Coordination (UNDAC) systems which has a history of successful deployments to sudden onset disasters internationally. Assessment, coordination and information management are UNDAC's core mandates in an emergency response mission.
29. The UNDAC system comprises four components:
 - Staff: Experienced emergency managers made available for UNDAC missions by their respective governments or organizations. UNDAC members are specially trained and equipped for their task.
 - Methodology: Pre-defined methods for establishing coordination structures, and for organizing and facilitating assessments and information management during the first phase of a sudden-onset disaster or emergency.
 - Procedures: Proven systems to mobilize and deploy an UNDAC team to arrive at the disaster or emergency site within 12-48 hours of the request.
 - Equipment: Personal and mission equipment for UNDAC teams to be self-sufficient in the field when deployed for disasters/emergencies.
30. The UNDAC model could be applied to the New Zealand context to provide a national response capability and capacity.
31. Those government agencies with responsibilities should also be members of any national support arrangements capable of being deployed to a region, including Welfare, Police, MPI, FENZ and other key agencies.

Recommendations

32. Urgently develop a national level capability to support response in the regions or at the national level.

33. Consider the international best practise models that exist and how best to implement those models into the New Zealand context.
34. Develop and implement a standardised national template for emergency readiness and response arrangements, including deployment, assessment, information management, command and control, that includes representation from all the key agencies
35. Develop minimum standards for regional readiness and response capability and capacity across CDEM Groups including Welfare arrangements and Lifelines Utility capability.
36. Any national support system must be a living arrangement, supported by professional development, human resources policy, memorandums of understanding and resources

Declarations

37. Outcome 3: Clearer definition of who determines the need for and declares a state of emergency and at what point the Director Civil Defence Emergency Management can step in to declare a state of emergency.
38. The model and the legislation that supports emergency response, particularly declarations, the appointment of local and group controllers, and their roles and functions is workable and satisfactory in an operational setting provided the appropriate preparedness arrangements are in place.
39. The current devolved decision-making model from central to local government, and framework of lead and support agencies to manage response is a model that is appropriate for emergency management in the New Zealand context.
40. Recently we have seen the thresholds for declarations alter, whereby there has been a shift from the long held rational of declaring an emergency was to have the Controllers powers in the CDEM Act. Through other pressures, we have recently seen declarations made for reasons other than to use the powers of the Act. We do not support the approach of declaring emergencies for reasons other than to access the powers.
41. We do not support any interim arrangements and believe that the current declaration processes and appointments of persons authorised to make declarations, if applied, are both timely and rigorous.

Recommendations

42. Reinforce that the current arrangements for declarations are robust and there is no requirement to change or alter the current legislative mandates.
43. Consideration be given to clarifying, in an updated guideline, the reasons for declaring an emergency i.e. powers v public interest.

Command and Control

44. Outcome 4: The chain of command and control, coordination, and decision making during an emergency is effective and appropriate.
45. Whether command and control is appropriate in any event will depend upon those in the leadership roles and the level of expertise to carry out the appropriate functions
46. We submit that there is a need for consistent levels or benchmarks nationally for each of the sixteen groups to achieve in terms of capacity and capability. There is currently considerable variation in the levels of readiness, including capacity of Welfare arrangements, Lifelines arrangements and more significantly in the training and experience of those personnel who will be required to respond.
47. Gaps in training, professional development and consistency in applying response arrangements have been identified nationally. The lessons learnt and gaps identified from the Christchurch earthquake response were the subject of a detailed report and “corrective action plan,” and it seems that these corrective actions may not have transferred into the operational response arrangements.
48. These include such things as – inability to identify and efficiently deploy in a timely manner appropriately qualified and skilled personnel; inability to appropriately manage and share information across an emergency event (including to the public); confusion around organisational roles and responsibilities, and inability to manage and coordinate a response, including the capability to carry out coordinated needs assessments.
49. Our submission is that central government, particularly MCDEM, should take ownership of ensuring that there are consistent and well understood arrangements in place for responding to an emergency, and that the arrangements are integrated across the sixteen groups.
50. The New Zealand Coordinated Incident Management System was introduced in 1998, and revised in April 2014. CIMS establishes a framework of consistent principles, structures, functions, processes and terminology that agencies can apply in emergency response.
51. In the forward to the 2nd edition of CIMS Andrew Kibblewhite noted that “CIMS will not guarantee effective response arrangements by itself. Successful and effective response rests in the understanding and application of the CIMS concepts by the agencies. The responsibility is therefore upon agencies to note and apply CIMS appropriately.”
52. Implementation of CIMS has been inconsistent and to be effective CIMS must be the baseline operating procedures agreed and used by all responding agencies.
53. The development of the Integrated Training Framework is a step forward in professional development, however, to date the outcomes from the programme have been mixed. It is unclear if there is a strategy for the delivery of the Integrated Training Framework and what MCDEM’s expectations are in regards to it. ITF should be part of a wider Capability Strategy.

Recommendations

54. Implement a standardised national programme of professional development for response personnel including Coordinated Incident Management Systems.
55. Reinforce the requirement that Coordinated Incident Management Systems is the standard operating procedure for multi-agency response and ensure that the concept of lead agency is understood and adhered too.

Information Management

56. Outcome 5: Information flows into, across, and out of the emergency response system effectively, allowing timely and accurate communication to Ministers; agencies; officials; stakeholders with particular interests; and to the public during emergencies
57. Since the Boxing Day tsunami in 2004 the Northland CDEM Group has progressively grown and enhanced regional level warning and alerting arrangements to ensure that communities receive timely notifications. Northland has developed an extensive region wide Tsunami siren network which was installed in 2012. MCDEM developed a guideline in 2015 for tsunami sirens and alerting. Each region's alerting mechanisms are different and are out of step with each other.
58. The tsunami warning issued immediately after the Kaikoura earthquake is an example of the inconsistent approaches adopted to emergency response in New Zealand. Despite notification, the urgency and the assessment, there was inconsistency and variation in how groups responded. This event highlighted the desperate need for a consistent all of nation single warning system whereby information is disseminated from a single point of contact at national level across all platforms, including social media to the community and responders.
59. The current system causes confusion and in-consistency since information is provided to sixteen CDEM groups, who in turn "interpret and analyse" then send out variations of the original message. A single authoritative direction is required.
60. In the months before the Kaikoura earthquake CDEM Groups nationally were made aware of, and offered the use of the "Red Cross Hazard app," an alerting platform capable of being used to disseminate alerting and warning information to the public. Several groups, including the Northland CDEM Group took up the offer to utilise this technology. MCDEM were offered the use of the app, which would act to strengthen the national warning system, however they declined the offer.
61. MCDEM have devolved the responsibility for warning and alerting communities to CDEM Groups and have made little progress in recent years in implementing any form of smart technology to speed up or enhance distribution of information through social media channels or other media channels, instead they have maintained an email, and text based system. The recent review and change in the NWS has neglected the interface with social media.
62. The national Emergency Management Information System (EMIS) has a role to play in managing and sharing information across a broad range of stakeholders during any emergency event, however EMIS has been poorly implemented, it's use is highly variable and in our view, it's value is not being optimised. Nothing explicit

concerning the way groups shall use EMIS exists and there are no guidelines for groups about the agreed standards or levels of use. EMIS also lacks a nationwide programme for implementation, which was left to groups.

63. Needs assessment is fundamental to all emergency response, yet in New Zealand there is no standard practices, agreed protocols, nor agreed technology to gather and analyse information. Internationally there are protocols, standard practices and processes, including a freely available and operative collection data base. International best practise could be easily transferred into the New Zealand emergency management context.

Recommendations

64. Urgently review and incorporate where practical international best practice technology and processes into readiness and response, particularly impact and needs assessment.
65. Review, consider and implement technology that provides interface with alerting systems, and information management and analysis.
66. Develop at a national level specialist personnel who are information management specialist capable of sourcing, analysing and reporting on information in a timely and efficient manner.

TITLE: Recovery arrangements and legislation

From: Graeme MacDonald, Civil Defence Emergency Management Group Manager

Date: 21 August 2017

Executive summary:

With the recent amendments to the Civil Defence Emergency Management Act the planning for and delivery of Recovery will change. The legislation now requires that from 1 June 2018 CDEM Groups have responsibility for ensuring that their CDEM Group Plan state and provide for strategic planning for recovery from hazards and risks. In addition, there is a requirement that CDEM Groups appoint a group recovery manager.

The director of MCDEM has also written recently to all CDEM Group chairs (see attached) enquiring as to the way the groups propose to update their plans.

Discussion:

Strategic planning

MCDEM has released a draft Strategic Planning for Recovery guideline. This guideline sets out that strategic planning for recovery focuses on determining what CDEM Groups and each member need to do to ensure their communities are well placed and supported to recover from any emergencies from the hazards and risks identified in the CDEM Group plan. It requires a whole of local authority approach, CDEM Group and partnering agencies, involving planners, building officials, finance, infrastructure etc. It is important that all are involved in conversations about the hazards and risks, potential consequences of an emergency, what recovery might involve, and what can be done prior to and following an emergency.

Feedback on the guideline has been provided to MCDEM.

Group Plan review

Since there is a requirement to amend our Group Plan to reflect the changes in the legislation – including Strategic Planning, appointments and use of transitional powers; consideration must now be given to the appropriate legislative processes provided for in the act to amend the Northland CDEM Group plan.

The act provides for minor changes without a full review process or significant changes that require the plan review process to be followed.

The Director is clearly indicating that she believes that the changes amount to a significant change and that there is a requirement for a full review process to be

ITEM: 6.0

Page 2 of 2

undertaken to amend the recovery section of the plan to bring it into line with the legislation and guidelines.

At this time it is unclear to what extent the group plan change will be however the timeline below may assist.

Date	Task	Comment
September 2017	Selection and appointment of Group Recovery Manager commences	.5FTE approved by NRC
November 2017	Appointment confirmed	
January 2018	Review of current recovery arrangements for region	Review of CDEM Pan content and Group Recovery plan
February to - May	Development of new Strategic Section for plan and high level development of region wide recovery arrangements.	Includes consultation with MCDEM etc.
June 2018	Plan change approved	

Recommendations:

1. That the report 'Recovery arrangements and legislation' from Graeme MacDonald, Civil Defence Emergency Management Manager, dated 18 August 2017 be received.

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 18 August 2017



Ministry of Civil Defence & Emergency Management

Te Rākau Whakamarumarū

16 August 2017

CR. Colin Kitchen
Joint Committee Chair
Northland Regional Council
Colin.kitchen@fire.org.nz

Dear CR. Kitchen

Strategic Recovery Planning

As you are aware, the Civil Defence Emergency Management Act 2002 now requires CDEM Group Plans to be amended to provide for strategic planning for recovery from hazards and risks in the Group area by 1 June 2018.

MCDEM has been working hard to provide Groups with the support and guidance they require to meet this change to the Act. The draft Strategic Planning for Recovery Director's Guideline is now available for stakeholder comment. MCDEM has been working closely with some Groups as they start to revise their plans – running workshops and reviewing draft recovery sections of Group Plans. These Groups have been pleased at how much can be achieved in a couple of hours with the workshops helping Groups understand what is expected.

To ensure the assistance and support on offer from MCDEM meets the needs of all Groups and that we have the necessary resources to provide comment on the amended Plans, it would be beneficial to get more visibility on the progress of Group's to meet this new legislative requirement.

Can I please ask that you report, in writing by the end of August 2017, your Group's progress in regard to strategic planning for recovery and an indication of when MCDEM is likely to receive your amended CDEM Group Plan for comment.

The new law places a greater onus on CDEM Groups to engage with communities in the strategic planning for emergencies. It is therefore likely that the changes required to Group Plans will not be considered a minor amendment under section 57 of the CDEM Act 2002 and will require public consultation. Furthermore, the requirement is for CDEM Plans to be completed by 1 June 2018, which means the draft plans must have been to the Minister prior to this.

With this in mind, I would encourage all Groups, if you have not already done so, to start work on their strategic planning for recovery and to contact their Regional Emergency Management Advisor to arrange any additional support from MCDEM if required.

I look forward to receiving your progress reports.

Sarah Stuart-Black
Director, CDEM

CC: Tony Phipps

TITLE: Community Resilience Projects

From: Shona Morgan, Community Resilience Coordinator

Date: 17 August 2017

Executive summary:

This report will outline community resilience projects carried out in Northland in the last 3 months.

Recommendations:

1. That the report Community Resilience Projects by Shona Morgan, Community Resilience Coordinator dated 17 August 2017 be received.

Report:

Youth in Emergency Services (YES) Programme Dargaville

The YES Programme commenced in Dargaville on Saturday 13 May with Surf Lifesaving and NZ Police orientation day. 25 young people were nominated, and 18 were selected from Dargaville High School, Ruawai College and from within the community.

The combined exercise was held on June 10 with over 100 personnel in attendance. This was followed by a graduation dinner held on June 16 in Dargaville and was attended by the participants, their whanau and emergency services personnel.

The Ministry of Youth Development have announced a further \$100,000 has been made available as part of the Youth in Emergency Preparedness Fund – a combination of the YES Programme and the Youth in Civil Defence Programme. The Northland CDEM Group has applied for \$10,000 funding to run a YES Programme in Kaitaia (or other location) in 2018.

Tsunami Mapping Project

This project is almost complete with the new maps and interactive viewer on the NRC website now. The interactive viewer will be available for public use, this will enable people to choose their location then export the map into a PDF document with save or print functions. A sample map is attached to the end of this report.

GIS Digital Project

Northland CDEM Group have made a submission to the IT Steering Committee for the development of an interactive GIS viewer.

ITEM: 7.0

Page 2 of 4

The creation of a suite of GIS tools for use by CDEM will help duty officers and CDEM specialists to analyse and understand potential impacts to the community while planning for an impending incident and will be invaluable during a response. This is a suite of tools to assist in planning and preparedness as well as a system which collects, processes and displays real-time disaster related data from relevant agencies.

Provision of the full picture in an emergency situation will assist in targeted deployment of resources, services and assets and will potentially save lives. Financial savings will be made by more accurate use of assets and resources.”

Northland Youth Theatre Project

Northland Youth Theatre were successful in gaining a \$5000 grant from the Ministry of Youth Development to increase youth awareness about civil defence. They worked with NZ Police, NZ Fire Service, NZ Red Cross and Northland CDEM to learn about hazards, personal preparedness, disaster welfare and fire safety. They then developed a short film using sports and outdoor activities as the theme for the film.

It is titled “Expect the Unexpected” and is available to view on their facebook page www.facebook.com/NorthlandYouthTheatre/

Community Response Groups (CRG's).

The engagement of community response groups has been of concern for some time as many are struggling to function, have little engagement and have few or no members. In the March Coordinating Executive Group (CEG) meeting, a report was provided outlining detailed information regarding each groups level of engagement. As a result of the report, a request was made by the CEG Chairman for a strategy to be developed as to how Northland CDEM will increase engagement of their community response groups.

Before this strategy is developed, more research needs to be carried out as to what the communities actually want, how these groups benefit the communities and civil defence, and the resources required to create and maintain the groups and plans.

Currently there are 56 Community Response Groups:

- 31 in the Far North District - average travelling time from Kaikohe is 1 hour 15 minutes - furthest Te Hapua 3 hours each way
- 17 in the Whangarei District - average travelling time from Whangarei is 45 minutes - furthest Bland Bay 1 hour 30 mins each way
- 8 in the Kaipara District - average travelling time from Whangarei is 1 hour - furthest Puotū 2 hours each way

The information in the table below was collected from the Civil Defence Officers (CDO's) for Kaipara, Far North and Whangarei, regarding the amount of time that one CRG meeting takes. It should be noted that a large proportion of this is outside normal working hours as this is when the CRG members are available.

ITEM: 7.0

Page 3 of 4

Task	Approximate time
Update group appendix. Includes latest contact details, resource lists, emergency service details, hazards and phone trees	2-4 hours
Update eCRP including new maps, activation processes, emergency contacts information and hazards	1 hour
Email, liaise with coordinator to schedule meetings. Develop all promotional material including advertising in local newspapers, facebook, flyer drops etc.	3-5 hours
Travel to meeting	1 hour on average
Set up and hold meeting	1.5 hours
Pack up and liaise after meeting	30 mins
Travel back from meeting	1 hour
Follow up work - chasing up contact details, information for the appendix, finalising documents, maps and telephone trees, printing and sending plan copies to group members etc.	3 hours
Total	13-17 hours.

On average, it would take 13 - 17 hours per meeting (less or more depending travelling times and levels of engagement and organisation). Sometimes there can be 3-4 meetings to create a new plan, and 1-2 to review an existing plan.

New community groups often request further training and engagement. For example, when the Mangakahia Area CRP was being developed, they requested more engagement from the emergency services. As a result, an emergency services evening was held involving local agency representatives. This was coordinated and attended by the Whangarei CDO. Additionally, the community requested First Aid training and St John offered to provide this free of charge. Again, this was held in the evening and was attended by the CDO. Some communities also request welfare training to train their groups in running a community-led civil defence centre. This is a full days training carried out on a Saturday involving the Welfare Managers, CDO's and other staff as required.

In addition, since the Kaikoura earthquake and the activation of the tsunami sirens, there has been an increase in requests from communities for the Northland CDEM team to provide workshops specific to tsunami alerting. One of these workshops has been carried out in Ruakaka and included 6 staff to run the workshops in the evening. More of these workshops have been requested in other areas on the region.

ITEM: 7.0

Page 4 of 4

The purpose of this report is to give some context to the current level of expectations from community response groups. It is also to highlight that the existing resources are not sufficient to maintain the current CRG's. As more CRG's are being requested, our inability to provide and sustain this service tarnish the perception of civil defence and our support to communities. It is currently a fine balance between serving individual community response group requests and other work programmes as staff are currently at their limit for service provision.

Attendance at meetings and other CDEM Activities

- National GIS and Emergency Management Forum
- Welfare Coordination Group Meeting
- Earthquake Commission
- CDEM Volunteer Civil Defence Centre Training
- Whangarei District Council CDEM Exercise
- Section 17a Local Government Review Workshop

Attachments:

PDF Document of new tsunami map for Ngunguru

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 24 August 2017

TSUNAMI EVACUATION ZONES: Ngunguru

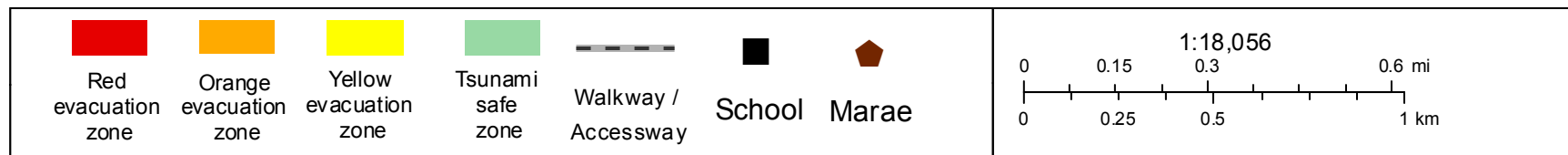
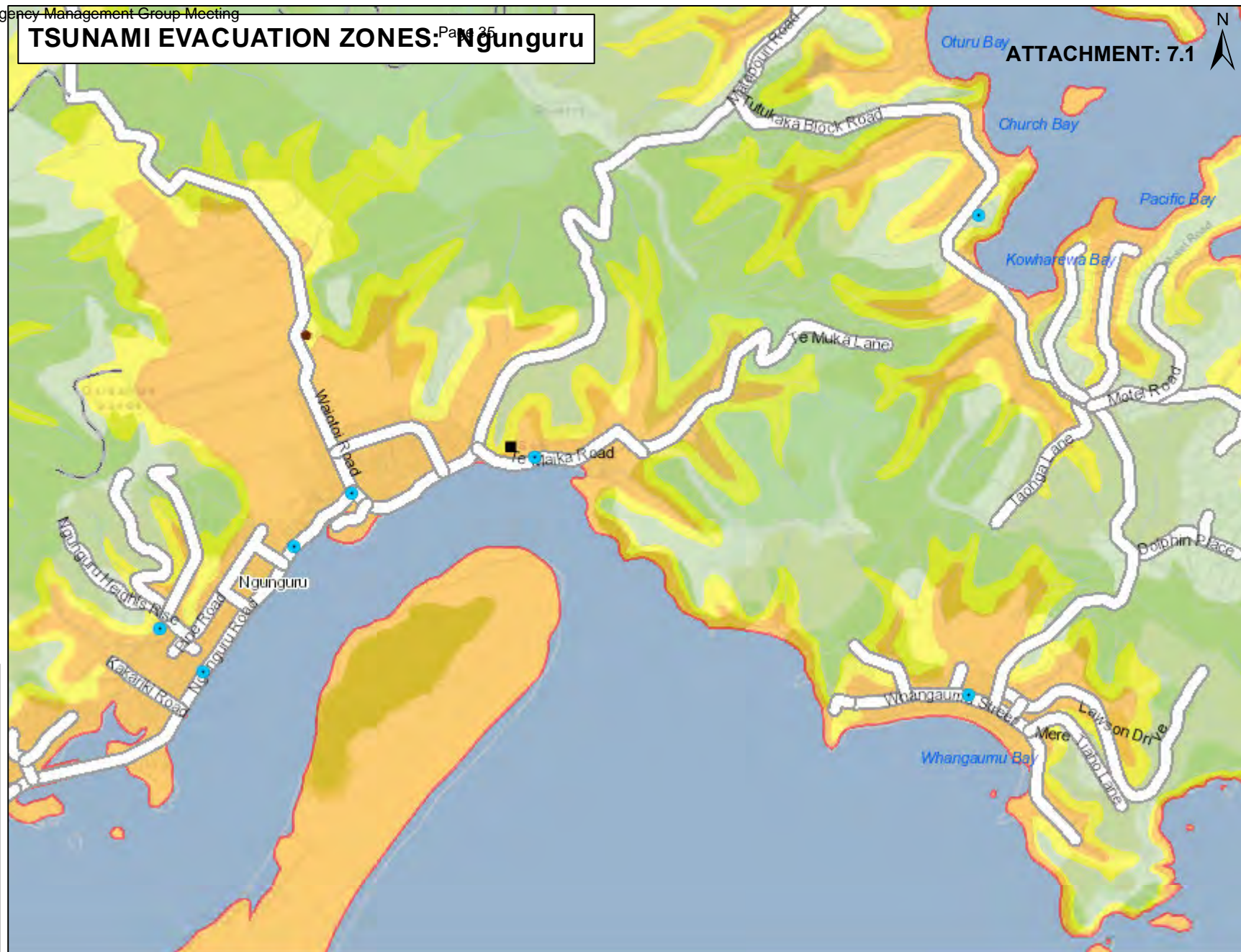
A tsunami may arrive soon after a major earthquake. Don't wait for an official warning.

Walk inland or to high ground.
Use the map to identify your nearest safe zones and safe locations ahead of time.

Evacuate on foot if possible.
Roads will block very quickly.
Take essential items - tsunami flooding can last for many hours



More maps and info at:
www.nrc.govt.nz/tsunami



TITLE: Professional Development and Training

From: Kim Abbott- Emergency Management Officer

Date: 21 August 2017

Executive summary:

This report is an outline of the professional development undertaken by the Northland Civil Defence Emergency Management (CDEM) team, both externally and internally.

Recommendations:

1. That the report 'Professional Development and Training' by Kim Abbott- Emergency Management Officer, dated 21 August 2017 be received.
-

Report:

This quarter the Northland CDEM team have been involved in a number of training opportunities both on a National sector level and also academically. The team has also seized the opportunity to further engage our community and stakeholders.

CDEM team professional development and working groups:

The following is an outline of the training, courses, forums and seminars that have been attended by members of the Northland Civil Defence Team in recent months:

- National MCDEM CDEM Forum (Kim Abbott, Sharon Douglas, Wellington)
- AUT – Post Graduate Papers (Victoria Randall - Building Resilient Communities, Shona Morgan - The psychosocial aspects of disaster)
- Integrated Training Framework (ITF) – Intermediate (Claire Nyberg, Kim Abbott, Hamilton)
- First Aid re-accreditation (Victoria Randall)
- Hazard app and Cell Broadcast Alerting/Emergency Mobile Alerts workshop (Murray Soljak, Wellington)
- GIS Workshop (Gail Yearbury, Shona Morgan, Auckland)

External stakeholder training and public education

The following is an outline of the presentations and training undertaken by the CDEM team to our community.

- International Disaster Risk student presentation (Graeme MacDonald, Kim Abbott, Claire Nyberg, Shona Morgan, Bill Hutchinson)
- Business Continuity Planning to NRC Leadership team (Kim Abbott)
- ITF Civil Defence Centre Introduction to volunteers (Susan Botting, Victoria Randall, Claire Nyberg)

ITEM: 8.0

Page 2 of 3

- NRC Staff meeting (Murray Soljak – Alerting Platform, Kim Abbott – Recent Deployment)
- Exercise ‘Avenues Siege’ – Multi-agency exercise hosted and facilitated by WDC. (Victoria Randall and CDEM team)
- YES final exercise (Shona Morgan, Sharon Douglas, Murray Soljak, Tegan Capp, Bill Hutchinson, Dargaville)

Northland group emergency coordination centre (GECC) and Coordinated Incident Management Systems (CIMS) training

Recent planning and work on building the capability of the Northland GECC has included discussions around how best to train staff to build confidence and work effectively. The Northland group has been facilitating CIMS4 training for 15 years. Each year approximately 100 council staff, emergency services and stakeholder group representatives undertake the three day training course enhancing the consistency and shared structure across the region.

In recent years the Civil Defence sector has been working toward common training and accreditation and the result is the ITF programme, which has been developed through Ministry of Civil Defence Emergency Management (MCDEM) resilience funding.

The result is two courses with a similar focus on functional responsibilities, one from an incident management viewpoint and the other from an EOC staffing perspective, as a result, there is significant overlapping content.

Planning for future training has included three options:

Option One: Status Quo

Continue to deliver the CIMS4 three day courses and in addition introduce the ITF Intermediate course, also a three day course to potential ECC staff focussing on key functional roles.

Option Two: Interface

As part of the suite of training programmes, the ITF is scheduled to develop an interface training package to bridge the need for intermediate accreditation prior to undertaking function specific training ie: Welfare, Logistics, PIM etc. Unfortunately, there is no timeframe for the delivery of this product.

Option Three: Consolidated CIMS4 and ITF

Consolidate the current CIMS4 course into a two day course with significant theory to be completed as a pre course online component. This would allow the full NZQA accreditation to be achieved as well as the ability to continue the benefits of a diverse student pool.

For council staff, a third day could be included to cover ECC requirements around the ITF material. In essence this would be a bridging course developed with Northland policy and procedures in place, however potentially it would not achieve the ITF accreditation.

ITEM: 8.0

Page 3 of 3

Feedback from stakeholder group representatives would be appreciated.

The full CIMS4 September course for 19-21 will continue as scheduled.

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 24 August 2017

TITLE: Public Information Management (PIM) update

From: Murray Soljak, Public Information Project Officer and Susan Botting,
Public Information Officer

Date: 24 August 2017

Executive summary:

This report summarises key developments in public information management since the previous meeting.

Recommendations:

1. That the report 'Public Information Management (PIM) update' by Murray Soljak and Susan Botting dated 24 August 2017, be received.

Report:

Major advances are underway in public alerting capability, with the development of cell broadcast alerting nationally and the integration of the Hazard app into other alerting platforms (a Northland CDEM project).

Cell Broadcast Alerting (also known as Emergency Mobile Alerts):

CBA allows alerts to be sent to mobile phones without users needing to install an app or sign up for a service. The CDEM sector will have access to CBA (along with MCDEM, emergency services and a

range of Government agencies); however, the threshold for use will be at the very high end e.g. major events and evacuations. MCDEM has advised that it will be promoting CBA to the public with a campaign beginning during Get Ready Week in October, with a target to go live towards the end of the year. The public campaign will encourage cellphone users to visit a website to check that their phone can receive alerts (bearing in mind that, depending on regions and circumstances, there may be insufficient reason to send alerts to some members of the public for years).



MCDEM has selected an international platform, has been testing handsets with the three telecommunications companies and working with the CDEM sector and emergency services to develop procedures for its use.

ITEM: 10.0

Page 2 of 5

This process – and in particular, the objective of achieving nationwide and pan-agency consistency in alerting – is highlighting some differences in expectations between MCDEM and CDEM groups, which are being worked through.

It is also important to note that CBA will be a new addition to the public alerting toolbox, with its own advantages and disadvantages. As then-Civil Defence Minister Gerry Brownlee pointed out this out when he announced the project in March: “As no technology is 100 per cent failsafe or equally useful in all conditions and emergencies, **multiple channels will continue to be used** to send alerts when emergencies happen. These channels include radio, television, websites, various social media, smartphone apps, sirens and others.” **[emphasis added for this agenda]**

The reach of CBA is determined by the availability of cellphone coverage/towers – which vary by region/location – and coverage maps have been requested as part of the project.

In summary, CBA (once available) will remain complementary to the Hazard app for the foreseeable future, and – with the functionality that is proposed for CBA at the time of go-live – alerts will need to be created and sent via duplicate processes.

Hazard app integration:

In the meantime, integration of the Hazard app into other online platforms continues to be extended, meaning that alerts sent out by the Northland CDEM Group only (i.e. not MetService) will appear automatically in a range of other channels.

Northland has led this within New Zealand, with the intention of making it easier for other CDEM Groups to follow suit.

The objective was to make information available in more places during an event, faster and with fewer manual processes/separate logins. The first ‘live’ use was the no-threat message following the earthquake in the Auckland Islands (to the south of New Zealand) in July (see images at end of this section).

Although the focus was councils across Northland, it has proven straightforward and cost-effective to extend this to other Facebook pages (e.g. community/local Civil Defence pages).

To date, the following platforms are now connected:

- Northland Regional Council website (illustrated on following page), Facebook and Twitter
- Whangarei District Council Facebook and Twitter (website under consideration)
- Far North District Council (as above)
- Kaipara District Council Facebook (website potentially to follow in future)
- More FM Northland and Mai FM Northland Facebook
- Whangarei Heads/Parua Bay Facebook
- Whangarei Heads People Facebook (separate to the above)
- Tutukaka Coast Civil Defence Facebook
- Ruakaka Civil Defence Facebook

ITEM: 10.0

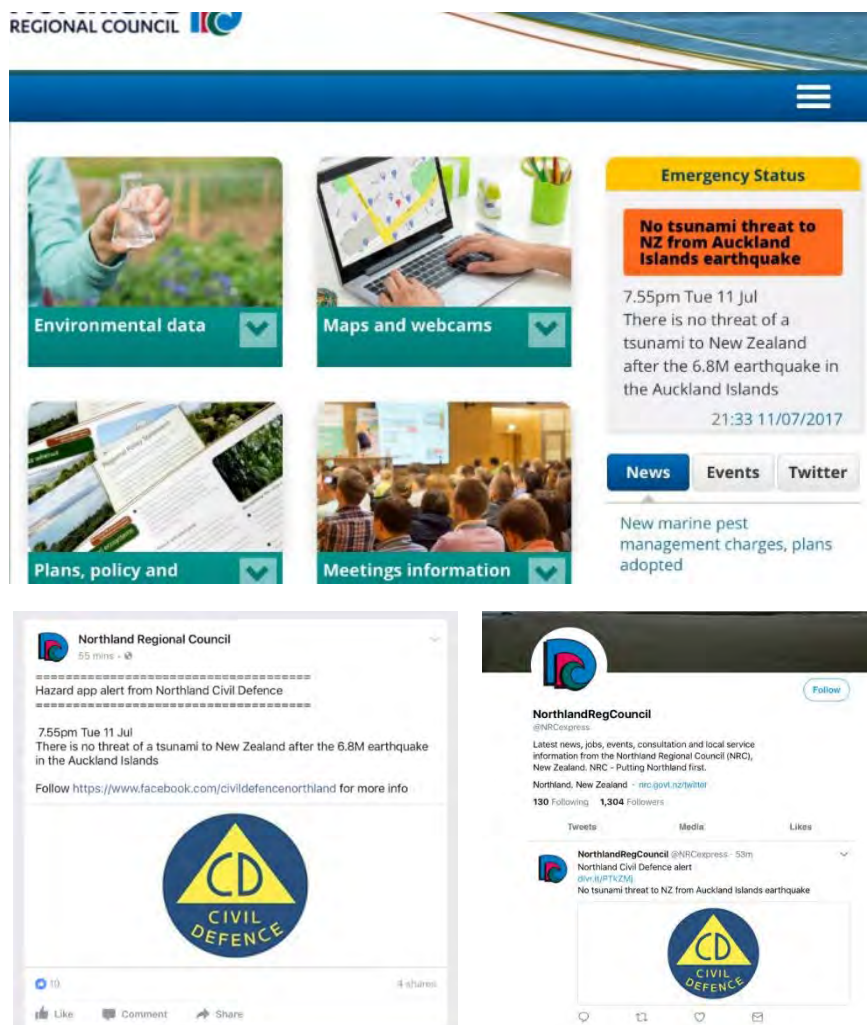
Page 3 of 5

- Onerahi Community Facebook
- Matapouri Community Website (N.B. this is a Facebook page)
- Whananaki Community Group and Whananaki Website (also Facebook pages).

Further community and media platforms have this option under consideration, some of which can be achieved for no additional cost (e.g. more community/media Facebook pages) and some of which involve further expenditure. The cost to date for the integration of these alerts has been \$1800 (plus GST) to NRC's external web consultancy, which has undertaken much of the coding required. Advice and alterations have been provided by the Red Cross Hazard app development team at no cost.

As noted in the previous section, CBA now represents a new option which will not – at the time of go-live – be incorporated into this integrated sequence, and work at a national level will be required to make this happen.

Screen shots below from the first 'live' use of the Hazard app integration, the no-threat message following the earthquake in the Auckland Islands.



Regional/inter-agency co-ordination:

There have been ongoing new additions to the communications teams at both Whangarei and Kaipara District Councils, and the Group continues to build relationships with these teams and provide CIMS4 training for relevant individuals.

The Group is also co-ordinating consolidated regional media/social media publicity and advertising for the upcoming tsunami siren testing, with the knowledge/co-operation of the district council communications teams. This is a cost-effective approach which improves consistency and reduces duplication in workloads.

Social media:

The Northland CDEM Group Facebook page www.facebook.com/civildefencenorthland continues to provide a well-followed social media platform for communication.

Items posted to the Northland CDEM Group Facebook page include:

- Whangarei District Council's interagency Exercise Avenues Siege
- Northland Civil Defence sets up Whareora welfare centre supporting local police shooting response
- New Top Energy power outage web tool
- Kamo Intermediate Civil Defence school visit – Northland hazards, evacuation, grab bags
- No NZ tsunami threat after Auckland Island earthquake
- Onerahi Community Response Group's Onerahi Community Response Plan now available in electronic form for the first time
- Henderson Bay tsunami – New Zealand's biggest
- EQC damage claim timeframe for Northlanders claiming post Cyclones Cook and Debbie
- Severe weather warning and coverage just before Queens Birthday weekend
- YES 2017 Dargaville

Liking the Northland CDEM Group Facebook page www.facebook.com/civildefencenorthland initiates direct-to-you emergency notifications to individuals' Facebook page timeline.

A YES Dargaville page was set up for this year's 2017 YES programme in the Kaipara with ongoing comprehensive photographic and other coverage during June. www.facebook.com/YESDargaville

Public education

Boosting evacuation preparedness was the theme of Whangarei Civil Defence visits during this reporting period to Kamo Intermediate where 120 students across four classes learned more about topics including the Northland hazardscape, and why Northland hazards are a risk to the region, boosting student and family readiness, household emergency plans and how to prepare a getaway bag.

ITEM: 10.0

Page 5 of 5

Photographic coverage during the current reporting period included the Northland Civil Defence Centre support volunteers training, Northland Civil Defence School visit to Kamo Intermediate and Whangarei District Council's annual exercise, Exercise Avenues Siege.

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 24 August 2017

TITLE: Northland Lifelines Group Update

From: Kim Abbott

Date: 21 August 2017

Executive summary:

The Northland Lifelines Utility Group (NLG) held its regular quarterly meeting on 4 August. It was well attended with 27 representatives from across the Northland utility sector, emergency services, local council and Civil Defence Emergency Management (CDEM)

Recommendations:

1. That the report 'Northland Lifelines Group Update' by Kim Abbott, CDEM Officer, dated 21 August 2017 be received.
-

Report:

Key member updates:

The Lifelines third quarter meeting focused on member involvement and feedback on organisational resilience strategies. Major current and planned resilience initiatives included:

Refining NZ are focusing on the increasing problem of urban encroachment around the Wiri pipeline. They are working hard to develop a working relationship with Auckland council around planning and development. This is also a consideration in Northland, particularly around the Bream Bay area.

The refinery are harnessing the technology of drones to help monitor slip prone and inaccessible areas to identify potential problems.

Northpower have engaged a consultant and are looking to review their communications systems after the February Springfield power failure. They are also currently working on digital engagement with their clients with a system similar to Top Energy and other power NZ wholesalers.

The Havelock North water contamination situation has identified possible issues and some discussion within councils across New Zealand. The *Far North District Council (FNDC) 3 waters team* have instigated some revaluation around current water safety planning and are currently engaged in an alliance with Broadspectrum water.

The *Kaipara District Council (KDC) roading team* have identified 215 slips within the district, these have been prioritised and communicated on their council website.

ITEM: 10.0

Page 2 of 2

In July the *Northland Transport Alliance (NTA)* was formalised, bringing the New Zealand Transport Agency (NZTA) and the regional and district council roading teams together on one site in a shared services arrangement.

NZTA are currently asking for tender responses around Northland road repairs. There is a priority list including an emergency works package on SH15 and continued work on SH10. Work is underway on the best use and placement of Vehicle Management Signage (VMS)

Top Energy – Outage Manager presentation

Tony Smallman of Top Energy showcased their new outage management website and discussed ongoing improvements. Key highlights of the system on their website include:

- Interactive maps displaying latest updates on planned and unplanned power outages.
- Customers can subscribe online with their ICP number to receive notifications via email or text advising of outages affecting their property. Customers can also check in at any time via the internet on their computer or smart phone.
- This system will complement existing customer channels, such as the call centre, by providing another option for people wanting the latest information. It will also help prevent call queueing during high peak call times such as storms.
- The Outage Centre is the first phase in the project to provide more customer information. Later this year Top Energy will launch a mobile outage app which will be available from Google Play and iTunes.

Northland Lifelines Group (NLG)

The NLG have been reviewing their work programme priorities and plan to undertake another exercise in the coming year. This will be a key opportunity to test the new Air Operations Plan as part of this Exercise.

The National Lifelines Forum is being held 31 Oct / 1 Nov in Auckland.

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 24 August 2017

**TITLE: Northland Tsunami Siren Testing Outcome Report
April 2017**

From: Victoria Randall, Civil Defence Emergency Management Officer,
Whangarei District

Date: 18 August 2017

Executive summary:

The purpose of this report is to report the outcomes of the testing of the Northland tsunami siren network on 2 April 2017

Recommendations:

1. That the report 'Northland Tsunami Siren Testing Outcome Report April 2017' by Victoria Randall, CDEM Officer, Whangarei District, dated 18 August 2017 be received.

Report:

The Northland tsunami siren network was tested at the end of daylight savings on Sunday 2 April 2017 at 09.20hrs. A large media campaign of advertising was undertaken with community response groups and a council staff monitoring the 163 sirens across the region.

The completed questionnaires for each monitored siren were collected with only one siren across the region reported with a fault.

The light on siren WDC062 on Bream Bay Drive, Ruakaka did not flash. Northpower have repaired this device.

The next tsunami siren testing will take place at the start of daylight saving on Sunday 24 September 2017.

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 18 August 2017

TITLE: Welfare Coordination Group Update

From: Claire Nyberg, Civil Defence Emergency Management Officer

Date: 18 August 2017

Executive summary:

The third WCG meeting of the year was held on 2 June 2017. Updates were given from each district, the Northland CDEM Group, Ministry of Civil Defence and Emergency Management and each of the sub-group representatives present. Progress is being made across the sub-functions to fulfil work programme priorities. Presentations were given by guest speakers as detailed below.

Presentation from guest speakers

Laura MacLennan from Refining NZ gave a presentation around the establishment of the Special Assistance Team (SAT). This team is modelled on the Air NZ team with the purpose of providing immediate practical support to any employee who has been affected by physical injury on-site. The team has been well supported by management and have created a welfare plan. Next the team are investigating the establishment of a Family Assistance Centre.

Chris Cashmere from the Plymouth Brethren Christian Church spoke about the Rapid Relief Teams (RRT). The purpose of these teams is to relieve poverty, suffering and misfortune in the community by serving food and drinks to emergency services personnel, helping at homeless missions and supporting other charities. There are a number of teams available in Northland which could be utilised during an emergency. Most recently NZ teams have been used in response to the Canterbury fires and in the Edgecumbe floods.

Lisa Roberts, who is the Northland Lifelines Utility Group Project Coordinator gave an overview of the Lifelines Group and the work they do. This information will support Welfare Service agencies with understanding of how they might be affected if various lifelines utilities providers cannot provide their service.

Update on the Welfare Practical Tools Resilience Fund Project

A workshop was held in Tauranga at the end of June. The workshop was utilised to progress work on the top 4 priorities and subsequently a work programme for the 2017/18 year has been developed with work progressing on schedule.

Recommendations:

1. That the report 'Welfare Coordination Group update' by Claire Nyberg, Civil Defence Emergency Management Officer, dated 18 August 2017 be received.
-

ITEM: 12.0

Page 2 of 2

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 18 August 2017

TITLE: Kaipara District Update

From: Sharon Douglas, Civil Defence Emergency Management Officer

Date: 18 August 2017

Executive summary:

This report provides an update of the Civil Defence Emergency Management activities within the Kaipara District over the past 3 months. Attached is a work plan which was developed for the Kaipara District Council executive team.

Recommendations:

1. That the report 'Kaipara District Update' by Sharon Douglas, Civil Defence Emergency Management Officer, dated 18 August 2017 be received.
-

Report:

Response:

Monitoring occurred for the Kaipara District for several weather events.

No emergency operation centre activation was required for this period.

Readiness and Reduction Projects

Community Response Groups:

A new community response plan has been developed and completed with Tinopai residence. Several meeting are required to assist the group with its foundations.

The Mangawhai community response group continues to have good engagement. A tabletop exercise with local emergency service personnel focusing on near source tsunami generated good discussion and more understanding of what their priorities are and how they can work together. This has been a great example of neighbouring groups building relationship and supporting one another.

The Pouto community response group continues to develop and desires more training and engagement with emergency services. A meeting is planned with police, fire and ambulance on the 29th September. A meeting was attended at the Marae to discuss the Marae preparedness on the 13th of August.

Youth in Emergency Service Programme:

Seventeen local young people graduated following completion of the Youth in emergency services programme (YES). This has been a **great opportunity to bring local emergency service personnel together for a common cause**. Interest from students exceeded our expectation. We hope that funding will continue for this programme in the future. The benefits to both young people and community is significant.

Northland CDEM Forum:

Numbers attending from the Kaipara District continue to grow each year. Feedback from representatives from Kaipara District Council and community response groups is that this is value and is a practical way of engaging people who are interested in Civil Defence.

Tsunami Alarms:

Seven new alarms will be installed in Mangawhai before the next siren test. These have been funded by Northland CDEM group. Work is underway to ensure public are aware of the test and to monitor for any faults.

Kaipara District Council:

Formal appointment of Sue Hodge as a local controller was adopted in June. Sue has attended the Controllers course. Sue has accepted an appointment with Whangarei District Council. She commences her new position in September.

A short presentation was given at an all staff meeting covering Civil Defence and councils responsibilities.

The Kaipara District Council Work Program for 2017 – 18 was developed and is **attached**.

Professional Development and Training:

Completed Evaluation paper with Massey University as part of Masters in Emergency Management.

Other CDEM Activities last 3 months:

- Attendance at the Coordinating Executive Group (March) and Northland Civil Defence Emergency Management Group meeting June 2017;
- Attendance at Civil Defence Officers monthly meetings;
- Northland Emergency Services co ordinating committee meetings;
- Attendance at lifelines meeting;
- Attendance at Welfare Advisory Group meetings;
- CDEM workshop to review initial response warnings and notifications
- EQC workshop
- Northland CDEM Group - S.17A Local Government Act review workshop

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 18 August 2017

TITLE: Far North District Update

From: Bill Hutchinson, Civil Defence Team Leader

Date: 14 August 2017

Executive summary:

This report provides an update on the Civil Defence and Emergency Management activities within the Far North District over the past three months.

Recommendations:

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

Report:

Readiness Activities

Work continues to be undertaken with the Taipa Community to assist to rebuild their community response group and review their community response plan. A number of meetings have been held over the past three months and a draft plan is now in place.

A Community meeting was held in Russell on 25 July in support of the response group to present their plan to the wider community and outline local and regional CDEM arrangements. The community group through local fundraising has purchased a trailer for civil defence use containing a generator, road cones, sand bags, tsunami hazard warning signs and tarpaulins to support the local emergency services if required.



Meetings have been attended by the Civil Defence Team Leader and Local Controller to support strategic planning initiatives with respect to emergency management frameworks by Marae Committees and Iwi groups at the Te Whakarongata Marae in Omapere and with Ngati-Kuri in Awanui.

ITEM: 14.0

Page 2 of 2

Eleven students from the United States and Canada participating in Massey University's Disaster Risk and Emergency Management National Expedition were hosted by Northland Civil Defence staff over the weekend 1-2nd July. Their Northland visit included presentations covering community resilience and field visits to observe risk profile and hazard management.

Civil Defence is participating in a Risk Management Pilot within council. Two workshops have been held looking at four scenarios relative to civil defence under the "4 Rs". The purpose is to identify organisational risk across council, its severity in terms of impact and steps that can be taken to mitigate.

Civil Defence staff worked with Top Energy to participate in testing of a new Outage Centre on their website which features an interactive map displaying latest updates on planned and unplanned power outages. A key feature of the Outage Centre is that customers can subscribe to receive outage notifications via email or text specifically for outages affecting their property.

The Civil Defence Team Leader attended the Kerikeri Rotary Club meeting on August 14 to present overview of Civil Defence including local and regional arrangements.

National Warning System (NWS)

Participation and response to national warnings and testing

- 13 June – NWS Test
- 11 July - National Advisory.
- 11 August - NWS Test
- 3 August - NWS Test

Event Monitoring and Response Activities

- Unplanned power outage Kaitaia 11 July

Attendance at Meetings and Professional Development

A Coordinated Incident Management Systems refresher course attended by 15 council and fire service staff was held at the Far North District Council on 19th June.

- CDEM Controllers Program
- CDEM and CEG Meetings
- SLGOM Accelerated Leadership Program
- Northland Welfare Coordination Committee
- Civil Defence Officers
- Northland Lifelines
- Northland CDEM Group Section 17 A Review Workshop

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 24 August 2017

TITLE: Whangarei District Update

From: Victoria Randall, Civil Defence Emergency Management Officer,
Whangārei District

Date: 17 August 2017

Executive summary:

The purpose of this report is to update on the CDEM activities within the Whangārei district over the last three months.

Recommendations:

1. That the report 'Whangārei District Update' by Victoria Randall, CDEM Officer, Whangārei District, dated 17 August 2017 be received.

Report:

Long Term Plan

Tony Phipps delivered a presentation to Council regarding Northland Civil Defence Emergency Management for the Long-Term Plan on 22 August 2017.

CDEM Staff and Volunteers:

Seventeen volunteers attended the Civil Defence Centre training on 8 June and could now work within a civil defence centre as required.

One new CDC Volunteer was deployed to assist with the information centre in the Mount Tiger Armed Siege event.

Community Response Groups:

The Onerahi Group Plan and e-Plan review are now complete along with an updated telephone tree.

A new coordinator has volunteered for the Waipu / Langa Beach Community response group and will be working through reviewing the Community Response Plan in the coming months.

Council CDEM Radio project is now complete. All CDEM radios and the Parakiore repeater were assessed and old equipment replaced to make the network fit for purpose for the future.

ITEM: 15.0

Page 2 of 4

Annual CDEM Exercise – Avenues Siege

Council held its annual CDEM exercise – Exercise Avenues Siege on 9 August. The multi-agency scenario was a Police led incident, with CDEM staff exercising as a support agency. The objectives of the exercise were:

- Liaise with external agencies in planning and coordination
- Set up the Emergency Operations Centre
- Manage a civil defence centre for evacuated residents
- Align public information with lead agency
- Produce an action plan
- Produce a situation report

Several external agencies were present within the Emergency Operations Centre including Police, District Health Board, NZ Red Cross, Fire and Emergency New Zealand and St John and Northland CDEM Group staff. Council staff and governance attended including Her Worship the Mayor, Deputy Mayor and several Councillors alongside department managers and CDEM staff.

The exercise was successful, all objectives were met, feedback from those involved was extremely positive with a hot debrief identifying some improvements to processes and equipment including better communication between functions and the use of technology.

Tsunami Preparedness:

Northpower are considering producing the indoor tsunami siren device at a cheaper rate than the current \$200. They are also investigating a smaller unit with a light fitted and possibly a rise and fall siren tone.

A field assessment of new tsunami siren installations has been carried out. There are currently 18 locations highlighted by members of the public where there may be a significant gap in the network. A prioritised list of locations has been formulated, three new tsunami sirens have been installed, Raurimu Avenue Onerahi, Waikaraka Township and Ruakaka Village before the next siren testing date 24 September 2017.

Nine Tsunami Information boards are now in situ as a pilot for Northland. The locations are:

- Tutukaka Boat Ramp
- Ngunguru shops
- One Tree Point Boat Ramp
- Marsden Cove Marina
- Mair Road beach access (next to Refining NZ)
- Ruakaka Race course beach access
- Ruakaka Beach (near surf club)
- Uretiti Beach DOC Campsite public access to beach
- Tip Road Uretiti Beach vehicle access

MAIR ROAD BEACH ACCESS

PLAN YOUR ROUTE

Tsunami Evacuation Information

WARNINGS | Get to know

NATURAL WARNINGS

For a local source Tsunami, which could arrive in minutes, there won't be time for an official warning. It is important to recognise the natural warning signs and act quickly.

Tsunami – Natural signs

In the case of:

- Out of the ordinary sea behaviour, such as sudden sea level rise or fall and/or unusual noise.
- A strong earthquake that is hard to stand up in.
- An earthquake lasting longer than a minute.

If you experience any of these natural signs, you should evacuate ALL zones – a wave may arrive within minutes. Wait in a safe area for the official all clear.

OFFICIAL WARNINGS

TV

Apps

Radio

Text alerts

Social media, websites & email

Sirens & PA systems

UNOFFICIAL WARNINGS

Family, friends & international media.

EVACUATION | Where to go

- RED ZONE** is the coastline, this zone must be evacuated in response to a 0.2-1 metre wave height. Flooding of land near the shore is not expected.
- ORANGE ZONE** matches the 1.5 metre wave height. A threat of coastal flooding near the shoreline exists. For this threat, BOTH red and orange zones must be evacuated.
- YELLOW ZONE** is the worst case scenario. For this threat, ALL zones (red, orange and yellow) must be evacuated.
- SAFE AREA** If driving, keep going once out of the evacuation zones to allow room for others.

BE PREPARED BEFORE A TSUNAMI

- know the risk
- have a plan of how you will respond
- have a getaway kit
- identify your route to higher ground
- practise your evacuation route to the safe area

Visit www.brc.govt.nz/civildefence



Mair Road beach access (by Refining NZ)

Meetings and Projects Supported:

- Northland Welfare Coordinating Group
- Community Development Council and Manager meetings
- AUT studies – Building Resilient Communities

ITEM: 15.0

Page 4 of 4

- Civil Defence Officers meetings
 - Northland Lifelines Group
 - WDC Public Information Managers meeting
-

Authorised by:

Name: Graeme MacDonald

Title: CDEM Manager

Date: 24 August 2017