

## Civil Defence Emergency Management Group Meeting Minutes

Meeting held in the Council Chamber  
36 Water Street, Whangārei  
on Tuesday 4 September 2018, commencing at 11.00am

### Present:

Chairman- FNDC Councillor Colin Kitchen  
KDC Councillor Anna Curnow  
NZ Police Representative Inspector Marty Ruth  
WDC Mayor Sheryl Mai  
FENZ Representative Acting Area Commander Roger Callister  
NRC Councillor Rick Stolwerk  
MCDEM Representative, Mr John Titmus (Observer Status)

### In Attendance:

23 others were in attendance.

The Chair declared the meeting open at 11:04am.

### Apologies (Item 1.0)

#### Moved (Stolwerk/Mai)

1. That the apologies from Superintendent Tony Hill and Commander Brad Mosby for non-attendance be received.

Carried

### Declarations of Conflicts of Interest (Item 2.0)

It was advised that members should make declarations item-by-item as the meeting progressed.

### Confirmation of Minutes - 19 June 2018 (Item 3.1)

ID: A1102041

Report from Tegan Capp, Executive Assistant Customer Services - Community Resilience

#### Moved (Stolwerk/Curnow)

#### Recommendation

1. That the minutes of the Civil Defence Emergency Management Group Meeting held on 19 June 2018 be confirmed as a true and correct record.

Carried

## **MCDEM Update (Item 4.1)**

**ID: A1102377**

**Report from Graeme MacDonald, Civil Defence Emergency Management Manager**

**Moved (Stolwerk/Mai)**

### **Recommendation**

1. That the report 'MCDEM Update' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 27 August 2018, be received.

**Carried**

## **CDEM, CEG and Group Appointments (Item 5.1)**

**ID: A1102381**

**Report from Graeme MacDonald, Civil Defence Emergency Management Manager**

**Moved (Ruth/Curnow)**

### **Recommendation**

1. That the report 'CDEM, CEG and Group Appointments' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 27 August 2018, be received.
2. That the following list of Group Controllers be approved pursuant to Section 26(1) of the Civil Defence Emergency Management Act 2002.

**Carried**

## **Northland Civil Defence Emergency Management Group GIS Viewer (Item 5.2)**

**ID: A1102382**

**Report from Shona Morgan, Civil Defence Emergency Management Officer - Community Resilience**

**Moved (Ruth/Callister)**

### **Recommendation**

1. That the report 'Northland Civil Defence Emergency Management Group GIS Viewer' by Shona Morgan, Civil Defence Emergency Management Officer - Community Resilience and dated 27 August 2018, be received.

**Carried**

## **CEG Chairs Report (Item 6.1)**

**ID: A1102395**

**Report from Graeme MacDonald, Civil Defence Emergency Management Manager**

**Moved (Stolwerk/Curnow)**

### **Recommendation**

1. That the report 'CEG Chairs Report' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 27 August 2018, be received.

**Carried**

## **Professional Development (Item 6.2)**

**ID: A1100658**

**Report from Kim Abbott, Civil Defence Emergency Management Officer**

**Moved (Stolwerk/Curnow)**

### **Recommendation**

1. That the report 'Professional Development' by Kim Abbott, Civil Defence Emergency Management Officer and dated 20 August 2018, be received.

**Carried**

## **Community Resilience Projects (Item 6.3)**

**ID: A1102517**

**Report from Shona Morgan, Civil Defence Emergency Management Officer - Community Resilience**

**Moved (Stolwerk/Curnow)**

### **Recommendation**

1. That the report 'Community Resilience Projects' by Shona Morgan, Civil Defence Emergency Management Officer - Community Resilience and dated 27 August 2018, be received.

**Carried**

## **Recovery Update (Item 6.4)**

**ID: A1094830**

**Report from Jenny Calder, CDEM Group Recovery Manager**

**Moved (Stolwerk/Mai)**

### **Recommendation**

1. That the report 'Recovery Update' by Jenny Calder, CDEM Group Recovery Manager and dated 7 August 2018, be received.

**Carried**

## **Welfare Coordination Group Update (Item 6.5)**

**ID: A1097638**

**Report from Claire Nyberg, Civil Defence Emergency Management - Welfare**

**Moved (Ruth/Curnow)**

### **Recommendation**

1. That the report 'Welfare Coordination Group Update' by Claire Nyberg, Civil Defence Emergency Management - Welfare and dated 13 August 2018, be received.

**Carried**

## **Northland Lifelines Group Update (Item 6.6)**

**ID: A1100649**

**Report from Kim Abbott, Civil Defence Emergency Management Officer**

**Moved (Stolwerk/Curnow)**

### **Recommendation**

1. That the report 'Northland Lifelines Group Update' by Kim Abbott, Civil Defence Emergency Management Officer and dated 20 August 2018, be received.

**Carried**

## **Indoor Tsunami Siren Update (Item 6.7)**

**ID: A1098818**

**Report from Victoria Harwood, Civil Defence Emergency Management Officer**

**Moved (Ruth/Mai)**

### **Recommendation**

1. That the report 'Indoor Tsunami Siren Update' by Victoria Harwood, Civil Defence Emergency Management Officer and dated 15 August 2018, be received.

**Carried**

## **Public Information Management (PIM) Update (Item 6.8)**

**ID: A1096628**

**Report from Murray Soljak, Public Information Manager and Susan Botting, CDEM Public Information Officer/Council Volunteer Coordinator**

**Moved (Stolwerk/Curnow)**

### **Recommendation**

1. That the report 'Public Information Management (PIM) Update' by Murray Soljak, Public Information Manager and Susan Botting, CDEM Public Information Officer/Council Volunteer Coordinator and dated 10 August 2018, be received.

**Carried**

## **Far North District Update (Item 6.9)**

**ID: A1102462**

**Report from Bill Hutchinson, Civil Defence Emergency Management Officer**

**Moved (Stolwerk/Mai)**

### **Recommendation**

1. That the report 'Far North District Update' by Bill Hutchinson, Civil Defence Emergency Management Officer and dated 27 August 2018, be received.

**Carried**

## **Kaipara District Update (Item 6.10)**

**ID: A1099254**

**Report from Sharon Douglas, Civil Defence Emergency Management Officer**

**Moved (Stolwerk/Mai)**

### **Recommendation**

1. That the report 'Kaipara District Update' by Sharon Douglas, Civil Defence Emergency Management Officer and dated 16 August 2018, be received.

**Carried**

## **Whangarei District Update (Item 6.11)**

**ID: A1098816**

**Report from Victoria Harwood, Civil Defence Emergency Management Officer**

**Moved (Stolwerk/Mai)**

### **Recommendation**

1. That the report 'Whangarei District Update' by Victoria Harwood, Civil Defence Emergency Management Officer and dated 15 August 2018, be received.

**Carried**

## **Conclusion**

**The meeting concluded at 12:15pm.**