

Civil Defence Emergency Management Group Meeting Minutes

Meeting held in the Council Chamber
36 Water Street, Whangārei
on Tuesday 4 December 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 Myles Taylor
NRC Councillor Paul Dimery

In Attendance:

Full Meeting

Northland Regional Council – Tony Phipps
Northland Regional Council – Tegan Capp
Northland CDEM Group – Graeme MacDonald
Northland CDEM Group – Shona Morgan
Northland CDEM Group – Claire Nyberg
Northland CDEM Group – Bill Hutchinson
Northland CDEM Group – Sharon Douglas
Northland CDEM Group – Victoria Harwood
Northland CDEM Group – Jenny Calder
Northland CDEM Group – Kim Abbott
Northland CDEM Group – Murray Soljak
FNDC - Glenn Rainham

The Chair declared the meeting open at 11.05am.

Apologies (Item 1.0)

Moved (Curnow/Mai)

That the apologies from Councillor Rick Stolwerk, Commander Brad Mosby, Superintendent Tony Hill, Mr John Titmus and Councillor Sue Glenn for non-attendance be received.

Carried

Declarations of Conflicts of Interest (Item 2.0)

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

Confirmation of Minutes - CDEM Group Meeting 4 September 2018 (Item 3.1)

ID: A1133539

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

Moved (Kitchen/Curnow)

That the minutes of the CDEM Group Meeting held on 4 September 2018, be confirmed as a true and correct record.

Carried

MCDEM Update (Item 4.1)

ID: A1130741

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Moved (Curnow/Dimery)

That the report 'MCDEM Update' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 20 November 2018, be received.

Carried

Emergency Management System Reforms (Item 4.2)

ID: A1131004

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Moved (Kitchen/Curnow)

That the report 'Emergency Management System Reforms ' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 20 November 2018, be received.

Carried

Proposed National Disaster Resilience Strategy (Item 4.3)

ID: A1133012

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Moved (Curnow/Mai)

That the report 'Proposed National Disaster Resilience Strategy ' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 27 November 2018, be received.

Carried

CEG Chairs Report (Item 5.1)

ID: A1133038

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Moved (Curnow/Dimery)

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

Carried

Secretarial Note: Mayor Sheryl Mai wished to acknowledge the contribution made to the group by Susan Botting.

Northland CDEM Group Work Programme (Item 5.2)

ID: A1129158

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Moved (Mai/Kitchen)

That the report 'Northland CDEM Group Work Programme ' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 14 November 2018, be received.

Carried

Secretarial Note: It was agreed that the 'traffic light' action progress classification system will be applied to this programme.

Professional Development and Training (Item 5.3)

ID: A1133517

Report from Kim Abbott, Civil Defence Emergency Management Officer

Moved (Mai/Kitchen)

That the report 'Professional Development and Training ' by Kim Abbott, Civil Defence Emergency Management Officer and dated 28 November 2018, be received.

Carried

Northland Welfare Coordination Group Update (Item 5.4)

ID: A1132276

Report from Claire Nyberg, Civil Defence Emergency Management - Welfare

Moved (Curnow/Dimery)

That the report 'Northland Welfare Coordination Group Update' by Claire Nyberg, Civil Defence Emergency Management - Welfare and dated 23 November 2018, be received.

Carried

Public Information Management (PIM) Update (Item 5.5)

ID: A1128012

Report from Murray Soljak, Public Information Manager

Moved (Kitchen/Mai)

That the report 'Public Information Management (PIM) Update' by Murray Soljak, Public Information Manager and dated 13 November 2018, be received.

Carried

Northland Lifelines Group Update (Item 5.6)

ID: A1133341

Report from Kim Abbott, Civil Defence Emergency Management Officer

Moved (Dimery/Curnow)

That the report 'Northland Lifelines Group Update' by Kim Abbott, Civil Defence Emergency Management Officer and dated 28 November 2018, be received.

Carried

Northland Joint Agency Emergency Coordinating Centre Scope (Item 5.7)

ID: A1133496

Report from Victoria Harwood, Civil Defence Emergency Management Officer

Moved (Mai/Dimery)

That the report 'Northland Joint Agency Emergency Coordinating Centre Scope' by Victoria Harwood, Civil Defence Emergency Management Officer and dated 28 November 2018, be received.

Carried

Northland Tsunami Siren Network Update (Item 5.8)

ID: A1133505

Report from Victoria Harwood, Civil Defence Emergency Management Officer

Moved (Kitchen/Mai)

That the report 'Northland Tsunami Siren Network Update' by Victoria Harwood, Civil Defence Emergency Management Officer and dated 28 November 2018, be received.

Carried

Recovery Update (Item 5.9)

ID: A1132084

Report from Jenny Calder, CDEM Group Recovery Manager

Moved (Curnow/Dimery)

That the report 'Recovery Update' by Jenny Calder, CDEM Group Recovery Manager and dated 22 November 2018, be received.

Carried

Community Resilience Projects (Item 5.10)

ID: A1132308

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

Moved (Kitchen/Curnow)

That the report 'Community Resilience Projects' by Shona Morgan, Civil Defence Emergency Management Officer - Community Resilience and dated 23 November 2018, be received.

Carried

Meetings Calendar 2019 (Item 5.11)

ID: A1133093

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

Moved (Kitchen/Dimery)

1. That the report 'Meetings Calendar 2019' by Tegan Capp, Executive Assistant Customer Services - Community Resilience and dated 27 November 2018, be received.
2. That the schedule of meetings for 2019, as recommended, be adopted.

Carried

CDEM, CEG & Group Appointments (Item 5.12)

ID: A1129052

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Moved (Kitchen/Curnow)

1. That the report 'CDEM, CEG & Group Appointments' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 14 November 2018, be received.
2. That Sandra Boardman is appointed as a Group Controller, pursuant to Section 26(1), Civil Defence Emergency Management Act 2002.

Carried

Action: It was raised that there are no formally appointed alternate representatives from FENZ and the Police. The CDEM Group will write to each of these organisations and request that they appoint an alternate representative for this Group.

Kaipara District Update (Item 6.1)

ID: A1133511

Report from Sharon Douglas, Civil Defence Emergency Management Officer

Moved (Kitchen/Curnow)

That the report 'Kaipara District Update' by Sharon Douglas, Civil Defence Emergency Management Officer and dated 28 November 2018, be received.

Carried

Far North District Update (Item 6.2)

ID: A1130384

Report from Bill Hutchinson, Civil Defence Emergency Management Officer

Moved (Kitchen/Mai)

That the report 'Far North District Update' by Bill Hutchinson, Civil Defence Emergency Management Officer and dated 19 November 2018, be received.

Carried

Whangarei District Update (Item 6.3)

ID: A1133515

Report from Victoria Harwood, Civil Defence Emergency Management Officer

Moved (Mai/Dimery)

That the report 'Whangarei District Update' by Victoria Harwood, Civil Defence Emergency Management Officer and dated 28 November 2018, be received.

Carried

Verbal Update on Meningococcal-W Outbreak in Northland

Report from Graeme MacDonald, Northland CDEM Group Manager

Moved (Kitchen/Dimery)

Graeme MacDonald briefed the Group on the presentation delivered to the earlier CEG meeting by the Ministry of Health and Northland District Health Board. In response to the Meningococcal-W outbreak in Northland, the MOH and NDHB expect to vaccinate a large number of children aged between 9 months - 5 years old and 13 - 20 years old over the next three week period. The Northland CDEM Group have received a request for, and will provide for assistance with this.

Carried

Conclusion

The meeting concluded at 12.15pm.