

CDEM Coordinating Executive Group Meeting Minutes

Meeting held in the Council Chamber
36 Water Street, Whangārei
on Wednesday 6 March 2019, commencing at 9.30am

Present:

Group Manager - Customer Service & Community Resilience, Tony Phipps
WDC Representative, Ms S Boardman
KDC Representative, Mr J Burt
FNDC Representative, Mr A Finch
NDHB Representative, Ms S Hoyle
St John Ambulance Representative, Mr A Gummer
Welfare Coordination Group Chair, Mrs C Nyberg
FENZ Representative Asst Area Commander G Quensell
NZ Police Representative – Inspector Dean Robinson
Northland Lifelines Group Representative, Mr R Watson
MCDEM Representative, Mr J Titmus (Observer Status) – Arrived at 9.58am

In Attendance:

Full Meeting

NRC (Minute Taker) – Evania Arani
Northland CDEM Group - Shona Morgan
Northland CDEM Group - Murray Soljak
Northland CDEM Group - Tegan Capp
Northland CDEM Group - Sarah Boniface
Northland CDEM Group - Bill Hutchinson
Northland CDEM Group - Victoria Randall
Northland CDEM Group - Sharon Douglas
Northland CDEM Group - Jenny Calder
Northland CDEM Group - Kim Abbott
Northland CDEM Group – Graeme MacDonald
FNDC - Allister Wells
NZDF - Rob Badger

Part Meeting

St John - Leigh Knightbridge – arrived at 9.46am
DPMC - Rachel Hyde – arrived at 9.58am

The Chair declared the meeting open at 9.33am.

Apologies (Item 1.0)

Moved Phipps/Burt

That the apologies from Dr J Ortega - Benito 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 - 4 December 2018 (Item 3.1)

ID: A1163024

Report from Evania Arani, Executive Assistant Customer Services - Community Resilience

Moved (Burt/Hoyle)

That the minutes of the CDEM Coordinating Executive Group meeting held on 4 December 2018, be confirmed as a true and correct record.

Carried

Receipt of Late Report - Items for Information and Discussion (Item 3.1a)

ID: A1170739

Report from Evania Arani, Executive Assistant Customer Services - Community Resilience

Moved (Phipps/Burt)

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

- Items for information and Discussion

Carried

Items for Information and Discussion (Item 3.1b)

ID: A1170741

Report from Evania Arani, Executive Assistant Customer Services - Community Resilience

Moved (Phipps/Burt)

1. That the report 'Items for Information and Discussion' by Evania Arani, Executive Assistant Customer Services - Community Resilience and dated 5 March 2019, be received.
2. That the recommendations included in the reports numbered 4.1 – 6.4 be moved as one.

Carried

Presentation on Emergency Management reforms - Legislative review and changes (Item 4.1)

ID: A1166941

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Recommendation

That the report 'Presentation on Emergency Management reforms - Legislative review and changes' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 25 February 2019, be received.

Secretarial note: Rachel Hyde from DPMC gave a presentation on the. on the Legislative review and changes to the Emergency management system reform.

Rachel advised that she is available to present if there are any groups that may benefit from her presentation. She can be contacted on 02 574 641 or by emailing her at Racehl.Hyde@dpmc.govt.nz

Update from the Ministry of Civil Defence & Emergency Management (Item 4.2)

ID: A1166725

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Recommendation

That the report 'Update from the Ministry of Civil Defence & Emergency Management' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 22 February 2019, be received.

Proposal to establish NZ Fly in Teams (Item 4.3)

ID: A1166299

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Recommendation

That the report 'Proposal to establish NZ Fly in Teams' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 21 February 2019, be received.

CEG Chairs Update (Item 5.1)

ID: A1168787

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Recommendation

That the report 'CEG Chairs Update' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 27 February 2019, be received.

Clued Up Kids (Item 5.2)

ID: A1166536

Report from Kim Abbott, Civil Defence Emergency Management Officer

Recommendation

1. That the report 'Clued Up Kids' by Kim Abbott, Civil Defence Emergency Management Officer and dated 22 February 2019, be received.
2. It is recommended that the Northland CDEM Group, in conjunction with the key stakeholders, adopt and deliver the Clue up Kids programme in late 2019 in the Whangarei area.

Professional Development and Training (Item 5.3)

ID: A1166560

Report from Kim Abbott, Civil Defence Emergency Management Officer

Recommendation

That the report 'Professional Development and Training' by Kim Abbott, Civil Defence Emergency Management Officer and dated 22 February 2019, be received.

Recovery Update (Item 5.4)

ID: A1164333

Report from Jenny Calder, CDEM Group Recovery Manager

Recommendation

That the report 'Recovery Update' by Jenny Calder, CDEM Group Recovery Manager and dated 14 February 2019, be received.

Welfare Coordination Group Update (Item 5.5)

ID: A1166170

Report from Claire Nyberg, Civil Defence Emergency Management - Welfare

Recommendation

That the report 'Welfare Coordination Group Update' by Claire Nyberg, Civil Defence Emergency Management - Welfare and dated 21 February 2019, be received.

Public Information Management (PIM) Update (Item 5.6)

ID: A1166296

Report from Murray Soljak, Public Information Manager

Recommendation

That the report 'Public Information Management (PIM) Update' by Murray Soljak, Public Information Manager and dated 21 February 2019, be received.

Northland Lifelines Group Update (Item 5.7)

ID: A1166588

Report from Kim Abbott, Civil Defence Emergency Management Officer

Recommendation

That the report 'Northland Lifelines Group' by Kim Abbott, Civil Defence Emergency Management Officer and dated 22 February 2019, be received.

Community Resilience Projects (Item 5.8)

ID: A1166769

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

Recommendation

That the report 'Community Resilience Projects' by Shona Morgan, Civil Defence Emergency Management Officer - Community Resilience and dated 22 February 2019, be received.

Members of the CDEM Group, CEG and Key Appointments (Item 5.9)

ID: A1166716

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Recommendation

That the report 'Members of the CDEM Group, CEG and Key Appointments' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 22 February 2019, be received.

Nelson Tasman CDEM Group response to the Pigeon Valley Fire (Item 6.1)

ID: A1166814

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Recommendation

That the report 'Nelson Tasman CDEM Group response to the Pigeon Valley Fire' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 22 February 2019, be received.

Whangarei District Update (Item 6.2)

ID: A1165709

Report from Victoria Harwood, Civil Defence Emergency Management Officer

Recommendation

That the report 'Whangarei District Update' by Victoria Harwood, Civil Defence Emergency Management Officer and dated 19 February 2019, be received.

Kaipara District Update (Item 6.3)

ID: A1168802

Report from Sharon Douglas, Civil Defence Emergency Management Officer

Recommendation

That the report 'Kaipara District Update' by Sharon Douglas, Civil Defence Emergency Management Officer and dated 27 February 2019, be received.

Far North District Update (Item 6.4)

ID: A1168796

Report from Bill Hutchinson, Civil Defence Emergency Management Officer

Recommendation

That the report 'Far North District Update' by Bill Hutchinson, Civil Defence Emergency Management Officer and dated 27 February 2019, be received.

Conclusion

The meeting concluded at 10.56am.