

CDEM Coordinating Executive Group Meeting Minutes

Meeting held in the Council Chamber
36 Water Street, Whangārei
on Monday 17 June 2019, commencing at 9.30am

Present:

Group Manager - Customer Service - Community Resilience Tony Phipps (Chair)
WDC Representative, Ms S Boardman
KDC Representative, Mr J Burt
FNDC Representative, Mr A Finch
NDHB Representative, Ms S Hoyle – arrived at 09.40 am
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 M Ruth
Northland Lifelines Group Representative, Mr R Watson
MCDEM Representative, Mr John Titmus (Observer Status)

In Attendance:

NRC Meeting Secretary, Evania Arani
Northland CDEM, Graeme MacDonald
Northland CDEM, Sharon Douglas
Northland CDEM, Jenny Calder
Northland CDEM, Tegan Capp
Northland CDEM, Murray Soljak
Northland CDEM, Shona Morgan
Northland CDEM, Sarah Boniface – arrived at 10.30 am
NZ Defence Force, Lt. Rob Badger
FNDC, Alister Wells
FENZ, Colin Kitchen
NZ Army, Ben Penney
NZ Army, Juan Harris-Hagley

The Chair declared the meeting open at 9.33am.

Apologies (Item 1.0)

Moved (Burt/Boardman)

That the apologies from NDHB Medical Officer of Health Dr J Ortega-Benito for non-attendance be received.

Carried

Secretarial note: NDHB's representative, Dr J Ortega-Benito is away for six months. Dr Katherine Jackson will be the temporary representative for the committee until Dr J Ortega-Benito returns.

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 - 06 March 2019 (Item 3.1)

ID: A1193230

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

Moved (Boardman/Nyberg)

That the minutes of the CDEM Coordinating Executive Group meeting held on 06 March 2019 be confirmed as a true and correct record.

Carried

Items for Information and Discussion (Item 4.1)

ID: A1193245

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

Moved (Finch/Boardman)

1. That the report 'Items for Information and Discussion' by Evania Arani, Executive Assistant Customer Services - Community Resilience and dated 16 May 2019, be received.
2. That the recommendations included in the reports numbered 5.1 – 7.1 be moved as one.

Carried

Monthly update from Director of Ministry of Civil Defence & Emergency Management (Item 5.1)

ID: A1199364

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Recommendation

That the report 'Monthly update from Director of Ministry of Civil Defence & Emergency Management' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 5 June 2019, be received.

Secretarial Note: There was a group discussion on the NEW controllers course. Members of the group raised the question of what this meant for the recognised controllers now.

Action: Write a letter to MCDEM on the above matter seeking clarification.

Emergency Management Reforms (Item 5.2)

ID: A1199316

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Recommendation

That the report 'Emergency Management Reforms' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 5 June 2019, be received.

Northland CDEM Group Work Programme 2019 (Item 6.1)

ID: A1199541

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Recommendation

That the report 'Northland CDEM Group Work Programme 2019' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 5 June 2019, be received.

CEG Chair's Report (Item 6.2)

ID: A1192341

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Recommendation

That the report 'CEG Chair's Report' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 14 May 2019, be received.

Welfare Coordination Group Work Programme 2019 (Item 6.3)

ID: A1193223

Report from Claire Nyberg, Civil Defence Emergency Management - Welfare

Recommendation(s)

1. That the report 'Welfare Coordination Group Work Programme 2019' by Claire Nyberg, Civil Defence Emergency Management - Welfare and dated 16 May 2019, be received.
2. That the 'Welfare Coordination Group Work Programme 2019/2020' be accepted.

Northland CDEM Group Shared Services Update (Item 6.4)

ID: A1192291

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Recommendation

That the report 'Northland CDEM Group Shared Services Update' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 14 May 2019, be received.

Recovery Update (Item 6.5)

ID: A1194700

Report from Jenny Calder, CDEM Group Recovery Manager

Recommendation

That the report 'Recovery Update' by Jenny Calder, CDEM Group Recovery Manager and dated 20 May 2019, be received.

2019 Northland CDEM Forum (Item 6.6)

ID: A1200101

Report from Kim Abbott, Civil Defence Emergency Management Officer

Recommendation

That the report '2019 Northland CDEM Forum' by Kim Abbott, Civil Defence Emergency Management Officer and dated 6 June 2019, be received.

Secretarial note: Kim Abbott acknowledged WDC for sponsoring the venue for the event.

CDEM, CEG & Group Appointments (Item 6.7)

ID: A1193249

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Recommendation

1. That the report 'CDEM, CEG & Group Appointments' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 16 May 2019, be received.

Secretarial note: Sandra Boardman from WDC is missing off the group controllers list.

Northland Tsunami Readiness (Item 7.1)

ID: A1193015

Report from Victoria Harwood, Civil Defence Emergency Management Officer

Recommendation

That the report 'Northland Tsunami Readiness' by Victoria Harwood, Civil Defence Emergency Management Officer and dated 16 May 2019, be received.

Conclusion

The meeting concluded at 10.40am.