

Civil Defence Emergency Management Group Meeting Minutes

Meeting held in the Council Chamber
36 Water Street, Whangārei
on Wednesday 4 September 2019, commencing at 11.00am

Present:

Chairman, FNDC Councillor Colin Kitchen
KDC Councillor Anna Curnow
NZ Police Representative Inspector M Ruth
WDC Mayor Sheryl Mai
FENZ Representative Commander Brad Mosby
NRC Councillor Rick Stolwerk
MCDEM Representative, Mr John Titmus (Observer Status)

In Attendance:

Full Meeting

GM Customer Service & Community Resilience – Tony Phipps
Northland Regional Council – Evania Arani (minute taker)
Northland CDEM Group – Tegan Capp
Northland CDEM Group – Shona Morgan
Northland CDEM Group – Victoria Harwood
Northland CDEM Group – Murray Soljak
Northland CDEM Group – Shona Boniface
Northland CDEM Group – Sharon Douglas
Northland CDEM Group – Kim Abbott
Northland CDEM Group – Bill Hutchinson
Northland CDEM Group – Jenny Calder
Northland CDEM Group – Graeme MacDonald
Northland CDEM Group – Claire Nyberg
KDC – John Burt
FNDC - Andy Finch
WDC – Sandra Boardman
NZTA rep
NZ Army reps

The Chair declared the meeting open at 11.00am.

Apologies (Ngā whakapahā) (Item 1.0)

Moved (Curnow /Mai)

That the apologies from Superintendent Tony Hill for non-attendance be received.

Carried

Declarations of Conflicts of Interest (Nga whakapuakanga) (Item 2.0)

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

Presentation - The Emerging Strategic Communications Role (Item 3.0)

ID: A1233472

Report from Murray Soljak, Public Information Manager

Moved (Curnow/Mai)

1. That the presentation, The Emerging Strategic Communications Role, be received.

Carried

Confirmation of Minutes - 17 June 2019 (Item 4.1)

ID: A1230016

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

Moved (Stolwerk/Kitchen)

1. That the minutes of the Civil Defence Emergency Management Group Meeting held on 17 June 2019 be confirmed as a true and correct record.

Carried

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

ID: A1233474

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Moved (Curnow/Stolwerk)

1. That the report 'Monthly update from Director, Ministry of Civil Defence & Emergency Management ' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 28 August 2019, be received.

Carried

CEG, CDEM and Group appointments (Item 6.1)

ID: A1233478

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Moved (Mosby/Stolwerk)

1. That the report 'CEG, CDEM and Group appointments ' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 28 August 2019, be received.

Carried

CEG Chair's Report (Item 6.2)

ID: A1233479

Report from Tony Phipps, Group Manager - Customer Services - Community Resilience

Moved (Kitchen/Ruth)

1. That the report 'CEG Chair's Report' by Tony Phipps, Group Manager - Customer Services - Community Resilience and dated 28 August 2019, be received.

Carried

Report on Welfare Coordination Group work programme (Item 6.3)

ID: A1233481

Report from Claire Nyberg, Civil Defence Emergency Management - Welfare

Moved (Stolwerk/Kitchen)

1. That the report 'Report on Welfare Coordination Group work programme' by Claire Nyberg, Civil Defence Emergency Management - Welfare and dated 28 August 2019, be received.

Carried

Proposal to establish a multi agency Emergency Coordination Centre for Northland (Item 6.4)

ID: A1233482

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Moved (Ruth/Stolwerk)

1. That the report 'Proposal to establish a multi agency Emergency Coordination Centre for Northland' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 28 August 2019, be received and noted.

Carried

Secretarial Note: The CDEM group requested that a business case be prepared.

Northland CDEM Group Work Programme 2019/20 (Item 6.5)

ID: A1233483

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Moved (Stolwerk/Kitchen)

1. That the report 'Northland CDEM Group Work Programme 2019/20' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 28 August 2019, be received.

Carried

NZ Emergency Management Assistance Team (EMAT) (Item 6.6)

ID: A1233485

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

Moved (Stolwerk/Curnow)

1. That the report 'NZ Emergency Management Assistance Team (EMAT)' by Shona Morgan, Civil Defence Emergency Management Officer - Community Resilience and dated 28 August 2019, be received.

Carried

Coordinated Incident Management Systems (CIMS) 3rd Edition (Item 7.1)

ID: A1233488

Report from Graeme MacDonald, Civil Defence Emergency Management Manager

Moved (Stolwerk/Mai)

1. That the report 'Coordinated Incident Management Systems (CIMS) 3rd Edition' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 28 August 2019, be received.

Carried

Northland CDEM Group Shared Services Update (Item 7.2)

ID: A1233489

Report from Victoria Harwood, Civil Defence Emergency Management Officer

Moved (Mai/Curnow)

1. That the report 'Northland CDEM Group Shared Services Update' by Victoria Harwood, Civil Defence Emergency Management Officer and dated 28 August 2019, be received.

Carried

Northland Tsunami Readiness (Item 7.3)

ID: A1233491

Report from Victoria Harwood, Civil Defence Emergency Management Officer

Moved (Kitchen/Stolwerk)

1. That the report 'Northland Tsunami Readiness' by Victoria Harwood, Civil Defence Emergency Management Officer and dated 28 August 2019, be received.

Carried

Conclusion

The meeting concluded at 12.22pm.