

Civil Defence Emergency Management Group Meeting Minutes

Meeting held in the Council Chamber
36 Water Street, Whangārei
on Tuesday 14 June 2022, commencing at 11.00

Tuhinga/Present:

Chair, Northland Regional Council Councillor, Rick Stolwerk
Whangārei District Council Mayor, Sheryl Mai
Kaipara District Council Mayor, Jason Smith
Far North District Council Councillor, Dave Collard
NZ Police Representative, Superintendent Tony Hill
Fire & Emergency NZ Representative, District Manager Wipari Henwood
National Emergency Management Agency Representative, Chloe Marshall

I Tae Mai/In Attendance:

Full Meeting

Chair Penny Smart, Northland Regional Council (NRC)
Councillor Colin Kitchen, NRC
Group Manager - Community Resilience Victoria Harwood, NRC
Northland CDEM, Graeme Macdonald
Northland CDEM, Jenny Calder
Northland CDEM, Tegan Capp
Northland CDEM, Evania Arani
Northland CDEM, Mana Wright
Northland CDEM, Bill Hutchinson
Northland CDEM, Sarah Boniface
Northland CDEM, Rachel Hill
Northland CDEM, Zach Woods
WDC Representative, Cr Nicholas Connop
Royal NZ Navy, Richard Mathers
Royal NZ Navy, Peter Johnson
NRC Secretariat, Nicky Hansen
NRC Digital Coordinator – Social & Content, Meloney Tupou

The Chair declared the meeting open at 11.08am.

Ngā Mahi Whakapai/Housekeeping (Item 1.0)

Ngā whakapahā/Apologies (Item 2.0)

There were no apologies.

Moved (Mai / Smith)

That no apologies were received.

Carried

Nga whakapuakanga/Declarations of Conflicts of Interest (Item 3.0)

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

Confirmation of Minutes - (Item 4.1)

Report from Nicky Hansen, PA to GM Community Resilience

Moved (Stolwerk / Collard)

That the minutes of the Civil Defence Emergency Management Group meeting held on 1 March 2022 be confirmed as a true and correct record.

Carried

Receipt of Schedule of Actions (Item 4.2)

Report from Nicky Hansen, PA to GM Community Resilience

Moved (Stolwerk / Mai)

That the minutes of the Civil Defence Emergency Management Group meeting held on 1 March 2022 be confirmed as a true and correct record.

Carried

Action: Item #2, Report to go to the Northland Forward Together meeting on 25 July 2022.

NEMA Monthly Update (Item 5.1)

Report from Graeme MacDonald, Emergency Manager

Moved (Stolwerk / Mai)

1. That the report 'NEMA Monthly Update' by Graeme MacDonald, Emergency Manager and dated 23 May 2022, be received.
2. That the "Partnership Charter" be received and endorsed.

Carried

Northland CDEM Group, CEG and Group Appointments (Item 6.1)

Report from Graeme MacDonald, Emergency Manager

Moved (Smith / Hill)

1. That the report 'Northland CDEM Group, CEG and Group Appointments' by Graeme MacDonald, Emergency Manager and dated 3 June 2022, be received.
2. That the Civil Defence Emergency Management Group approves the appointment of Alistair Dunlop, Building Services Manager – Kaipara District Council, as a Group Controller, in accordance with Section 26 (2), Civil Defence Emergency Management Act 2022.

Carried

Secretarial note: The Chair thanked Sandra Broadman Group Controller for taking on this role and for her five year term with CDEM and work in this position. Nominations have been sort and John Burt, Kaipara District Council, CEG Representative will be the replacement Deputy Chair of the CEG.

CEG Chair's Report (Item 6.2)

Report from Victoria Harwood, Pou Tiaki Hapori - GM Community Resilience

Moved (Stolwerk / Mai)

That the report 'CEG Chair's Report' by Victoria Harwood, Pou Tiaki Hapori - GM Community Resilience and dated 3 June 2022, be received.

Carried

Action: Northland Lifelines Group - Mayor Smith questioned the Tonkin and Taylor role in Te Tai Tokerau and where the report is presented and to who? Through the Chair, Tegan Capp updated that each council has had initial input and will report back as to the next steps in the report process.

Update on Civil Defence Community Response Plans in Northland (Item 6.3)

Report from Evania Arani, Emergency Management Specialist; Tegan Capp, Emergency Management Specialist; Sarah Boniface, Emergency Management Specialist; Bill Hutchinson, Emergency Management Specialist and Laura Exton, Emergency Management Specialist – Kaipara

Moved (Stolwerk / Mai)

That the report 'Update on Civil Defence Community Response Plans in Northland' by Evania Arani, Emergency Management Specialist; Tegan Capp, Emergency Management Specialist; Sarah Boniface, Emergency Management Specialist; Bill Hutchinson, Emergency Management Specialist and Laura Exton, Emergency Management Specialist – Kaipara and dated 3 June 2022, be received.

Carried

Action:

- **Letter from CDEM to RNZ and NEMA about the removal of Radio Mast at Waipapakauri before 8 July 2022.**
- **This issue is to be raised to new Ministers' Civil Defence, Hon. Kieran McAnulty and Broadcasting, Hon. Willie Jackson.**
- **Police and FENZ will raise through their agencies if there are temporary fixes before a more permanent solution.**

Whakamutunga (Conclusion)

The meeting concluded at 12.42pm.