

Civil Defence Emergency Management Group Meeting Minutes

Meeting held in the Council Chamber
36 Water Street, Whangārei
on Tuesday 3 September 2024, commencing at 11:30am

Tuhinga/Present:

Chairperson, FNDC Deputy Mayor Kelly Stratford
Deputy Chairperson, WDC Mayor Vincent Cocurullo
KDC Councillor, Gordon Lambeth
NRC Councillor, Rick Stolwerk
FENZ Representative Wipari Henwood
NEMA Representative, Mike Gillooly
NZ Police Representative, Matthew Srhoj (online)

I Tae Mai/In Attendance:

Full Meeting

NRC Alternate Tui Shortland (online)
WDC alternate Nicholas Connop
Group Manager Community Resilience, Louisa Gritt
Acting Emergency Management Manager, Jenny Calder
Personal Assistant Community Resilience, Haylee Labelle
Emergency Management Specialist, Kylie Cox
Emergency Management Specialist, Tony Devanney
Emergency Management, Iwi Engagement Advisor, Papanui Polamalu
Emergency Management Specialist, Bill Hutchinson (online)
Emergency Management Specialist, Damian Rio
Emergency Management Specialist, James Harvey
Emergency Management Specialist – Tsunami Projects, Brendon Gray
Emergency Management Communications Specialist, Zach Woods (online)

Part Meeting

New Zealand Security Intelligence Service – Engagement Manager, Antonia Butler
New Zealand Security Intelligence Service - Deputy Director General, Nick Marks

The Chair declared the meeting open at 11.30am with karakia

Ngā Mahi Whakapai/Housekeeping (Item 1.0)

Ngā whakapahā/Apologies (Item 2.0)

Moved (Cocurullo/Stratford)

That the apologies from FNDC alternate - Mayor Moko Tepania, Emergency Management Manager - Graeme MacDonald, WDC CE - Simon Weston for non-attendance be 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 - 4 June 2024 (Item 4.1)

Report from Haylee Labelle, Personal Assistant Community Resilience

Moved (Cocurullo/Stolwerk)

That the minutes of the Civil Defence Emergency Management meeting held on 4 June 2024, be confirmed as a true and correct record and that these be duly authenticated.

Carried

Receipt of Action Sheet - September 2024 (Item 5.1)

Report from Haylee Labelle, Personal Assistant Community Resilience

Moved (Stratford/Stolwerk)

That the action sheet be received.

Carried

Presentation - Security Intelligence Service (Item 6.1)

Report from Graeme MacDonald, Emergency Manager

Moved (Stratford/Stolwerk)

That the verbal report 'Presentation - Security Intelligence Service' by Graeme MacDonald, Emergency Manager and dated 23 August 2024, be received.

Carried

Secretarial notes: Verbal presentation by Antonia Butler and Nick Marks about the work undertaken by New Zealand Security Intelligence Service (NZSIS) the threats they see (national security risks) and how they can partner with us. Focus areas included: Foreign interference and espionage; countering violence, extremism and terrorism; protective security; foreign intelligence mandate. An email with useful links was provided to CDEM members following the meeting which included inwards visitation guidance.

National Emergency Management Agency Update (Item 6.2)

Report from Mike Gillooly, NEMA representative

Moved (Stolwerk/Stratford)

That the report 'National Emergency Management Agency Update' by Mike Gillooly, NEMA representative and dated 14 August 2024, be received.

Carried

Secretarial note: NEMA is the lead agency for space weather (solar storms)

Government Inquiry into the North Island Severe Weather Events: Key Findings (Item 6.3)

Report from Graeme MacDonald, Emergency Manager

Moved (Stolwerk/Stratford)

That the report 'Government Inquiry into the North Island Severe Weather Events: Key Findings' by Graeme MacDonald, Emergency Manager and dated 19 August 2024, be received.

Carried

Secretarial notes: CEG/CDEM want to know what we are doing in relation to the findings – waiting for the NEMA review of reviews in July 2025. Concerns raised about increase in investment not budgeted for in annual plan. Noted that Action 1 in 'Priority Actions from Inquiry to Improve Northlands Emergency response' does not mention iwi.

Actions:

1. **Jenny Calder to update action 1 in the Priority Actions from Inquiry to Improve Northlands Emergency response to include iwi involvement**

Wellington Region Emergency Management Tour (Item 6.4)

Report from Haylee Labelle, Personal Assistant Community Resilience and Louisa Gritt, Group Manager - Community Resilience

Moved (Stratford/Stolwerk)

That the report 'Wellington Region Emergency Management Tour' by Haylee Labelle, Personal Assistant Community Resilience and Louisa Gritt, Group Manager - Community Resilience and dated 23 August 2024, be received.

Carried

Secretarial notes: members would like to see CIMS training as part of the induction for new staff. Want to see us support our volunteers.

Action

1. **CEG to investigate implementation of training for all council staff in CIMS and provide recommendations at the next CDEM Joint Committee**

CEG Chair Report (Item 7.1)

Report from Graeme MacDonald, Emergency Manager

Moved (Stolwerk/Stratford)

That the report 'CEG Chair Report' by Simon Weston, dated 14 August 2024, be received.

Carried

Secretarial notes: Cyclone Gabrielle recovery has ended – acknowledged those impacted personally and that some are still in recovery mode. MACC agreements being worked through, will advance project advisory group and what can be progressed while working on the agreements. Anticipate each council can take to their October meetings for sign off.

Verbal update provided on tsunami sites as increased from the time of printing the agenda. 70 sites now constructed (was 47), 24 sites remaining (was 47) 4 sites paused (was 12) the pauses are due to delays with DOC who are requesting an annual fee (this is still in discussion). The new system has not yet been commissioned, this means only the old sirens are tested, all need to be in place before commissioning. Staff confirmed that there are two different activation processes.

Concerns raised about spares availability and that no decision made as yet on maintenance.

Action:

1. If the recent request to Department of Conservation to waiver the annual fee for the new tsunami sirens to be located at the four campsites is unsuccessful, staff to draft a letter for the Chair's signature putting forward the case for waiver to the Director of the Department of Conservation.
2. CEG to provide a recommendation on spares to be held for the new tsunami sirens. Recommendation to include the differences in a 5% or 20% holding and consideration of the risks of the length of the supply chain including any impacts on coverage.

Northland CDEM Group plan 2021 - 2026 report on objectives, actions and timeframe for next review. (Item 7.2)

Report from Graeme MacDonald, Emergency Manager

Moved (Stratford/Lambeth)

1. That the report 'Northland CDEM Group plan 2021 - 2026 report on objectives, actions and timeframe for next review. by Graeme MacDonald, Emergency Manager and dated 14 August 2024, be received.
2. That the overview of Project Plan for the review of the Northland CDEM Group Plan in 2026 be noted.

Carried

Membership and appointments – Northland CDEM Group (Item 7.3)

Report from Graeme MacDonald, Emergency Manager

Moved (Stolwerk/Stratford)

1. That the report 'Membership and appointments – Northland CDEM Group ' by Graeme MacDonald, Emergency Manager and dated 14 August 2024, be received.
2. That the Northland CDEM Group appoints Shona Morgan as a Local Controller for the Whangarei District Council area.
3. That the Northland CDEM Group coopts JJ Ripikoi as an iwi representative on the CEG

Carried

Secretarial note: CDEM Act details there is one voice at the table per council. It was recognised that when a member couldn't attend an alternate would attend in their place. The formal membership is the members. A quorum is three members in attendance.

Marae Preparedness & Community Response Groups Update (Item 8.1)

Report from Evania Arani, Emergency Management Specialist; Damian Rio, Emergency Management Specialist; Tony Devanney, Emergency Management Specialist; Laura Exton, Emergency Management Specialist – Kaipara and Bill Hutchinson, Emergency Management Specialist

Moved (Stratford/Stolwerk)

That the report 'Marae Preparedness & Community Response Groups Update' by Evania Arani, Emergency Management Specialist; Damian Rio, Emergency Management Specialist; Tony Devanney, Emergency Management Specialist; Laura Exton, Emergency Management

Specialist – Kaipara and Bill Hutchinson, Emergency Management Specialist and dated 14 August 2024, be received.

Carried

Secretarial note: Important that we acknowledge the marae who are active/engaged and follow-up on the ones that are not. Cr Stolwerk initially asked for this report to know what was happening within response groups. CDEM was asked for a spatial representation last meeting, this is the link is on the executive summary which is also on the NRC website.

Secretarial note: The chair asked for any other business and an update from FENZ at this point of the meeting.

FENZ advise the forecast for summer is a neutral weather pattern at present. Pleased with ground water levels, looking more positive now than earlier.

Discussion about 3rd December CDEM meeting clashing for the chair and FNDC mayor (ARF Committee)

Action:

1. Secretary to look into potential alternative date options for 3 December CDEM meeting

Whakamutunga (Conclusion)

The meeting concluded at 12.55pm with karakia by the chair