

Civil Defence Emergency Management Group Meeting Minutes

Meeting held in the Council Chamber
36 Water Street, Whangārei
on Tuesday 4 March 2025, commencing at 11:30 am - 1:00pm

Tuhinga/Present:

Chairperson, FNDC Deputy Mayor Kelly Stratford
Deputy Chairperson, WDC Mayor Vincent Cocurullo
FENZ Representative Wipari Henwood
KDC Councillor Gordon Lambeth
NEMA Representative Mike Gillooly
NRC Councillor Rick Stolwerk
NZ Police Representative Dean Begbie (arrived 11.40am)

I Tae Mai/In Attendance:

Full Meeting

WDC alternate Nicholas Connop
CEG Chair – WDC CEO, Simon Weston
NRC CDEM Manager, Graeme Macdonald
Group Manager Community Resilience, Louisa Gritt
FNDC Representative, Ruben Garcia (online)
MWA Group, Alistair Wells (online)
NRC Secretariat, Haylee Labelle
Welfare Specialist, Kylie Cox
Emergency Management Recovery Specialist, Mark Trudinger
Emergency Management Specialist, Bill Hutchinson
Emergency Management Specialist, Damian Rio
Emergency Management Specialist, Laura Exton
Emergency Management Specialist, Kori Puckey
Emergency Management Specialist, James Harvey
Emergency Management Specialist, Tony Devanney
Emergency Management Communications, Zach Woods
Emergency Management Iwi Engagement, Papanui Polamalu
Emergency Management Specialist – Tsunami Projects, Brendon Gray
GM – Community Group, Whangarei District Council, Victoria Harwood
Sandra James (external)

Part Meeting

NRC Councillor, John Blackwell (12.23pm)

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 (Stratford / Lambeth)

That the apologies from FNDC Mayor Moko Tepania, Cr Shortland, Cr MacDonald, Cr Robinson, NZ Police Representative Matthew Srhoj 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 - 3 December 2024 (Item 4.1)

Report from Haylee Labelle, Personal Assistant Community Resilience

Moved (Stratford / Stolwerk)

That the minutes of the Civil Defence Emergency Management Group meeting held on 3 December 2024, be confirmed as a true and correct record and that these be duly authenticated by the Chair.

Carried

Secretarial notes: Brendan provided an update on the tsunami siren project, mentioning that fees were waived for three sites, but not Waipu Cove. To avoid fees, the siren will be relocated to a parcel of land owned by the council, which is currently going through the resource consent approval process.

Receipt of Action Sheet (Item 5.1)

Report from Haylee Labelle, Personal Assistant Community Resilience

Moved (Stolwerk / Stratford)

That the action sheet be received.

Carried

Secretarial notes: Discussed whether to test the new tsunami sirens in April when 80% of the sirens would be installed or wait until September when all sirens would be installed. Emphasised the importance of informing the public about the testing to avoid confusion. Until the new sirens are tested, the old tsunami siren system will remain in use. The transition to the new system will be part of the decision-making process regarding the testing schedule.

National Emergency Management Agency Update (Item 6.1)

Report from Mike Gillooly, NEMA representative and Graeme MacDonald, Emergency Manager

Moved (Stratford / Cocurullo)

That the report 'National Emergency Management Agency Update ' by Mike Gillooly, NEMA representative dated 19 February 2025, be received.

Carried

Secretarial notes: Mike mentioned that joint committee chairs have been invited to a meeting to discuss the Emergency Management System Programme. He urged the council to have representation at the meeting (Cr Stratford confirmed attendance). Brendan explained that different regions have varying approaches to tsunami sirens, with Auckland opting to rely on cell phone networks for tsunami warnings due to their more reliable infrastructure. In contrast, Northland has chosen to keep sirens due to our unique challenges, such as isolated communities and less reliable cell phone networks.

Coordinating Executive Group Chairpersons Report (Item 7.1)

Report from Graeme MacDonald, Emergency Manager

Moved (Stolwerk/ Stratford)

That the report 'Coordinating Executive Group Chairpersons Report' by Graeme MacDonald, dated 21 January be received.

Carried

Secretarial notes: On 17/2 there was a Chief Executive Coordinating Group workshop in Wellington to go through the Emergency Management System Improvement Programme. Simon attended for Northland. Great to see other CEs in attendance were also CEG chairs, worked through the programme and the road map and the Minister attended the afternoon session where the bill was discussed along with concerns. Strongly encourage more of these occur and look forward to what we get from it. NEMA CE has signalled greater engagement with CEG chairs

Membership and appointments – Northland CDEM Group (Item 7.2)

Report from Graeme MacDonald, Emergency Manager and Kylie Cox, Emergency Management Specialist

Moved (Cocurullo / Stolwerk)

That the report 'Membership and appointments – Northland CDEM Group ' by Graeme MacDonald, Emergency Manager and Kylie Cox, Emergency Management Specialist and dated, 18 February 2025 be received.

Carried

Secretarial notes: The chair acknowledged the update from FNDC to address the shortage of local controllers in the Far North District. Acknowledgement and thanks were given to Graeme by the chair, CEG chair, Cr Stolwerk, FENZ representative, NZ Police representative, KDC representative and response provided by Graeme who has accepted a contract from NRC after his retirement.

Cyclone Gabrielle Recovery review report (Item 7.3)

Report from Graeme MacDonald, Emergency Manager and Mark Trüding, Emergency Management Recovery Specialist

Moved (Cocurullo / Stolwerk)

1. That the report 'Cyclone Gabrielle Recovery review report' by Graeme MacDonald, Emergency Manager and Mark Trüding, Emergency Management Recovery Specialist and dated 18 February 2025, be received.

2. That the CDEM Group endorses the development of a recovery workplan that prioritises actions that builds upon and strengthens existing Northland recovery plans and arrangements.
3. That the CEG chair provides an update on the development of a recovery workplan at the next meeting of the CDEM Group.

Carried

Secretarial notes: Sandra James presented the findings of the Cyclone Gabriel Recovery Review, these were grouped into 8 themes, highlighting the importance of continuous improvement in recovery efforts. She emphasised the need for better understanding of recovery arrangements, roles, and responsibilities. Sandra acknowledged by chair and WDC mayor for the amount of work undertaken with the report and acknowledged the dedication Mark brought to recovery. Discussed NRC team actioning a comms releases as there is an opportunity to publicly acknowledge the report and remind everyone what they can do to be prepared and resilient.

Resolution (Stolwerk/Cocurullo)

That the report "Cyclone Gabrielle Recovery Review Report" be used to create a comms release

Community Response Planning and Marae Preparedness Planning (Item 8.1)

Report from Damian Rio, Emergency Management Specialist; Tony Devanney, Emergency Management Specialist; Bill Hutchinson, Emergency Management Specialist; Kylie Cox, Emergency Management Specialist; Papanui Polamalu, Emergency Management - Iwi/hapū Engagement Advisor and Graeme MacDonald, Emergency Manager

Moved (Stolwerk / Cocurullo)

That the report 'Community Response Planning and Marae Preparedness Planning' by Damian Rio, Emergency Management Specialist; Tony Devanney, Emergency Management Specialist; Bill Hutchinson, Emergency Management Specialist; Kylie Cox, Emergency Management Specialist; Papanui Polamalu, Emergency Management - Iwi/hapū Engagement Advisor and Graeme MacDonald, Emergency Manager and dated 18 February 2025, be received.

Carried

Secretarial notes: Next agenda will include in the Community Response Planning and Marae preparedness quarterly report a section showing the number of formal requests for Marae Preparedness/Community Response Group plans requested but yet to workshopped and implemented throughout Taitokerau by NCDEM. NRC are reporting on the current "doey", ie initial engagement, completed, identified for review etc, but not exactly how many have requested NRC to start having dialogue with. This reporting will assist in forecasting / planning within our work programmes. This was prompted by a request received from the community/marae. A good example of this was the fire at Waipoua and the work Laura did with the marae who stood up arrangements and got on with things. Noted there is a need for a bigger piece of education in Waipoua on how to help themselves and on climate resilience.

Actions

1. **Welfare specialist to include additional reporting information in the next CDEM meeting report showing the number of formal requests for Marae Preparedness/Community Response Group plans requested but yet to workshopped and implemented throughout Taitokerau by NCDEM**

Whakamutunga (Conclusion)

The meeting concluded at 12.57pm.

Un-confirmed