

Civil Defence Emergency Management Group Meeting Minutes

Meeting held via audiovisual link
on Wednesday 10 November 2021, commencing at 11.00am

Tuhinga/Present:

Chair, NRC Councillor, Rick Stolwerk
WDC Mayor, Sheryl Mai
KDC Alternate Representative, Councillor Anna Curnow
FNDC Councillor, Dave Collard
NZ Police Alternate Representative, Inspector Al Symonds
FENZ Alternate Representative, Graeme Quensell
NEMA Representative, Malinda Meads (Observer Status)

I Tae Mai/In Attendance:

Full Meeting

NRC CEO, Malcolm Nicolson
NRC Chair, Penny Smart
NRC Group Manager - Community Resilience, Victoria Harwood
Northland CDEM, Graeme MacDonald
Northland CDEM, Jenny Calder
Northland CDEM, Mana Wright
Northland CDEM, Sarah Boniface
Northland CDEM, Shona Morgan
Northland CDEM, Evania Arani
Northland CDEM, Bill Hutchinson
NRC Councillor, Colin Kitchen
WDC Councillor, Nicholas Connop
NZ Police (seconded to NDHB), Chris McLellan
NRC Digital Coordinator - Social and Content, Papanui Polamalu
NZDF, Peter Johnson
FENZ, Mal Tipton
Design Composites, Chris McCluskey

The Chair declared the meeting open with a karakia at 11.02am.

Ngā Mahi Whakapai/Housekeeping (Item 1.0)

The Civil Defence Emergency Management Group meeting was held via audiovisual link due to COVID-19 Alert Levels and protocols. Members were advised that to ensure public access to the meeting, it was being livestreamed.

Ngā whakapahā/Apologies (Item 2.0)

Moved (Mai / Rick)

That the apologies from KDC Mayor Dr Jason Smith, NZ Police Superintendent Tony Hill, and Fire and Emergency NZ Commander Wipari Henwood 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 - 2021 08 09 Civil Defence Emergency Management Group Meeting Minutes Unconfirmed (Item 4.1)

Report from Laura Exton, Community Resilience Executive Assistant

Moved (Stolwerk/Mai)

That the minutes of the Civil Defence Emergency Management Group meeting held on Wednesday 8 September 2021 be confirmed as a true and correct record.

Carried

Receipt of Schedule of Actions (Item 4.2)

Report from Laura Exton, Community Resilience Executive Assistant

Moved (Collard/Stolwerk)

That the Civil Defence Emergency Management Group Schedule of Actions be reviewed and receipted.

Carried

NEMA Monthly Update (Item 5.1)

Report from Graeme MacDonald, Emergency Manager

Moved (Stolwerk/Mai)

That the report 'NEMA Monthly Update' by Graeme MacDonald, Emergency Manager and dated 3 November 2021, be received.

Carried

2022 Meeting Dates (Item 6.1)

Report from Graeme MacDonald, Emergency Manager

Moved (Stolwerk/Collard)

That the report '2022 Meeting Dates' by Graeme MacDonald, Emergency Manager and dated 3 November 2021, be received.

Carried

CEG Chair's Report (Item 6.2)

Report from Tony Phipps, CDEM Coordinating Executive Group Chairman

Moved (Stolwerk/Collard)

That the report 'CEG Chair's Report' by Tony Phipps, CDEM Coordinating Executive Group Chairman and dated 3 November 2021, be received.

Carried

Northland CDEM Group Plan 2021 - 2026 (Item 6.3)

Report from Jenny Calder, Emergency Management Recovery Specialist

Moved (Stolwerk/Mai)

1. That the report 'Northland CDEM Group Plan 2021 - 2026' by Jenny Calder, Emergency Management Recovery Specialist and dated 21 October 2021, be received.
2. That the 'Northland CDEM Group Plan 2021-2026' be approved in accordance with S.48, Civil Defence Emergency Management Act 2002.

Carried

Northland CDEM Group, CEG and Group appointments (Item 6.4)

Report from Graeme MacDonald, Emergency Manager

Moved (Stolwerk/Curnow)

1. That the report 'Northland CDEM Group, CEG and Group appointments' by Graeme MacDonald, Emergency Manager and dated 3 November 2021, be received.
2. That the Civil Defence Emergency Management Group approves the appointment of Darren Edwards, General Manager – Strategic Planning & Policy, Far North District Council, as a Group Controller, in accordance with Section 26 (2), Civil Defence Emergency Management Act 2002.

Carried

Secretarial Note: Tony Phipps (GM Advisor, NRC and retiring CDEM Coordinating Executive Group (CEG) Chair) noted that he is retiring as CEG Chair. In the CEG's 10 November 2021 meeting, Victoria

Harwood (GM – Community Resilience, NRC) was nominated and appointed as the CEG Chair effective 10 November 2021.

Secretarial Note: *Tony remains as a Group Controller until Christmas.*

Secretarial Note: *Committee Secretary to update Wipari Henwood's (FENZ) job title to District Manager, and Graeme Quensell's (FENZ) job title to Group Manager.*

COVID-19 Delta Resurgence Debrief (Item 6.5)

Report from Shona Morgan, Emergency Management Response Specialist

Moved (Stolwerk/Curnow)

That the report 'COVID-19 Delta Resurgence Debrief' by Shona Morgan, Emergency Management Response Specialist and dated 3 November 2021, be received.

Carried

Summer Season Drought Assessment (Item 6.6)

Report from Murray Soljak, Emergency Management Communications Specialist

Moved (Collard/Stolwerk)

That the report 'Summer Season Drought Assessment' by Murray Soljak, Emergency Management Communications Specialist and dated 3 November 2021, be received.

Carried

FENZ Presentation - Northland Multi-Agency Coordination Centre Update (Item 6.7)

Report from Graeme MacDonald, Emergency Manager

Ngā mahi tūtohutia / Recommendation

That the report 'FENZ Presentation - Northland Multi-Agency Coordination Centre Update' by Graeme MacDonald, Emergency Manager and dated 3 November 2021, be received.

Secretarial Note: *Chris McCluskey, Design Composites, spoke to the presentation.*

Whakamutunga (Conclusion)

The meeting concluded with a karakia at 12.24pm.