

Replacement Report Added CDEM Group Joint Committee

24 February 2017

AGENDA ITEM NO: 9	SUBJECT MATTER: APPOINTMENT OF GROUP RECOVERY MANAGER
REPORT TO: Canterbury CDEM Group Joint Committee	DATE OF MEETING: 24 February 2017
REPORT BY: Neville Reilly, Group Controller	ENDORSED BY: Bill Bayfield, CEG Chair

PURPOSE

To consider the appointment of a Group Recovery Manager for the Canterbury Civil Defence Emergency Management Group.

ATTACHMENT

Biography: Sandra James

BACKGROUND

The role of the Group Recovery Manager is a statutory position responsible for directing and coordinating the use of personnel, material, information services and other resources during a transition period.

The Civil Defence Emergency Management Amendment Act 2016 provides for powers to be used during transition periods. These powers include the ability to carry out works, to clear roads and public places and to make safe structures and materials. The powers also include the power to direct evacuation and to close roads and public places.

Under the Act, the Group Recovery Manager has access to the powers. The powers can only be used if they meet three legal tests: the action must be 'in the public interest'; necessary or desirable to ensure a timely and effective recovery', and 'proportionate in the circumstances'.

The powers of the Group Recovery Manager may be delegated to Local Recovery Managers.

It should be noted that the appointment of a Group Recovery Manager should not alter the current arrangements in Hurunui and Kaikoura, which are both conducting Recovery within a National Transition Period being coordinated by the National Recovery Manager.

DISCUSSION

If Christchurch and Selwyn wish to access the powers available during a Local Transition Period, then it is necessary for Canterbury CDEM Group to appoint a Group Recovery Manager to ensure the powers are available to be delegated to Local Recovery Managers. For this to occur, then Local Recovery Managers will need to be appointed. These Recovery appointments are made by the Joint Committee.

Sandra James was appointed under the previous legislation to be the Group Recovery Co-ordinator. Her role did not include the ability to access powers, and so the appointment was made by the by the Canterbury CDEM Group Coordinating Executive Group (CEG).

It had been anticipated that the appointment of a Canterbury CDEM Group Recovery Manager would be made following a recruitment process, and this could take some time. Given the possible need for urgency in accessing the powers available under the Act, Joint Committee could consider appointing Sandra James as Group Recovery Manager until such time as an appointment can be made allowing for the recruitment process.

Sandra has considerable experience in Recovery from her time as Social Recovery Manager for Waimakariri District following the Christchurch Earthquake and it is considered she has the knowledge and skills to exercise the powers available in a Transition to Recovery period. A copy of Sandra's bio is attached.

CONCLUSION

To ensure that Canterbury CDEM Group has the ability access the transition powers available under the amended act, it is considered desirable to appoint a Group Recovery Manager. The appointment of Group Recovery Manager should be until such time as a permanent Group Recovery Manager can be appointed following an appropriate recruitment process. Sandra James has the necessary skills and experience to fulfil the role. The appointment of a Group Recovery Manager should not alter the arrangements in Hurunui and Kaikoura, which are both conducting Recovery within a National Transition Period being coordinated by the National Recovery Manager.

RECOMMENDATIONS

That the Joint Committee:

- 1 Appoints Sandra James to be Group Recovery Manager until such time as a recruitment process can be undertaken to recruit and appoint a Group Recovery Manager.

Biography: Sandra James

Sandra has over **25 years' experience** in the community sector working alongside others, and leading teams that have built **strong and vibrant communities**. Most recently Sandra has gained senior leadership experience in the **Social Recovery** field following the earthquakes in greater Christchurch in 2010.

Sandra's expertise is in:

- **community development** – working with existing community systems and structures and fostering community led development to build strong communities
- **organisational collaboration** – fostering collaboration between and within organisations to reduce duplication and ensure the best use of resources
- **community engagement** – facilitating genuine community conversations that enable local participation
- **strategic and operational planning** – developing clear and pragmatic strategies and plans that get results
- **project management** –extensive project management experience including PMR, PRINCE 2, Six Sigma Green Belt
- **systems, processes and procedure development** – developing robust infrastructure that builds capacity and capability
- **resource development, and**
- **Team leadership.**

Sandra cut her teeth into the world of 'community' establishing New Zealand's first **WHO Safe Community**, developing plans and programmes that focused on **local action, within an international framework**. Through this work she contributed to the ongoing development of the model and resources at the national and international levels.

Sandra worked in **Local Government** roles for 19 years including in a senior role leading a team whose focus was on developing collaborative plans, securing resources and supporting the implementation of quality programmes and projects with communities. She has a good understanding of the structures and frameworks that Local Government works within.

After the earthquakes in greater Christchurch in 2010 Sandra was appointed as **Social Recovery Manager** for the Waimakariri district. She developed and implemented a **community-led 'social' recovery model** which introduced a **'community focused' approach to Recovery**. This innovative model has gained national and international recognition.

Sandra then went on to be the **Recovery Programmes Manager at the New Zealand Red Cross** overseeing the implementation of the recovery projects and grants programme for the greater Christchurch recovery efforts, including the development of the **Recovery Plan 2014 – 2016** that had a budget of \$28 M and 25 staff.

Because of her expertise and experience in **disaster management** Sandra was seconded to Wellington City Council to spearhead the establishment of procedures and plans, and further develop relationships in **welfare and disaster planning** for the City. Sandra has also worked with and provided advice to Porirua City Council, Christchurch City Council, Dunedin City Council and Southland District Council on disaster management including Recovery.

Now Sandra is working as an independent contractor undertaking a variety of projects including the Canterbury CDEM Group Recovery Co-ordination role, in which she has supported the districts of Kaikoura and Hurunui to establish their Recovery teams and plans as well as having a regional lead role for supporting the Social Recovery work stream.

