



AGENDA ORDER PAPER

CANTERBURY CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP JOINT COMMITTEE

Friday, 25 August 2017 commencing at 12.30 p.m

**Environment Canterbury offices
200 Tuam Street, Christchurch**

MEMBERSHIP:

Ashburton District Council	Mayor Donna Favel
Christchurch City Council	Mayor Lianne Dalziel (Chair)
Environment Canterbury	Councillor John Sunckell
Hurunui District Council	Mayor Winton Dalley
Kaikōura District Council	Mayor Winston Gray
Mackenzie District Council	Mayor Graham Smith
Selwyn District Council	Mayor Sam Broughton
Timaru District Council	Mayor Damon Odey
Waimakariri District Council	Mayor David Ayers
Waimate District Council	Mayor Craig Rowley

**AGENDA
ORDER PAPER**

**Canterbury
Civil Defence Emergency Management
Group Joint Committee**

25 August 2017 commencing at 12.30 p.m

Environment Canterbury, 200 Tuam Street, Christchurch

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**CANTERBURY CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP
JOINT COMMITTEE**

**MINUTES OF THE MEETING HELD AT
TIMARU DISTRICT COUNCIL, 2 KING GEORGE PLACE, TIMARU
ON FRIDAY 26 MAY 2017 COMMENCING AT 1.00 PM**

PRESENT

Joint Committee:

Ashburton District Council
Christchurch City Council
Environment Canterbury
Hurunui District Council
Kaikōura District Council
Mackenzie District Council
Selwyn District Council
Timaru District Council
Waimakariri District Council
Waimate District Council

Mayor Donna Favel
Mayor Lianne Dalziel (Chair)
Councillor John Sunckell
Mayor Winton Dalley
Mayor Winston Gray
Mayor Graham Smith
Mayor Sam Broughton
Mayor Damon Odey
Mayor David Ayers
Mayor Craig Rowley

CEG Members

Ashburton District Council
Environment Canterbury
Hurunui District Council
Mackenzie District Council
Selwyn District Council
Timaru District Council
Waimakariri District Council
Ministry of Civil Defence & Emergency Management
Group Controller

Andrew Dalziel
Bill Bayfield
Hamish Dobbie
Wayne Barnett
David Ward
Bede Carran
Jim Palmer (Deputy Chair CEG)
Peter Cameron
Neville Reilly

IN ATTENDANCE

Dave Brash (National Recovery Manager), Rob Upton, Cr David Bedford (Environment Canterbury), Janelle Mackie (Regional Emergency Management Office) and Louise McDonald (minutes)

1. WELCOME

Mayor Dalziel welcomed everyone to the meeting

2. APOLOGIES

There were no apologies from the Joint Committee.

Apologies were received from the following members of the Co-ordinating Executive Group (CEG): Superintendent John Price and Inspector Craig McKay (NZ Police)

3. CONFLICTS OF INTEREST

No conflicts of interest were declared.

4. MINUTES OF PREVIOUS MEETING

Refer to page 3 of the agenda.

Resolved

That the minutes of the meeting held on 24 February 2017 be received and adopted.

Mayor Odey / Cr Sunckell
CARRIED

5. MATTERS ARISING**Item 10 – Review of response to Hurunui/Kaikōura Earthquake**

An update report was tabled with a Terms of Reference and a Request for Proposal for discussion later in the meeting.

6. REPORT FROM NATIONAL RECOVERY MANAGER

Refer to page 10 of the agenda.

Dave Brash spoke to his report attached to the agenda and tabled PowerPoint notes and highlight the following key challenges facing Hurunui and Kaikoura Districts following the November 2016 earthquake:

- Winter warming
- Welfare and insurance
- Natural hazards and land damage
- Economy and tourism
- Road and rail
- Infrastructure
- Marine life
- Supporting long term council recovery

Resolved

That the report from the National Recovery Manager on the Recovery from the Hurunui/Kaikōura Earthquake on 14 November 2016 be received.

Mayor Smith / Mayor Broughton
CARRIED

7. REVIEW OF THE TSUNAMI EVACUATION IN CHRISTCHURCH

Refer to page 11 of the agenda

Mayor Dalziel presented the report of the Christchurch City Council review of the Tsunami evacuation in Christchurch on 14 November 2016. This review was done by Adela Kardos, from the Council's legal team, who was chosen to undertake the review as she does not work in Civil Defence.

Mayor Dalziel explained that the biggest concern expressed by the community was inconsistent messaging. Many people waited to hear the sirens before evacuating and there was confusion about where to go.

There was discussion about the use of sirens for tsunami warnings and it was noted that expert advice is needed regarding their use.

Mayor Broughton explained that the 'Selwyn Gets Ready' App sends messages direct to households and this technology would be useful for other councils.

Resolved

That the report on the Christchurch City Council review into the Tsunami Evacuation in Christchurch on 14 November 2016 be received.

Mayor Favel/ Mayor Gray
CARRIED

8. REPORT FROM THE GROUP WELFARE MANAGER

Refer to page 18 of the agenda

Bill Bayfield introduced this item advising that Rob Upton the Group Welfare Manager had retired after many years of service to Civil Defence and invited Mr Upton to provide an overview of welfare in the Group.

Mr Upton reflected on his 25 years of involvement in the CDEM Group. In his first 12 years there were no declarations. From 2004 there were declarations for the 2006 snow event and then the earthquakes in 2010 and 2011. There were also floods, pandemic planning, and tsunami warnings, all providing significant challenges.

The Group is making steady progress on the welfare response to the Hurunui/Kaikoura earthquake and the Port Hills fire events, although it has put demands on staff and resources. All territorial authorities have appointed welfare managers and the Group is better prepared than it was in 1992.

Mr Upton said that he would like to see politicians and the media emphasise the positive. The bulk of CDEM people are volunteers and to quote Paul Davey they are 'ordinary people doing extraordinary things'.

Decisions made during an event are often made without complete information as it takes time to obtain information. Public expectations are now much higher and people need to remember that they need to be prepared to look after themselves for at least 3 days. Many in the community seem unaware that all the emergency services are part of Civil Defence and he suggested their vehicles carry the CDEM logo

He explained that the role of controllers and staff in an event is very stressful, working over long time periods. People recruited for these roles need to have personal strengths like resilience and stamina.

He was disappointed that the people appointed to the Technical Advisory Group did not appear to have any experience of organising or leading a CDEM response.

Rob Upton concluded by saying that he had personally and professionally enjoyed his long involvement in the Canterbury CDEM Group.

Mayor Dalziel thanked Mr Upton for this report and remembered his report on the September 2010 earthquake. She was impressed the integrity and insight that he provided in both reports.

She supported his comments regarding the need for local CDEM expertise in the Technical Group and thanked Rob for his powerful message and obtained his agreement for the full text of his report to be shared with all Group chairs.

Resolved

That the report from the Canterbury CDEM Group Welfare Manager be received.

Mayor Dalziel / Mayor Broughton
CARRIED

9. REPORT ON CANTERBURY CDEM GROUP EMERGENCY MANAGEMENT TRAINING CENTRE

Refer to page 19 of the agenda

Janelle Mackie presented her report and spoke to a PowerPoint presentation. She explained the Emergency Management Training Centre (EMTC) is owned by Environment Canterbury on behalf of the Canterbury CDEM Group and has been registered as a Private Training Establishment with the New Zealand Qualifications Authority since 2008.

The EMTC provides three tiers of training:

1. Volunteers and community response
2. Co-ordination response and multi-agency training
3. Leading response.

The CDEM Co-ordinating Executive Group CEG at its 8 May 2017 meeting decided to retain the EMTC and put in place improved financial accounting, and health and safety compliance.

Neville Reilly noted that there is currently no national system, each group is responsible for their own training.

Resolved

That the report on the Canterbury Emergency Management Training Centre be received.

Mayor Dalley / Mayor Odey
CARRIED

10. CHRISTCHURCH JUSTICE AND EMERGENCY SERVICES PRECINCT

Refer to page 20 of the agenda

Neville Reilly presented this report that include an update on the budget and the cost sharing agreement for the Precinct's Emergency Operations Centre.

Mayor Dalziel advised the Christchurch City Council were awaiting some further information before agreeing to the cost sharing agreement.

Resolved

That the Christchurch Justice and Emergency Services Precinct Update report be received.

Mayor Ayers / Mayor Broughton
CARRIED

11. GROUP CONTROLLER'S REPORT

Refer to page 23 of the agenda

Neville Reilly presented his report that included information on the Civil Defence Group budget and financial reserve of \$250,000.

Resolved

That the Group Controller's report be received.

Mayor Broughton / Cr Sunckell
CARRIED

12. MINISTRY UPDATE

Peter Cameron tabled an update from the Ministry of Civil Defence & Emergency Management and highlighted the following items:

- The national warning system is being upgraded and is scheduled to go live on 29 May 2017.
- Workshop were being held with user agencies for the development of the alert publishing platform. As not all phones will be able to receive alerts, the roll out of the service will be gradual.
- The National Emergency Conference will be held in Wellington 7 to 9 June and will include a presentation on the Hurunui/Kaikōura earthquake.

Resolved

That the Ministry of Civil Defence & Emergency Management report be received.

Mayor Dalley / Mayor Favel
CARRIED

13. GENERAL BUSINESS

Review of the Response to the Hurunui/Kaikōura Earthquake

Bill Bayfield presented this report that had been tabled earlier in the meeting.

Resolved

That the report on the Review of the Response to the Hurunui/Kaikōura Earthquake be received.

Mayor Dalley / Mayor Rowley
CARRIED

14. NEXT MEETING

The next meeting will be held on Friday 25 August 2017.

The meeting closed at 2.35 p.m.

CONFIRMED

Date: _____

Chairperson: _____

AGENDA ITEM NO: 6.	SUBJECT MATTER: CDEM RESILIENCE FUND PROJECT AF8
REPORT TO: Canterbury CDEM Group Joint Committee	DATE OF MEETING: 25 August 2017
REPORT BY: Associate Professor Tom Wilson and James Thompson, Group Office	ENDORSED BY: Mayor Lianne Dalziel, Chair Joint Committee

PURPOSE

To receive a report on the CDEM Resilience Fund Project, titled Project AF8 – Developing a coordinated response to an Alpine Fault rupture.

ATTACHMENT

AF8 Canterbury CDEM Group Workshop 14 March 2017

REPORT

Project AF8 aims to bring science and emergency management planning together to identify consequences of a large Alpine Fault earthquake for all CDEM groups in the South Island, and identify coordinated initial response actions for CDEM Groups.

It is considered likely that an Alpine fault event could occur in the near future, and that the impact on the South island and national economies would be significant. Alpine Fault earthquakes are frequent events – there is evidence of at least 26 large earthquakes in the last 8,000 years, with a return period of around 200 years. Currently it is 299 years since the last rupture in 1717. Research indicates that there is a 30 to 50% chance of an event occurring within the next 50 years.

Currently each CDEM Group works largely in isolation preparing plans and commissioning scientific work on an ad-hoc basis. The scale of an Alpine Fault event will impact all Groups and will necessitate a national coordinated response.

A significant aim of the project is the formation of a multi-agency initiative that will bring together into one coordinated structure the research, policy and practice stakeholder working on Alpine Fault issues.

The outcomes of the project will include:

- Improved understanding of the likely consequences of a large Alpine Fault earthquake for CDEM groups across the South Island and into the Wellington region

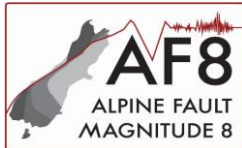
- Identification of initial response actions, interdependencies between CDEM Groups and priorities for response
- Identification of opportunities for improving emergency management arrangements at both the CDEM group and national levels
- Identification and planning for community resilience in areas likely to be heavily impacted
- Strategic oversight of scientific work on the Alpine Fault including setting best practice research needs for each CDEM Group, identification of gaps in our understanding and sourcing funding for future work

Project AF8 is funded by the CDEM Resilience Fund. The aim of the Resilience Fund is to enhance New Zealand's disaster risk resilience through the development of local, regional, and national capability and practices. The Fund is allocated by the Director of Civil Defence Emergency Management. The Project is led by the Southland CDEM Group and supported by other South Island CDEM Groups, University of Canterbury, University of Otago, Victoria University and GNS science.

Dr Tom Wilson, Canterbury University, will speak on the possible impact of an Alpine Fault earthquake, and James Thompson will provide an update on the project to date.

RECOMMENDATION

That the report on CDEM Resilience Fund Project AF8 – Developing a coordinated response to an Alpine Fault rupture be received.



SAFER Planning Workshop Report

Canterbury CDEM Group Workshop 14 March 2017

Summary:

This was the 6th and final of the CDEM Group-based workshops for Project AF8. The workshop was the largest of the series with approximately 130 participants from a wide range of key local stakeholder organisations, eliciting a significant amount of extremely useful material for the project through a highly interactive, productive day.

The scale of participation and the approach of some local authority participants required a modified, two rather than three-phase workshop. Although requested to work and report back as sub-regional clusters some of the local authority teams instead worked in isolation, something that has not arisen in any other workshop and worth noting in future planning.

The workshop syndicates generally took a broad approach to identifying, understanding and meeting the needs of isolated parts of the Group area, where needs were assumed to be most marked, as well as urban areas vulnerable to infrastructure damage and land instability. However, there was a tendency to focus on relatively detailed local issues in several syndicates. Although quite understandable given recent experiences, debriefs, external intervention, and the number of local rather than regional agencies represented, this is also something to be considered in future response planning within Canterbury and South Island-wide.

The centrality and importance of Christchurch-based facilities and services was identified as important, balanced against higher community needs closer to the Alpine Fault.

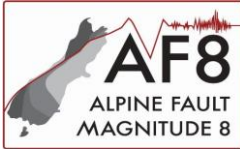
The need for reconnaissance and situational awareness in a rapidly unfolding disaster was important throughout the workshop, although the need to do so in a coordinated manner across the region and in conjunction with neighbouring regions was not as apparent as some other groups areas. Whilst the Canterbury Lifeline Utilities Group has a reconnaissance plan, it was not mentioned during the workshop. Ensuring that the reconnaissance plan is appropriate for the context of a significant Alpine Fault earthquake, inclusive of emergency services and other partner agencies, known to all, and regularly exercised would positively influence any future response.

The need to manage fuel, medical supplies, food and emergency housing in area, isolated by the impacts of the quake and aftershocks, rated highly, as it has in all workshops, although perhaps more so here due to the role of the Canterbury, the ports of Lyttelton and Timaru, Christchurch International Airport, and wholesale distribution centres, as a nationally critical logistics hubs.

Gaps and opportunities tended to revolve around response staff resourcing, locally and more widely, and taking a strategic approach to ensure those involved in future responses are adequately prepared to do so. A need for improved CDEM connection with the marae / local iwi groups, prior to any major emergency, was highlighted.

Emphasis on central business districts (CBD), including in the Christchurch context, indicates a lack of appreciation of the decentralised nature of many larger communities and the services the respective local communities rely on. Future planning needs to apply lessons from the potential undue focus on Christchurch's central city in 2010 and 2011, and a lack of consideration of more recent responses, which inhibited wider responses. An all-of-community approach would be more effective.

The need to lift the current level of planning and response expectations to include Canterbury having a substantial role in any South Island-wide response was an underlying theme throughout this workshop. As was the need for responding agencies and communities to more fully appreciate the impact of a significant Alpine Fault earthquake on their communities and the infrastructure that supports them.



SAFER Planning Workshop Report

Canterbury CDEM Group Workshop 14 March 2017

The experience provided a valuable problem-solving focus for collaboration and relationship-building amongst key CDEM stakeholders and partner organisations in the Canterbury CDEM Group area, as well providing highly valuable insights for Project AF8.

The findings of each syndicate are attached below, accompanied by the gaps and opportunities (Appendix 1.) identified at end of the workshop.

Venue:

The workshop was held at the Lincoln Events Centre. Briefings and most syndicate work took place in a meeting room which comfortably accommodated the everyone involved. Breakout rooms were used by some syndicate. Impact and infrastructure maps were available in for each syndicate. A good quality data projector and large screen were used throughout. Wifi was available to all participants.

Participants were divided into 6 pre-designated clusters of tables:

- EOC - Local Government
(Broken into local sub-clusters in phase 1.)
- Emergency Services
(Combined with Local Government Phase 2 + 3)
- Welfare Services
- Health Services
- Lifeline Utilities
- Science – Impact Intelligence

Programme:

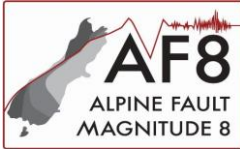
The programme was modified appreciably from the standard format, due predominantly to the number of participants, particularly local authorities working individually, and the length of time take Phase 1 reports backs. Phases 2 and 3 were combined into one session, with all local authorities, emergency services and Group ECC personnel also combined into one syndicate, very ably led by Christchurch City Council CDEM Controller, Anne Constable.

The day was very well received, enthusiastically approached, and productive for all involved.

1000 – 1030	Workshop Initiation
1030 – 1130	Phase 1. Earthquake + Initial Actions. Planning first 12 hours.
1130 – 1200	Reports backs
1200 – 1230	Alpine Fault Science
1300 – 1345	Phase 2. Scenario Update
1345 – 1400	Planning Days 2 to 7
1400 – 1500	Report backs
1500 – 1600	Debrief – Gaps + Opportunities



Local Government/CDEM + Emergency Services Syndicate at Canterbury Project AF8 Workshop



SAFER Planning Workshop Report

Canterbury CDEM Group Workshop 14 March 2017

Outcomes Phase 1 – Initial Response.

EOC – North Canterbury TAs

1. Impacts + Consequences

- Community lifelines (Power, Comms, Roads)
- Casualties unknown but expected – some trapped
- Sheltering outside – homes + schools
- Emergency services + response agencies fully committed
- Tsunami response
- Anticipated NZ-wide response
- Environmental damages
- Community helping each other
- Normal emergency response in action
 - EOC activated
 - Establish VHF + satellite comms with agencies (111, Group ECC, MCDEM)

2. Critical Needs

- 1st aid + medical response for casualties
- Shelter (Urban + Rural + CDCs)
- Staff supplementation (111, EOC, ...)
- PIM
 - Where to go for help / help each other
 - Manual noticeboards
- Reconnaissance + situational awareness
- Establish calm + sort our own families

3. High-Level Tasks

- Reconnaissance / intel gathering
- PIM
- Protect living
- Shelter + CDCs
- Potable water
- Establish comms / liaison with emergency response agencies
- Evacuation from tsunami
- Assembly areas + airheads

4. Critical Resources

- | | |
|-------------------------------|---|
| • Generator fuel | • Medical |
| • Aircraft – helicopters | • NZ control of state highways + airspace |
| • People (111, EOC, response) | • NZ PIM – on misinformation |
| • FMCG | |



SAFER Planning Workshop Report

Canterbury CDEM Group Workshop 14 March 2017

EOC – Mid-Canterbury

1. Significant Consequences + Needs

- Life risk – injured
 - Field hospitals?
 - Transport
- People stranded
- Time pressure
- People looking for guidance / direction
- Communication issues – No phone or cell
- Physical consequences – liquefaction
- Shelter
 - Mobility
- Electricity, water, telecommunications
- Getting people from CBDs, work, schools
- Displaced people, separated families, etc
- Extent of damage: casualties
- Self-evacuated coastal communities
- Central business district(s)
- Tourists
 - Health care facilities
- Schools
 - Ethnic minorities

2. Vulnerable communities

- Coastal
- Ethnic (CALD)
- Tourists/visitors
- Health patients
- Elderly
- Schools
- Central business districts
- Businesses / industries
- Rural
- Isolated
- Commuters
- Universities
- International students

3. High-Level Tasks

- Life saving
- Damage Assessment Reconnaissance
- Casualties / fatalities
- Transport links
- Lifelines: road, rail, airport
- Establishing comms with national
- Welfare:
 - Food
 - Shelter
 - Water
 - Welfare provision



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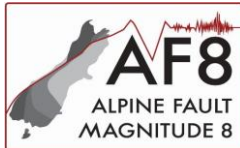
Canterbury CDEM Group Workshop 14 March 2017

4. Critical Issues / Resources

- Communications
- Transport / mobility resources
- Rapid transport assessment for mobility
- External resources
 - NZDF, Heavy lift, USAR
- Wider regional awareness of impacts
- Resourcing EOC
 - Need to scale + innovate

EOC – Selwyn District

- Ongoing major aftershocks
- Additional property + infrastructure damage
- Tsunami?
- Additional fatalities + casualties
- Lifeline infrastructure out
- Staffing issues for response agencies
- Panic in effected communities
- Influx of city residents due to tsunami threat
- EOC established
 - Develop sitrep + action plan
- Community response team
- Assumption that communities will support themselves
- CDCs
 - Medical needs
 - Children at school
 - Family safe
- Road access inland
- Fuel being reserved
- Reconnaissance Arthurs Pass with Police + Fire
- Status of Tranz Alpine train
- Sat phones?
- Trampers / tourists
- Helicopter to Rolleston for SH 73 reconnaissance
- Linkage with Police/Fire/Lifelines



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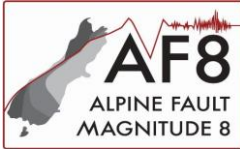
EOC – South-Canterbury

1. Significant Consequences

- Access / Remoteness
 - Roads, bridges, rail
 - Landslips
- Power / Comms
- Supplies / Logistics
 - FMCG
 - Helicopters
- Staffing for EOC (taking into account families)
- Tourists
- Farming
 - Meat works
 - Milk / dairy factories
- Emergency Accommodation
- Water / Waste Water
- Fuel
- EOC building?
 - Back-up comms
 - EOC set-up
- Industrial area
 - Washdyke
 - Redruth

2. Response / Coordination / Communications Issues / Needs

- Communications
 - Sat phones / BGAN
 - Assume VHF + cell off
 - Portable generators + fuel
- Helicopter / fixed-wing reconnaissance
 - With critical staff for situational awareness
- Information flow from communities and to communities
 - PIM
 - Controlling expectations
- Logistics function:
 - Staffing management
 - Data input
- FMCG – Lock down use of existing supplies



SAFER Planning Workshop Report

Canterbury CDEM Group Workshop 14 March 2017

Emergency Services

1. Priorities + Consequences

- Own organisation information requirements
 - Who is where?
 - What has happened?
 - What capability?
 - What comms?
- Establish Communications
 - Own personnel
 - Between CDEM + agencies – liaison officers
 - Higher HQs
- Emergency Responses (Fire, Police, Ambulance)
 - Christchurch metropolitan focus
 - No 111 calls = localised responses
 - Internal escalation processes (especially info gathering)
 - Information sharing
- Burnham Camp
 - Deploy LO with comms
 - Establish HQ
 - Comms with HQ Joint Force NZ
 - Tri-Service requests – to JFNZ
 - Information sharing
- Need for resources
 - Establish process + let others know what that is (promulgate)
- **Get own organisation operating**
- **Understand own organisation's imperatives**
- **Share all information with CDEM, other agencies + HQ**
- **Ensure telecommunications are in place to enable coordination**

2. Information Sharing

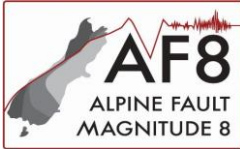
- Demands / needs in communities from emergency services
 - How to communicate with communities?
 - Security of available resources?
- CDEM need to know agency capabilities
- Higher HQ needs to know local capabilities + requirements
- Agencies need to know what they are required to do

3. Impacts – to find out:

- Roads / transport
- Communications
- Own infrastructure
- Own resources (fuel, food, water)

4. Cross-Boundary Issues

- Driven by HQ – intel going up must be correct
- Ability to resource + receive influx of services + resources



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Welfare Services

1. Issues + Needs

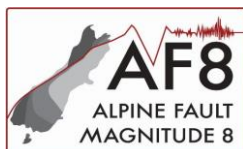
- Where are people assembling
- Lack of communication
- Rejoining families (kids at school)
- Traffic impassable
- Leadership needs to assemble + organise
- High states of anxiety
- No information on vulnerable people + those in remote areas
- Time lag in getting CDCs open
- Tsunami – people fleeing coast
- Limited sat phones + lists of numbers
- How to get WCG together without coms
- Potential for food, water, sanitary facilities, fuel, etc., to be taken when these will be needed for CDCs

3. Immediate Tasks (Gearing Up)

- WCG meets + coordinates ourselves + information delivered / processed
- Key contacts established
- Key messages developed (+ means of communication found / agreed)
- Check for gaps in information + find ways to fill them
- Identify / prioritise key actions
- Liaise with others in response



Health Agency Syndicate at Canterbury Project AF8 Workshop



SAFER Planning Workshop Report

Canterbury CDEM Group Workshop 14 March 2017

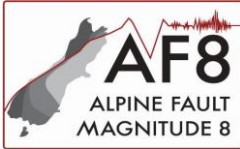
Health Services

CDHB / Community + Public health:

- Sat-phone tree; MoH, NHCC, CDHB, WCDHB, Ambulance
- Information gathering (with above)
- MOoH/HPO LO to CDEM ECC
- Runner between CDHB, C+PH + CDEM ECC
- Assess:
 - Building status
 - Generators
 - Staff Families
 - Level of damage to communities
 - Consequences to public health
 - Patients
 - Water
- Planning how to get public health staff into West Coast when safer
- Initial public health functions:
 - CDCs
 - Food safety
 - Public Health Messaging
 - Water
 - Sewage
- Internet access – with generators?

Health + Ambulance:

1. Impacts
 - 111 out
 - Radio comms patchy
 - Assumptions:
 - Compromised access
 - Casualties 100s to 1000s
 - Generators
 - Satellite phone capacity
2. Actions
 - Welfare checks - all stations
 - Family first (Responder)
 - Building checks
 - Comms to contact stations:
 - Haast, fox, Franz, Grey, Westport, etc.
 - Queenstown, Wanaka, Twizel, etc
 - Contact:
 - National ambulance – Auckland
 - Liaison to CDEM + health
3. Response
 - Significant initial load in Canterbury
 - Prepare response teams - 4 of 5
 - Access to helicopters



SAFER Planning Workshop Report

Canterbury CDEM Group Workshop 14 March 2017

Lifeline Utilities

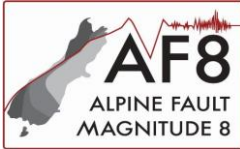
Transport / Distribution

Significant Consequences:

1. Significant Consequences:
 - Lack of information
 - Initial staff issues
 - Access – roads, people stuck
 - Power, food, water
2. Response, Comms
 - Recce
 - Aerial survey
 - Access to main wharf Lyttelton
 - Building safety checks
3. High Level Tasks
 - Set up emergency response centre
 - Confirm status critical links
 - Develop a plan
4. Critical Resources
 - Generators
 - Communications
 - Helicopters
 - Structural engineers + asset managers
5. Cross-Boundary Issues
 - Competing demands for resources - Prioritisation



Lifeline Utilities Syndicate at Canterbury Project AF8 Workshop



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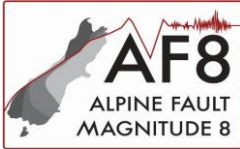
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Science Response

- Gathering earthquake information
- Gathering tsunami information
- Getting earthquake (including aftershocks) + tsunami information to TAs + others
- Inquire into Mackenzie Country impacts
- Consider likely effects:
 - Liquefaction
 - Landslides
 - Lake tsunami
 - Flooding
- Landslide / landslide dam reconnaissance
 - As soon as possible – recognising competing helicopters priorities
- Thinking of setting up geo-tech life safety assessments
 - Geo-tech resource a cross-boundary issue
- How we can communicate with scientists
- Thinking about international science influx



Report Back Session - Canterbury Project AF8 Workshop



SAFER Planning Workshop Report

Canterbury CDEM Group Workshop 14 March 2017

Outcomes Phase 2.

ECC/EOCs + Emergency Services

1. Consequences

- Hazards:
 - Slips
 - Lakes
 - Rock fall
 - Life safety
- Infrastructure:
 - Status + future risks
- Welfare:
 - Food + fuel supplies (+ controls)
 - Accommodation needs
 - Animal welfare: stock + pets
 - Gather intelligence early to help planning long-term needs

2. Response

- Critical medical care + welfare provision
- Communication + reassurance
- Develop tactical plans: Food, water, waste disposal
- Lifelines:
 - Fuels
 - Transport
 - Telecommunications
 - Electricity
 - 3 waters
- Managing volunteers – overseas + walk up
- Managing EOC/ECC resources + staff welfare

3. High-Level Tasks

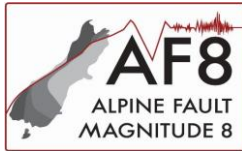
- Stock take + monitoring of needs + resources
- Allocation of resources to needs
- Rotation of responders / Integration of outsiders
- Outside aid reception
- Internally displaced people
- Regional airheads + ports
- Movement priority on roads
- Use all available means to communicate with communities
 - One central set of messages, with local detail added

4. Critical Resources

- Information collection + management systems critical
- Needs prioritisation
- Enough people to staff EOCs
- Emergency services well supported from external
- Air assets, reconnaissance, search + rescue
- Accommodation
- Food, water, generators, toilets
- Telecommunications
- Medical
- Heavy machinery

5. Cross Boundary

- Air, land + sea staging or resources in / people out

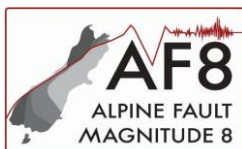


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Emergency Welfare

- Shelter:
 - CDCs
 - Hotels
 - Stadiums
 - Tents
 - Airport
 - Marae
- Tourist evacuations
 - To relieve stress on local resources
 - Translation services
- Immediate needs:
 - Injuries / medical
 - Food
 - Household supplies exhausted
 - Water
 - Shelter (home or other)
- Resources including personnel
- Care + protection – children alone
- Coordinated needs assessment for both urban + rural
 - Management + dissemination of data collected
- Financial assistance
- Successful response will be all about linkages + information sharing
- Remote properties
 - Helicopters required to assess need
 - Local knowledge required, so local pilots best
- Animal welfare
 - Reinstate stock water



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Canterbury CDEM Group Workshop 14 March 2017

Lifeline Utilities

1. Roads

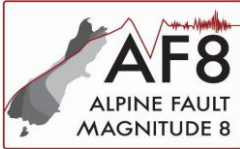
- Removal of trapped from vehicles
- No alpine routes open – up to 3 weeks
- Map routes accessed – especially state highways
- NZTA to take over critical roads

2. Power

- Generation fragile
 - Some stations able to “black start”
- Possible South Island black out
 - 4-7 days then fragile
- Liven from Manapouri Northwards
- Comms plan required for consumers
 - Consumer checks
- Resources from North Island
- Limited power supply to North Island
 - North Island network also fragile

3. Fuel

- Ports: Timaru ok. Lyttelton not
- 4 hours for port inspection following aftershocks
- Port hills tunnel ok
- Bring in more aviation fuel – None stored in Timaru or Nelson
- Airhead to be decided
- Ability to pump of petrol stations with no electricity (Inventory + map now)
 - Emergency services do not store fuel – Will call on CDEM to supply
 - Fuel trucks in transit, but unable to supply from trucks
 - Generators to service stations as a priority
 - Fuel purchase limits?
 - Fuel plan – what is its status
 - Fuel trucks can remove fuel from stations without power
- Farmers have reserves on site
- Mobility of fuel:
 - Into hills via air
 - To coastal communities by boat
- Communications tower generators often in isolated areas
 - Cooperation between telcos required
 - Sharing of generators + refuelling



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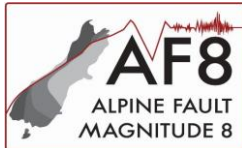
Canterbury CDEM Group Workshop 14 March 2017

4. Telecommunications

- Unsure which cables would be damaged with undersea movement
 - Modelling of impact required
 - Major works required to repair submerged cables
- First response into rural townships
 - City relatively resilient
- 3 fibre cables through Canterbury – only 2 used
- Restoration North of Christchurch to enable communications with North Island

5. Food

- Supply in the region 3-4 days
- From Christchurch + Dunedin to other areas
- Shifting supply via-ports would take 72 hours
- Roll-on roll-off
- Food supply needs to be given high-priority (Lesson from Kaikoura response)
- Wholesaler staffing ok
- Flying food into West Coast + other isolated communities



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Gaps and Opportunities:

1. Many organisations do not have post-quake operational coordination facilities.
2. Largest gap is lack of an effective information (+ intelligence) management system:
 - Taking into account differing organisational requirement, cultures + CIMS use
3. Lyttelton roll-on roll-off capability to be incorporated in planning.
4. Bringing TAs + emergency services together in phase 2-3 highly productive.
5. Need for proactive TA management of emergency water supplies.
6. CDEM (+ TAs) will have crucial connecting + coordinating role.
7. Bringing in Medical Officers of Health requires MoH designation.
8. Marae need to be incorporated in response arrangements in all CDEM Group areas:
 - Misunderstandings around funding for human needs should be clarified
9. Emergency shelter needs substantially more detailed planning.
10. “Boil water” reaction appears tenuous when electricity is out = teachable moment.
11. Systematic approach to communications with communities with no telecommunications.
12. Register of satellite phone numbers needs to be further developed + disseminated.
13. Science coordination within Canterbury, + from Canterbury to elsewhere, crucial
 - Significantly more planning for science + hazards analysis human resource needed
 - Has to include river, stream, surface water, and coastal hazard analysis
14. Geotech resourcing requires substantial planning + management prior to + during response.
15. Substantially better shared situational awareness required for effective AF8 response.
16. Need to more effectively include communities into organised responses – and to appreciate the ability of communities to meet many of their local needs.
17. Interagency collaboration is not as well developed in Canterbury as assumed – as demonstrated in Port Hills fire response.
18. Canterbury local authority coordination, under the direction, coordination, + control of Group Controller, is still a work in progress.
19. Need to share scenario + planning with North Island lifeline utilities + all agencies.
20. Needs assessments must be jointly planned + delivered, with appropriate agencies, assuring all areas are covered +, where necessary, revisited regularly.
21. Application to effectively capture assessments electronically essential
 - Look to Emergency Management Southland + LINZ examples
22. Need to consider other South Island response coordination centres, including Southland.
23. Need to increased capability + discipline developing, maintaining, disseminating + making use of CDEM Group-wide Situation Reports and Action Plans.



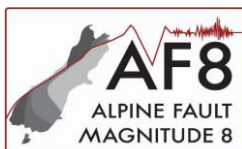
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24. Reconnaissance coordination is crucial and not currently well covered.
25. The Canterbury Lifeline Utilities Group's reconnaissance plan was not mentioned during the workshop, but could be the basis for a more comprehensive reconnaissance, remote community connection and emergency welfare response plan.
26. South Island-wide coordination of air resources + response will be critical.
27. Need to integrate NZDF telecommunications into wider CDEM-led response.
28. How will South Island-wide priorities, resources + taskings be determined + managed?
 - Burnham Military Camp may be most appropriate coordination centre location
 - Clear need to coordinate all air resources + taskings, especially helicopters
29. Although the Christchurch Justice and Emergency Services Precinct (CJESP) combined EOC was not mentioned in the workshop, as the project is not yet complete, this facility will no doubt play a significant role in any appreciable responses in Canterbury in the future. The role of the CJESP EOC in coordinating responses to a AF8-scale earthquake should be explored with some urgency.



Canterbury Project AF8 Planning Workshop



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Appendix 1. Organisations in Canterbury Response Planning Workshop

EOC – Control

Canterbury Regional EMO
 Christchurch City Council
 Kaikoura DC
 Hurunui DC
 Waimakariri DC
 Selwyn DC
 Ashburton DC
 Timaru DC
 Waimate DC
 Mackenzie DC

Emergency Services

NZ Fire
 NZ Police
 St John Ambulance
 NZ Army
 RNZAF
 RNZ Navy

Welfare Services

Group ECC
 MSD
 Ngai Tahu
 Te Puni Kokori
 SPCA
 CYF
 MPI
 Red Cross
 ChCh & Canterbury Tourism

Health Services

CDDHB
 Community + Public Health
 St John Ambulance

Science

Environment Canterbury
 GNS Science
 University of Canterbury
 University of Otago

Lifeline Utilities

NZTA
 Orion Energy
 Port of Lyttelton
 Main Port Timaru
 Kiwi Rail
 Spark
 Ashburton Electricity
 Beca
 Meridian
 Contact Energy
 Vodafone
 Harrison Grierson
 Genesis Energy
 Enable NZ
 Alpine Energy
 EA Networks
 Allied Petroleum
 Foodstuffs
 Sicon
 Heb Construction

AGENDA ITEM NO: 7.	SUBJECT MATTER: HEALTH AND SAFETY AT WORK ACT
REPORT TO: Canterbury CDEM Group Joint Committee	DATE OF MEETING: 25 August 2017
REPORT BY: Matthew Bennett, Health and Safety Advisor, (Environment Canterbury) and Catherine Schache, Legal Counsel, (Environment Canterbury)	ENDORSED BY: Mayor Lianne Dalziel, Chair Joint Committee

PURPOSE

To receive a report on the implications of the Health and Safety at Work Act 2015 (HSWA) on Civil Defence Emergency Management (CDEM).

REPORT

The Civil Defence Emergency Management Act (2002) requires staff to undertake response actions in the event of an emergency. Whilst many are council employees, a number are external contractors or volunteers engaged expressly for their roles.

The roles to be performed in the event of an emergency are set out in the CDEM Act and the New Zealand Coordinated Incident Management System.

The Health and Safety at Work Act 2015 (HSWA) sets out the obligations for the Canterbury CDEM Group, particularly in relation to:

- the definition of officers under the Act;
- the application of the Act in a multi-agency response situation; and
- under the Act, senior leaders are responsible for ensuring the Group is meeting its health and safety responsibilities

Matthew Bennett, Environment Canterbury Health and Safety Advisor, and Catherine Schache, Environment Canterbury Legal Counsel, will provide an update on the implications of the HSWA on CDEM.

RECOMMENDATIONS

That the report on the implications of the Health and Safety at Work Act 2015 (HSWA) on CDEM be received.

AGENDA ITEM NO: 8.	SUBJECT MATTER: CONTROLLER APPOINTMENTS
REPORT TO: Canterbury CDEM Group Joint Committee	DATE OF MEETING: 25 August 2017
REPORT BY: Neville Reilly, Group Controller	ENDORSED BY: Mayor Lianne Dalziel, Chair Joint Committee

PURPOSE

To appoint/confirm controller appointments for Canterbury Civil Defence Emergency Management (CDEM) Group.

REPORT

Recently there have been some changes in the appointments of Canterbury CDEM Controllers. Local controllers are selected by councils in accordance with council procedures. Extracts from the relevant sections of the CDEM Act and the Canterbury CDEM Group Plan are shown below:

Civil Defence Emergency Management Act (2002)

26 Appointment of Group Controllers

- (1) A Civil Defence Emergency Management Group must appoint, either by name or by reference to the holder of an office, a suitably qualified and experienced person to be the Group Controller for its area.*
- (2) A Group must appoint, either by name or by reference to the holder of an office, at least 1 suitably qualified and experienced person to be the person or persons who are to perform the functions and duties and exercise the powers of the Group Controller on the occurrence of a vacancy in the office of Group Controller or the absence from duty of the Group Controller for any reason, for the duration of the vacancy or absence.*

27 Appointment of Local Controllers

- (1) A Civil Defence Emergency Management Group may appoint 1 or more persons to be a Local Controller, and direct that person or persons to carry out any of the functions and duties of, or delegated to, the Group Controller of the Group and to exercise the powers of Controllers in the area for which the Group Controller is appointed, including, but not limited to, the powers in sections 86 to 94.*

18 General Powers of Civil Defence Emergency Management Groups

- (1) A Civil Defence Emergency Management Group has all the powers that are reasonably necessary or expedient to enable it to perform its functions, including the power to delegate any of its functions to members, the Group Controller, or other persons.*

Canterbury CDEM Group Plan

Section 2.5.2

“In accordance with section 18 of the CDEM Act, the CDEM Group has delegated its authority for the appointment of Local Controllers to each member authority. Territorial authorities must consult with the Group Controller when appointing Local Controllers. In accordance with section 27(2) of the CDEM Act, a Local Controller must follow any directions given by the Group Controller during an Emergency”.

The selection and appointment of controllers is important, as they have considerable powers during a response. It is also important that they undergo suitable training and have the necessary skills and experience. Recent Canterbury experience has shown that during a response, local controllers may be required to function at any Emergency Operations Centre (EOC) in Canterbury, so it is also important that local controllers are also acceptable to all Group members.

To comply with the CDEM Act, and in accordance with the Canterbury CDEM Group procedure for appointing controllers, those listed below have been selected by their Councils and considered by Co-ordinating Executive Group (CEG), which has recommended them to the Joint Committee for confirmation as Controllers.

Group Controllers

Neville Reilly
Baden Ewart
Ken Taylor
Don Chittock
Brett Aldridge

Local Controllers

Ashburton
Terry O'Neill
Darryl Nelson

Christchurch
John Mackie
David Adamson
Anne Columbus
Mary Richardson
Mike Gillooly
Steven May

Hurunui
Audrey van der Monde
Judith Batchelor
Allan Grigg
Hamish Dobbie
Dan Harris

Kaikoura

Suzanne Syme
Mike Morrissey
Graham Lamond

Mackenzie

Bernie Haar
Rick Ramsay

Selwyn

Douglas Marshall
Al Lawn
Murray Washington
Helene Faass
Kevin Green

Timaru

Gary Foster
Justin Bagust
Paul Cooper

Waimakariri

Nick Harrison
Les Pester
Geoff Meadows
Malcolm Johnston
Murray Sinclair
Brennan Wiremu

Waimate

Carolyn Johns
Brent Herbert
Hillary Botting

RECOMMENDATION

That the controller appointments listed above be confirmed as Canterbury CDEM Group Controllers.

AGENDA ITEM NO: 9.	SUBJECT MATTER: CONTROLLER'S REPORT
REPORT TO: Canterbury CDEM Group Joint Committee	DATE OF MEETING: 25 August 2017
REPORT BY: Neville Reilly, Group Controller	ENDORSED BY: Mayor Lianne Dalziel, Chair Joint Committee

REPORT

Responses

Canterbury CDEM Group has responded to two flooding events recently. The first event on 22nd July led to declarations by Timaru, Selwyn and Christchurch Councils in anticipation of a need to evacuate properties. These declarations assisted in coordinating the response, which went well. The second event on 13th August led to a declaration by Selwyn District Council for similar reasons. The support from partner agencies was very much appreciated.

Finance

Income and Expenditure for the period 1 July 2016 – 30 June 2017 is attached.

Review of Response to the Hurunui/Kaikoura Earthquake

The Joint Committee authorised a panel consisting of the Joint Committee Chair, the Mayors and Chief Executives of Hurunui and Kaikoura Districts, with the Co-ordinating Executive Chair to develop Terms of Reference and then commission a review of the response to the Hurunui/Kaikoura Earthquake.

Kestrel Group was selected to carry out the review and has commenced interviewing key staff. It is anticipated the report will be completed by 18 September.

Recovery: Port Hills Fire

Selwyn and Christchurch City Councils have Recovery plans in place that have been approved by their respective Councils, with much of the work taking place within BAU functions.

A debrief was held in early August to document key learnings from the Recovery functions for the Fire. This will be used primarily for training purposes for the Christchurch City and Selwyn District Councils, but will be useful for future recovery planning and readiness, and will contribute to the ongoing body of knowledge about recovery management in Canterbury and New Zealand.

Canterbury Joint Emergency Support Team

Recent events have highlighted the difficulty that many TAs, particularly smaller ones, experience in establishing EOCs staffed by suitably trained personnel. This was also highlighted in the Review of the Response to the Christchurch Earthquake, which recommended that a national cadre of expertise be established.

The Canterbury CDEM Group Plan also directs this through one of its objectives (Objective 6.6.1): To enhance the ability of the Group to prepare for and manage emergencies. One of the enabling actions is, 'to enhance and further develop the EOC Support Team (EST) concept'. The EST concept is a cadre concept considered previously by Canterbury CDEM Group but not yet realised.

A working group has now developed a plan to implement such a strategy. In summary, the plan proposed that:

- 5 deployable teams consisting of 10 members with expertise in EOC functions be established.
- Teams undergo a five-day training programme.
- TAs agree to provide an agreed number of staff (see below).

CEG considered the proposal at its last meeting and agreed to establish the Team.

Apart from staff costs incurred through being absent attending the five day training programme, there are minimal resource implications. The training will be provided by EMTC, the Canterbury Emergency Management Training Centre.

TAs have agreed to provide staff numbers as shown below:

Agency	Current Total EOC Staff	Staff Contribution to JEST
Kaikoura District Council	15	2
Hurunui District Council	40	4
Waimakariri District Council	52	6
Christchurch City Council	180	18
Selwyn District Council	50	5
Ashburton District Council	40	4
Timaru District Council	50	5
Mackenzie District Council	15	2
Waimate District Council	15	2
Environment Canterbury	40	4
Total	497	52

Updates will be provided to the Joint Committee on the progress of the JEST programme. The first training programme is scheduled to commence on 6 November, with the aim of establishing two of the five Teams.

Justice and Emergency Services Precinct (JESP)

We have been advised of a further delay to the completion of the Precinct. Fletcher Construction Company now expects to complete the Justice Building at the end of September 2017 and the Emergency Services Building at the end of October 2017.

For the CDEM Group and CCC EOC, this will lead to a delayed fit-out and relocation programme. We anticipate commencing final fit-out from the beginning of October and aiming for relocation by the end of October. The necessary induction and training of key staff and partner agencies will take place in November, after which the EOC will be fully operational. However, any further delays will impact on these dates, leading to a delayed fit-out and relocation programme with February 2018 being a possibility.

Co-location agreement (lease) discussions continue with the Ministry of Justice as the landlord.

Canterbury Lifelines Report

The Group Lifelines Steering Committee met in April 2017. A Fuel Contingency Plan has been completed and work continues on the Risks and Resilience Canterbury project, which has been linked with the AF8 (Alpine Fault) Project.

A Lifelines Group meeting was held also in April, with around 45 attendees from agencies and representatives from Lifelines companies. The meeting considered the impact of an Alpine Fault earthquake on Lifelines Utilities, learnings from the Hurunui/Kaikoura Earthquake and recent Lifelines research.

CDEM Silver Ministerial Award for Significant Contribution

Rob Upton, who recently retired as Group Welfare Manager, was recently awarded a Silver Ministerial award in recognition of his significant contribution to Canterbury CDEM Group over the past 25 years. Rob was also the Group Controller for many years.

Civil Defence Review

The Minister of Civil Defence commissioned a review to identify improvements in New Zealand's response to natural disasters and other emergencies. Canterbury CDEM Group developed a submission and the Joint Committee Chair along with a representative group of Joint Committee and CEG members met with the panel on 20 Jul to speak in support of the submission. A copy of the submission has been forwarded separately to Joint Committee members.

Recommendation

That the Controller's Report be received.

Regional Emergency Management
1 July 2016 to 30 June 2017

Project Income and Expenditure

Project	Income YTD			Expenditure YTD			Surplus / (Deficit) YTD			Full year Budget	
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Income	Expenditure
P055000 CDEM Group Readiness Activities	1,556,130	1,245,748	310,382	1,495,672	1,245,748	249,924	60,458	(0)	60,458	1,245,748	1,245,748
P055100 CD Emergencies Kaikoura Earthquake Nov	609,906	0	609,906	2,229,536	0	2,229,536	(1,619,630)	0	(1,619,630)	0	0
P055101 CD Emergencies Port Hills Fire Feb 17	0	0	0	52,185	0	52,185	(52,185)	0	(52,185)	0	0
P055102 CD Emergencies BoP Flood Response	0	0	0	12,072	0	12,072	(12,072)	0	(12,072)	0	0
P055300 EMTC Emergency Management Training	281,310	285,888	(4,578)	218,955	285,888	(66,934)	62,355	(0)	62,356	285,888	285,888
P062000 CDEM Group Engineering Lifelines	129,586	129,586	0	72,265	129,586	(57,321)	57,322	0	57,321	129,586	129,586
Total CDEM Group	2,576,932	1,661,222	915,710	4,080,684	1,661,223	2,419,462	(1,503,752)	(0)	(1,503,752)	1,661,222	1,661,222

ECan Charges to CDEM Group

	Actual YTD	Budget YTD	Variance YTD
Rental charges for building and additional items (such as standby generator)	145,675	136,675	9,000
Financial Services, Human Resources, Information Services and Executive Charges	300,703	282,331	18,372
Total ECan charges to CDEM Group	446,378	419,006	27,372

Reserve Balance

	30/06/17 YTD	Full year budget
Civil Defence Reserve		
Opening balance as at 30/06/16	889,982	889,982
Financial result - surplus / (Deficit)	(1,503,752)	(0)
Purchase of fixed assets	0	(75,000)
Closing balance	(613,770)	814,982