

# Minutes of the meeting of the Canterbury Civil Defence and Emergency Management Group Joint Committee held at the Airport Commodore Hotel, 449 Memorial Avenue, Christchurch on Friday 1 December 2017 at 12.35 pm

## Present

### Joint Committee:

Ashburton District Council  
Christchurch City Council  
Environment Canterbury  
Hurunui District Council  
Kaikoura District Council  
Mackenzie District Council  
Selwyn 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 David Ayers  
Mayor Craig Rowley

### CEG Members

Ashburton District Council  
Christchurch City Council  
Hurunui District Council  
Environment Canterbury  
Kaikōura District Council  
Mackenzie District Council  
Selwyn District Council  
Timaru District Council  
Waimakariri District Council  
New Zealand Police  
Group Controller

Andrew Dalziel  
Murray Sinclair  
Hamish Dobbie  
Bill Bayfield  
Angela Oosthuizen  
Suzette van Aswegen  
David Ward  
Bede Carran  
Jim Palmer  
Inspector Craig McKay  
Neville Reilly

## In attendance

Jessica Petersen and James Thompson (Regional Emergency Management Office)  
Marion Schoenfeld and Louise McDonald (Environment Canterbury)

### 1. Welcome

Mayor Dalziel welcomed everyone to the meeting and congratulated two members whose services to St John has been honoured: Cr Sunckell on his investiture as a Commander of the Order of St John, and to Mayor Dalley as a member.

### 2. Apologies

An apology was received from Mayor Damon Odey.

Apologies were also received from Co-ordinating Executive Group (CEG) members Jim Palmer and Peter Cameron.

**3. Conflicts of interest**

No conflicts of interest were declared.

**4. Minutes of previous meeting**

*Refer to page 1 of the agenda.*

**Resolved**

**That the minutes of the meeting held on 25 August 2017 be received and adopted.**

Mayor Odey / Mayor Dalley

**CARRIED**

**5. Matters arising from the minutes**

**Health and Safety at Work Act**

Bill Bayfield advised that the concerns regarding the implications of the Health and Safety at Work Act for Emergency Management will be taken up nationally by the Chairs of the CDEM Co-ordinating Executive Groups.

**6. Selwyn Gets Ready Software**

*Refer to page 6 of the agenda.*

Software developers Isaac Trevathan and David Askin were welcomed to the meeting. David introduced their presentation and explained that as a Civil Defence volunteer he saw the need for tools to help people to work with the Emergency Management teams and the Emergency Operations Centre (EOC).

Isaac spoke to a PowerPoint presentation on the software developed for Selwyn District Council: 'Selwyn Gets Ready'. This community response software includes a database that enables people to record their contact details and include any specific needs or resources that they can provide. It enables bulk emails and texts to be sent to the community to share information and warnings, these messages can be then shared with people who don't have access to emails or texts.

The system is designed to fit in and complement existing systems and has been endorsed by New Zealand Police.

Mayor Dalziel praised the concept and noted the value of providing links for community participation. She acknowledged the tremendous role played by the community and volunteers during the Christchurch earthquakes.

**Resolved**

**That the Canterbury Civil Defence Emergency Management Group Joint Committee:**

- 1. Receive the report on the Selwyn Gets Ready Software; and**
- 2. Commends the neighbourhood support system 'Selwyn Gets Ready' to members of the Civil Defence Emergency Management Group.**

## **Change to order of items**

It was agreed that items 10, 11, 12 and 13 be considered.

### **10. Local Controller Appointments**

*Refer to page 25 of the agenda*

Neville Reilly presented this report.

#### **Resolved**

**That the Canterbury Civil Defence Emergency Management Group Joint Committee:**

**1. Appoints as Local Controllers in Canterbury Civil Defence Emergency Management Group:**

- **Tracy Tierny, Timaru District Council**
- **Jim Henderson, Ashburton District Council.**

Mayor Favel / Mayor Smith  
CARRIED

### **11. Group Controller's Report**

*Refer to page 27 of the agenda*

Neville Reilly presented his report that included Group income and expenditure for the period 1 July to 30 September 2017 and a copy of the Emergency Management Training Centre (EMTC) Business Plan.

#### **Resolved**

**That the Canterbury Civil Defence Emergency Management Group Joint Committee:**

**1. Receive the Controller's Report.**

Mayor Smith / Mayor Rowley  
CARRIED

### **12. Ministry of Civil Defence & Emergency Management**

*Refer to page 40 of the agenda*

On behalf of Peter Cameron, Neville Reilly introduced the Ministry's update.

In response to questions about the test of the cell broadcasting alert system, Jessica Petersen advised that currently about 30% of cell phones in New Zealand can receive these alerts. It is anticipated that this percentage will move to 80% within 5 years.

#### **Resolved**

**That the Canterbury Civil Defence Emergency Management Group Joint Committee:**

1. **Receive the Ministry of Civil Defence & Emergency report.**

Mayor Rowley / Mayor Broughton  
CARRIED

### 13. **2018 Meeting Dates**

#### **Resolved**

**That the Canterbury Civil Defence Emergency Management Group Joint Committee:**

1. **Adopt the following meeting dates for 2018:**

- **2 March**
- **25 May**
- **7 September**
- **30 November.**

Mayor Favel / Mayor Broughton  
CARRIED

### 7. **Tsunami Threat faced by Canterbury**

*Refer to page 7 of the agenda*

Marion Schoenfeld, Hazards Analyst Environment Canterbury spoke to a PowerPoint presentation 'Canterbury's Tsunami Hazard'. Copies of the presentation were tabled.

The key points of her presentation were:

- Local, regional and distant source tsunamis are different in the time available for warnings.
- Local-source tsunamis are the greatest threat to Kaikōura.
- Distant-source tsunamis are the greatest threat for the rest of Canterbury.
- People need certainty about where to go in response to the 'Long and Strong Get Gone' message.
- There is new science and work is still being done on modelling for Christchurch and the Canterbury coastline.

#### **Resolved**

**That the Canterbury Civil Defence Emergency Management Group Joint Committee:**

1. **Receive the report on the tsunami threat faced by Canterbury.**

Mayor Dalziel / Mayor Broughton  
CARRIED

### 8. **Canterbury CDEM Group Budget**

*Refer to page 8 of the agenda*

Neville Reilly presented this report that included the proposed Group budget for the next three financial years (2018/19, 2019/20 and 2020/21).

## **Resolved**

**That the Canterbury Civil Defence Emergency Management Group Joint Committee:**

- 1. Approve the proposed Canterbury Civil Defence Emergency Management Group budget for years 1 to 3 of the Long Term Plan.**

Cr Sunckell / Mayor Broughton  
CARRIED

## **9. New Zealand Response Team Development**

*Refer to page 19 of the agenda*

James Thompson presented this report on the Ministry's intention to withdraw the current Directors Guideline and the General Rescue Manual due to changes to the Health and Safety legislation.

Concern was expressed that the Ministry was withdrawing support for the response teams without a replacement in place.

If the Ministry do not reintroduce the Response Team audit and registration process there was support for CDEM Groups nationally to develop one. This will be discussed at the CDEM Co-ordinating Executive Group Chairs meeting to be held 6 December 2017.

## **Resolved**

**That the Canterbury Civil Defence Emergency Management Group Joint Committee:**

- 1. Noting the Co-ordinating Executive Group (CEG) Chair will attend a national meeting for CEG Chairs on 6 December 2017, directs the CEG Chair to demand the reintroduction of a CDEM Response Team audit and registration process.**
- 2. Should there be no return to a national registration and audit process for New Zealand Response Teams, Canterbury supports the development of a national audit process through the Co-ordinating Executive Group Chairs.**

Mayor Rowley / Mayor Dalley  
CARRIED

## **14. Exclusion of the public**

*Refer to page 45 of the agenda*

## **Resolved**

**That the Canterbury Civil Defence Emergency Management Group Joint Committee:**

- 1. Excludes the public from the following part of the proceedings of this meeting, namely:**
  - a) Review of Response Hurunui/Kaikōura Earthquake**

The general subject of the matters to be considered while the public is excluded, the reason for passing this resolution and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Review of Response Hurunui/Kaikōura Earthquake	That good reason exists for not discussing the matter with the public present and is not outweighed by the public interest.	Section 48(1)(a)

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceeding of the meeting in public are as follows:

Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information should continue to be supplied. (Section 7(2)(c)(i))

**2. That appropriate officers remain to provide advice to the Committee.**

Mayor Dalziel/Mayor Dalley  
CARRIED

The meeting went in to public excluded session from 2.11 to 2.40 pm.

The meeting closed at 2.41 p.m.

**Confirmed**

Date: 2 March 2018

Chairperson: \_\_\_\_\_

