



## **AGENDA ORDER PAPER**

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

**Friday, 1 February 2019 commencing at 1.00 pm**

**Airport Commodore Hotel, 449 Memorial Ave, Christchurch**

#### **MEMBERSHIP:**

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

**AGENDA  
ORDER PAPER**

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

**1 February 2019 commencing at 1.00 pm**

Airport Commodore Hotel, 449 Memorial Ave, Christchurch

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# **Minutes of the meeting of the Canterbury Civil Defence and Emergency Management Group Joint Committee held at Airport Commodore Hotel, 449 Memorial Avenue, Christchurch on Friday 7 December 2018 at 1.00 pm**

## **Present**

### **Joint Committee:**

Ashburton District Council  
Environment Canterbury  
Hurunui District Council  
Kaikoura District Council  
Mackenzie District Council  
Selwyn District Council  
Timaru District Council  
Waimakariri District Council  
Waimate District Council

Mayor Donna Favel  
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  
Waimakariri District Council  
Ministry Civil Defence & Emergency Management  
Group Controller  
Group Welfare Manager  
CDEM Senior Planner

Hamish Riach  
Bill Bayfield  
Hamish Dobbie  
Jim Palmer  
Peter Cameron  
Neville Reilly  
Jessica Petersen  
Gavin Treadgold

## **In attendance**

Mackenzie District Council

Deputy Mayor James Leslie

Environment Canterbury (minutes)

Louise McDonald

### **1. Welcome**

Deputy Chair Councillor John Sunckell welcomed everyone to the meeting.

### **2. Apologies**

An apology was received from Mayor Lianne Dalziel.

### **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 7 September 2018 be received and adopted.**

Mayor Smith / Mayor Rowley  
CARRIED

**5. Matters arising from the minutes**

**Item 14 – Delivering Better Responses to Natural Disasters and Other Emergencies – Government Response to the Technical Advisory Group's Recommendations**

Neville Reilly advised that an invitation had been made to the Minister and the Ministry to attend a meeting to discuss the Technical Advisory Group's Recommendations. They were not available to attend this meeting so a date in 2019 will be arranged.

**6. Canterbury Lifelines Utilities Report**

*Refer to page 7 of the agenda.*

Gerard Cleary presented a report on Canterbury Region Lifelines Vulnerability Assessment ("Risks & Resilience"). One issue identified in the assessment was some vulnerability due to Transpower's reliance on its fibre-optic cables and computerised telecommunications network. Transpower are doing a lot of work on this, including as part of the Alpine Fault project (AF8).

All the services are being reviewed and a technical report will be prepared.

Wellington Group have undertaken a significant project to model risks and costs, including the economic benefit of upgrades. It was suggested that Canterbury could look at a similar project.

**Resolved**

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

- 1. Receive the report on the Canterbury Region Lifelines Vulnerability Assessment ("Risks & Resilience") Project.**

Cr John Sunckell / Mayor Odey  
CARRIED

**7. Ministry of Civil Defence & Emergency Management Update**

*Refer to page 12 of the agenda.*

Peter Cameron presented the Ministry update for November 2018.

He recommended that councils review their financial arrangements if faced with an emergency. Further information is provided in Chapter 33 of the Guide to the National Civil Defence Emergency Management Plan, where eligible costs for Government reimbursement above a threshold are outlined, and the thresholds are defined. (The

Guide to the National Civil Defence Emergency Management Plan is available at <https://www.civildefence.govt.nz/assets/guide-to-the-national-cdem-plan/Guide-to-the-National-CDEM-Plan-2015.pdf>).

Following the emergency mobile alerts tested on 25 November, the Ministry are encouraging people to provide feedback so that the system can continue to be strengthened.

**Resolved**

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

- 1. Receive the Ministry of Civil Defence & Emergency Management update report dated November 2018.**

Cr Sunckell / Mayor Smith  
CARRIED

**8. Appointment of Local Recovery Managers**

*Refer to page 17 of the agenda.*

Neville Reilly presented this report.

**Resolved**

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

- 1. Appoint Simon Hart and Charlotte Browne as Canterbury Civil Defence Emergency Management Group Local Recovery Managers.**

Mayor Ayers / Mayor Rowley  
CARRIED

**9. Appointment of Alternate Group Controller**

*Refer to page 19 of the agenda*

Neville Reilly presented this report.

**Resolved**

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

- 1. Appoint Nadeine Dommissie as an Alternate Group Controller to perform the functions and duties and exercise the powers of the Group Controller in the absence from duty of the appointed Group Controller.**

Mayor Favel / Mayor Odey  
CARRIED

## 10. **Service Level Agreement**

*Refer to page 21 of the agenda*

Neville Reilly presented this report and explained that the only major change to the Service Level Agreement was to increase the financial reserve as previously approved by the Joint Committee.

### **Resolved**

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

- 1. Adopt the draft Service Level Agreement between Environment Canterbury and Canterbury Civil Defence Emergency Management Group.**

Mayor Dalley / Mayor Gray  
CARRIED

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

*Refer to page 30 of the agenda*

Neville Reilly introduced this report that included the income and expenditure report for the period 1 July to 31 October 2018.

### **National Resilience Strategy**

Gavin Treadgold tabled an overview of the National Disaster Resilience Strategy and a draft feedback submission.

He spoke to a PowerPoint presentation and described the issues raised at the workshop held on 27 November to consider the Strategy. The workshop identified the following points to be included in the feedback:

- Include more on natural and physical resilience;
- Separate response and recovery;
- Encourage more work on including Te Aō Māori and co-creation in future documents;
- there are some gaps in the challenges identified for governance and engagement; and
- the strategy is relatively urban focused.

The draft feedback was supported with the request that more information be included to stress the importance of agriculture and the rural economy for the New Zealand economy.

### **Resolved**

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

- 1. received the Controller's report.**
- 2. approved the revised plan to replenish the Group Reserve.**
- 3. approve the submission on the draft Natural Disaster Resilience Strategy, as amended, and authorise the Deputy Chair Cr John Sunckell and Co-ordination Executive Chair Bill Bayfield to sign the submission.**

Mayor Broughton / Mayor Rowley  
CARRIED

## **General Business**

There was no general business.

## **Next Meeting**

The next meeting of the Joint Committee will be held on Friday, 1 February 2019.

Councillor John Sunckell thanked members for their attendance and closed the meeting at 1.49pm.

**Confirmed**

**Date:** \_\_\_\_\_

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

<b>AGENDA ITEM NO: 6</b>	<b>SUBJECT MATTER: Tsunami Update</b>
<b>REPORT TO:</b> Canterbury CDEM Group Joint Committee	<b>DATE OF MEETING:</b> 1 February 2019
<b>REPORT BY:</b> Gavin Treadgold, Emergency Management Advisor – Planning, Canterbury CDEM Group	<b>ENDORSED BY:</b>

## PURPOSE

To receive an update on new scientific understanding of the impact that Kermadec earthquakes have on ground shaking, and the impact this has on the “Long or Strong, Get Gone” messaging, and associated tsunami readiness activities.

## BACKGROUND

### Kermadec Update

On 10 September 2018, a m7.0 earthquake in the Kermadec Islands region was widely felt through New Zealand, including as far south as Christchurch. Notably, there were almost no felt reports in Auckland, yet it was reported all the way down the east coast to Christchurch. New Zealand tectonics related to the Taupo volcanics and Havre Trough means that areas in the North Island that need to rely on a “long or strong” natural warning for a local or regional source tsunami, may not receive the natural warning. The observations from the September earthquake match closely GNS models.

GNS modelling suggests that a m8.5 Kermadec earthquake will not be strongly felt in some parts of the eastern North Island, eg Auckland and Tauranga. The tsunami travel time will be less than 1 hour to the North Island and result in a >10m coastal tsunami to parts of the North Island.

To put this risk in context:

- AF8 scenario is 50% in the next 50 years
- M8.5+ Kermadec is 18-63% in 50 years
- M9+ Kermadec is 5-10% in 50 years.

GNS and MCDEM utilise a Rapid Tsunami Threat Mapping (RTTM) for rapidly assessing earthquakes for tsunami that occur near New Zealand, however this tool does not cover the Kermadecs as it falls outside RTTM's coverage, so alternative arrangements have been developed for four these scenarios.

To manage this threat nationally:

- Four prepared scenarios for Kermadec earthquakes have been developed. These cover earthquake ranges m7.9-8.1, m8.2-8.4, m8.5-m8.7, and m8.8+. These clearly specify which coastal regions will receive immediate evacuation notices via Emergency Mobile Alert and other channels



- The National Tsunami Advisory and Warning Plan [SP01/18] was revised in October 2018 to reflect this new understanding
- GNS and MCDEM duty arrangements were updated.

The Kermadec scenario will be challenging for Canterbury, and the amount of managed actions that will be able to take place in the 2-3 hour travel time will be limited.

Canterbury duty officers have drafted response actions for the four scenarios. These will be expanded and incorporated in the Canterbury Tsunami Plan in Q1 2019.

### **General Tsunami Updates**

Environment Canterbury has contracted GNS Science to undertake “ensemble” tsunami modelling for Christchurch City, to better understand the variance in tsunami inundation based upon different source directions and magnitudes. This research is currently draft and has just gone out for peer review.

The draft modelling has indicated that worst case scenarios may result in more inundation further inland in Christchurch. This is one reason that robust third-party technical review of the GNS modelling is being undertaken. As a temporary measure, Christchurch City and the Regional Office have been working together on implementing temporary Emergency Mobile Alert arrangements should the worst case be realised. This was in place December 2018.

The first half of 2019 is will see significant tsunami work including:

- Formally incorporating the Kermadec scenarios into the Canterbury Tsunami Plan
- Completion of the GNS ensemble tsunami research for Christchurch City
- Establishment of a small Tsunami Working Group, that will take responsibility for leading development of tsunami arrangements in Canterbury. It will report to the Response Planning Group
- Updating arrangements for managing tsunami evacuation in Christchurch, specifically replacing the NZ Police plan (circa 2010).

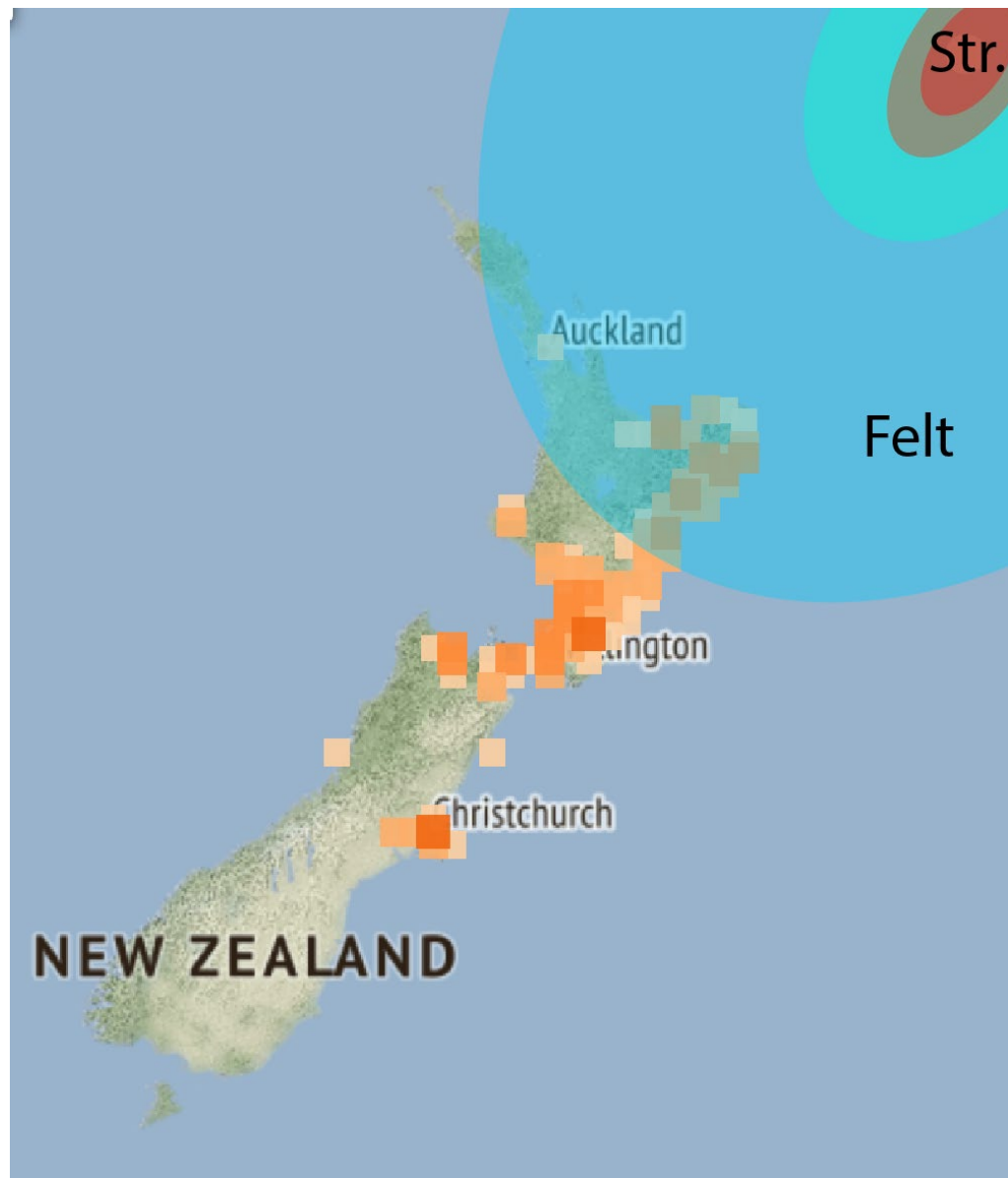
### **REPORT**

Gavin Treadgold, Emergency Management Advisor – Planning, Canterbury CDEM Group, will provide an update on the science, and implications for Canterbury.

### **RECOMMENDATION**

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

1. Receive the update on new scientific understandings of the impact of Kermadec earthquakes.



Canterbury CDEM Group

# Kermadec earthquake & tsunami update



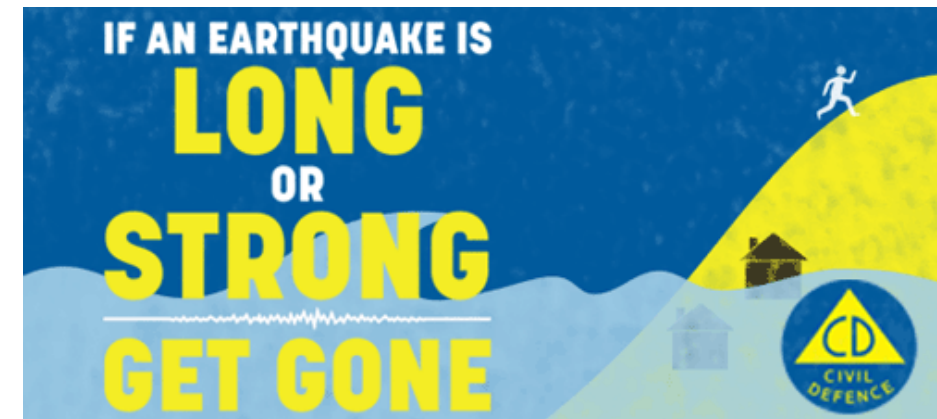
# The Kermadec Earthquake

10 September 2018 – what happened?

- M7.0 earthquake in Kermadec region on 10 September 2018
- Widely felt as far south as Christchurch
- Notably almost no felt reports in Auckland
- Why? NZ tectonics related to the Taupo volcanics and Havre Trough appear to attenuate the seismic waves.

Result? Fewer people in the northern and western parts of the North Island felt the earthquake.

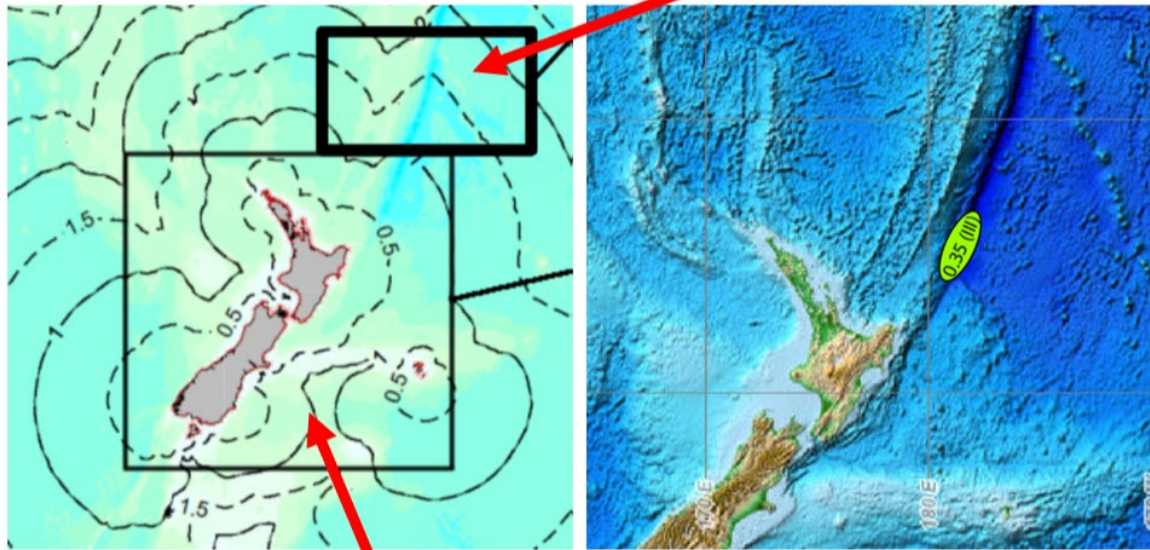
Consequences? A m8.5 Kermadec earthquake has less than 60 minutes travel time to those areas and threat of 10m coastal tsunami to highly populated areas. This results in inadequate natural warning “Long or Strong, Get Gone”.



# What's the risk?

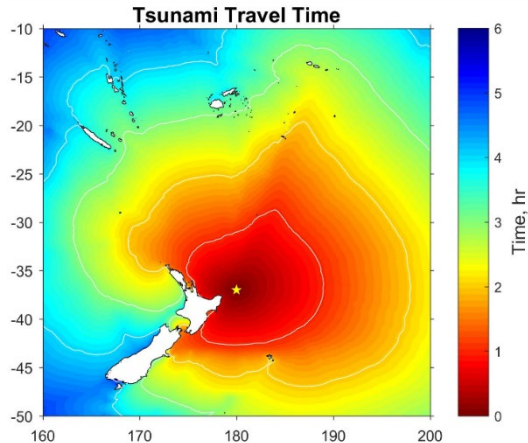
And how is it managed

- AF8 scenario is 50% in next 50 years
- M8.5+ Kermadec is 18-63% in 50 years
- M9+ Kermadec is 5-10% in 50 years



2-3 hour travel  
time to Canterbury

**>M6.5 and <100km**



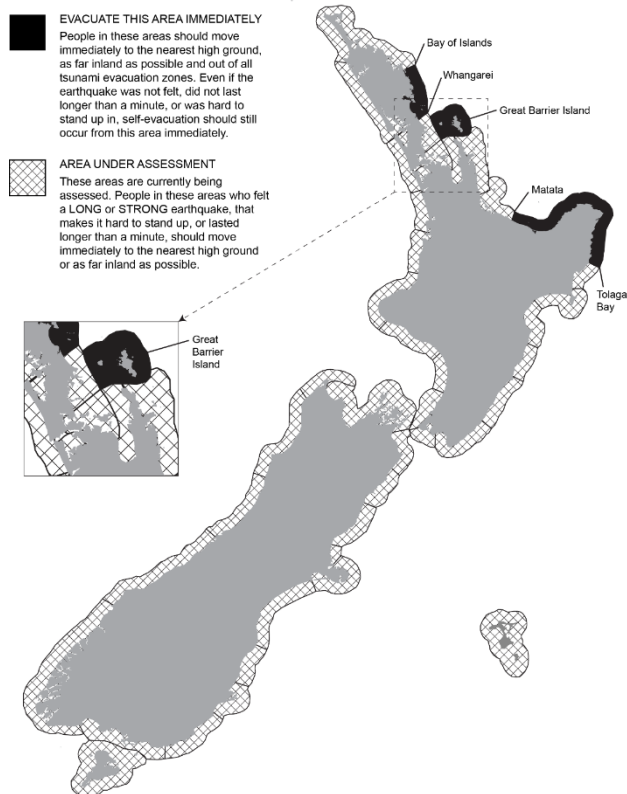
- Updated National Tsunami Advisory and Warning Plan [SP01/18] Oct 2018
- Updated National Warning System (NWS) and national Emergency Mobile Alert (EMA) messages
- Updated GNS & MCDEM duty arrangements
- Four prepared scenarios...



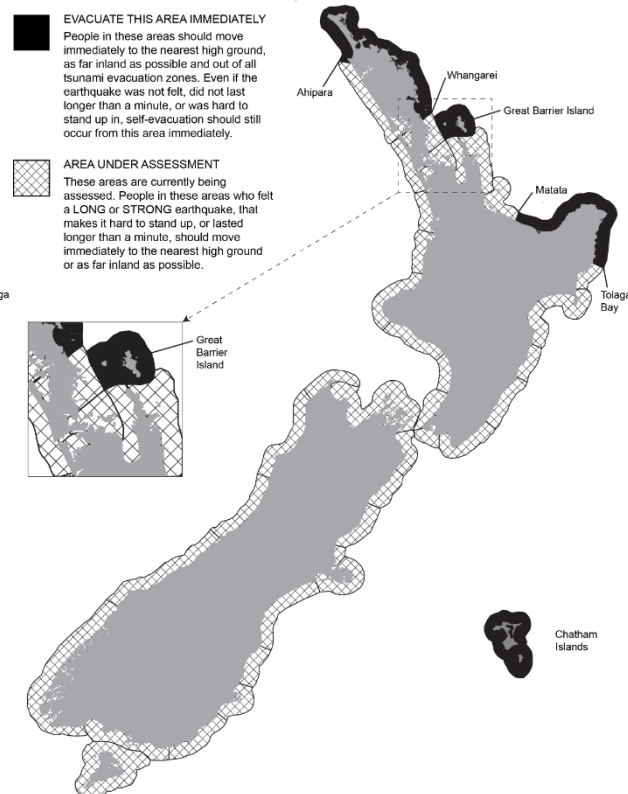
# Kermadec scenarios

These are active and operational now

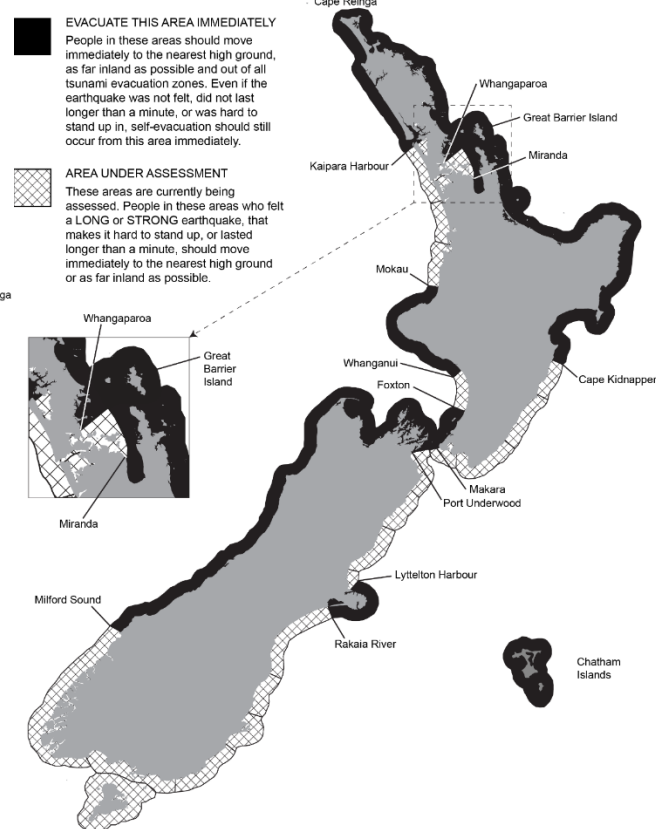
Initial Advice Land Threat Map  
[M7.9-M8.1]



Initial Advice Land Threat Map  
[M8.2-M8.4]



Initial Advice Land Threat Map  
[M8.5-M8.7]



Initial Advice Land Threat Map  
[M8.8+]



# Canterbury tsunami updates

## and upcoming actions in 2019

- Late 2018, Canterbury CDEM Duty Officers drafted response actions for the 4 Kermadec scenarios. Scenarios to be added to Canterbury Tsunami Plan Q1 2019.
- GNS undertaken ensemble research of 200+ tsunami scenarios and their impact on Christchurch City. Research is currently being peer-reviewed. Indicates that worst case *may* impact more people than previously thought. Christchurch City and Regional Office have implemented temporary prepared Emergency Mobile Alert should the worst case be realised.
- Will establish a small tsunami working group that will take responsibility for leading development of tsunami arrangements in Canterbury. Will report to Response Planning Group.
- Updating arrangements for managing tsunami evacuation in Christchurch, specifically focusing on the operational arrangements of evacuation. Will replace circa-2010 NZ Police plan.



<b>AGENDA ITEM NO: 7</b>	<b>SUBJECT MATTER: Ministry Of Civil Defence &amp; Emergency Management Update</b>
<b>REPORT TO:</b> Canterbury CDEM Group Joint Committee	<b>DATE OF MEETING:</b> 1 February 2019
<b>REPORT BY:</b> Peter Cameron MCDEM	<b>ENDORSED BY:</b>

## **PURPOSE**

The purpose of this report is to receive an update from the Ministry of Civil Defence & Emergency Management.

## **ATTACHMENT**

MCDEM Update January 2019.

## **RECOMMENDATION**

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

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



## **MCDEM update January 2019**

### **Emergency Management system reform**

Work on the 'Emergency Management System Reform' (Government's response to the Technical Advisory Group report on the Ministerial Review on better responses to natural disasters and other emergencies) is progressing.

Both the EMSR Portfolio Programme Manager and the Fly In Team Programme Managers are on board. Julie Wade is the EMSR Portfolio Programme Manager has been working through how to best provide progress updates on some of the key initiatives and projects and Rachel Walker is the Fly In Team Programme Manager.

Work is proceeding on a number of non-legislative proposals in accordance with the Government's response, which set out a broad ranging, multi-year work programme.

The 'EMSR portfolio at a Glance' to provide you a high-level overview of the programme to the end of June 2019. As the programme gets in to full swing, our intention is to provide monthly updates from the first CEG Chairs letter in 2019.

### **Fly-in Teams (NZ-FIT)**

The purpose of a Fly-in Team is to support CDEM Groups (at a local or Group-wide/regional level) as they manage emergencies. The initial focus will be on supporting CDEM Groups however, NZ-FIT may also be used to support other lead agencies at a national level. The intention is to ensure people and communities are well taken care of and are consistently supported in an emergency, wherever and whenever it happens.

Mr Charlie Blanch has been appointed as the NZ-FIT manager and takes up the position later this month.

**Contact:** Rachel Walker, Programme Manager [Rachel.Walker@dpmc.govt.nz](mailto:Rachel.Walker@dpmc.govt.nz)

### **National Disaster Resilience Strategy**

The public submissions part of the new Strategy's development has now finished. We received 71 submissions covering a wide range of interests including most CDEM Groups, IWI, rural focused groups and interested members of public. The Strategy is now being revised in the light of the submissions and a final version will be put to Ministers for consideration shortly. We've very much appreciated the input from the emergency management sector over the last two and a bit years in helping to shape the Strategy. Subject to Ministers agreement, the aim is for the new Strategy to come into force on 10<sup>th</sup> April..

**Contact:** Jo Horrocks, Principal Advisor Emergency Management, 027 702 3353  
[Jo.Horrocks@dpmc.govt.nz](mailto:Jo.Horrocks@dpmc.govt.nz) or [nationalstrategy@dpmc.govt.nz](mailto:nationalstrategy@dpmc.govt.nz) for Strategy enquiries



## **Controller and Recovery Manager Requirements**

Over the last year MCDEM has been searching for a strategic learning partner to collaborate in the development and delivery of solutions that will see a capability shift in those leading and managing emergencies and recovery efforts. This process involved a multi-stage procurement process, led by the National Security Workforce team in DPMC in close consultation with MCDEM and our stakeholders.

A contract for this service has been awarded to Response and Recovery Aotearoa New Zealand (RRANZ) a professional development consortium of Universities, IWI, private training providers, and subject matter experts in response and recovery.

The consortium consists of Massey University, University of Canterbury, Auckland University of Technology, Te Runanga o Ngai Tahu, Crisis Management Australia Ltd, McNaughton and Wills Ltd , Resilient Organisations Ltd, Skills Organisation Ltd, Brendan Morris Consulting Ltd, The learning Organisation and GNS Science.

Over the coming weeks we will be working with RRANZ to publicise the course, the application process and costs associated with attendance. We are aiming to run one cohort of each tier of the programme before July 2019. If you have any questions please contact [Peter.Keegan@dpmc.govt.nz](mailto:Peter.Keegan@dpmc.govt.nz)

## **New Zealand Response Teams –Governance options paper**

An options paper for the establishment of governance arrangements for response teams in New Zealand has been distributed seeking a mandate to progress the recommended option in more detail.

CDEM Group managers, CEG chairs, Response Team owners Team Managers and Leaders plus Agencies have been asked to indicate whether they support the recommended option by the 15<sup>th</sup> of February

**Contact:** Clare Robertson, Senior Emergency Management Advisor Recovery  
[clare.robertson@dpmc.govt.nz](mailto:clare.robertson@dpmc.govt.nz)

# EMSR Portfolio at a Glance

## Emergency Management System Reform Programme Portfolio

Project/Programme Name		High-level Objective	Current stage
1	<b>Legislative Changes to the CDEM Act, and associated regulations</b>	<ul style="list-style-type: none"> <li>Amending the CDEM Act as necessary to support the proposals in the Government's response to the TAG review, to increase collaboration, consistency and clear lines of authority at both the regional and national level; and enacting associated regulations signalled in the Government's response</li> </ul>	Policy development
2	<b>National Structures policy</b>	<ul style="list-style-type: none"> <li>Exploring options as to the form and function of a new national emergency management agency to have a greater focus on setting and enforcing standards and undertaking system assurance</li> <li>Working with government agencies to clarify and confirm lead agencies responsible for hazard-specific incidents</li> </ul>	Policy development
3	<b>Iwi Participation in Emergency Management</b>	<ul style="list-style-type: none"> <li>Recognising the capability that iwi bring to emergency management. Working with CDEM Groups and iwi to facilitate better engagement of iwi/Māori and marae in emergency management governance and operational response to support communities before, during and after an emergency</li> </ul>	Policy development and early planning for engagement
4	<b>New Emergency Management Facility (NEMF)</b>	<ul style="list-style-type: none"> <li>Undertaking the first stages of a business case to explore options for a new national emergency management facility.</li> </ul>	Business case development
5	<b>Common Operating Picture (COP) Programme</b>	<ul style="list-style-type: none"> <li>Developing a business case for a whole-of-system Common Operating Picture and associated information management capabilities, which would provide a unified view of the situation to decision makers about what is happening on the ground during a response</li> <li>Progressing work already underway, including developing a replacement for EMIS, and pulling together existing work on data needs.</li> <li>Working with Civil Defence Emergency Management Groups to scope a system to capture and store welfare registration and needs assessment data using common standards and robust standards for data collection.</li> </ul>	Business case development. Project scoping and planning.
6	<b>Fly In Teams</b>	<ul style="list-style-type: none"> <li>The development and implementation of Fly-in Teams, made up of experienced emergency management professionals from across New Zealand who would be brought together when needed.</li> </ul>	Planning and design
7	<b>CIMS Review</b>	<ul style="list-style-type: none"> <li>Leading the review of CIMS 2nd edition to produce a next iteration for consideration by the Hazard Risk Board in mid-2019. Taking into consideration the CIMS-related recommendations of formal reviews into emergencies since 2014, and implementing those that have been approved by Cabinet.</li> </ul>	Drafting of revised version underway
8	<b>Workforce Professionalisation - Enabling Consistent CIMS Practice</b>	<ul style="list-style-type: none"> <li>Developing a systems approach to embedding CIMS 3.0. Developing CIMS unit standards. Enabling consistent CIMS practice. Shifting the sector towards a collective approach to delivering training and building knowledge and expertise across the CIMS functions.</li> </ul>	Scoping and planning. Development has commenced for some products
9	<b>Workforce Professionalisation - Response and Recovery Leadership Capability Development</b>	<ul style="list-style-type: none"> <li>Contracting a provider to co-design and deliver a revised Controller development programme that includes a capability framework, a refreshed learning solution for Controllers, and a tool to measure current capability against the framework. The final solution will replace the current Massey/MCDEM Controller Development course in mid-2019.</li> </ul>	Final stages of procurement
10	<b>Improving stewardship of the emergency management system</b>	<ul style="list-style-type: none"> <li>Supporting the Hazard Risk Board as it fulfils its system stewardship role, working collaboratively across the emergency management system to improve transparency, collective action, and system governance</li> </ul>	

<b>AGENDA ITEM NO: 8</b>	<b>SUBJECT MATTER: Appointment of Local Controllers</b>
<b>REPORT TO:</b> Canterbury CDEM Group Joint Committee	<b>DATE OF MEETING:</b> 1 February 2019
<b>REPORT BY:</b> Neville Reilly, Group Controller	<b>ENDORSED BY:</b>

## **PURPOSE**

To consider Local Controller appointments.

## **BACKGROUND**

Each CDEM Group must, under section 26 of the CDEM Act, appoint a suitably qualified and experienced person to be the Group Controller and at least 1 suitably qualified and experienced person to perform the functions and duties and exercise the powers of the Group Controller in the absence from duty of the Group Controller.

A Group may appoint one or more suitably qualified and experienced persons to be a Local Controller. A Local Controller will carry out any of the functions and duties of the Group Controller and exercise the powers of Controllers in the area for which the Group Controller is appointed, including, but not limited to, the powers in sections 86-94 of the CDEM Act.

## **REPORT**

The primary roles of the Controller during a response are to:

- assess impacts
- prioritise response measures
- monitor and direct agencies in their roles, and
- coordinate and allocate resources where required.

Upon the declaration of a state of national or local emergency, the Controller has the authority to exercise the emergency powers contained in sections 86 to 94 of the CDEM Act, including:

- evacuating premises and places
- entering premises
- closing roads and public places
- removing aircraft, vessels, vehicles, and
- requisitioning property, equipment, materials, or supplies.

During a state of national or state emergency, Canterbury CDEM Group Local Controllers may exercise their powers throughout the Canterbury Group region.

In practice, the Group Controller coordinates a response at the regional level, whereas the Local Controller manages the response at the local level. The Local Controller follows any directions given by the Group Controller during an emergency.

Selwyn DC has nominated Gerard Moore and Ian Lawrence to be appointed Local Controllers by the Joint Committee.

**Gerard Moore** resides near West Melton and has been a CDEM volunteer since the early 1990s. He currently works full-time in the emergency management sector as a trainer and consultant for organisations such as the Canterbury CDEM Group, various local authorities, Department of Prime Minister and Cabinet, Red Cross and LandSAR. Current projects include assisting in the establishment of the new Emergency Operations Centre at the Christchurch Justice Precinct, developing course material for a regional advanced CDEM training course and developing a CDEM welfare centre supervisor training programme.

**Ian Lawrence** has resided in Selwyn District for the past 18 years. He is currently the project manager responsible for delivery of explosive ordnance disposal capability within New Zealand Defence Force (NZDF). He has a vast range of command and control experience, including commanding the initial NZDF search/medical team following the Christchurch earthquake. Ian has commanded various high threat/high risk tasks in support of New Zealand Police and has experience in planning in multi-agency team in support of various government agencies. He is also the current leader of the Selwyn CDEM volunteer response team.

CEG has considered the nominations and recommends that the Joint Committee appoint Gerard Moore and Ian Lawrence as Canterbury CDEM Group Local Controllers.

## **RECOMMENDATION**

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

- 1. Appoint Gerard Moore and Ian Lawrence as Canterbury CDEM Group Local Controllers.**

<b>AGENDA ITEM NO: 9</b>	<b>SUBJECT MATTER: Appointment of Local Controller</b>
<b>REPORT TO:</b> Canterbury CDEM Group Joint Committee	<b>DATE OF MEETING:</b> 1 February 2019
<b>REPORT BY:</b> Neville Reilly, Group Controller	<b>ENDORSED BY:</b>

## PURPOSE

To consider Local Recovery Manager appointments.

## BACKGROUND

Under the CDEM Act 2002, CDEM Groups are required to plan for recovery. This requirement reflects the need to plan for recovery at a strategic level, involving people across local authorities (not just those with CDEM responsibilities), the community, iwi, business, organisations as well as Government.

Group Recovery Managers are a statutory role. CDEM Groups must appoint a suitably qualified and experienced person to be a Group Recovery Manager.

CDEM Groups may also appoint one or more Local Recovery Managers. Recovery Managers have access to powers under the CDEM Act 2002 during transition periods. Exercising these powers may be required to aid recovery and include the ability to require information and carry out works to make structures safe.

## REPORT

The role of the Local Recovery Manager is to co-ordinate the recovery activity within the local authority area with the CDEM Group Recovery Manager. The Recovery Manager ensures:

- planning, prioritisation, and management functions are undertaken
- effective reporting mechanisms are in place
- government is informed of local and regional issues
- recovery resources are identified and obtained as required
- information is provided on the impact of the event on the affected area, and
- emerging issues are identified and solutions sought.

The advantage of appointing Local Recovery Managers before an emergency is that planning for recovery may be carried out more effectively. It should be noted, however, that the recent recoveries carried out in Canterbury following the Kaikoura/Hurunui Earthquake and the Port Hills Fires were not led by those identified to be Local Recovery Managers. In all cases, alternative appointments were made by the Joint Committee following requests from the affected TAs. The reasons for this were varied – in some cases it was considered that the designated Local Recovery Manager could not be released from their BAU role. In other cases, the scale of the

recovery was such that a person with additional skills was brought in from outside Council.

Based on this experience, some Canterbury CDEM Group councils have made the decision not to appoint Local Recovery Managers formally but to identify a council employee to hold the recovery portfolio in order that recovery planning may be carried out. Following an event for which a recovery may be required, a suitable appointment would be made, taking into consideration the scale of the recovery, whether access to the powers available might be required, and the necessary skills required by the Local Recovery Manager.

Ashburton District Council has nominated Rick Catchpowle to be appointed by the Joint Committee.

**Rick Catchpowle** is an occupational safety and health professional with over 35 years of experience in regulatory compliance and risk reduction in both military and civilian aspects of environmental health. Rick served operationally in various disaster regions during his time in the British Army and is experienced in working in difficult and stressful environments. He played a pivotal role in the immediate aftermath of the 2011 Christchurch earthquake as a member of a team put together to conduct risk assessments of essential businesses impacted by the quakes. In the weeks that followed Rick continued to help businesses get through the initial recovery phase. Rick is Ashburton District Council's Environmental Monitoring Manager and has a good understanding of how his role and experience can be utilised during recovery from an event.

CEG has considered the nomination and recommends that the Joint Committee appoint Rick Catchpowle as a Canterbury CDEM Group Local Recovery Manager.

## **RECOMMENDATION**

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

1. **Appoint Rick Catchpowle as a Canterbury CDEM Group Local Recovery Manager.**

<b>AGENDA ITEM NO: 10</b>	<b>SUBJECT MATTER: Controller's Report</b>
<b>REPORT TO:</b> Canterbury CDEM Group Joint Committee	<b>DATE OF MEETING:</b> 1 February 2019
<b>REPORT BY:</b> Neville Reilly, Group Controller	<b>ENDORSED BY:</b>

## **PURPOSE**

To receive the Group Controller's Report.

## **ATTACHMENT**

Income and Expenditure Report for 1 July 2018-31 December 2018.

## **REPORT**

### **Finance**

Income and Expenditure for the period 1 July 2018 – 31 December 2018 is attached.

### **Fly-in Teams (NZ-FIT)**

MCDEM has developed a concept to establish a suitably qualified and experienced pool of New Zealand Fly-in Team (NZ-FIT) members to provide a rapid deployment capability in emergency response and recovery situations. The purpose of the Team is to support CDEM Groups (at local and regional level) as they manage emergencies.

MCDEM has advertised for NZ-FIT volunteers with a closing date for applications of 18<sup>th</sup> February.

MCDEM requested feedback on the Fly-in Team Concept Document by 28 January 2019. At the time of writing, the Canterbury CDEM Group feedback was still being drafted.

### **C10**

The next course for C10 is scheduled for 25-29 March 2019.

The Canterbury 10 Response Group (C10) is a group of 50 EOC specialists drawn from Canterbury's 10 contributing Territorial Authorities. In an

emergency, C10 members may be deployed to help councils throughout the region manage their local response.

### **Recommendation**

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

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



## Canterbury Civil Defence and Emergency Management Group



### Operating Revenue

**1,297K**

Budget: 1,163K

Rev Var: 134K

Rev Var %: 11.52%

### Operating Expenditure

**1,249K**

Budget: 1,043K

Exp Var: 206K

Exp Var %: 19.75%

### Surplus/(Deficit)

**48K**

Budget: 120K

Surp/Def Var:

-72K

### Actual Expenditure vs Full Year Budget



Reporting Period

7/1/2018

12/31/2018

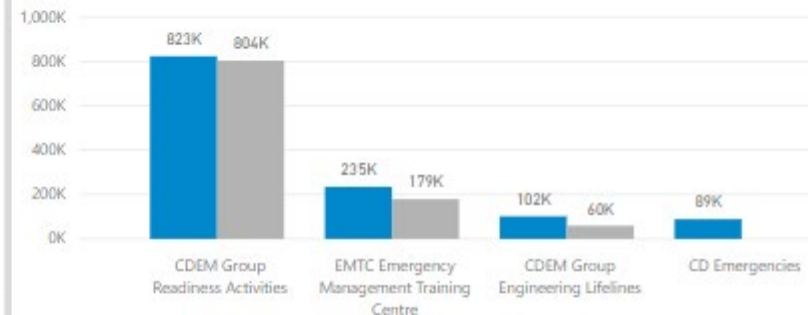
### Actual Revenue vs Budget

● YTD Act Revenue ● YTD Bud Revenue



### Actual Expenditure vs Budget

● YTD Act Op Expenditure ● YTD Bud Op Expenditure



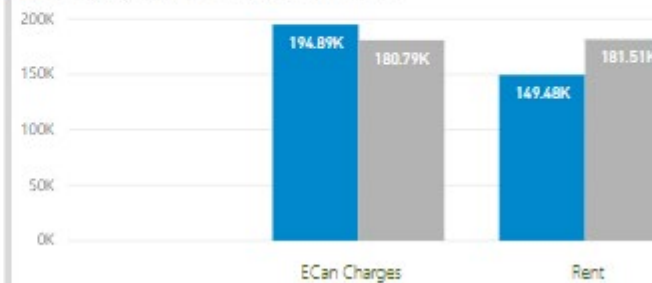
### Reserve Movement

Reserve Policy: 250K



### Actual Rent & ECan Charges vs Budget

● Actual Charges and Rent ● Budget Charges and Rent



## Canterbury Civil Defence and Emergency Management Group

Reporting Period

7/1/2018

12/31/2018



### Detailed Revenue and Expenditure

Cost Centre (\$000)	Revenue YTD			Expenditure YTD			Surplus / (Deficit) YTD			Full Year Budget	
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Revenue	Expenditure
CD Emergencies	83		83	89		89	-8		-8		
CDEM Group Engineering Lifelines	60	60	0	102	60	42	-42	0	-42	120	120
CDEM Group Readiness Activities	928	924	4	823	804	19	105	120	-15	1873	1,833
EMTC Emergency Management Training Centre	226	179	47	235	179	56	-9	0	-9	365	365
<b>Total</b>	<b>1,297</b>	<b>1,163</b>	<b>134</b>	<b>1249</b>	<b>1,043</b>	<b>206</b>	<b>48</b>	<b>120</b>	<b>-72</b>	<b>2358</b>	<b>2,118</b>

#### Revenue Note:

##### CD Emergencies

Revenue reflects accrued MCDEM recoveries for late North Canterbury Earthquake costs.

##### Lifelines

YTD Revenue is in line with budgeted expectation.

##### EMTC

\$47k ahead of budgeted expectation with TEC funding recognised in line with training delivery.

##### CDEM Group Readiness Activities

Revenue is \$4k below budget driven by interest impacting from the negative reserve balance.

\$240k additional rates are budgeted to replenish reserves in FY19

#### Expenditure Note:

##### CD Emergencies

Late invoices relating to the welfare response to the North Canterbury earthquake were recognised in Q1. This is expected to be fully recoverable.

##### Lifelines

While AECDOM continue to work on the Lifelines Vulnerability study. A successful annual Canterbury Lifelines Utilities Group bi-annual meeting was hosted on 21 November. There has been no direct Lifelines activity in the year to date.

##### EMTC

Expenditure is \$56k higher than budgeted expectation due to higher fully-recovered training delivery.

##### CDEM Group Readiness Activities

Expenditure is \$19k over budget relating to higher than expected AV Equipment Lease costs.