

# **Minutes of the Canterbury Civil Defence Emergency Management Joint Committee (under COVID-19 Orange Traffic Light restrictions), held at 200 Tuam Street on 26 May at 2.08pm.**

## **Present**

Mayor Neil Brown (Ashburton DC), Cr John Sunckell (Environment Canterbury), Mayor Marie Black (Hurunui DC), Mayor Graham Smith (Mackenzie DC), Mayor Sam Broughton (Selwyn DC), Mayor Dan Gordon (Waimakariri DC), and Mayor Craig Rowley (Waimate DC),

Report writers and other staff were also present.

## **1. Mihi / Karakia Timatanga - Opening**

Jamie Ruwhiu opened the meeting with a mihi whakatau, followed by a karakia.

Deputy Chair of Civil Defence Emergency Management Joint Committee, Councillor John Sunckell, chaired the meeting in Mayor Lianne Dalziel's absence.

## **2. Apologies**

Apologies for absence were received from Mayor Lianne Dalziel (CCC), Mayor Craig Mackle (Kaikoura DC), Mayor Nigel Bowen (Timaru DC).

An apology for lateness was received from Mayor Marie Black who arrived at 2.12pm.

## **3. Conflicts of Interest**

There were no conflicts of interest reported.

## **4. Public Forum, Deputations, and Petitions**

There were no requests for public forum, deputations and petitions.

## **5. Extraordinary and Urgent Business**

There was no extraordinary or urgent business.

## 6. Notices of Motion

There were no notices of motion.

## 7. Minutes

### **Resolved CDEMG/2022/10**

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Confirms the minutes from the Civil Defence Emergency Management Joint Committee meeting held 17 February 2022.

Mayor Craig Rowley / Mayor Sam Broughton  
CARRIED

## 8. Report Items

### 8.1 Civil Defence Emergency Management Joint Committee Resolutions Status Report - May 2022

This report included all resolutions from the previous meeting, and any incomplete actions from previous meetings. Comments and progress updates on incomplete actions are provided where applicable.

Councillor John Sunckell suggested that all actions could be recorded during the meeting, so there is a record of all requests, whether made by formal resolution or not.

### **Resolved CDEMG/2022/11**

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Notes the status of previous resolutions provided in the Civil Defence Emergency Management Joint Committee Resolutions report May 2022.

Mayor Sam Broughton / Mayor Dan Gordon  
CARRIED

## 8.2. COVID-19 Update - May 2022

Updates were provided by representatives from Canterbury District Health Board and Ministry of Social Development. The recent outbreak in Canterbury has so far had a comparatively 'long tail' however cases are continuing to trend down.

As this was the last update the Joint Committee will formally receive from the District Health Boards and the Regional Leadership Group, Deputy Chair Councillor John Sunckell, on behalf of the Committee. thanked the representatives for their contribution, updates, information.

### **Resolved CDEMGC/2022/12**

**Staff recommendations adopted without change.**

That the Canterbury Civil Defence Emergency Management Joint Committee:

1. Receives the May 2022 update reports on Covid-19 preparedness and responses from the District Health Boards and the Regional Leadership Group.

Mayor Dan Gordon / Mayor Neil Brown

CARRIED

## 8.3 May Flood Corrective Action Plan Implementation

Recovery Manager of Canterbury Civil Defence Emergency Management Group explained the purpose of the four Lessons Learnt Working Groups, implemented as part of the May flood corrective action plan following approval from the Civil Defence Emergency Management Coordinating Executive Group (CDEM CEG) at its meeting on 31 January 2022. Four champions have been appointed who will act as programme sponsors whose purpose is to maintain oversight and provide direction where needed. Progress will be reported to the CDEM CEG and CDEM Joint Committee.

### **Resolved CDEMGC/2022/13**

Staff recommendations adopted without change.

That the Canterbury Civil Defence Emergency Management Joint Committee:

1. Notes that the Coordinating Executive Group appointed the following members to act as CEG Champions for the respective Lessons Learned Working Groups:
  - Transport: Mr Jim Harland
  - Rural: Mr Hamish Dobbie
  - Impact and Needs Assessment: Mr David Ward
  - Capability and Capacity: Mr Sean Poff

Mayor Marie Black / Mayor Craig Rowley

CARRIED

## **8.4 May 2022 National Emergency Management Action Update**

A representative from National Emergency Management Agency (NEMA) was present to respond to any queries from the May 2022 NEMA update report. Included in the report was information on the implementation of the CDEM Act amendments and Trifecta programme.

### **Resolved CDEMGC/2022/14**

Staff recommendations adopted without change.

That the Canterbury Civil Defence Emergency Management Joint Committee:

1. Receives the May 2022 National Emergency Management Agency Action Update Report.

Mayor Sam Broughton / Mayor Dan Gordon  
CARRIED

## **8.5 2021/22 Third Quarter Civil Defence Emergency Management Group Finance Report**

Regional Manager / Group Controller of Civil Defence Emergency Management Group provided further detail on the third quarter 2021/22 finance report. Mayor Sam Broughton and Mayor Dan Gordon felt that it would be useful to consider a group approach in relation to the funding for Civil Defence Emergency Management prior to next year's annual plan considerations, and to also consider about whether the funding model could be improved, creating increased capability across Canterbury.

### **Resolved CDEMGC/2022/15**

Staff recommendations adopted without change.

That the Canterbury Civil Defence Emergency Management Joint Committee:

1. Receives the 2021/22 Third Quarter Civil Defence Emergency Management Group Finance Report.

Mayor Sam Broughton / Mayor Craig Rowley  
CARRIED

## 8.6 Civil Defence Emergency Management Controller Appointments

Regional Manager / Group Controller of Civil Defence Emergency Management Group introduced this report, requesting the Committee approve the appointment of two local controllers.

### **Resolved CDEMGC/2022/16**

That the Canterbury Civil Defence Emergency Management Joint Committee:

1. Approve the appointments of Ian Soper and Ian Hyde from Ashburton District Council as Local Controllers.

Mayor Neil Brown / Mayor Marie Black  
CARRIED

## 8.7 Group Controller Report

Regional Manager / Group Controller Civil Defence Emergency Management Group (Canterbury) spoke about the draft Group Plan, outlining the options proposed, consultation, next steps and time lines.

### **Resolved CDEMGC/2022/17**

Staff recommendations adopted without change.

That the Canterbury Civil Defence Emergency Management Joint Committee:

1. Receives the May 2022 Canterbury Civil Defence Emergency Management Group Controller's report.
2. Approve Option Two for the Group Plan review.
3. Approve the amended Group Plan (attached) for consultation.
4. Endorse the multiagency approach to insights.
5. Endorse scoping / testing of multiagency approach to Plans and PIM, including the establishment of two permanent management positions to lead respective capabilities.

Mayor Marie Black / Mayor Graham Smith  
CARRIED

## 9. Next Meeting

The next meeting will be held on Thursday, 25 August, at 2pm.

## 10. Mihi / Karakia Whakamutunga - Closing

A karakia was provided by Jamie Ruwhiu.

Meeting concluded at 3.08pm.

CONFIRMED:	_____	_____
	Chair, Mayor Lianne Dalziel	25 August 2022

CONFIRMED:	_____	_____
	Deputy Chair John Sunckell Councillor, Environment Canterbury	25 August 2022