

# **Minutes of the Canterbury Civil Defence Emergency Management Joint Committee, held at 200 Tuam Street, Christchurch on 24 November 2022 at 2.00pm.**

## **Present**

Mayor Neil Brown (Ashburton District Council), Councillor John Sunckell (Environment Canterbury), Mayor Marie Black (Hurunui District Council), Mayor Craig Mackle (Kaikōura District Council), Mayor Anne Munro (Mackenzie District Council), Mayor Sam Broughton (Selwyn District Council), Mayor Nigel Bowen (Timaru District Council), Mayor Dan Gordon (Waimakariri District Council), and Mayor Craig Rowley (Waimate District Council).

Report writers and other staff were also present.

Bede Carran, Chairperson of Civil Defence Emergency Management Coordinating Executive Group and Chief Executive of Timaru District Council welcomed everyone to the meeting and chaired the meeting until the Civil Defence Emergency Management Joint Committee elected its Chairperson, at which time the newly elected Chairperson assumed the Chair.

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

James Thompson, Team Leader Regional Emergency Management, opened the meeting with mihi whakatau.

There was a change to the order of business. Agenda item 8.1 Election of Chair and Deputy Chair was taken first, before any other agenda items.

## **8.1 Election of Chair and Deputy Chair**

Report outlined options on ways the members can elect the Chairperson and Deputy Chairperson for the 2022-25 triennium. Once the option was resolved, nominations for the Chair and Deputy Chair were made.

### **Resolved CDEMJC/2022/28**

That the Civil Defence Emergency Management Joint Committee:

1. Chooses voting system B (election by the greatest number of votes) for the election of the Joint Committee Chairperson and Deputy Chairperson.
2. Agrees that, in the event of a tie under voting system B, the candidate to be elected shall be resolved by lot as described in section 7 of this report.

Mayor Sam Broughton / Mayor Neil Brown  
CARRIED

Bede Carran called for nominations for the election for Chairperson.

Mayor Dan Gordon moved to nominate Mayor Neil Brown, seconded by Mayor Sam Broughton.

There being no further nominations Mayor Neil Brown was duly elected Chairperson of the Civil Defence Emergency Management Joint Committee for the 2022-25 triennium.

Bede Carran then called for nominations for Deputy Chairperson.

Mayor Nigel Bowen moved to nominate Councillor John Sunckell, seconded by Mayor Marie Black.

There being no further nominations Councillor John Sunckell was duly elected Deputy Chairperson of the Civil Defence Emergency Management Joint Committee for the 2022-25 triennium.

## **2. Apologies**

Apologies for absence were received from Elizabeth Cunningham (Te Rūnanga o Ngāi Tahu) and Mayor Phil Mauger (Christchurch City Council).

Mayor Marie Black / Mayor Nigel Bowen  
CARRIED

## **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

### 7.1 Previous Minutes - 25 August 2022

#### **Resolved CDEMJC/2022/29**

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Receives the confirmed minutes from the last meeting of the Civil Defence Emergency Management Joint Committee held on 25 August 2022, noting that in accordance with Environment Canterbury Standing Order 28.4 the minutes were confirmed at the end of the 2019-22 triennium.

Mayor Nigel Bowen / Mayor Dan Gordon  
CARRIED

## 8. Report Items

### 8.2 Civil Defence Emergency Management Joint Committee Resolutions Status Report - November 2022

Report provided visibility on the status of resolutions made by Civil Defence Emergency Management Joint Committee.

Megan Gibbs, Manager Service Continuity Transalpine at Te Whatu Ora Health New Zealand (previously Canterbury District Health Board) provided an update on a previous query raised by Mayor Sam Broughton regarding the closure of some rural hospitals. Megan confirmed that all rural hospitals have now reopened.

Mayor Sam Broughton thanked Te Whatu Ora Health New Zealand for working to reopen the hospitals; Mayor Marie Black endorsed Mayor Broughton's comments.

#### **Resolved CDEMJC/2022/30**

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

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

Mayor Sam Broughton / Mayor Nigel Bowen  
CARRIED

### 8.3 Civil Defence Emergency Management Joint Committee Induction

James Thompson introduced Roger Ball, Acting DCE Emergency Management / Director Civil Defence Emergency Management.

A presentation (appendix A to these minutes) was provided, which included an overview of the structure of civil defence and emergency management, nationally, regionally, and locally and the role of elected officials across civil defence emergency management. Mayor Marie Black requested a more detailed presentation on the 'Board's Role in a Crisis' which was referred to in the attached presentation.

A visit to the Justice Precinct was also discussed and present members agreed that this could be completed on the day of the next meeting of the CDEM Joint Committee (23<sup>rd</sup> February 2023).

#### **Resolved CDEMJC/2022/31**

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Receives the Civil Defence Emergency Management Joint Committee elected officials' induction.

Councillor John Sunckell / Mayor Marie Black  
CARRIED

### 8.4 Action Working Groups November 2022 Update

Richard Ball, Group Recovery Manager provided a brief update on work and progress of the four lessons learnt working groups.

#### **Resolved CDEMJC/2022/32**

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Receive the Action Working Groups Update (November 2022) report.
2. Note that implementation of the road status system requires Road Controlling Authorities (Districts and Waka Kotahi) to agree:
  - a. a common schema for road status
  - b. to collect and maintain the primary data on road status
  - c. a process for establishing alternative routes.

Mayor Craig Rowley / Mayor Dan Gordon  
CARRIED

## 8.5 Recovery Process Overview

Richard Ball spoke to the committee about the current state of recovery readiness, and to obtain feedback on the proposed actions to enhance recovery preparedness. There is currently a low level of preparedness for recovery in Canterbury. Examples of this were provided in the report, along with recommended actions to enhance recovery outcomes.

Staff recommendations:

That the Civil Defence Emergency Management Joint Committee:

1. Notes that the current level of preparedness for recovery is low and may not meet legislative requirements.
2. Endorses the programme outlined in this report to enhance recovery preparedness across the Canterbury Civil Defence Emergency Management Group.
3. That the Joint Committee members consider what further actions may be taken within their respective organisations to support and enhance recovery preparedness.

*An amendment to .3 of the staff recommendations was moved by Mayor Sam Broughton.*

### **Resolved CDEMJC/2022/33**

That the Civil Defence Emergency Management Joint Committee:

1. Notes that the current level of preparedness for recovery is low and may not meet legislative requirements.
2. Endorses the programme outlined in this report to enhance recovery preparedness across the Canterbury Civil Defence Emergency Management Group.
3. Request that the Civil Defence Emergency Management Coordinating Executive Committee report back to the Joint Committee on enhancing recovery preparedness.

Mayor Sam Broughton / Mayor Dan Gordon  
CARRIED

## 8.6 National Emergency Management Agency November 2022 Update

Roger Ball and Rochelle Faimalo (National Emergency Management Agency) provided an update with emphasis on the Trifecta Programme and Catastrophic Planning and noted the effects of a foot and mouth outbreak.

**Resolved CDEMJC/2022/34**

Staff recommendations adopted without change.

That the Civil Defence and Emergency Management Joint Committee:

1. Receive the November 2022 National Emergency Management Agency Report.

Mayor Sam Broughton / Mayor Nigel Bowen  
CARRIED

## **8.7 Financial Report November 2022**

James Thompson spoke about the financial report for November 2022. The report shows an underspend of \$37,000 for the first quarter of 2022/23. The underspend is due to delays in the review of the CDEM Group Plan, and initiation of two contractor supported projects. There were increases in revenue from the CDEM Resilience Fund for the Lifeline Resilience project.

**Resolved CDEMJC/2022/35**

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Receives the Civil Defence Emergency Management Group finance report for the first quarter of 2022/23.

Mayor Marie Black / Mayor Craig Rowley  
CARRIED

## **8.8 Group Controllers Report**

James Thompson provided an outline of recent activities, including a meeting of the South Island Civil Defence Emergency Management Group Managers, where resulting initiatives are shared training packages and delivery mechanisms, and shared geospatial platform and process. Review of regional capability is progressing.

**Resolved CDEMJC/2022/36**

That the Civil Defence Emergency Management Joint Committee:

1. Receives the November 2022 Canterbury Civil Defence Emergency Management Group Controller's report.

Mayor Dan Gordon / Mayor Craig Mackle  
CARRIED

## 9. Next Meeting

The next meeting will be held on 23 February 2022 at 2.00pm.

## 10. Mihi / Karakia Whakamutunga - Closing

A karakia was provided by Bede Carran to close the meeting.

Meeting concluded at 3.33pm.

CONFIRMED:

\_\_\_\_\_  
Chair Mayor Neil Brown  
Ashburton District Council

\_\_\_\_\_  
Date

## Introduction to...

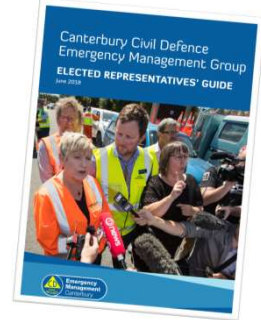
### The role of Elected Representatives in Civil Defence Emergency Management (CDEM)



1

## Today

- Introduce the role of elected representatives:
  - Outside an emergency
    - CDEM Structure
    - Joint Committee
  - When an emergency occurs
    - Declaration of Emergency
- Identify future/hot topics



2

*Sometimes it does us a power of good to remind ourselves that we live ... where two tectonic plates meet, in a somewhat lonely stretch of windswept ocean just above the roaring forties. If you want drama – you've come to the right place.*

Hon. Geoffrey Palmer 1989



3

## Canterbury Emergencies Causing Damage

- Earthquakes - 18 since 1850 and then.....another 10,000 or so
- Storms - 1945, '68, '75, '80, '88, 2000, '02, '04, '05, '06, '08, '13
- Fires - 1947, '87, '88, '89, 2004, '05, '06, '17
- Snow - 1945, '73, '88, '92, 2002, '06
- Floods - 1974, '86, '88, '92, '93, '94, '95, '97, 2000, '01, '02, '05, '06, '07, '08x2, '10, '13, '14, '17, '19, '21
- Tsunami - 1868, 1960, 2009, 2010
- Tornado - 1983, 2006 (X 2)
- Chemical Hazards - 1988, 2002, 2005, 2016



4

## Our Hazard Profile

RISK MATRIX - HIGH, MEDIUM AND LOW-RISK HAZARDS

LIKELIHOOD	CONSEQUENCES				
	1	2	3	4	5
A ALMOST CERTAIN	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC
	Moderate Electrical storms	Moderate Heavy rainfall Coastal erosion/foundation	Very high None identified	Extreme None identified	Extreme None identified
B LIKELY	Low	Moderate	High	Very High	Extreme
	None identified	Wildfires Fire at rural/urban interface Major snow/ice Major road accident	Flooding of eastern foothill rivers Pandemic	None identified	None identified
C POSSIBLE	Low	Moderate	High	Very High	Extreme
	Nail storms	Distant source tsunami Water supply failure (urban) Port incident Major rail accident High winds	Flooding of alpine rivers Drought Marine accident at sea Animal disease epidemic	Local earthquake	Alpine fault earthquake Regional tsunami Kaikoura local tsunami
D UNLIKELY	Very low	Low	Moderate	High	Very High
	Land instability Tornado	Multi-agency urban fire Wastewater supply Hazardous substances affecting water	Fuel supply failure Electricity (major supply point) failure Telecom failure Biological pathogen organisms	None identified	None identified
E RARE	Very low	Very low	Low	Moderate	High
	Space debris Dad unwell/benjamin	None identified	Major air accident	None identified	None identified



5

## Business Usual -Outside an emergency

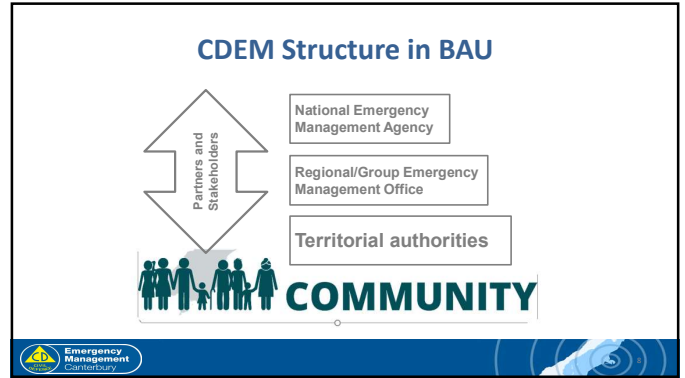


6

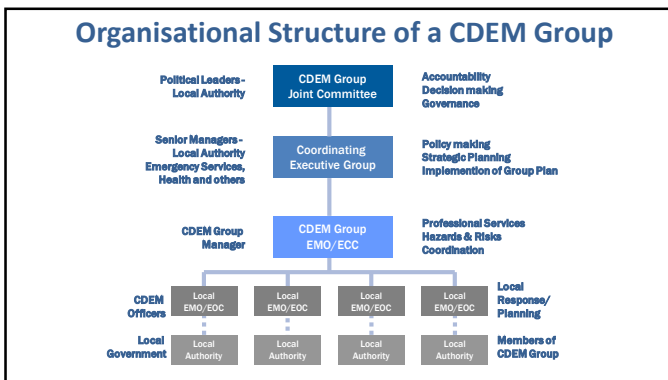




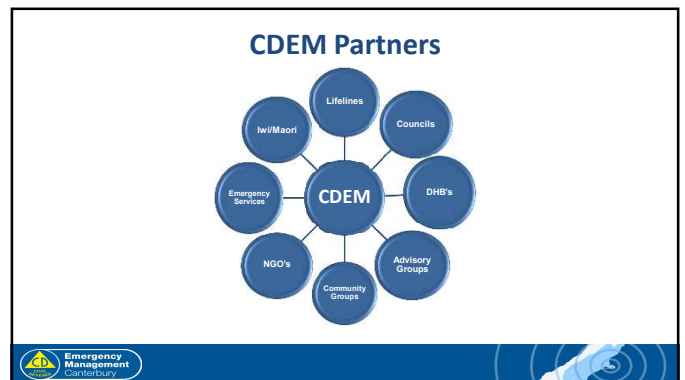
7



8



9



10

### National Emergency Management Agency (NEMA)

- Our national partner in Emergency Management is growing – very rapidly
- Regional and Local CDEM is not growing but more is being requested of us

11

### The Group Office

- Is in the Justice and Emergency Services Precinct
- Includes the multi-agency / multi response level Emergency Operations (Coordination) Centre
  - We have responsibility for this centre with cost recovery from CCC and other agencies
  - SI NEMA Staff and CCC CDEM Staff are co-located in the JESP

12

### Administrating Authority

- ECAN is the Administrating Authority for the CDEM Group
- There is a Service Level Agreement between the Joint Committee and ECAN that outlines what ECAN does/ provides.
- This includes:
  - Staff (office staff and ECC staff when activated)
  - The office space
  - The ECC
  - Communications equipment
  - etc



13

### Funding

- The CDEM Joint Committee agree the CDEM Group Budget and ECAN sets it as a part of the ECAN LTP
- ECAN is a Member as well as the administering authority for the Group
- The Group is funded by a Targeted Rate (UAGC) collected by ECAN
- TA's arrange their own CDEM funding for their local CDEM activity



14

### Current Priorities



- 'Lite Touch' review of CDEM Group Plan
- Full review of the Region's hazard profile
- Enhancing the procedures and staffing of the ECC
- AF8 and Major Incident Planning
- Flood after-action working groups
  - Impact and needs assessment
  - Rural
  - Roads in emergencies
  - Capacity and workload



15

### The Governance Challenge

- The 'CDEM Group' is governed by the CDEM Joint Committee
- The CDEM Group Office is Governed by both the CDEM Joint Committee and the ECAN Councilors



16

### Section 64 – Duties of Local Authorities

- A local authority must plan and provide for civil defence emergency management within its district
- A local authority must ensure it is able to function to the fullest possible extent, even though this may be a reduced level, during and after an emergency



17

### Response Coordination -when an emergency occurs



18

## Extent of What We Do

- We can get involved in all sorts of events-
- Our bread and butter
  - Natural hazards – in Canterbury and supporting other regions
- Not bread and butter – but involved
  - Mosque
  - COVID-19
  - M.Bovis, Velvet Leaf
  - Hazchem



19

## Typical CDEM Structure in an Emergency



20

## State of Emergency

- National State of Emergency
- Local State of Emergency
  - Region
  - Territorial Authority
  - Ward
- Geographic area must be clearly identified
- Group Controller has and can delegate emergency powers
- Legislative Protection
- EOC/ECC can still be activated without a SOE



21

## Some Examples

- National – COVID-19 Response



**March 2020**



22

- Local State of Emergency -Region



**June 2021**



23



- 1010 Declared Local State of Emergency for Ashburton District
- 1142 Declared Local State of Emergency for Timaru District
- 1400 Declared Local State of Emergency for Selwyn District
- 1645 Declared Local State of Emergency for Region



24

- Local State of Emergency – Territorial Authority



July 2017



25

- Local State of Emergency - Ward



July 2022



26

### State of Local Emergency

- Declaration is made by mayor, elected representative, or Chair of the Group Joint Committee
- Controllers **cannot** declare
- Mayor or councillors **do not** lead an emergency response
- Group Controller **must** direct and coordinate
- Local Controllers direct and coordinate **but must** follow Group Controllers direction



27

### Mayor & Elected Representatives

#### Responsibilities during an Emergency

- Take care of their family and themselves
- Indicate availability to Mayor / EOC
- May act as Spokesperson
- May provide liaison between Community and the EOC
- May lobby for Regional / National assistance
- Do Not** lead or run the emergency, they are not in charge.



28

### Governance in a Crisis



1. Be Prepared
  2. The early response: coach and guide your team, don't try and play the game for them
  3. Trust and relationships are critically important
  4. Be agile in decision making
  5. Prepare for the long haul
  6. Amplify health and safety
- (The Board's Role in Crisis: Key Findings. Resilient Organisations 2020)



29

### Future/Hot Topics

- Role across all 4 R's



30

### Future/Hot Topics

- Role across all 4 R's – Reduction and Recovery
- Understanding key hazards – AF8, Hikurangi, Tsunami
- Trifecta – review of legislation and key documents
- Funding during and after an emergency

