

Minutes of the Canterbury Civil Defence Emergency Management Joint Committee held at Environment Canterbury, 200 Tuam Street, Christchurch on Wednesday, 23 February 2023 at 2.02pm.

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), and Mayor Craig Rowley (Waimate District Council).

Report writers and other staff were also present.

In attendance: Bede Carran, Chairperson of the Civil Defence Emergency Management Coordinating Executive Group and Chief Executive of Timaru District Council. Councillor Joe Davies (Environment Canterbury)

*via online link

1. Mihi/Karakia Timatanga - Opening

Mayor Neil Brown opened the meeting with a mihi followed with karakia by James Thompson.

Mayor Neil Brown congratulated James Thompson on his appointment as Civil Defence Emergency Management Regional Manager/Group Controller.

2. Apologies

Apologies for absence were received from Elizabeth Cunningham (Te Rūnanga o Ngāi Tahu), Mayor Craig Mackle (Kaikōura District Council) who joined online and Mayor Dan Gordon (Waimakariri District Council).

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.

Mayor Phil Mauger joined the meeting at 2:06pm during discussion on item 5.

5. Extraordinary and Urgent Business

There was an urgent business report 'Response to Cyclone Gabrielle'. The reason this report was not on the agenda was due to the timing of the preparation of the agenda and the nature of the unfolding events and the reason why the discussion of the item could not be delayed until a subsequent meeting was due to the urgent nature of the report and waiting for a further meeting would not meet the needs of the event.

Resolved CDEMJC/2023/001

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Resolve to accept the Urgent Business Report - Response to Cyclone Gabrielle.

Mayor Sam Broughton/Mayor Nigel Bowen
CARRIED

This report was taken after item 8.7

6. Notices of Motion

There were no notices of motion.

7. Minutes

Refer pages 9-22 of the agenda.

7.1. Unconfirmed Minutes - Civil Defence Emergency Management Group Joint Committee - 24 November 2022

Refer pages 10-22 of the agenda.

Resolved CDEMJC/2023/002

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Confirms the minutes from the Civil Defence Emergency Management Group Joint Committee meeting held on 24 November 2022.

Mayor Sam Broughton/Mayor Nigel Bowen
CARRIED

8. Report Items

Refer pages 23-60 of the agenda.

8.1. Action Working Groups January 2023 Update

Refer pages 23-31 of the agenda.

Staff provided an update on the four working groups for the Lessons Learnt Report following the May/June 2021 floods.

Resolved CDEMJC/2023/003

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Endorses the approaches being taken by the Working Groups, as outlined in this report, and as recommended by the Civil Defence Emergency Management Coordinating Executive Group.
2. Promotes the timely provision of data by Road Controlling Authorities to enable publication of a region-wide road status map for use during and outside of emergency events.

Mayor Marie Black/Mayor Craig Rowley
CARRIED

8.2. CDEM Legislated Appointments

Refer pages 32-35 of the agenda.

The Canterbury Civil Defence Emergency Management Coordinating Executive Groups updated the Committee with their recommendations for appointments for the Civil Defence Emergency Management (CDEM) Controller, and Recovery Manager.

Resolved CDEMJC/2023/004

Canterbury Civil Defence Emergency Management Coordinating Executive Group recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Notes the resignations of Sean Poff and Katherine Harbrow as Group Controllers.
2. Notes the resignation of Douglas Marshall as a Selwyn District Council Local Controller.

3. Appoints Alison Banks, Neville Reilly, Murray Sinclair, Anne Columbus, and Brent Smith as Local Civil Defence Emergency Management (CDEM) Controllers.

4. Appoints John Filsell as a Local CDEM Recovery Manager.

Mayor Craig Rowley/Mayor Marie Black

CARRIED

8.3. National Emergency Management Agency Update

Refer pages 36-38 of the agenda.

The National Emergency Management Agency (NEMA) provided an update to the Committee.

Resolved CDEMJC/2023/005

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Receives, from the Civil Defence Emergency Management Coordinating Executive Group, the National Emergency Management Agency update.

Mayor Anne Munro/Mayor Nigel Bowen

CARRIED

8.4. Civil Defence Emergency Management Finance Report

Refer pages 39-43 of the agenda.

Staff updated the Committee on the 2022/23 second quarter finances and provided the 2023/24 Annual Plan.

Moved by Sam Broughton; seconded by Phil Mauger that the Civil Defence Emergency Management Joint Committee:

3. Request that Environment Canterbury sets, that the rates continue to replenish the reserves, as set for the 2022/23 Annual Plan.

Staff recommendations:

That the Civil Defence Emergency Management Joint Committee:

1. Receives the 2022/23 second quarter financial report.
2. Adopts the 2023/24 Annual Plan Budget as recommended by the Civil Defence Emergency Management Coordinating Executive Group.

Resolved CDEMJC/2023/006

Committee recommendations:

That the Civil Defence Emergency Management Joint Committee:

1. Receives the 2022/23 second quarter financial report.
2. Request that Environment Canterbury sets, that the rates continue to replenish the reserves, as set for the 2022/23 Annual Plan.

Mayor Sam Broughton/Mayor Phil Mauger

CARRIED

8.5. Group Controllers Report

Refer pages 44-45 of the agenda.

The Committee received an update from the group Controller.

Resolved CDEMJC/2023/007

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Receives the Group Controller's report.
2. Acknowledges the recent and further ongoing support for the Upper North Island emergency.

Mayor Nigel Bowen/Mayor Sam Broughton

CARRIED

8.6. Recovery Preparedness

Refer pages 46-49 of the agenda.

The Canterbury Defence Emergency Management Joint Committee updated the Committee on enhancing recovery preparedness, as previously requested by the Committee.

Resolved CDEMJC/2023/008

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Receive this report.
2. Approve the recovery initiatives outlined in this report as a basis for enhancing recovery preparedness.

Mayor Craig Rowley/Mayor Anne Munro
CARRIED

8.7. Governance in a Crisis Presentation

Refer pages 50-60 of the agenda.

Richard Ball, Canterbury Group Recovery Manager presented the 'The Boards Role in a Crisis' presentation to the Committee.

Resolved CDEMJC/2023/009

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Receives the 'Boards Role in a Crisis' presentation.

Mayor Marie Black/Mayor Anne Munro
CARRIED

**5. Extraordinary and Urgent Business (continued)
Response to Cyclone Gabrielle**

Resolved CDEMJC/2023/010

Staff recommendations adopted without change.

That the Civil Defence Emergency Management Joint Committee:

1. Endorses that the Civil Defence Emergency Management Group Office set up and populate a database of deployed staff to the Cyclone Gabrielle Response for all Members Councils so that there is awareness of capacity within the region.

Mayor Nigel Bowen/Mayor Sam Broughton
CARRIED

9. Next Meeting

The next meeting will be held on 1 June 2023 at 2pm.

10. Mihi/Karakia Whakamutunga - Closing

A karakia was provided by Jamie Ruwhiu (Te Rūnanga o Ngāi Tahu).

Meeting concluded at 3.23pm

CONFIRMED 1 JUNE 2023

Chair, Mayor Neil Brown
Ashburton District Council

UNCONFIRMED