

Minutes of the Canterbury Civil Defence Emergency Management Group Committee held at Environment Canterbury, Council Chamber, 200 Tuam Street, Christchurch on Thursday 22 February 2024 at 2.02pm.

Present

Mayor Neil Brown (Ashburton DC), Mayor Phil Mauger (Christchurch CC), Cr John Sunckell (Environment Canterbury), Mayor Marie Black (Hurunui DC), Mayor Craig Mackle (Kaikōura DC), Mayor Anne Munro (Mackenzie DC), Mayor Sam Broughton (Selwyn DC), Mayor Nigel Bowen (Timaru DC), Mayor Dan Gordon (Waimakariri DC), and Mayor Craig Rowley (Waimate DC).

In Attendance

- Owen Black*, Te Whatu Ora
- Cr Joe Davies, Environment Canterbury
- Hamish Dobbie, Hurunui District Council
- Will Doughty, Kaikoura District Council
- Cr Grant Edge, Environment Canterbury
- Rochelle Faimalo, National Emergency Management Agency (joined at 2.14pm during agenda item 8.3)
- Dave Gawn, National Emergency Management Agency (joined at 2.52pm during agenda item 8.9 and left at 3.05pm during agenda item 8.9)
- Stephen Hall, Environment Canterbury (left at 3.02pm during agenda item 8.9)
- Darel Hall, Christchurch City Council
- Rob Hands*, Fire and Emergency NZ (joined at 2.05pm during agenda item 6)
- Angie Hopkinson*, Te Rūnanga o Ngāi Tahu (left at 2.48pm during agenda item 8.8)
- Al Lawn, Selwyn District Council (joined at 2.17pm during agenda item 8.4)
- Dana MacDiarmid, Office of Hon. Mark Mitchell (joined at 2.52pm during agenda item 8.9 and left at 3.05pm during agenda item 8.9)
- Sharon Mason*, Selwyn District Council (joined online at 2.07pm during agenda item 8.1 and left at 3.16pm during agenda item 8.10)
- Matt Ohs, St John
- Angela Oosthuizen, Mackenzie District Council
- Hamish Riach (Ashburton DC)
- Mary Richardson, Christchurch City Council (joined at 2.07pm during agenda item 8.1 and left at 3.26pm during agenda item 8.11)
- Jamie Ruwhiu, Te Rūnanga o Ngāi Tahu (joined at 2.13pm during agenda item 8.3)
- Oli Varley, National Emergency Management Agency (joined at 2.54pm during agenda item 8.9)
- Brenden Winder, Christchurch City Council (joined at 2.17pm during agenda item 8.4 and left at 3.33pm during agenda item 8.14)
- Hon. Mark Mitchell joined at 2.52pm during agenda item 8.9 and left at 3.05pm during agenda item 8.9)

*via audio/visual link.

Cr Davies joined the meeting at 2.03pm during agenda item 1.

1. Karakia/Mihi Whakatau - Opening

Committee Chair Mayor Brown opened the meeting with a mihi whakatau, followed by a karakia.

The Chair advised that there may be a change to the order of business and that agenda item 8.2 National Emergency Management Agency Update, may be taken later in the meeting due to the availability of the presenter. The Chair also advised that a supplementary agenda had been circulated and these items would be taken after agenda item 8.12.

2. Apologies

Apologies for absence were received from Elizabeth Cunningham (Te Rūnanga o Ngāi Tahu) and Mayor Bowen (Timaru District Council).

Apologies for lateness were received from Cr John Sunckell (Environment Canterbury) and Mayor Broughton (Selwyn 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.

5. Extraordinary and Urgent Business

There was no extraordinary or urgent business.

Mayor Gordon joined the meeting at 2.04pm during agenda item 6.

6. Notices of Motion

There were no notices of motion.

7. Minutes

Refer to pages 10-18 of the agenda.

7.1 Unconfirmed Minutes - Civil Defence Emergency Management Joint Committee - 27 November 2023

Refer to pages 10-18 of the agenda.

Staff recommendation adopted without change.

Resolved CDEMJC/2024/01

That the Civil Defence Emergency Management Group Joint Committee:

1. Confirms the minutes from the Canterbury Civil Defence Emergency Management Group Joint Committee meeting held on 27 November 2023.

Mayor Black/Mayor Rowley
CARRIED

8. Report Items

Refer to pages 19-64 of the agenda and pages 2 to 6 of the supplementary agenda.

8.1 Civil Defence Emergency Management Joint Committee Resolutions Status Report – February 2024

Refer to pages 19-26 of the agenda.

Staff recommendation adopted without change.

Resolved CDEMJC/2024/02

That the Civil Defence Emergency Management Group Joint Committee:

1. Notes the status of previous resolutions provided in the Civil Defence Emergency Management Group Joint Committee Resolutions Status Report February 2024.

Mayor Mackle/Mayor Munro
CARRIED

Agenda item 8.3 was taken at this time.

Mayor Gordon left the meeting at 2.09 during Questions of Clarification, on agenda item 8.3.

Cr Sunckell joined the meeting at 2.12pm during Questions of Clarification, on agenda item 8.3.

8.3 Civil Defence Emergency Management Group Coordination Centre Exercises 2024

Refer to pages 31-36 of the agenda.

Staff provided awareness of the formal Civil Defence Emergency Management Group exercising plan for 2024 and sought nominations to form an Exercise Governance Group to provide strategic oversight of projects.

Secretarial note: Cr Sunckell was selected to be the representative of the Committee on the Exercise Governance Group.

Staff recommendations:

That the Civil Defence Emergency Management Group Joint Committee:

1. Endorses the formal exercise plan for 2024 calendar year.
2. Endorses and commits their Council to participate in the respective exercises.
3. Nominates _____ to represent the Civil Defence Emergency Management Group Joint Committee on the Exercise Governance Group.

Mayor Mackle/Mayor Rowley

The wording of the third part of the motion was updated under Standing Order 23.4, which provides for a motion to be substituted with an amendment, provided the mover and seconder of the original motion agree to its withdrawal. This replaced the third part of the motion.

That the Civil Defence Emergency Management Group Joint Committee:

3. Approves that the Chair of the Committee will liaise with the members and nominate the member to represent the Civil Defence Emergency Management Group Joint Committee on the Exercise Governance Group.

Substantive motion:

Resolved CDEMJC/2024/03

That the Civil Defence Emergency Management Group Joint Committee:

1. Endorses the formal exercise plan for 2024 calendar year.
2. Endorses and commits their Council to participate in the respective exercises.
3. Approves that the Chair of the Committee will liaise with the members and nominate the member to represent the Civil Defence Emergency Management Group Joint Committee on the Exercise Governance Group.

Mayor Mackle/Mayor Rowley
CARRIED

Agenda item 8.2 was taken at this time.

Mayor Gordon returned to the meeting at 2.13pm before the commencement of agenda item 8.2.

Mayors Broughton and Mauger joined the meeting at 2.15pm during questions of clarification on agenda item 8.2.

8.2 National Emergency Management Agency Update

Refer to pages 27-30 of the agenda.

Rochelle Faimalo provided an update from the National Emergency Management Agency (NEMA).

Staff recommendation adopted without change.

Resolved CDEMJC/2024/04

That the Civil Defence Emergency Management Group Joint Committee:

1. Receives the National Emergency Management Agency update.

Mayor Munro/Mayor Black
CARRIED

8.4 Civil Defence Emergency Management Forward Planning

Refer to pages 37-38 of the agenda.

The Committee received the proposed forward planning programme for the Civil Defence Emergency Management Coordinating Executive Group (CDEM CEG) and Civil Defence Emergency Management Joint Committee (CDEM JC) meetings.

Staff recommendation adopted without change.

Resolved CDEMJC/2024/05

That the Civil Defence Emergency Management Group Joint Committee:

1. Adopts the proposed Civil Defence Emergency Management Coordinating Executive Group and Civil Defence Emergency Management Group Joint Committee Meeting Calendar, recognising that it will be subject to change.

Mayor Mackle/Cr Sunckell
CARRIED

8.5 Civil Defence Emergency Management Legislated Appointments

Refer to pages 39-40 of the agenda.

Staff provided an update to the Committee of the changes to Civil Defence Emergency Management Controller Appointments.

Staff recommendation adopted without change.

Resolved CDEMJC/2024/06

That the Civil Defence Emergency Management Group Joint Committee:

1. Appoints Dylan Murray of the Waimate District Council as a Local Controller.

Mayor Rowley/Mayor Mackle
CARRIED

8.6 Civil Defence Emergency Management Financial Report

Refer to pages 41-46 of the agenda.

Staff provided the Committee with the 2023/24 second quarter Civil Defence Emergency Management Group financial report.

Staff recommendation- adopted without change.

Resolved CDEMJC/2024/07

That the Civil Defence Emergency Management Group Joint Committee:

1. Receives the 2023/24 second quarter Civil Defence Emergency Management Group financial report.

Cr Sunckell/Mayor Broughton
CARRIED

Cr Davies left the meeting at 2.28pm during questions of clarification on agenda item 8.7.

8.7 Civil Defence Emergency Management Review Update

Refer to pages 44-46 of the agenda.

Staff provided the Committee with recommendations for enhancing the Civil Defence Emergency Management Group Joint Committee following the 2023 KPMG review.

Staff recommendation adopted without change.

Resolved CDEMJC/2024/08

That the Civil Defence Emergency Management Group Joint Committee:

1. Receives this report, noting that a Group work programme addressing the recommendations contained in the 2023 KPMG Review of the Group is intended to be presented to the Joint Committee in May 2024.

Mayor Broughton/Cr Sunckell
CARRIED

8.8 Recovery Plan Update

Refer to pages 47-50 of the agenda.

Staff summarised feedback received on the Draft Canterbury Group Recovery Plan, outlined next steps to further develop the plan, and recommended confirmation of a Recovery Advisory Board as part of the intended management and governance structure for a large-scale recovery.

Staff recommendations:

That the Civil Defence Emergency Management Group Joint Committee:

1. Notes the feedback received to date and the next steps to develop the Draft Canterbury Group Recovery Plan.
2. Agrees that a Recovery Advisory Board is included in the Draft Canterbury Group Recovery Plan to augment the capacity and expertise of both governance and management for recovery from a large event.

During questions of clarification on this item, the Committee determined that there had not been enough clarity over the role of a Recovery Advisory Board, and that more information was required. To satisfy this request, an updated staff recommendation was provided.

Updated staff recommendation:

That the Civil Defence Emergency Management Group Joint Committee:

1. Refers the report to CDEM Coordinating Executive Group to refine and report back.

Mayor Black/Mayor Munro

Substantive Motion:

Resolved CDEMJC/2024/09

That the Civil Defence Emergency Management Group Joint Committee:

1. Refers the report to CDEM Coordinating Executive Group to refine and report back.

Mayor Black/Mayor Munro
CARRIED

Hon. Mark Mitchell, Dana MacDiarmid, and Dave Gawn joined the meeting at 2.52pm during discussion on the motion for agenda item 8.9.

Oli Varley joined the meeting at 2.54pm during discussion on the motion for agenda item 8.9.

Stephen Hall left the meeting at 3.02pm during discussion on the motion for agenda item 8.9.

Hon. Mark Mitchell, Dana MacDiarmid, Dave Gawn, and Oli Varley left the meeting at 3.05pm during discussion on the motion for agenda item 8.9.

8.9 Lessons from 2023 NI Severe Weather Event Update

Refer to pages 51-53 of the agenda.

Staff provided the Committee with an update on the recommendations adopted by the Civil Defence Emergency Management Group Joint Committee from the Learnings from the North Island Severe Weather report.

Secretarial note: Hon. Mark Mitchell joined the meeting as part of a visit to Christchurch and spoke to the Committee. His comments acknowledged the leadership of Mayors Broughton and Mauger during the response to the Port Hills Fires, as well as acknowledging Mayor Brown for his leadership as Chair of the Group Joint Committee. Hon. Mark Mitchell and the committee members acknowledged the role that the NZ Police, Fire and Emergency NZ, Civil Defence staff and volunteers, and all involved in the response played and commended them for their actions. It was commented that the lessons from the 2017 Port Hills Fires had been applied in this response, and the community felt well supported and that there was control over the situation as it developed.

Staff recommendation adopted without change.

Resolved CDEMJC/2024/010

That the Civil Defence Emergency Management Group Joint Committee:

1. Receives the update on the recommendations from the 2023 North Island Severe Weather report.

Cr Sunckell/Mayor Broughton
CARRIED

8.10 Road Status Project

Refer to pages 54-56 of the agenda.

Staff provided an update on the Civil Defence Emergency Management (CDEM) initiated Road Status Project and proposed next steps to ensure the operation requirements of the project are embedded into practice by Road Controlling Authorities (RCA).

Secretarial note: The Committee asked that CDEM Group staff identify and provide a list of bridge resiliency for all bridges in the Canterbury region to the Canterbury Regional Transport Committee (CRTC) in order to further progress this item.

Staff recommendations:

That the Civil Defence Emergency Management Group Joint Committee:

1. Note the work undertaken to date, including the availability of an on-line map showing road status using an agreed schema and symbology.
2. Note that Canterbury Civil Defence Emergency Management Group will continue work to embed the road status map into emergency management processes across all members, including emergency services and other partners, through advocacy, testing and exercises.
3. Refer oversight of the operational requirements for Road Controlling Authorities (RCA) to the Canterbury Regional Transport Committee (CRTC) and request that they direct the Transport Officers Group (TOG) to:
 - 3.1. Quality assure the data provided by each Road Controlling Authority so that it is consistent, accurate and timely across Canterbury.
 - 3.2. Agree processes to determine and publish detour routes, if available, for road closures or restrictions.
 - 3.3. Ensure each Canterbury Road Controlling Authority embed the provision of road status data into operational procedures by developing, testing and exercising systems to gather, approve and publish road status information for emergency events.
4. Request that the Canterbury Regional Transport Committee ask Waka Kotahi New Zealand Transport Agency to provide for local road status information as they review and develop their public information systems, such as Journey Planner, and refer further development of this Canterbury regional system to Te Ringa Maimoa Transport Excellence Partnership, if they deem it appropriate.

Cr Sunckell/Mayor Broughton

It was noted by staff that an updated part 3 of the recommendation would be more appropriate, given the delegations of the Council's Committees and their ability to request and direct work, as well as covering concerns over whether the Transport Officers Group was the correct body to perform this work. Further commentary by the committee indicated that a list of bridge resiliency for all bridges in Canterbury be provided to the Canterbury Regional Transport Committee in order to progress this item. An updated staff recommendation was provided to the Committee.

Updated staff recommendations:

That the Civil Defence Emergency Management Group Joint Committee:

1. Notes the work undertaken to date, including the availability of an on-line map showing road status using an agree schema and symbology.
2. Notes that Canterbury Civil Defence Emergency Management Group will continue work to embed the road status map into emergency management processes across all members, including emergency services and other partners, through advocacy, testing and exercises.
3. Refers to the Canterbury Regional Transport Committee as a matter to oversee and recommend to Road Controlling Authorities to address:
 - 3.1. Quality assures the data provided by each Road Controlling Authority so that it is consistent, accurate and timely across Canterbury.
 - 3.2. Agree processes to determine and publish detour routes, if available, for road closures or restrictions.
 - 3.3. Ensure each Canterbury Road Controlling Authority embed the provision of road status data into operational procedures by developing, testing and exercising systems to gather, approve and publish road status information for emergency events.
4. Requests that the Canterbury Regional Transport Committee ask Waka Kotahi New Zealand Transport Agency to provide for local road status information as they review and develop their public information systems, such as Journey Planner, and refer further development of this Canterbury regional system to Te Ringa Maimoa Transport Excellence Partnership, if they deem it appropriate.
5. Requests the Civil Defence Group identify bridge resilience for Canterbury bridges.

Substantive Motion:

Resolved CDEMJC/2024/011

That the Civil Defence Emergency Management Group Joint Committee:

1. Notes the work undertaken to date, including the availability of an on-line map showing road status using an agree schema and symbology.
2. Notes that Canterbury Civil Defence Emergency Management Group will continue work to embed the road status map into emergency management processes across all members, including emergency services and other partners, through advocacy, testing and exercises.
3. Refers to the Canterbury Regional Transport Committee as a matter to oversee and recommend to Road Controlling Authorities to address:
 - 3.1. Quality assure the data provided by each Road Controlling Authority so that it is consistent, accurate and timely across Canterbury.
 - 3.2. Agree processes to determine and publish detour routes, if available, for road closures or restrictions.
 - 3.3. Ensure each Canterbury Road Controlling Authority embed the provision of road status data into operational procedures by developing, testing and exercising systems to gather, approve and publish road status information for emergency events.
4. Requests that the Canterbury Regional Transport Committee ask Waka Kotahi New Zealand Transport Agency to provide for local road status information as they review and develop their public information systems, such as Journey Planner, and refer further development of this Canterbury regional system to Te Ringa Maimoa Transport Excellence Partnership, if they deem it appropriate.
5. Requests the Civil Defence Group identify bridge resilience for Canterbury bridges.

Cr Sunckell/Mayor Broughton
CARRIED

8.11 Report from the Group Controller

Refer to pages 57-63 of the agenda.

The Group Controller provided an update on Civil Defence Emergency Management activity.

Staff recommendation adopted without change.

Resolved CDEMJC/2024/012

That the Civil Defence Emergency Management Group Joint Committee:

1. Receives the report from the Group Controller.

Mayor Rowley/Mayor Munro
CARRIED

8.12 Report from the Committee Chair

Refer to page 64 of the agenda.

The Chair raised matters of current interest to the Committee and noted emerging issues.

Staff recommendation adopted without change.

Resolved CDEMJC/2024/013

That the Civil Defence Emergency Management Group Joint Committee:

1. Receives the Chair's report.

Mayor Rowley/Mayor Black
CARRIED

8.13 Resolution to Include Supplementary Reports

Refer to page 2 of the supplementary agenda.

Staff sought approval to submit the following report to the Civil Defence Emergency Management Group Joint Committee:

- Additional Legislated Appointments

Staff recommendations adopted without change.

Resolved CDEMJC/2024/014

That the Civil Defence Emergency Management Group Joint Committee:

1. Receives the following report to be considered at the Civil Defence Emergency Management Group Joint Committee CDEMJC on Thursday, 22 February 2024:

- 1.1. Additional Legislated Appointments.

Cr Sunckell/Mayor Mackle
CARRIED

8.14 Additional Legislated Appointments

Refer to pages 3-6 of the supplementary agenda.

Staff sought approval on the appointments of alternate Group Recovery Managers and an alternate Group Controller.

Staff recommendations adopted without change.

Resolved CDEMJC/2024/015

That the Civil Defence Emergency Management Group Joint Committee:

1. Appoints the following as Group Recovery Managers:
 - 1.1. James Thompson
 - 1.2. Paul Cooper
 - 1.3. Phill Mackay
 - 1.4. Simon Hart
 - 1.5. Simon Markham
 - 1.6. Toni Durham
2. Appoints Phill Mackay as Group Controller.

Mayor Mauger/Cr Sunckell
CARRIED

9. Next Meeting

The next meeting will be held on 30 May 2024

10. Karakia Whakakapi - Closing

Jamie Ruwhiu closed the meeting with a karakia.

The meeting concluded at 3.35pm.

CONFIRMED 30 MAY 2024

Chair Neil Brown
Mayor, Ashburton District Council