

# 1 Introduction

## 1.1 Canterbury Civil Defence Emergency Management Group Plan

### 1.1.1 The Plan and its coverage

- a. This Plan is the Civil Defence Emergency Management (CDEM) Group Plan for the Canterbury CDEM Group area<sup>1</sup>.
- b. The CDEM Group establishes a partnership of local authorities, emergency services and other organisations tasked with providing effective and comprehensive CDEM within the Group area. The organisational structure, governance, management and administrative arrangements of the Canterbury CDEM Group are detailed in section 3 of this Plan.
- c. The area covered by the CDEM Group and this Plan is shown in Figure 1.1. The Group area extends to the northern boundaries of Kaikoura and Hurunui Districts, to the west along the boundary with the West Coast Region/CDEM Group area, to the south by the southern boundaries of Mackenzie and Waimate Districts, and by the Pacific Ocean to the East.
- d. The local authority members of the CDEM Group are:
  - Ashburton District Council
  - Christchurch City Council
  - Environment Canterbury
  - Kaikoura District Council
  - Hurunui District Council
  - Mackenzie District Council
  - Selwyn District Council
  - Timaru District Council
  - Waimate District Council
  - Waimakariri District Council
- e. Territorial authorities that are part of the area of more than one regional council are required, by the Civil Defence Emergency Management Act 2002 (CDEM Act) s 14(2), to join one of the respective CDEM Groups. Part of the Waitaki District falls within the boundaries of the local government region of Canterbury. Waitaki District has opted to join the Otago CDEM Group.

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<sup>1</sup> For the sake of clarity and brevity, any reference in this Plan to a CDEM Group, CDEM Group Joint Committee, Group area, Coordinating Executive Group or Emergency Management Office is that applicable to Canterbury unless clearly indicated to the contrary.

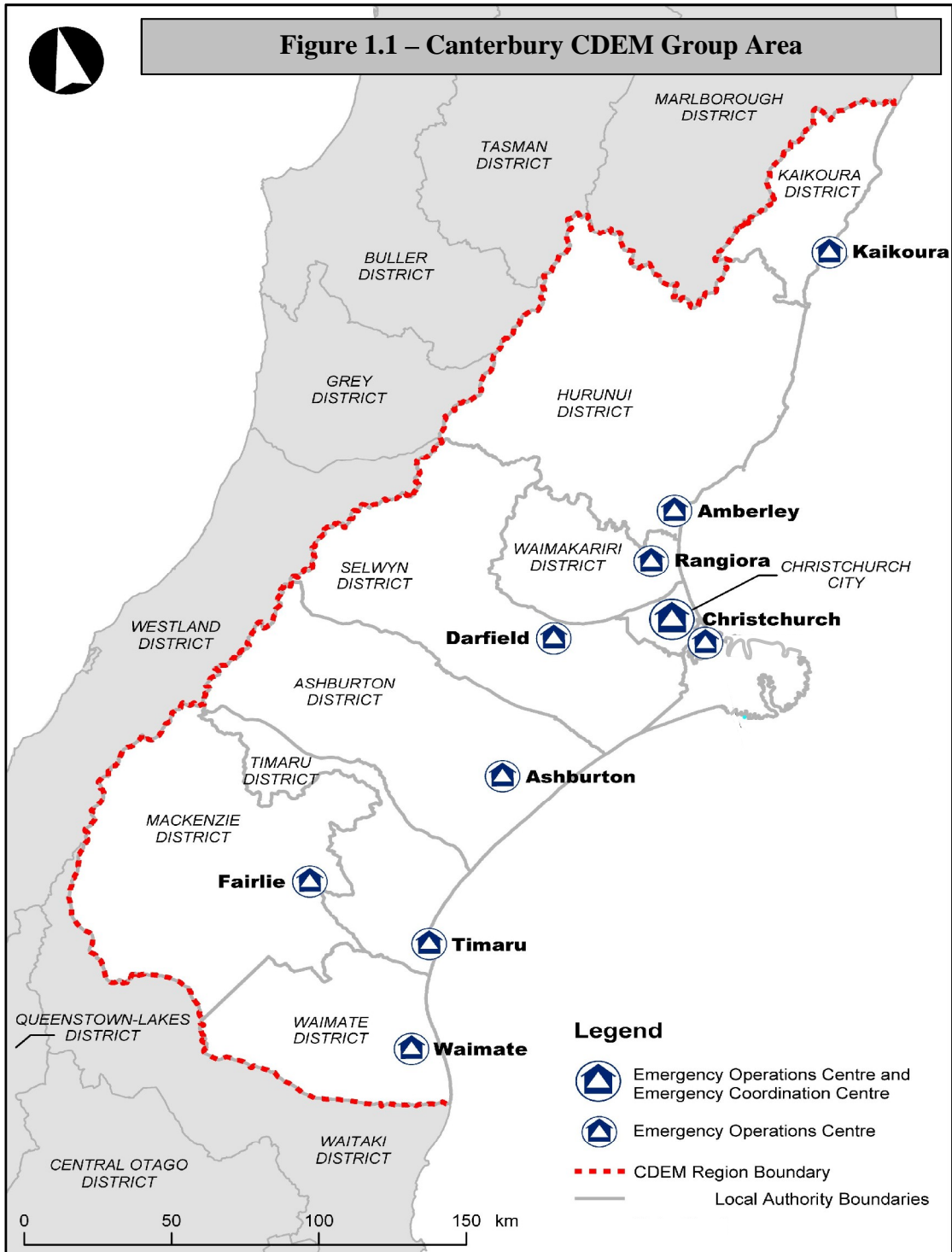
### **1.1.2 Coordinated partnerships**

- a. The CDEM Group's influence is extended beyond the local authority member authorities to include a wide range of partner organisations. The primary partners are those with membership on the Coordinating Executive Group (CEG), established according to s20 CDEM Act. The representative members that form the CEG are chief executives or senior officers of their respective organisations in Canterbury.
- b. The member organisations of the Coordinating Executive Group are:
  - The local authority members of the CDEM Group, including Environment Canterbury.
  - NZ Police
  - NZ Fire Service
  - Canterbury District Health Board
  - South Canterbury District Health Board
  - St John Ambulance
  - Canterbury Employers Chamber of Commerce
  - Ministry of Agriculture and Forestry
  - Canterbury West Coast Rural Fire Committee
  - Ministry of Civil Defence and Emergency Management
  - Canterbury CDEM Group Controller
- c. The CEG brings together a much wider range of organisations through its various committees. These are outlined in s3.3.3 of this Plan.

### **1.1.3 Plan purpose and legislative requirement**

- a. This Plan is mandatory under the CDEM Act s48.
- b. The broad purpose of this Plan is to assist the communities of Canterbury to be more aware of the significant hazards that they may face, and to better enable the community and emergency response organisations to be more resilient to those hazards in future.
- c. This Plan provides for:
  - strengthening relationships between agencies involved in CDEM;
  - encouraging cooperative planning and action between all emergency management agencies and the community;
  - seeking commitment to deliver more effective CDEM through risk reduction, readiness, response and recovery.
- d. The Plan serves to document:
  - hazards and risks;
  - strategic CDEM issues and objectives;
  - the principles of operation within which agencies involved in CDEM cooperate; and
  - agreed readiness, response, reduction and recovery-related structures, relationships and actions.
- e. Planning outcomes, such as agreed targets and actions or operational arrangements, are committed to by incorporating them within the existing planning

and operational processes of respective CDEM organisations. To provide for a fully integrated planning framework, Local CDEM Arrangements, prepared by each partner local authority in conjunction with local response partners, have been incorporated into this Plan. CDEM arrangements of other emergency response organisations will be added to the Group Plan as and when they become available.



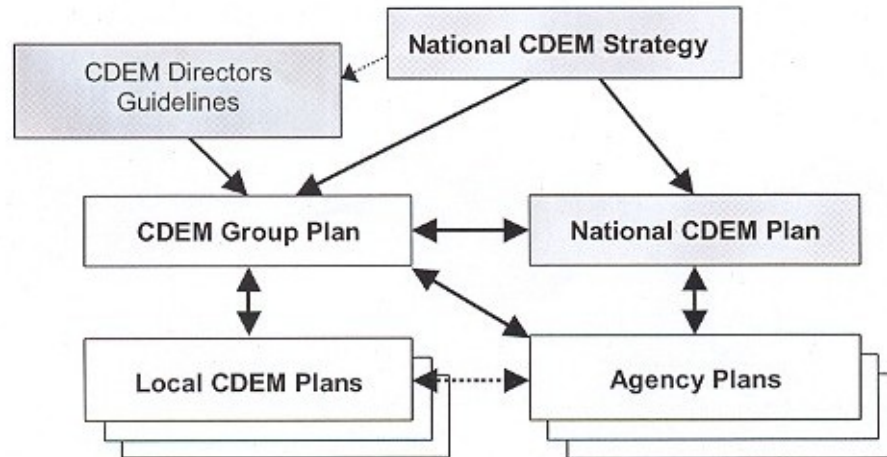
#### **1.1.4 Who is this Plan for?**

- a. This Plan is intended to:
  - inform and involve the community in understanding the hazards and risks they face; and
  - provide a basis to continually build and maintain effective partnerships between communities and those agencies with a role in CDEM in Canterbury.
- b. Only by working together in partnership will the community and emergency response agencies be able to provide for a more resilient Canterbury.

#### **1.1.5 Relationship to National CDEM Strategy, National CDEM Plan and other plans**

- a. The National CDEM Strategy sets out the Crown's CDEM goals, policy objectives and measurable targets.
- b. The National CDEM Plan sets out the CDEM arrangements necessary at the national level to manage nationally significant hazards and risks and the coordination of CDEM during a period of national emergency, and to provide a basis for local planning for national emergency response organisations.
- c. The National CDEM Plan and CDEM Group Plans must not be inconsistent with the National CDEM Strategy (CDEM Act s37(1) and s53(1)). The CDEM Group Plan must also take into account the guidelines, codes, or technical standards issued by the Director (CDEM Act s53(2)).
- d. For emergency management in Canterbury to be effective, it is imperative that emergency planning documents of all organisations with a significant CDEM role are reflected in the Group Plan and maintained or modified to be consistent with the Group Plan.
- e. Local authorities, in partnership with their communities and local emergency response organisations, will develop Local CDEM Arrangements. These Local CDEM Arrangements will be consistent with the Group Plan and the plans of neighbouring authorities and local emergency response agencies.
- f. The relationship between each of these plans is depicted in Figure 1.2.

Figure 1.2 Relationship of CDEM Plans



*Source: Adapted from Director's Guidelines for CDEM Groups (DGL 2/02)*

## 1.2 Duration of Plan and Review

- a. This Plan is operative for 5 years following its approval by the CDEM Group Joint Committee. It will be reviewed when it has been operative for 5 years or, if required, in the interim period.

## 1.3 Plan development process and consultation

- a. Many people and agencies have contributed to the development of this Plan through participation in workshops and briefings, and by providing feedback on drafts of various components.
- b. During 2003, a series of hazard analysis workshops were held across the Group area, which involved a wide range of emergency response agency personnel and community representatives. These were followed by several workshops on the Operational Component of the Group Plan. Multi-agency consultation was also carried out in support of the development of a CDEM Group Training Strategy. This consultation provided background information for this Plan and formed the basis of the objectives detailed in section 2.2.1 of this Plan.

## 1.4 Definitions

<b>CDEM Act</b>	Civil Defence Emergency Management Act 2002
<b>CDEM Group</b>	A partnership of local authorities and emergency response organisations within a CDEM Group area. See CDEM Group Joint Committee
<b>CDEM Group area</b>	The area covered by a CDEM Group. Generally consistent with the area of a regional council.
<b>CDEM Group Joint Committee</b>	A joint committee of elected members appointed by each of the local authority members of a CDEM Group
<b>CIMS</b>	New Zealand Coordinated Incident Management System
<b>Civil Defence Emergency Management (CDEM)</b>	The application of knowledge, measure and practices: <ul style="list-style-type: none"> <li>• Necessary or desirable for the safety of the public and property; and</li> <li>• Designed to guard against prevent, reduce or overcome any hazard, harm or loss that may be associated with an emergency, and</li> <li>• Includes, without limitation, the planning, organisation, coordination, and implementation of those measures, knowledge and practices (s4 CDEM Act)</li> </ul>
<b>Community outcomes</b>	Outcomes for a local authority that are identified, through a process of consultation, as priorities for the relevant community (Local Government Act 2002)
<b>ECC</b>	Emergency Co-ordination Centre. A facility established by one or more emergency response organisations to provide strategic and operational co-ordination and control of multi-agency, multi-site or larger-scale emergency responses at regional or CDEM Group level
<b>Emergency</b>	A situation that: <ul style="list-style-type: none"> <li>• is the result of any happening, whether natural or otherwise, including, without limitation, any explosion, earthquake, eruption, tsunami, land movement, flood, storm, tornado, cyclone, serious fire, leakage or spillage of any dangerous gas or substance, technological failure, infestation, plague, epidemic, failure of or disruption to an emergency service or a lifeline utility, or actual or imminent attack or warlike act; and</li> <li>• causes or may cause loss of life or injury or illness or distress or in any way endangers the safety of the public or property in New Zealand or any part of New Zealand; and</li> <li>• cannot be dealt with by emergency services, or otherwise requires a significant and co-ordinated response under this Act (s4 CDEM Act)</li> </ul>
<b>Emergency Response Organisation</b>	An agency (including emergency services), authority (including local authorities) or voluntary organisation with emergency management responsibilities or capabilities.
<b>Emergency Welfare Centre</b>	A facility established for the delivery of emergency welfare services, which may include food, short-term accommodation, food, or clothing, directly to an affected community
<b>EOC</b>	Emergency Operations Centre. A facility established by one or more emergency response organisations to provide strategic and operational co-ordination of multi-agency, multi-site or larger-scale emergency responses at a local authority level

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<b>EMO</b>	“Emergency Management Office” of the CDEM Group, or “Emergency Management Officer” employed by a local authority or other organisation, depending on the context in which the term is used.
<b>Environment Canterbury or ECan</b>	The regional council for Canterbury, with a range of environmental and resource management responsibilities under the Local Government Act 2002 and the Resource Management Act 1991. A member authority of the CDEM Group. Administering authority for the CDEM Group.
<b>Group Controller</b>	A Civil Defence Emergency Management Controller appointed by a CDEM Group Joint Committee under CDEM Act s 26, responsible for the support, leadership, co-ordination and direction of emergency responses within the CDEM Group area
<b>Local Controller</b>	A Civil Defence Emergency Management Controller appointed by a CDEM Group Joint Committee under CDEM Act s 27, nominated by the respective territorial authority, responsible for the support, leadership, co-ordination and direction of emergency responses within the territorial authority area
<b>Hazard</b>	A natural or technological phenomenon or human action that may cause or contribute to damage to the environment, life or property.
<b>HCC</b>	Health Coordination Centre. A service provided in the South Island by St John Ambulance to coordinate health resources during emergencies
<b>HSTLC</b>	Hazardous Substances Technical Liaison Committee. A committee of hazardous substance management practitioners, convened by NZ Fire Service, to provide advice in relation to responses to potential and actual hazardous substance hazards.
<b>Incident Controller</b>	A person appointed to, or who assumes, responsibility for taking the lead role in co-ordination of a small-scale emergency response outside or within a declared state of emergency.
<b>Lifeline Utility</b>	An organisation described in the CDEM Act, Part A of Schedule 1, or that carries out a business described in Part B of Schedule 1, that provide utility services to communities or industry.
<b>Local Authority</b>	A regional council or territorial authority (Local Government Act 2002)
<b>Regional Council</b>	A local government organisation established, maintained and carrying out functions at a regional level under the Local Government Act 2002, the Resource Management Act 1991, CDEM Act 2002, and other legislation.
<b>Risk</b>	The theoretical combination of the likelihood and consequences of a hazard occurring.
<b>CDHB / SCDHB</b>	Canterbury District Health Board / South Canterbury District Health Board
<b>Territorial Authority</b>	A local government organisation established, maintained and carrying out functions within a city or district, under the Local Government Act 2002, the Resource Management Act 1991, CDEM Act 2002, and other legislation.

