



Otago
Regional
Council

Otago Civil Defence and Emergency Management Joint Committee
MINUTES

Minutes of an ordinary meeting of the Otago Civil Defence and Emergency Management Joint Committee held in the Council Chamber, Level 2 Philip Laing House, 144 Rattray Street, Dunedin on Thursday 27 March 2025, commencing at 3.00pm.

PRESENT

Cr Gretchen Robertson	<i>(Chair)</i>
Mayor Bryan Cadogan	
Mayor Gary Kircher	
Mayor Tamah Alley	
Mayor Jules Radich	

1. WELCOME

Chair Robertson welcomed Mayors, members of the public and staff to the meeting at 3.10pm with a karakia. Attendees included Mayor Bryan Cadogan (Clutha District Council), Mayor Gary Kircher (Waitaki District Council), Mayor Tamah Alley (Central Otago District Council) and Mayor Jules Radich (Dunedin City Council). Attending online were Alex Parmley (Chief Executive Waitaki District Council), Sandy Graham from 4.24pm (Chief Executive Dunedin City Council), Suzanne Ellison (Rūnaka Manager at Kāti Huirapa Rūnaka ki Puketeraki), Mauriri Kimura McGlinchey (Araiteuru Emergency Facilitator at Kāti Huirapa Rūnaka ki Puketeraki) and Mike Gillooly (Senior Regional Emergency Management Advisor NEMA).

Staff present included Richard Saunders (Chief Executive), Glenn Mitchell (Team Leader Group Office CDEM), Paul Allen (Resilience Advisor CDEM) and Cara Jordan (Governance Support Officer). CDEM staff attending online were Chris Booker, Claire Charleton, Courtenay Jamieson, Jason Michie, John Mawhinny, Taylor Hendl, Mary Ferguson, Andy Everitt and Mel Banks.

2. CONFIRMATION OF AGENDA

An amendment to the Community Resilience Groups Work Plan was circulated in the meeting. The agenda was then confirmed as published.

3. APOLOGIES

Resolution: Cr Robertson Moved, Mayor Jules Radich Seconded:

That the apologies for Mayor Glyn Lewers, Mike Theleen, Peter Kelly, David Ward, Matt Alley and Alex Parmley (for lateness) and Sandy Graham (for lateness) be accepted.

MOTION CARRIED

4. CONFIRMATION OF MINUTES

A minor amendment was made to the minutes of the last meeting.

Resolution: Mayor Tamah Alley Moved, Mayor Jules Radich Seconded

That the minutes of the Otago Civil Defence and Emergency Management Joint Committee meeting held on 12 December 2024 be confirmed as a true and accurate record.

MOTION CARRIED

5. OPEN ACTIONS FROM RESOLUTIONS OF THE COMMITTEE

There are currently no open actions for this committee.

Cr Robertson left the meeting at 3:21 pm.

Cr Robertson returned to the meeting at 3:21 pm.

6. MATTERS FOR CONSIDERATION

6.1. Manger's Report

[YouTube 5.17] This paper updated the Otago CDEM Group Joint Committee on work activity completed for the year to date. David Grimes was welcomed to the Queenstown team as an Emergency Management Advisor. The final after action report from the October 2024 severe weather events will be available in April 2025. The Joint Committee requested an opportunity to provide feedback on any submission to the Emergency Management Bill. Current and emerging civil defence risks were reviewed. Glenn Mitchell was available for questions.

Resolution CDEM25-101: Mayor Gary Kircher Moved, Mayor Bryan Cadogan Seconded

That the Committee:

1. **Receives** this report.
2. **Notes** the work plan update.

MOTION CARRIED

6.2. Finance Update

[YouTube 24.58] The paper provided an update on year-to-date financial activity as it related to the Otago CDEM Group. Glenn Mitchell was available for questions.

Resolution CDEM25-102: Mayor Tamah Alley Moved, Mayor Jules Radich Seconded

That the Committee:

1. **Receives** this report

MOTION CARRIED

6.3. Coastal Otago New Zealand Response Team Proposal

[YouTube 26.40] The report informed the Joint Committee of a proposal to establish a coastal Otago New Zealand Response Team and sought the committee's endorsement of the proposal. There is currently no New Zealand response team south of Canterbury with the local Red Cross team filling the gap. The proposal is to form an incorporated society with charity status to operate the Otago team as a stand-alone unit which will be self-funded. Council support would include access to the CDEM team for emergencies and assistance with training facilities and community engagement. Glenn Mitchell was available for questions.

Resolution CDEM25-103: Mayor Tamah Alley Moved, Mayor Gary Kircher Seconded

That the Committee:

1. **Receive** and accept this report.
2. **Request** Emergency Management Otago to assess the proposed establishment of a Coastal Otago Response Team and provide a full report for the May 2025 CEG meeting.

MOTION CARRIED

6.4. Lifelines Update

[YouTube 44.14] The report informed the Joint Committee of activity undertaken at the Otago Lifeline Utilities Group meeting on 19 February 2025. An updated work plan including a risk matrix was presented. Councils were requested to nominate an alternative representative if their delegate cannot attend a Lifeline meeting. Mel Banks was available for questions.

Resolution CDEM25-104: Mayor Tamah Alley Moved, Cr Robertson Seconded

That the Committee:

1. **Receives** the report.
2. **Notes** the updates from the Otago Lifeline Utilities Group minutes.

MOTION CARRIED

6.5. Mana Whenua / Iwi Facilitator Update

[YouTube 48.55] The report informed the Joint Committee of the ongoing restructuring at Te Rūnanga o Ngāi Tahu and the potential implications for iwi engagement and whānau emergency response roles across the Otago region, including the Araiteuru Emergency Facilitator. Mauriri Kimura-McGlinchey was available to answer questions.

Resolution CDEM25-105: Mayor Bryan Cadogan Moved, Mayor Tamah Alley Seconded

That the Committee:

1. **Receives** the report.
2. **Notes** the restructuring at Te Rūnanga o Ngāi Tahu and the potential impacts on iwi engagement and whānau emergency-related roles, including the Araiteuru Emergency Facilitator.

MOTION CARRIED

6.6. Group Plan Update

[YouTube 52.35] The report informed the Joint Committee of the progress made in the development of the Otago Civil Defence and Emergency Management Group Plan 2025-2035. A working draft of the plan is targeted for 3 October 2025, followed by a technical review from NEMA and ministerial review in February 2026. Andy Everitt was available to answer questions.

Resolution CDEM25-106: Cr Robertson Moved, Mayor Jules Radich Seconded

That the Committee:

1. **Receive** and accept this report.

MOTION CARRIED

6.7. National Emergency Management Agency (NEMA) Update

[YouTube 58.35] The report from NEMA provided an update on the government's response to the recommendations in the NISWE inquiry and the Emergency Management Bill. The link between risk reduction, the Long-Term Plan and the Group Plan was discussed. Mike Gillooly from NEMA was available for questions. The Joint Committee noted the report.

6.8. CDEM Work Plan Update

[YouTube 1.18.14] The CDEM work plan appendix report provided an update on progress achieved against focus areas. The Committee noted the report on Exercise Ohotata 24 as part of the CDEM work plan update. Mayor Tamah Alley thanked the team for the Exercise Ohotata 24 event and noted that the on-the-ground practice was very worthwhile.

7. NEXT MEETING

The next meeting was confirmed as 12 June 2025 from 3.00-5.00pm.

8. CLOSING

There was no further business and Chair Robertson declared the meeting closed at 4.27pm with a karakia.



Chair

12 June 2025

Date