

McFadden, Katie

From: Rainey, Sean
Sent: Wednesday, 5 July 2017 3:57 p.m.
To: [REDACTED]
Subject: LGOIMA Response - Canterbury Earthquake Learn, Prepare, Act Symposium
Attachments: CEO Correspondence.pdf; Jenny Harper Correspondence.pdf; Mayor Correspondence.pdf

Dear [REDACTED],

Thank you for your email, received on 9 May 2017. You requested the following information, under the Local Government Official Information and Meetings Act 1987 (LGOIMA):

- *a summary of Christchurch City Council's engagement and involvement in the cancelled Canterbury Earthquake Learn Prepare Act symposium since 1 January 2016, and further to that*
 - *a list of teams in Christchurch City Council that were involved in the preparation of the symposium*
 - *a list of all costs incurred by Christchurch City Council associated with the symposium*
 - *a copy of all invitations, draft or formal, regarding the symposium received by Christchurch City Council*
 - *a list of all individuals that received an invitation, draft or formal, regarding the symposium*
 - *a copy of all correspondence, including emails, sent or received by the Council regarding the symposium*

Extension of timeframe

On 2 June 2017, we extended the timeframe on our response to you by an additional 20 working days.

Release of information

For your information, the Department of Prime Minister and Cabinet were the lead agency for the Canterbury Earthquake Learn, Prepare, Act Symposium (the Symposium). However, I attach the information the Council holds in relation to your request. Please note that the Mayor and, by extension, the Mayor's Office were involved in discussions around the Symposium. In addition, Dr Karleen Edwards was a member of the steering group. There were no other Council groups involved and any activity was met from within existing budgets at no additional cost.

Please note that much of the information redacted from the CEO and Mayor correspondence was out of scope of your request. In addition, one email was withheld under 7(2)(f)(i) – to maintain the effective conduct of public affairs through the free and frank expression of opinions.

Withholding of information

The Council has decided to withhold some information under the following sections of the LGOIMA:

- 7(2)(a) – to protect the privacy of natural persons
- 7(2)(f)(i) – to maintain the effective conduct of public affairs through the free and frank expression of opinions

In the Council's view the reasons for withholding these details are not outweighed by public interest considerations in section 7(1) favouring their release.

You have the right to request the Ombudsman to review this decision. Complaints can be sent by email to info@ombudsman.parliament.nz, by fax to (04) 471 2254, or by post to The Ombudsman, PO Box 10152, Wellington 6143.

Kind regards,

Sean Rainey
Senior Information Adviser and Privacy Officer
Office of the Chief Executive
Christchurch City Council
53 Hereford Street, Christchurch 8011
PO Box 73016, Christchurch 8154

From: Kay Carston [DPMC] <[REDACTED]>
Sent: Friday, 27 January 2017 6:52 p.m.
To: [REDACTED]
Cc: Kelvan Smith [DPMC]; Melissa Paton [DPMC]
Subject: EQ Recovery Learning - Press enquiry heads-up

[IN-CONFIDENCE]

Hello everyone

Kelvan Smith has asked me to advise you that the DPMC media team received questions from [REDACTED] at The Press today regarding the EQ Recovery Learning website and the proposed symposium.

A response was sent to [REDACTED] and subsequent questions received. The response to these latter questions refers to the symposium sponsors group and gives your names.

For your information the questions and responses, which are to be attributed to Kelvan, follow.

Kind regards

Kay

Kay Carston
Communications Advisor
Office of the Chief Executive

Department of the Prime Minister and Cabinet

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Initial questions and responses:

[REDACTED]

[REDACTED]

Was there to be an EQ Recovery Learning conference? What would it have covered?

The Recovery Learning and Legacy project was originally going to include a Symposium which would have covered the construction, cultural, economic recovery, natural and social recovery environments.

If there was to be a conference, why was the conference cancelled?

The timing of the event was considered too soon in the regeneration of Christchurch to be able to effectively reflect on learnings and legacy, and deliver the desired outcomes. No new date has been set for a Symposium.

The Government remains committed to ensuring that learnings from the Canterbury earthquakes continue to be captured and shared. A whole-of-government report to reflect on the lessons learnt to date, in the response to the Canterbury earthquakes, is being prepared and is expected to be delivered in the quarter ending 31 March 2017.

The decision to cancel the symposium was announced two months ago. Please find attached press release.

<https://www.beehive.govt.nz/release/lessons-being-learnt-canterbury>

Subsequent questions and responses:

Who ultimately made the call not to hold the event?

The Crown made the decision to postpone the event.

Why was it "to soon in the regeneration of Christchurch" to hold the conference?

Many aspects of the regeneration are still in full swing and yet to be completed, including some of the big projects like the Metro Stadium and the Convention Centre, as well as the future use decisions of the residential red zone areas. The new locally driven regeneration organisations Otakaro and Regenerate Christchurch are still in their first year, and a reflective symposium at this stage in time would not be appropriate while the city is still focused on getting things done.

From the Crown's point of view, when would be an appropriate time to hold it?

Christchurch has made incredible progress but the timing of the symposium will be appropriate when even more vital projects in the recovery, physically and socially, are completed and the impacts can be properly reflected on.

Can you also confirm whether or not an advisory board was set up in relation to this event?

The Symposium had a sponsors group which provided advice to the project team. This team included Karleen Edwards, Peter Townsend, Rod Carr, Jenny McMahan, Ta Mark Solomon, Sir Maarten Wevers and Andrew Kibblewhite.

From: Philippa Shierlaw [DPMC] <[REDACTED]> on behalf of Andrew Kibblewhite [DPMC]
<[REDACTED]>
Sent: Tuesday, 19 July 2016 3:59 p.m.
To: Edwards, Karleen
Subject: HPRM: Canterbury Earthquake Learn, Prepare, Act Symposium - 14-17 February 2017
Attachments: 3800939_1.PDF; CERLL Programme Key Messages 30 June 2016.pdf; Indicative Symposium Programme as at 11 July 2016.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

[UNCLASSIFIED]

Dear Karleen

Please find attached a letter for your attention regarding the Canterbury Earthquake 'Learn, Prepare, Act Symposium' in February 2017.

Regards
Andrew

Andrew Kibblewhite
Chief Executive

Department of Prime Minister and Cabinet

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of the PRIME MINISTER
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Karleen Edwards
Chief Executive
Christchurch City Council

Via email: [REDACTED]

Dear Karleen

Canterbury Earthquake Learn, Prepare, Act Symposium – 14-16 February 2017

I wish to thank you for your input to the Symposium agenda, which has helped us significantly in developing and improving it. The Symposium is now shaping up to be a motivating and dynamic two and a half days with a diverse, world-class line up of speakers.

I would like to invite you to join the Sponsors Group in opening the Symposium which will set the tone of the whole-of-recovery event and give a summary of critical messages on day one of the Symposium.

Over the coming weeks we are confirming Symposium speakers and sponsors. We will provide an update at our next Sponsors Group meeting on 28 July 2016.

Thank you again for supporting the Canterbury Earthquake Recovery Learning and Legacy Programme; your contribution to the Programme has been invaluable.

Yours sincerely,

Andrew Kibblewhite
Chief Executive

CANTERBURY EARTHQUAKE LEARN, PREPARE, ACT SYMPOSIUM

Indicative programme as at 11 July 2016

Tuesday 14 February	Wednesday 15 February	Thursday 16 February
Introduction: Learn, Prepare, Act Symposium	Keynote: Resourcing recovery when everything is needed and everything is urgent	Scene setting: What it means to be prepared to act in recovery
Scene setting: Images and stories from the Canterbury earthquake recovery	Case study: Investing in recovery	Reflection panel: How do we build resilience with a view to recovery outcomes?
Keynote: A message for those who have given their all to the recovery effort	Panel discussion: What have we learnt about funding mechanisms and how they support recovery?	Reflection panel: International insights from the Learn, Prepare, Act Symposium
	Keynote: Navigating communications and community engagement in recovery	Creative reflection: Learn, Prepare, Act Symposium
Keynote: Changing the way we learn from disasters - a system-wide approach	Keynote: The Māori Recovery Story	Closing keynote address: Learn, Prepare, Act
	Keynote: Community engagement and youth in recovery	
Keynote: Understanding the recovery context	Panel discussion: What did we learn about developing and communicating priorities with communities?	Critical messages: Day three
Panel discussion: Recovery context	Quick-fire presentations: Learning from Sectors <ul style="list-style-type: none"> • Disability in disaster • Health and safety • Science sector • Natural environment • Built environment • Central government • Local government 	
Case study: Collaboration in recovery		
Quick-fire presentations followed by Q&A: Learning from sectors <ul style="list-style-type: none"> • Business Recovery • Insurance • Built environment • Psychosocial and community wellbeing • Creative sector • Social sector 		
Keynote: Leadership in recovery – how do we make complex decisions together?	Innovation session: A chemistry of circumstance?	
Q&A with recovery leaders: What is it like to lead in recovery?		
Critical messages: Day one	Critical messages: Day two	

Introduction

Nationally and internationally there is a gap in knowledge, practical tools and capacity to recover from disasters. New Zealand has a responsibility to learn from the Canterbury earthquakes to ensure we are better prepared.

We have an opportunity to collate and present relevant insights, information and experiences that will equip leaders and communities involved in disaster recovery and complex challenges.

To support this undertaking, The Department of the Prime Minister and Cabinet is working with organisations and agencies across recovery, including the private sector, community organisations, social enterprise and government, to bring together the collective learning from the Canterbury earthquakes.

To support the learning process we are developing the following:

EQ Recovery Learning Website: An online platform for sharing tools, insights, and learning summaries to support those navigating the difficult path of disaster recovery both in New Zealand and around the world.

Learn, Prepare, Act Symposium: A forum for sharing our collective learning from the Canterbury earthquakes to help form a lasting legacy for New Zealanders.

Learn, Prepare, Act Report: A collation of system-wide learning to inform action.

We will be successful when learning and insights from the Canterbury earthquakes are collated, embedded and put into action so New Zealand is better prepared for complex challenges and disaster recovery.

Learn

Collate learning from the Canterbury earthquake recovery

Prepare

Embed knowledge and insights to inform future recovery

Act

Put into action what we know



How can you get involved?

We talk about the 'benefit of hindsight' but there is no actual benefit unless we learn from our experience. By reflecting on your experience in earthquake recovery you can offer your knowledge to others who need it, help create a culture of learning in your organisation, sector, community or industry and help prepare New Zealand to recover from future disasters.

If you haven't already, there is value in undertaking your own learning process at this time, to share successes, what worked and what you would do differently if you had to face a similar situation again. This can be important for your own learning, your sector and is also an opportunity to demonstrate thought leadership to the wider community.

Creating a positive learning environment

We recognise that it is important to create a learning environment that honours those who lost their lives in the February 2011 earthquake, and the effort and commitment of all those who have contributed to the Canterbury earthquake recovery. To guide our collective learning we have identified the following principles underpin our approach and look forward to working with you in accordance of these principles.

- Whakawhanaungatanga:** Creating respectful and trusting relationships
- Manaakitanga:** Acting with integrity, generosity and compassion
- Kotahitanga:** Unity of purpose, acting as one
- Kaitiakitanga:** Guardianship on behalf of future generations
- Whakaritenga:** Negotiating challenges, change and acceptance

How can we help?

The Canterbury Earthquake Recovery Learning and Legacy Programme team can help with advice and support to your learning programme. Please get in touch with us if you would like to discuss how to approach a learning process that best suits your community, organisation or agency.

Please contact cerlp@dpmc.govt.nz and one of the team will be in touch.



From: Kate MacDonald [DPMC] <[REDACTED]>
Sent: Monday, 1 August 2016 1:57 p.m.
To: Andrew Kibblewhite [DPMC]; Kelvan Smith [DPMC]; Elizabeth McNaughton [DPMC]; [REDACTED]
[REDACTED]
Cc: Philippa Shierlaw [DPMC]; Jenny Wilkinson [DPMC]; Claire McOscar; Michelle Cox; Niki Hudson; Jordan, Rosie; Marian Donaldson
Subject: Learn Prepare Act Symposium - call for names for invite long list
Attachments: Symposium invite criteria.docx; Symposium invite longlist.xlsx
Follow Up Flag: Follow up
Flag Status: Flagged

[UNCLASSIFIED]

Dear Sponsors Group members

Thank you for your positivity and enthusiasm around the Symposium at the Sponsors Group meeting last week – it was a real boost!

For those of you who weren't able to attend, we set out the following process for collating the participant invite longlist:

- 1-5 August: Call for names from Sponsors Group members
- 8-9 August: Collate longlist and redistribute to Sponsors with invite letter for approval
- 15 August: Provide longlist to ministers for feedback
- 29 August: Invites sent from Sponsors Group (to align with website public launch)

We tabled the attached criteria for invitees and sector/industry map to assist with your nominations.

I'd also appreciate any suggestions you may have for potential MC(s).

Please send through your suggested names by Friday 5 August. You might like to use the attached template (this includes all speakers for your reference).

Thank you for your help!
Kate

Kate MacDonald
Senior Advisor, Canterbury Earthquake Recovery Learning
and Legacy Programme

Department of the Prime Minister and Cabinet
[REDACTED]
[REDACTED]
[REDACTED]

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CANTERBURY EARTHQUAKE LEARN PREPARE ACT SYMPOSIUM – INVITE LONGLIST CRITERIA

The Symposium will invite 350 cross-sector local, national and international leaders in disaster recovery (note this includes speakers, presenters, panellists). The Symposium will build a cohort of future recovery leaders.

We are targeting:

The 'key players' in each sector who will take back learning and can affect change

LEARN	PREPARE	ACT
<ul style="list-style-type: none"> • Person responsible for recovery from local councils / authorities in areas prone to large scale disasters e.g. Wellington • International practitioners who will benefit from learning, and/or will take the learning back to their country and/or will strengthen relationship with New Zealand (e.g. attendees from South East Asia and the Pacific – to be advised and funded by MFAT) • International experts who can provide a different perspective and reflect back on content presented at the Symposium • Leading researchers / academics e.g. CEISMIC 	<ul style="list-style-type: none"> • People who have led learning projects or events and are passionate about taking preparedness for recovery forward • In the private sector, organisations with the market share or kudos e.g. IAG (40% market share) 	<ul style="list-style-type: none"> • Chief executives (national spread) • Canterbury recovery leader or expert • Ministers with recovery functions

We will create a whole of recovery presence through intentionally targeting key industries and players in each of the recovery environments. Where industry associations are in place, we will invite a representative to take learning back.

Key questions:

- What about future leaders?

Note invites cannot be delegated without approval.

<p>GOVERNANCE AND LEADERSHIP</p> <ul style="list-style-type: none"> • Ministers • Central government • Local government <ul style="list-style-type: none"> ○ LGNZ ○ ECan ○ WDC ○ SDC ○ CCC • Iwi leaders • Civil Defence <ul style="list-style-type: none"> ○ 15 x Coordinating Executive Group (CEG) Chair 	<p>SOCIAL AND CULTURAL</p> <ul style="list-style-type: none"> • Industry associations <ul style="list-style-type: none"> ○ Federation of Maori Authorities ○ Aged Care Association ○ Industry Training Federation • Health • psychosocial • Disability • Community organisations • Creative sector • Academic
<p>ECONOMIC</p> <ul style="list-style-type: none"> • Industry associations <ul style="list-style-type: none"> ○ Business Central ○ Insurance Council ○ Retail NZ ○ Tourism Industry Association ○ Hospitality NZ • Business • Insurance • Retail • Banks <ul style="list-style-type: none"> ○ 4x CE's from major banks • Telecommunications 	<p>BUILT ENVIRONMENT</p> <ul style="list-style-type: none"> • Industry associations <ul style="list-style-type: none"> ○ Civil contractors ○ NZ Council for Infrastructure Development • Infrastructure • Property • Suppliers
<p>NATURAL ENVIRONMENT</p> <ul style="list-style-type: none"> • Environmental science • Agriculture 	<p>OTHER</p> <ul style="list-style-type: none"> • 10 x Media
<p>INTERNATIONAL - 37</p> <ul style="list-style-type: none"> • 9 x international experts (reflection panel) • 10 x international practitioners (advised by MFAT) • 8 x International Chief Resilience Officers (advised by CRO, CCC) • 10 x MCDEM Australian officials 	<p>SPECIAL GUESTS - 60</p> <ul style="list-style-type: none"> • 5 x Minister Brownlee • 5 x Minister Wagner • 40 x Sponsors Group members (5 per member) • 10 x Learning and Legacy Programme guests

Name	Role
Rt Hon John Key	Prime Minister
Hon Bill English	Minister of Finance
Hon Nikki Kaye	Minster of Civil Defence
Dame Patsy Reddy	Governor-General Designate
Rt Hon Dame Jenny Shipley	
Mayor Lianne Dalziel	Mayor of Christchurch
Tim Grafton	Chief Executive
Arihia Bennett	Chief Executive
Darren Wright	Independent consultant
Joanna Norris	Editor
Tā Mark Solomon	Kaiwhakahaere
Jason Pemberton	Independent consultant
Andre Lovatt	Chair
Karleen Edwards	Chief Executive
Duncan Gibb	Former Chief Exective
Evon Currie	General Manager Population and Public Health
Tom Thomson	President
Jacki Johnson	Former Chief Executive
Prof Ken Elwood	Director
David Meates	Chief Executive
Jim Palmer	Chief Executive
Graham Darlow	Chief Executive
Dr Kelvin Berryman	General Manager
Sir Peter Gluckman	Former Chief Science Advisor to the Prime Minister
Jenny Harper	Chief Executive
Josie Ogden Schroeder	Chief Executive
Roger Fairclough	Independent consultant
Michael Wintringham	Former Chair
John Ombler	Former Chief Executive
Benesia Smith	Former Deputy Chief Executive Strategy and Recovery Policy
Mayor Kelvin Coe	Mayor of Selwyn
Antony Gough	Property Developer
Dr Rod Carr	Vice Chancellor
Leanne Curtis	Spokesperson
Sir Maarten Wevers	Chair
Peter Townsend	Chief Executive
Dr Jenny McMahon	President
Bill Bayfield	Chief Executive
Ross Butler	Chair
Mayor David Ayers	Mayor of Waimakariri
Dr Ryan Reynolds	Co-founder and Chair
Ruth Jones	
Mike Gillooly	Chief Resilience Officer
Mike Mendonca	Chief Resilience Officer
Sarah Stuart-Black	Director

Colin Crampton	Chief Executive
Francis Ghesquiere	Head of the Global Facility for Disaster Reduction and Recovery
Michael Berkowitz	President
Herman "Dutch" Leonard	Professor
Dr Lucy Jones	Seismologist
Laurie Johnson	Urban planning
Elhadj As Sy	Secretary General
Dr Rob Gordon	Psychologist
Tom O'Rourke	Professor of Engineering
Kate Brady	National Recovery Coordinator
Richard MacGeorge	Lead Infrastructure Finance Specialist

Organisation	Sector
	Governance and leadership
Christchurch City Council	Governance and leadership
Insurance Council NZ	Economic
Te Rūnanga o Ngāi Tahu	Governance and leadership
	Social and cultural
The Press	Economic
Te Rūnanga o Ngāi Tahu	Governance and leadership
	Social and cultural
Regenerate Christchurch	Governance and leadership
Christchurch City Council	Governance and leadership
SCIRT	Built Environment
Canterbury District Health Board	Social and cultural
Manufacturers and Exporters Association	Economic
IAG NZ	Economic
QuakeCoRE	Built Environment
Canterbury District Health Board	Social and cultural
Waimakariri District Council	Governance and leadership
Fletcher Building	Built Environment
Natural Hazards Strategic Relationships of GNS Science	Built Environment
	Built Environment
Art Gallery	Social and cultural
YMCA	Social and cultural
	Built Environment
EQC	Governance and leadership
CERA	Governance and leadership
CERA	Governance and leadership
Selwyn District Council	Governance and leadership
	Economic
University of Canterbury	Social and cultural
CanCERN	Social and cultural
EQC	Governance and leadership
Canterbury Employers' Chamber of Commerce	Economic
New Zealand Red Cross	Social and cultural
Environment Canterbury	Governance and leadership
Otakaro Ltd	Governance and leadership
Waimakariri District Council	Governance and leadership
Gap Filler	Social and cultural
Disability Sector	Social and cultural
Christchurch City Council	Governance and leadership
Wellington City Council	Governance and leadership
Ministry of Civil Defence and Emergency Management	Governance and leadership

Wellington Water	Built Environment
World Bank	International
Rockefeller 100 Resilient Cities	International
Harvard Business School	International
	International
	International
International Federation of Red Cross	International
	International
Cornell University	International
Australian Red Cross	International
World Bank	International

From: Kate MacDonald [DPMC] <[REDACTED]>
Sent: Friday, 9 September 2016 4:34 p.m.
To: Andrew Kibblewhite [DPMC]; Kelvan Smith [DPMC]; Elizabeth McNaughton [DPMC]; [REDACTED]; [REDACTED] Edwards, Karleen; [REDACTED] John Ombler
Cc: Yvette Blades [DPMC]; Karen Mitchell [DPMC]; Claire McOscar; Michelle Cox; Niki Hudson; Jordan, Rosie; Marian Donaldson
Subject: Media release: Gerry Brownlee - Big names to attend recovery symposium

[UNCLASSIFIED]

Dear Sponsors Groups members

Below for you info is a copy of the press release from Ministers Brownlee and Wagner announcing the Symposium.

It has great week for Recovery Learning and Legacy! Thank you for helping make this happen.

Ngā mihi
Kate

Hon Gerry Brownlee

Minister supporting Greater
Christchurch Regeneration



Hon Nicky Wagner

Associate Minister supporting
Greater Christchurch
Regeneration

9 September 2016

Media Statement

Big names to attend recovery symposium

Minister supporting Greater Christchurch Regeneration Gerry Brownlee has announced a line-up of key international leaders in disaster recovery and preparedness for a symposium sharing lessons from the Canterbury earthquake recovery.

The *Learn, Prepare, Act Symposium* to be held in Christchurch in February next year will present the recovery experiences and lessons learned across many different sectors, including community organisations, government and non-government agencies.

"This is not saying, by any means, that we are finished with the process of rebuilding and regenerating Christchurch," Mr Brownlee says.

"But analysing and sharing the experience that the city and the country has gained is best done while we have the people and knowledge readily at hand.

"The purpose is to share these lessons with people around New Zealand, and the rest of the world, who work in the areas of disaster preparedness and recovery.

"With that in mind, the symposium will be livestreamed and I'm pleased we have already confirmed three international leaders will attend and speak at the symposium."

The three confirmed speakers are Elhadj As Sy, Secretary General, International Federation of Red Cross; Francis Ghesquiere, Manager, Global Facility for Disaster Reduction and Recovery (managed by the World Bank); and a yet to be named senior representative from the Rockefeller Foundation's 100 Resilient Cities project.

"These leaders will bring a global perspective to what we are doing in Canterbury, and their involvement shows how much our recovery experience is valued by the rest of the world," Mr Brownlee says.

Mr Sy says the Canterbury earthquake was "a tragic event, but the response to it was inspiring, and spoke to the dignity and resilience of the New Zealand people."

"I look forward to taking part in this symposium, to learning from those who led response and recovery efforts, and to taking these lessons with me to other contexts where the Red Cross is working to protect and support communities vulnerable to disasters and crises."

Mr Ghesquiere says the Canterbury experience is of great interest to his organisation.

"The scale of the disaster and the carefully coordinated reconstruction efforts set Canterbury apart as a recovery experience.

“The involvement of the community in discussions about what recovery should look like, the development of a new recovery authority and recovery plans, and the social wellbeing programme are just some of the stand out initiatives that can help other governments when they consider how to identify hazards, reduce critical risks, and prepare for or respond to a disaster.

“These lessons can also add significant value to the wider international dialogue on enhancing disaster risk management in vulnerable countries.”

Associate Minister supporting Greater Christchurch Regeneration Nicky Wagner says the three-day symposium is still in the planning phase, but more than 300 people from the disaster recovery and preparedness fields in New Zealand and overseas are expected to be invited.

“Presentations and material from the symposium will be made available for public viewing, so everyone can see what is being shared,” Mrs Wagner says.

“A number of organisations and companies have already confirmed their support for the running of the event, including The Tannery, Air New Zealand, Kiwibank, New Zealand Red Cross and the Earthquake Commission. In addition the University of Canterbury, along with its partners, is exploring the possibility of a course linked to the symposium, and we will hear more about this and other symposium plans as we get closer to the event.”

More detail about the symposium will be available closer to the event.

Media Contact: Nick Bryant [REDACTED]

Rose Averis
Communications Advisor
Office of the Chief Executive

Department of Prime Minister and Cabinet
[REDACTED]
[REDACTED]
[REDACTED]



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From: Kate MacDonald [DPMC] <[REDACTED]>
Sent: Monday, 15 August 2016 2:55 p.m.
To: Andrew Kibblewhite [DPMC]; Kelvan Smith [DPMC]; Elizabeth McNaughton [DPMC]; [REDACTED]
[REDACTED] B [REDACTED] Edwards, Karleen; [REDACTED]
John Ombler
Cc: Philippa Shierlaw [DPMC]; Karen Mitchell [DPMC]; Claire McOscar; Michelle Cox; Niki Hudson; Jordan, Rosie; Marian Donaldson
Subject: Meeting minutes - Recovery Learning & Legacy Sponsors Group meeting 28 July 2016
Attachments: Minutes RLL Sponsors Group meeting 28 July 2016.pdf; 3861159_Sponsors Group meeting 28 July 2016 - YMCA.JPEG

[UNCLASSIFIED]

Kia ora koutou

Please find attached minutes from the Sponsors Group meeting on 28 July. I've also attached a pic of the meeting 'room' for those that weren't there.

Follow-up matters:

- Thank you to those who have provided suggestions for the Symposium invite long-list. For those who haven't, but would like to, please send through ASAP.

Next Sponsors Group meeting

- Our next meeting is on Thursday 8 September, 3.00pm – 5.00pm, with drinks & Nibbles from 5.00pm-6.00pm
- Please note: Minister Brownlee has indicated he may attend this meeting
- The meeting will be held at EPIC. If you'd like to try out 'virtual reality' this will be available from 1.00-2.00pm. For more info please see: <http://epicinnovation.co.nz/tag/virtual-reality/>

Regards
Kate

Kate MacDonald
Senior Advisor & Symposium Project Lead
Canterbury Earthquake Recovery Learning and Legacy
Programme

Department of the Prime Minister and Cabinet



E [REDACTED]

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CANTERBURY EARTHQUAKE RECOVERY LEARNING AND LEGACY PROGRAMME SPONSORS GROUP MEETING

Members

- (Chair) Andrew Kibblewhite, Chief Executive, DPMC
- Tā Mark Solomon, Kaiwhakahaere, Te Rūnanga o Ngāi Tahu
- Sir Maarten Wevers, Chair, EQC
- Dr Rod Carr, Vice-Chancellor, University of Canterbury
- Peter Townsend, Chief Executive, Canterbury Employers Chamber of Commerce

Attending

- Kelvan Smith, Director, Greater Christchurch Group, DPMC
- Elizabeth McNaughton, Executive Director, Learning and Legacy Programme, DPMC
- Kate MacDonald, Senior Advisor, Learning and Legacy Programme, DPMC
- Josie Ogden Schroeder, Chief Executive Officer, Christchurch YMCA (agenda item 2)

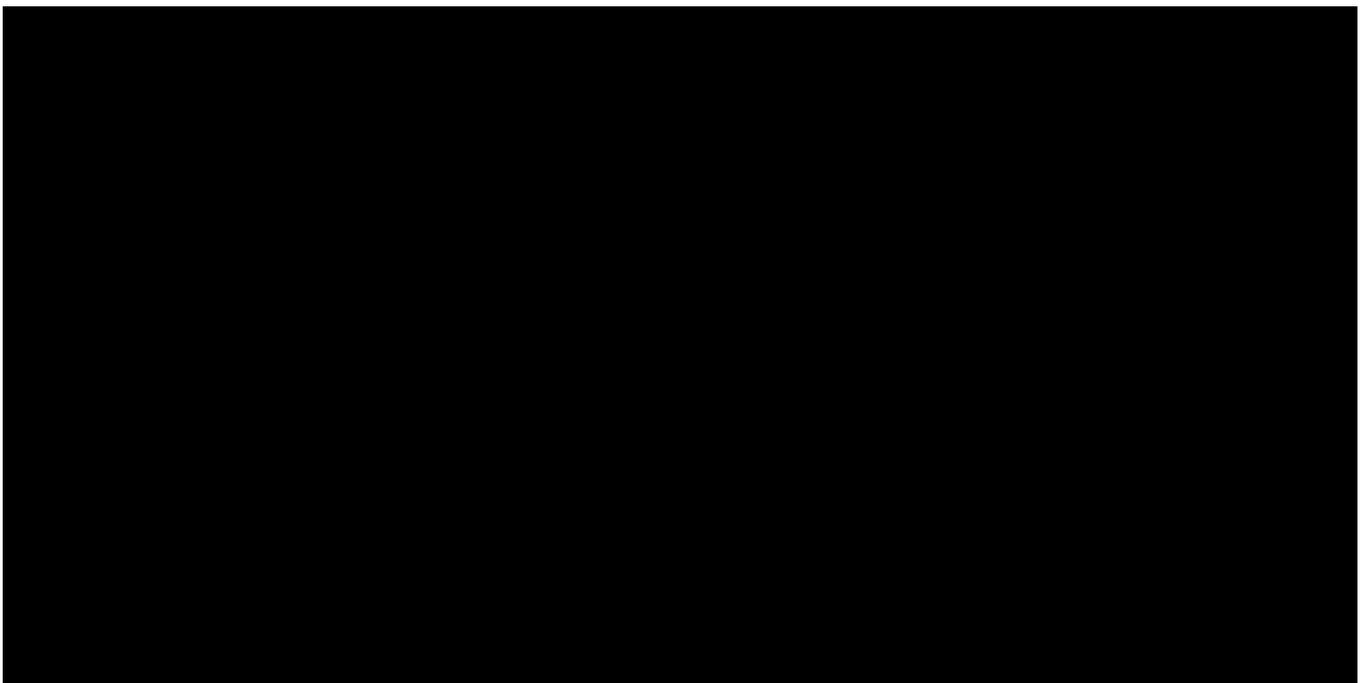
Apologies

- Dr Jenny McMahon, President, New Zealand Red Cross
- Dr Karleen Edwards, Chief Executive, Christchurch City Council
- John Ombler, former Acting Chief Executive, CERA

DATE: Thursday 28 July 2016

TIME: 3.00pm – 5.00pm

AT: Black Box Theatre, YMCA, 12 Hereford Street, Christchurch



Agenda item 4: Learn, Prepare, Act Symposium

Symposium agenda

7. The final draft agenda incorporating feedback from the Sponsors Group and ministers was circulated with meeting papers.
8. Kate noted much consideration has been given to timing, as a result the proposed 'unconferencing' session has been removed create space for more substantive content. The agenda is ambitious, however, the Programme will ensure speakers and MCs are well briefed and prepared. We are confident the agenda will be manageable and energetic.

ACTION: Members invited to provide suggestions for MC(s). Please email to Kate.

POSTSCRIPT: The Symposium will now start at 8.30am and the welcome and introduction sessions have been condensed to extend panel sessions.

9. In the coming weeks Kate and Elizabeth will work with Wil McLellan from Epic and Kaila Colbin from Ministry of Awesome to develop the innovation session. An update will be provided at the next Sponsors Group meeting.

Speakers

10. Kate noted that all proposed Symposium speakers have been approached. Almost 60 'heads-up' phone calls were made and responses were very positive.
11. In the coming weeks Elizabeth and Kate will meet with all keynote speakers to brief them further on the purpose and desired outcomes of the Symposium, discuss their role and to offer coaching support.
12. The Programme will develop a pack of 'speakers guidelines' and 'panellists guidelines' to assist speakers and panellists with their preparation and help them focus on recovery learning.
13. Kate noted speaking points will be requested in advance to help with event management – MCs notes, panel chairs notes, panel questions and daily summaries.
14. It was noted that we should maximise our speakers (most of whom are speaking for 10-20mins). Opportunities include:
 - Film interviews with all speakers;
 - Film more in-depth versions of speaker presentations
 - Arranging breakfast or dinner events
 - Link in with Ted-X New Zealand

The 'legacy of the Symposium'

15. There was group discussion around how the Symposium proceedings are captured. The following options were identified:
 - Film proceedings
 - Live-stream online
 - Live-stream to television (e.g. CTV)
 - Live-stream to public facility (e.g. library or lecture theatre)
 - Visual notetaking
16. Kate noted that the Programme is actively investigating live-stream options and there will be an on-site link at the Wigram Air Force Museum from the conference hall to the theatre. The theatre seats 95 people and could be made open to the public.
17. Members noted the importance of 'capturing inspiration'. Opportunities for this include:
 - Speaker interviews
 - Photos
 - A documentary of the Symposium
 - 'Learning worth sharing' booth for all participants (not just speakers) to share their key learning

Sponsorship

18. The Symposium sponsorship prospectus was provided to members with meeting papers.
19. Kate noted there has been strong interest in sponsoring five of the international speakers and contributing to the Symposium dinner. In the coming weeks the Programme will look to confirm these arrangements and drive for further sponsorship.

Satellite events

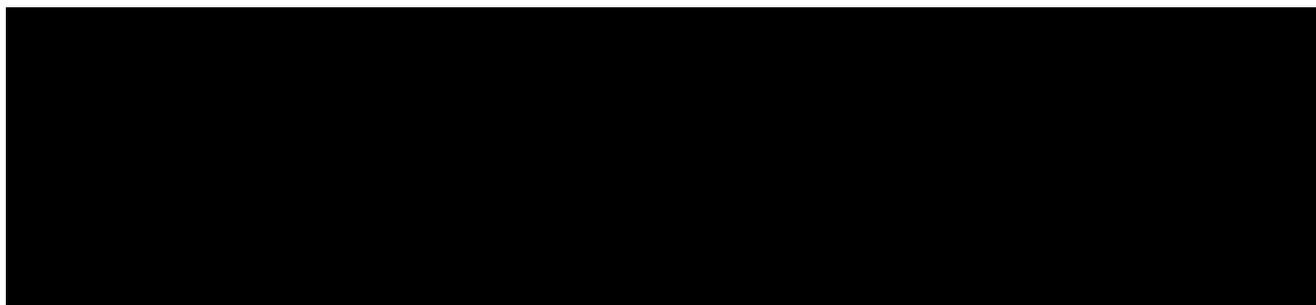
20. Elizabeth noted that hosting satellite events is a good way to strengthen on-going relationships. Opportunities identified include:
 - A joint event with Tom O'Rourke, Laurie Johnson and Lucy Jones (attendance TBC)
 - Resilience announcements in both Christchurch and Wellington (note Christchurch City Council Chief Resilience Officer looking to bring eight international CRO's from vulnerable cities).

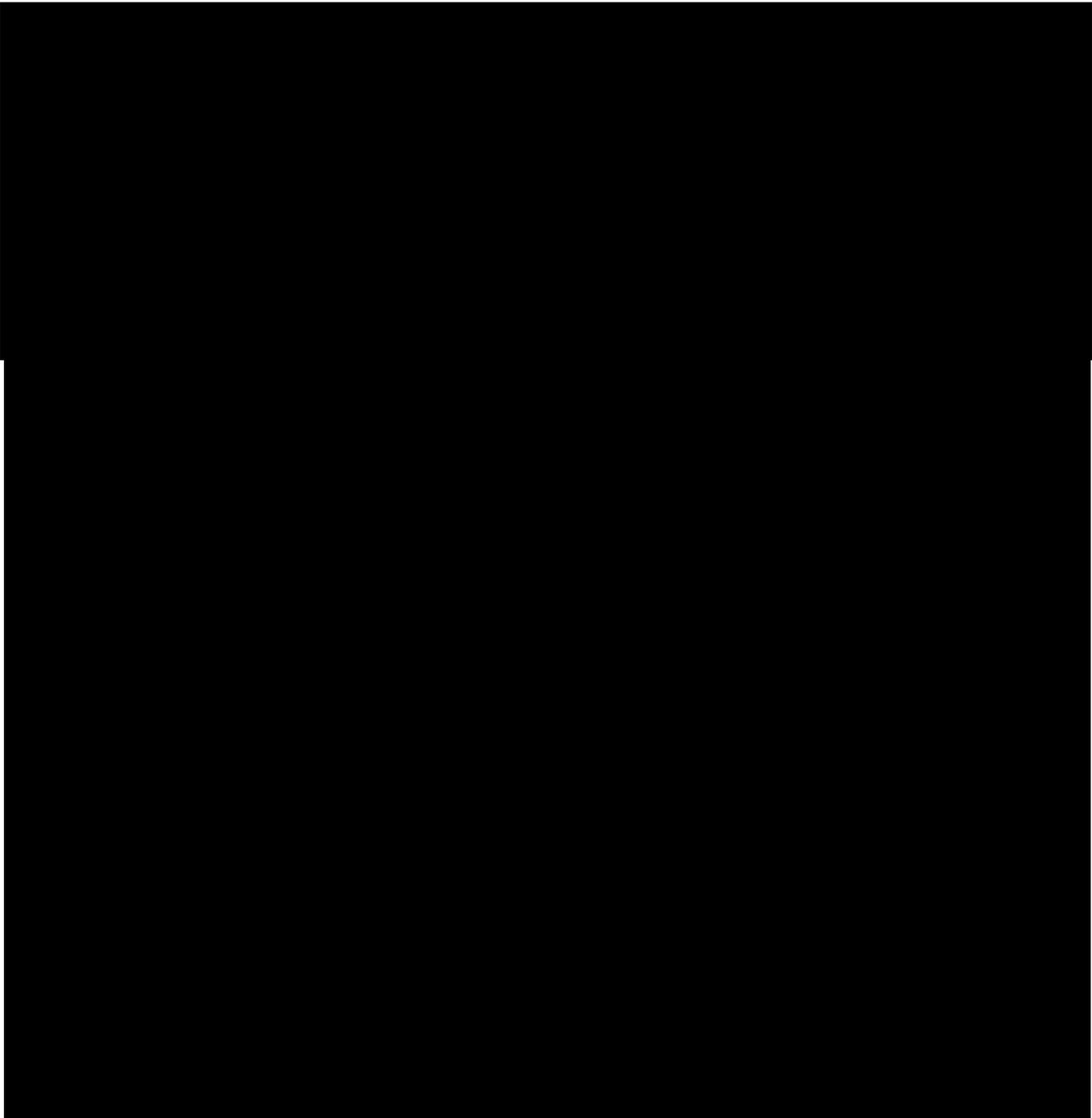
Invite process

21. Members were asked to provide nominations to inform the Symposium invite longlist. A set of criteria were tabled to inform the longlist process.

ACTION: Members to send suggested names for the invite longlist to Kate.

22. Agreement was sought from members to sign a joint participant invitation letter. The invite would feature each member's organisation logo to demonstrate a whole of recovery event and approach. No objections were raised.
23. Kate noted the draft invite letter would be distributed to members for their review. The final collated invite longlist will also be provided for information purposes.





From: Kate MacDonald [DPMC] <[REDACTED]>
Sent: Monday, 5 September 2016 1:44 p.m.
To: Andrew Kibblewhite [DPMC]; Kelvan Smith [DPMC]; Elizabeth McNaughton [DPMC]; [REDACTED]; [REDACTED] Edwards, Karleen; [REDACTED] John Ombler
Cc: Philippa Shierlaw [DPMC]; Karen Mitchell [DPMC]; Annette Franklin [DPMC]; Claire McOscar; Michelle Cox; Niki Hudson; Jordan, Rosie; Marian Donaldson
Subject: Papers for Learning & Legacy Sponsors Group meeting 8 September 2016
Attachments: Agenda - Sponsors Group meeting 8 Sept 2016.pdf; Attachment 3.1 Directors update.pdf; Attachment 3.2 Programme Critical Pathway.pdf; Attachment 3.3 Approach to gathering case studies.pdf

[IN-CONFIDENCE]

Kia ora koutou

Our Sponsors Group meeting on Thursday will be hosted by Wil McLellan at EPIC (76/106 Manchester Street).

Please note:

- EPIC can make virtual reality technology available for you to demo from 2-3pm. Please let me know if you are interested.
- Minister Brownlee will attend the meeting from 4.30pm onwards.
- There will be drinks and nibbles after the meeting from 5.00pm. I hope you will be able to join us.

Please find attached the meeting papers:

- Meeting agenda
- 3.1 – Director's update

If you require any further information, or are unable to attend the meeting please let me know.

Ngā mihi
Kate

Kate MacDonald
Senior Advisor, Canterbury Earthquake Recovery Learning
and Legacy Programme
Department of the Prime Minister and Cabinet

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and CABINET



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AGENDA

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CANTERBURY EARTHQUAKE RECOVERY LEARNING AND LEGACY PROGRAMME SPONSORS GROUP MEETING

DATE: Thursday 8 September 2016
TIME: 3.00pm – 5.00pm
VENUE: EPIC, 76/106 Manchester Street, Christchurch

Members

- (Chair) Andrew Kibblewhite, Chief Executive, DPMC
- Tā Mark Solomon, Kaiwhakahaere, Te Rūnanga o Ngāi Tahu
- Dr Rod Carr, Vice-Chancellor, University of Canterbury
- Peter Townsend, Chief Executive, Canterbury Employers Chamber of Commerce
- Dr Karleen Edwards, Chief Executive, Christchurch City Council
- John Ombler

Attending

- Kelvan Smith, Director, Greater Christchurch Group, DPMC
- Elizabeth McNaughton, Executive Director, Learning and Legacy Programme, DPMC
- Kate MacDonald, Senior Advisor, Learning and Legacy Programme, DPMC

Guests

- Hon Gerry Brownlee, Minister supporting Greater Christchurch Regeneration
- Felicity Cuzens, Political Advisor
- Wil McLellan, Co-Founder and Director, EPIC

Apologies

- Sir Maarten Wevers, Chair, EQC
- Dr Jenny McMahon, President, New Zealand Red Cross

#	AGENDA ITEM	TIME	PRESENTER
	[REDACTED]		
	[REDACTED]		
3.	Presentation: Innovation component of the Learn, Prepare, Act Symposium	3.35 – 4.00pm	Elizabeth / Wil
	[REDACTED]		
	[REDACTED]	4.30 – 5.00pm	All
Meeting close 5.00pm, followed by informal networking			



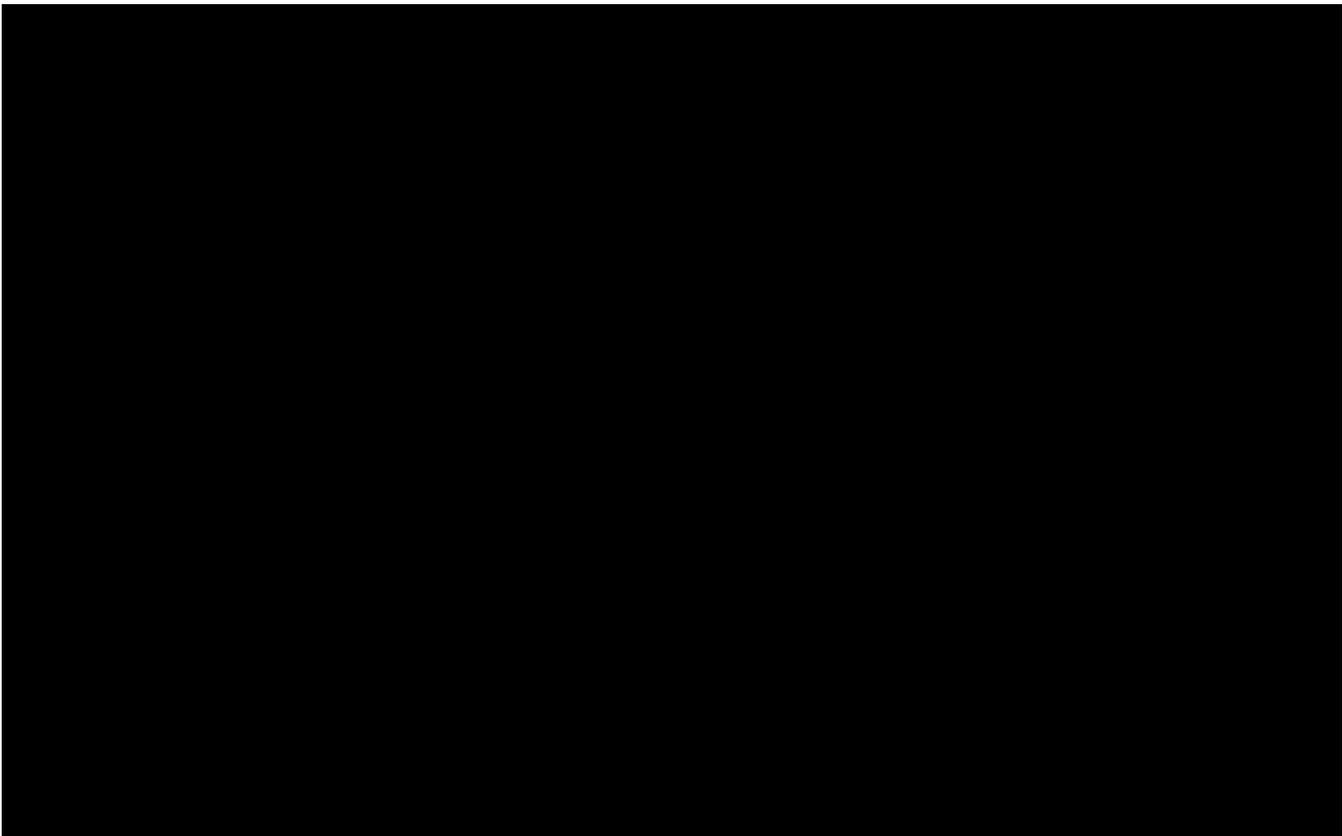
CANTERBURY EARTHQUAKE RECOVERY LEARNING AND LEGACY PROGRAMME – DIRECTOR'S UPDATE

TO: Canterbury Earthquake Recovery Learning and Legacy Programme Sponsors Group

FROM: Elizabeth McNaughton, Executive Director, Canterbury Earthquake Learning and Legacy Programme

FOR: Sponsors Group meeting, Thursday 8 September 2016

Purpose



3. Following a website launch and Symposium announcement we will be asking you to champion our Programme and share our key messages with your stakeholders. This will involve:

- Endorsing the Learn, Prepare, Act Symposium through distribution of messages, a joint invite process, sponsorship and generally creating a buzz.

- [REDACTED]

|

Next steps

4. If you are unable to attend the meeting but would like to provide comments, please send these through to the Chair, or [REDACTED] by midday Wednesday 7 September.

Project Description	Key Activities	Next steps	Relevant papers
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
3. Canterbury Earthquake Learn, Prepare, Act Symposium	<ul style="list-style-type: none"> - All speaker invites have been sent. 42 speakers have formally confirmed. We are following up with the remaining 15. - Invite longlist, incorporating Sponsors Group and Steering Committee suggestions, collated. - Event Management Company confirmed and contracted. - Sponsorship confirmed from The Tannery (dinner venue), Air New Zealand (international speaker travel), NZ Red Cross (international speaker fees and expenses), Kiwibank (live streaming and creative reflection) and EQC (international speaker fees and expenses). - Symposium dinner concept ('Learn, Prepare, Act, Digest'). has been further developed. We will contract an event manager via RFQ. - Speaker guidance under development to help speakers prepare and focus on recovery learning. DK Jones (convenor of Ted-X Wellington) has been contracted to provide speaker coaching and assist with presentation development. - Develop concept for Symposium innovation session with EPIC. 	<ul style="list-style-type: none"> - Confirm all speakers. - Finalise invite list and send following announcement - Follow up sponsorship leads. - Continue to engage with potential organisers and hosts of satellite events. - Develop detailed options for creative reflection and innovation sessions. 	<ul style="list-style-type: none"> - NA
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	<ul style="list-style-type: none"> - NA

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

I

From: Kate MacDonald [DPMC] <[REDACTED]>
Sent: Tuesday, 26 July 2016 6:14 p.m.
To: Andrew Kibblewhite [DPMC]; Kelvan Smith [DPMC]; Elizabeth McNaughton [DPMC]; [REDACTED]
[REDACTED] John Ombler
Cc: Philippa Shierlaw [DPMC]; Jenny Wilkinson [DPMC]; Claire McOscar; Michelle Cox; Niki Hudson; Jordan, Rosie; Marian Donaldson
Subject: Papers for Learning & Legacy Sponsors Group meeting 28 July 2016
Attachments: Agenda - Sponsors Group meeting 28 July.pdf; 3 Directors Update for Sponsors Group.pdf; 4.1 Final draft Symposium agenda.pdf; 4.2 Sponsorship Propectus.PDF; 5.1 EQ Recovery Learning content guidance pack.pdf; 5.2 Learning incubator concept paper.pdf; Minutes Canterbury RLL Programme Sponsors Group 18 May 2016.pdf

[IN-CONFIDENCE]

Kia ora koutou

Please find attached the papers for the Sponsors Group meeting on Thursday:

- Meeting agenda
- 3 – Director's update
- 4.1 - Final draft Symposium agenda
- [REDACTED]
- [REDACTED] tent guidance pack
- Minutes from previous Sponsors Group meeting (18 May 2016)

Our meeting will be hosted by the YMCA at 12 Hereford Street. We are meeting in the 'Lounge' on the first floor. There will be a sign up at reception.

Please note – if we have a quorum, we can arrange for nibbles and refreshments available from 5.00pm-5.45pm. Please let me know if you are able to join us for an informal catch-up.

If you require any further information, or are unable to attend the meeting please let me know.

Ngā mihi
Kate

Kate MacDonald
Senior Advisor, Canterbury Earthquake Recovery Learning
and Legacy Programme

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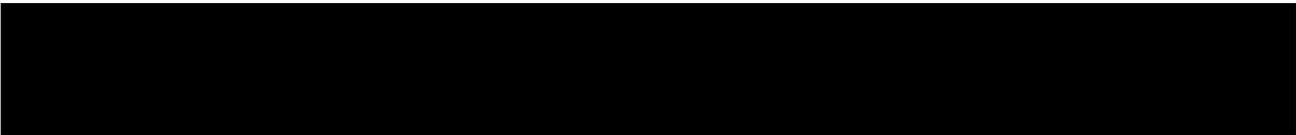
CANTERBURY EARTHQUAKE RECOVERY LEARNING AND LEGACY PROGRAMME – DIRECTOR'S UPDATE

TO: Recovery Learning and Legacy Programme Sponsors Group

FROM: Elizabeth McNaughton, Executive Director, Canterbury Earthquake Learning and Legacy Programme

FOR: Sponsors Group meeting, Thursday 28 July

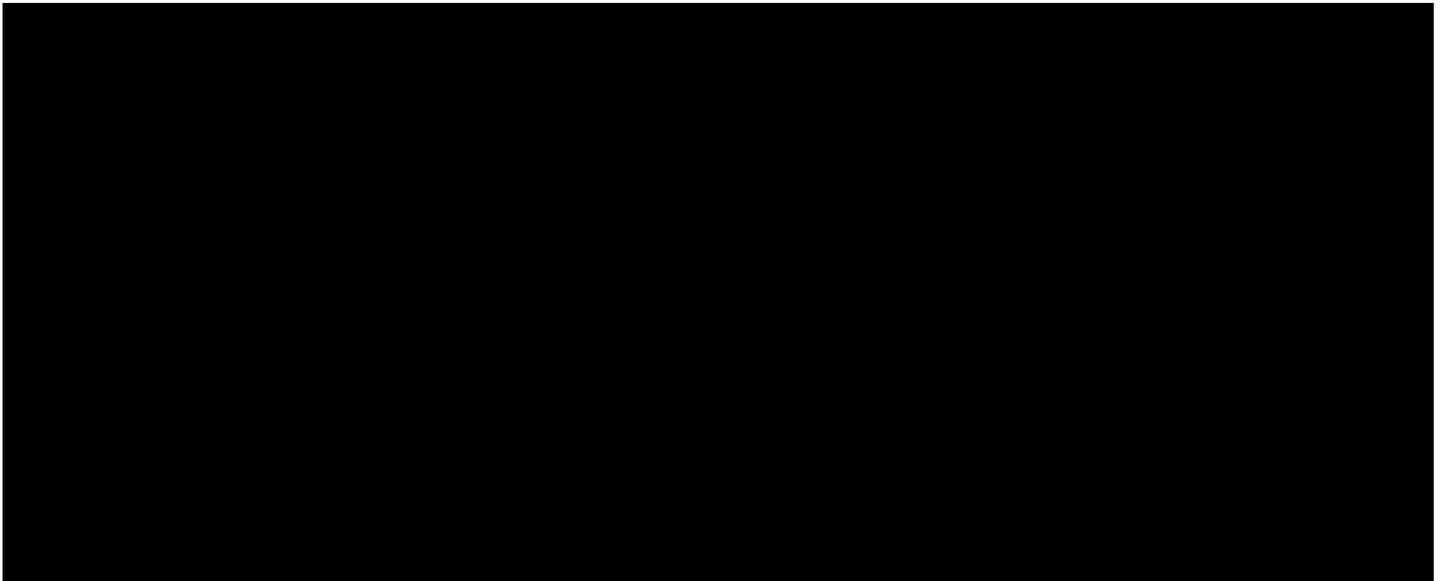
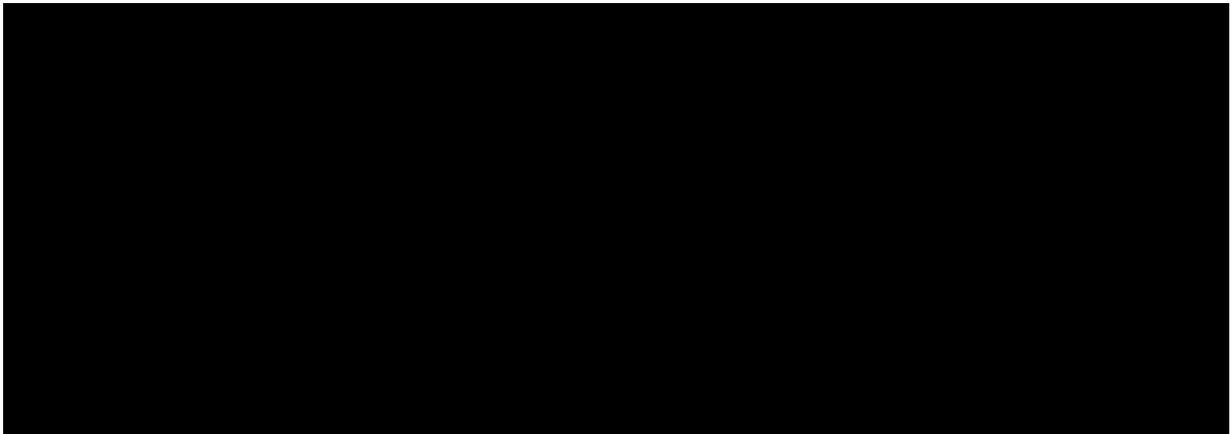
Purpose



Director's Message

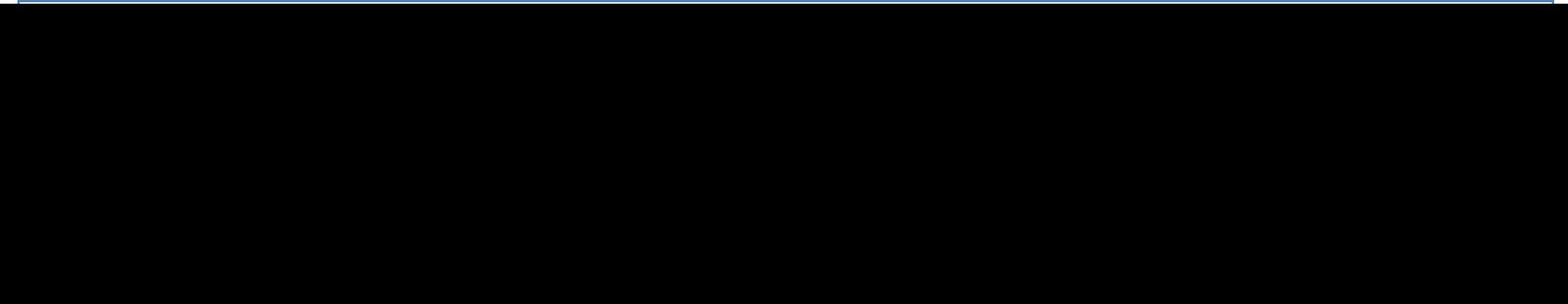


- Received approval to proceed with the Learn, Prepare, Act Symposium. The speaker invite process is well underway and we have received a high level of interest and acceptance (list of confirmed speakers to be tabled at the meeting).





Project Description	Key Activities	Next steps	Relevant papers
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3. Canterbury Earthquake Learn, Prepare, Act Symposium	<ul style="list-style-type: none"> - Final draft agenda socialised with Ministers. - Speaker invites sent out. - Invite longlist collated. - Gala dinner options developed to tell the recovery story of the food, beverage and hospitality industries. Exploring sponsorship opportunities. - RFQ for event management services sent to potential providers on 22 July, quotes are requested by 5 August). - Sponsorship prospectus developed. - Strong interest in sponsorship of five of the international speakers. 	<ul style="list-style-type: none"> - Event management service contracted. - Confirm all speakers and approach back-ups if required. - Confirm invite longlist and send out invites (target = mid-August). - Engage with potential organisers and hosts of satellite events. - Develop detailed options for creative reflection and innovation sessions. - Confirm required sponsorship. Implement registration fee if enough sponsorship is not found. 	<ul style="list-style-type: none"> - Final draft agenda - Update on confirmed speakers (to be tabled) - Sponsorship prospectus - Draft invite letter
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FINAL DRAFT SYMPOSIUM AGENDA - please note speakers are to be confirmed

Day One		Day Two		Day Three	
8.00am	Registration Desk Opens	9.00-9.10am (10mins)	Welcome and scene setting for day two - MC	9.00-9.10am (10mins)	Welcome and scene setting for day three - MC
9.00-9.15am (15mins)	Mihi Whakatau	9.10-9.30am (20mins)	Keynote: Resourcing recovery when everything is needed and everything is urgent – learning from the Minister of Finance <ul style="list-style-type: none"> • Hon Bill English 	9.10-9.30am (10mins each)	Key note: What it means to be prepared to act in recovery <ul style="list-style-type: none"> • Michael Berkowitz - Rockefeller 100 Resilient Cities • Francis Ghesquiere - Head of the Global Facility for Disaster Reduction and Recovery, World Bank
9.15 – 9.35am (20mins)	Introduction and welcome to the Learn, Prepare, Act Symposium <ul style="list-style-type: none"> • Andrew Kibblewhite and Sponsors Group members 	9.30-9.50am (10mins each)	Case study: Investing in recovery <ul style="list-style-type: none"> • <i>E.g. Wage subsidy AND</i> • <i>E.g. EQC – Michael Wintringham</i> 	9.30-10.00am (30mins)	Reflection panel: How do we build resilience with a view to recovery outcomes? Chair: Hon Nikki Kaye Members: Michael Berkowitz, Mike Gillooly, Mike Mendonca, Sarah Stuart-Black, <i>John Dragicevich</i> , Colin Crampton
9.35-9.50am (15mins)	Scene setting: Video splicing together images and stories from the Canterbury earthquake recovery				
9.50-10.10am (20mins)	Keynote: A message for those who have given their all to the recovery effort and messages to support the principals of the Symposium <ul style="list-style-type: none"> • Dame Patsy Reddy, Governor General 	9.50-10.30am (40mins)	Panel: What have we learnt about funding mechanisms and how they support recovery? Chair: Sir Maarten Wevers Panel members: Peter Townsend, Jenny McMahon, Mary Devine, Bill Bayfield, Ross Butler, Peter Hughes	10.00-10.30am	Break (30mins)
10.10-10.15am (5mins)	Formalities and housekeeping <i>MC - suggest Joe Bennett, Kathryn Ryan, Geoff Robinson, Mike Yardley</i>			10.30-11.30am (1hour)	Reflection panel: International insights from the Learn, Prepare, Act Symposium Chair: MC Members: Francis Ghesquiere, Michael Berkowitz, Tom O'Rourke (engineering) Laurie Johnson (planning), Dutch Lennard (recovery leadership), Lucy Jones (built environment and science), Kate Brady (community), Dr Rob Gordon (psychosocial recovery) Said Faisal (South East Asia disaster risk reduction and recovery), As Sy, <i>Japanese recovery expert</i>
10.15-10.45am	Break (30mins)	10.30-11.00am	Break (30mins)		
10.45-11.05am (20mins)	Keynote: Changing the way we learn from disasters - a system-wide approach <ul style="list-style-type: none"> • Rod Carr 	11.00-11.20am (10mins each)	Keynote: Navigating communications in recovery <ul style="list-style-type: none"> • Hon Nicky Wagner AND • Joanna Norris 		
11.05am-11.35am (15mins each)	Keynote: Understanding the recovery context <ul style="list-style-type: none"> • Tim Grafton (insurance) AND • Arihia Bennett (iwi and community) 	11.20-11.40am (20mins)	Keynote: The Māori Recovery Story <ul style="list-style-type: none"> • Tā Mark Solomon 	11.30-12.00pm (30mins)	Creative reflection: Learn, Prepare, Act Symposium <ul style="list-style-type: none"> • e.g. bespoke song penned and performed by Anika Moa
11.35am-12.10pm (35mins)	Panel: Recovery context Chair: MC Members: John Ombler, Benesia Smith, Mayor Kelvin Coe, Antony Gough, Dr Rob Gordon (international perspective)	11.40-12.00pm (10mins each)	Keynote: Community engagement in recovery <ul style="list-style-type: none"> • Darren Wright – community engagement AND • Jason Pemberton – youth in recovery 	12.30-12.50pm (20mins)	Closing keynote address: Learn, Prepare, Act <ul style="list-style-type: none"> • Rt Hon John Key, Prime Minister
12.10pm-12.30pm (10mins each)	Case study: Collaboration in recovery <ul style="list-style-type: none"> • <i>E.g. SCIRT Story – Duncan Gibb AND</i> • <i>E.g. Psychosocial recovery – Evon Currie, CDHB</i> 	12.00-12.30pm (30mins)	Panel: What did we learn about developing and communicating priorities with communities? Chair: Darren Wright Panel members: Mayor David Ayers, Joanna Norris, Ryan Reynolds OR Coralie Winn, Ruth Jones, Richard MacGeorge, Kate Brady (international perspective)	12.50-1.00pm (10mins)	Day 3 wrap up - MC
12.30-1.30pm	Lunch (1hour)	12.30-1.30pm	Lunch (1hour)		
1.30-3.00pm (10mins per speaker plus 30mins Q&A)	Quick-fire presentations: Learning from Sectors <ul style="list-style-type: none"> • Business Recovery – Tom Thomson • Insurance – Jackie Johnson, IAG • Built – Engineers NZ / QuakeCoRE – Prof. Ken Elwood • Community wellbeing –David Meates, CDHB • Creative – Jenny Harper, Art Gallery • Social – Josie Ogden Schroeder, YMCA Followed by Q&A facilitated by MC	1.30 – 3.00pm (10mins per speaker plus 20mins Q&A)	Quick-fire presentations: Learning from Sectors <ul style="list-style-type: none"> • Disability in disaster – Hon Nicky Wagner • Health and safety – Graham Darlow, Fletchers • Science – Learning across national hazards platform – Kelvin Berryman and Sir Peter Gluckman • Natural – land use planning and zoning decisions - TBC • Built – Summary of Built Leaders Forum – Roger Fairclough • Central government – Andrew Kibblewhite • Local government – Jim Palmer, WDC Followed by Q&A facilitated by MC		
3.00-3.30pm	Break (30mins)	3.00-3.30pm	Break		
3.30 - 3.50pm (20mins)	Keynote: Leadership in recovery - how do we make complex decisions together? <ul style="list-style-type: none"> • Dame Jenny Shipley 	3.30-4.30pm (1 hour)	Innovation session: a chemistry of circumstance? (working with Kaila Colbin, Ministry of Awesome, and Wil McLellan, Epic, to develop this session)		
3.50-4.30pm (40mins)	Q&A with recovery leaders: What is it like to lead in recovery? Chair: John Ombler Panel members: Hon Gerry Brownlee, Mayor Lianne Dalziel, Rod Carr, Duncan Gibb, Leanne Curtis, Dutch Leonard (international perspective)	4.30-4.55pm (25mins)	Day 2 round-up – Andre Lovatt <ul style="list-style-type: none"> • 10 critical messages from the day • Discussion with floor 		
4.30-4.55pm (25mins)	Day 1 round-up – Karleen Edwards <ul style="list-style-type: none"> • 10 critical messages from the day • Discussion with floor 	4.55-5.00pm (5mins)	Day 2 wrap-up / housekeeping - MC		
4.55-5.00pm (5mins)	Day 1 wrap-up / housekeeping - MC				
Welcome drinks <ul style="list-style-type: none"> • Address from the Mayor of Christchurch 		Gala dinner <ul style="list-style-type: none"> • Narrated menu designed to tell the recovery story and showcase local producers/suppliers • Youth performance e.g. YMCA Dance Ambassadors 			

Canterbury Earthquake Learn, Prepare, Act Symposium

A forum for sharing our collective learning from the Canterbury earthquakes to help form a lasting legacy for New Zealanders and the world.

Learn together

share
listen
absorb

Recovery leaders share their experiences in the Canterbury earthquake recovery

Prepare together

talk
consider
plan

350 leaders come together to share insights, and discuss how learning can be harnessed and integrated

Act together

energise
collaborate
pay it forward

350 leaders join forces to inspire action and change within and between their organisations and sectors

About the venue

An extension to the Airforce Museum of New Zealand in Wigram, Christchurch, was built to provide a home to museum collections after the 2010/2011 earthquakes.

In response to the need to support corporate activity in Christchurch, it was then repurposed and launched as a conference and events hall — a great example of the ingenuity and resilience of Cantabrians as they work to revitalise both the city and the region.



Symposium support

Help us provide a memorable forum for learning from the Canterbury experience

Why be a sponsor?

A

Support an event of national and international significance.

Exposure to a cross-section of Canterbury, New Zealand, and international leaders.

What are the benefits?

A

Associating your brand with:

- being forward leaning (investing in the future)
- being there for New Zealanders when it counts
- investing in knowledge, wisdom, and positive change
- fresh thinking, innovation, and ingenuity

What are the visibility options?

A

- space in the exhibition hall
- acknowledgement in speeches
- logo on screens or panel backdrops
- acknowledgement on website
- speaking opportunities at drinks / dinner events

How is sponsorship structured?

A

We are seeking sponsors for aspects of the symposium rather than the typical status approach. Sponsorship can be:

- in kind, or
- a financial contribution (minimum of \$20,000 NZD)



Sponsorship options

- | | |
|---------------------|--|
| Venue sponsor | Help fund the overall venue and catering costs. |
| Welcome sponsor | Help fund the Welcome gathering on 14 February. |
| Speaker sponsor | Help fund the fees and expenses of the international key note speakers. |
| Gala dinner sponsor | Help fund the Gala dinner on 15 February. |
| Creative sponsor | Help fund creative contributions, such as artwork, performances, and multimedia installations. |
| Learning sponsor | Help pay the learning forward with a live-stream of the Symposium, or funding speakers expenses and hosting public events. |

AGENDA

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CANTERBURY EARTHQUAKE RECOVERY LEARNING AND LEGACY PROGRAMME SPONSORS GROUP MEETING

DATE: Thursday 28 July 2016
TIME: 3.00 – 5.00pm
VENUE: YMCA, 12 Hereford Street, Christchurch

ATTENDEES

Andrew Kibblewhite, Chief Executive, DPMC (Chair)	Dr Rod Carr, Vice-Chancellor, University of Canterbury	Dr Karleen Edwards, Chief Executive, Christchurch City Council
Tā Mark Solomon, Kaiwhakahaere, Te Rūnanga o Ngāi Tahu	Peter Townsend, Chief Executive, Canterbury Employers' Chamber of Commerce	Dr Jenny McMahon, President, New Zealand Red Cross
John Ombler	Sir Maarten Wevers, Chair, EQC	Kelvan Smith, Director, Greater Christchurch Group
Elizabeth McNaughton, Executive Director, Recovery Learning and Legacy Programme, DPMC	Kate MacDonald, Senior Advisor, Recovery Learning and Legacy Programme, DPMC	Josie Ogden Schroeder, Chief Executive, YMCA Christchurch

APOLOGIES

None advised to date

#	AGENDA ITEM	TIME	PRESENTER
4.	Learn, Prepare, Act Symposium update <ul style="list-style-type: none">Final draft agenda (Attachment #4.1)Update on confirmed speakersSponsorship prospectus (Attachment #4.2)Opportunities for satellite eventsInvite process	4.00pm	Elizabeth / Kate

MINUTES

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CANTERBURY EARTHQUAKE RECOVERY LEARNING AND LEGACY PROGRAMME SPONSORS GROUP MEETING

Members

- (Chair) Andrew Kibblewhite, Chief Executive, DPMC
- Dr Rod Carr, Vice-Chancellor, University of Canterbury
- Dr Jenny McMahon, President, New Zealand Red Cross
- Dr Karleen Edwards, Chief Executive, Christchurch City Council
- Peter Townsend, Chief Executive, Canterbury Employers Chamber of Commerce

Attending

- Kelvan Smith, Director, Greater Christchurch Group, DPMC
- Elizabeth McNaughton, Executive Director, Learning and Legacy Programme, DPMC
- Kate MacDonald, Senior Advisor, Learning and Legacy Programme, DPMC (note taker)
- Ian Simpson, Chief Executive, EQC
- Suzanne Carter, General Manager, Communications and Public Education, EQC

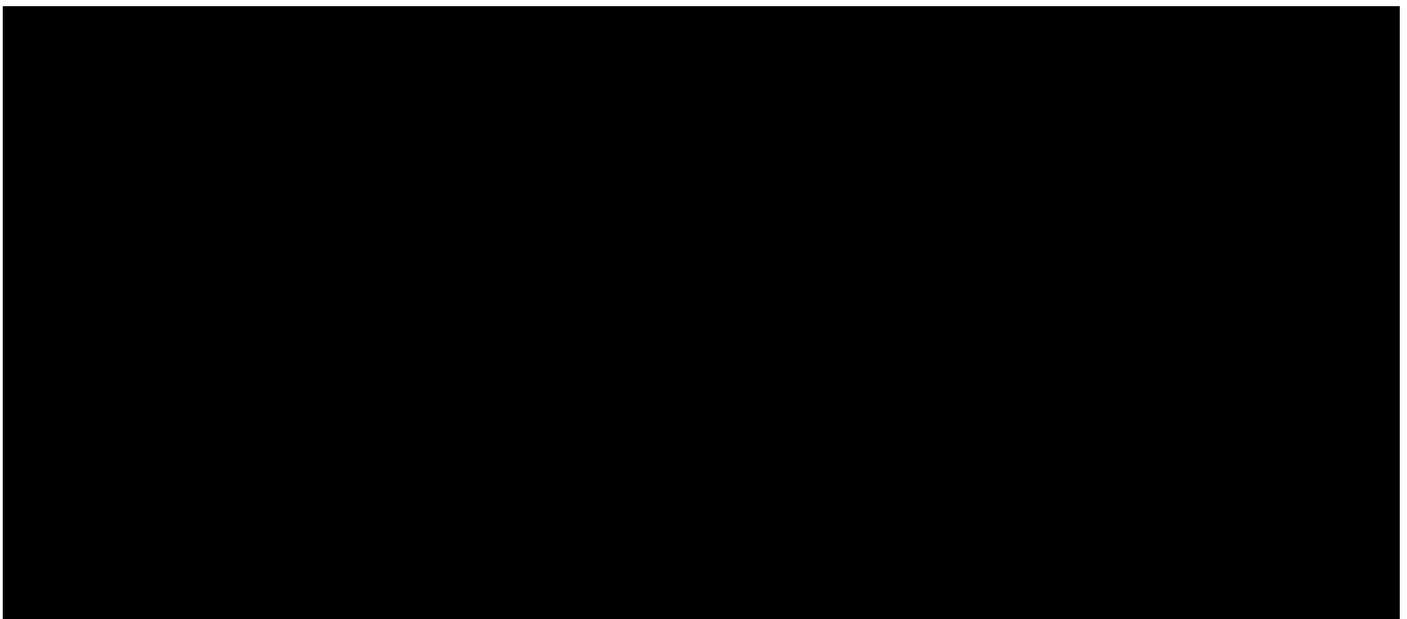
Apologies

- Sir Maarten Wevers, Chair, EQC
- Tā Mark Solomon, Kaiwhakahaere, Te Rūnanga o Ngāi Tahu
- John Ombler, former Acting Chief Executive, CERA

DATE: Wednesday 18 May 2016

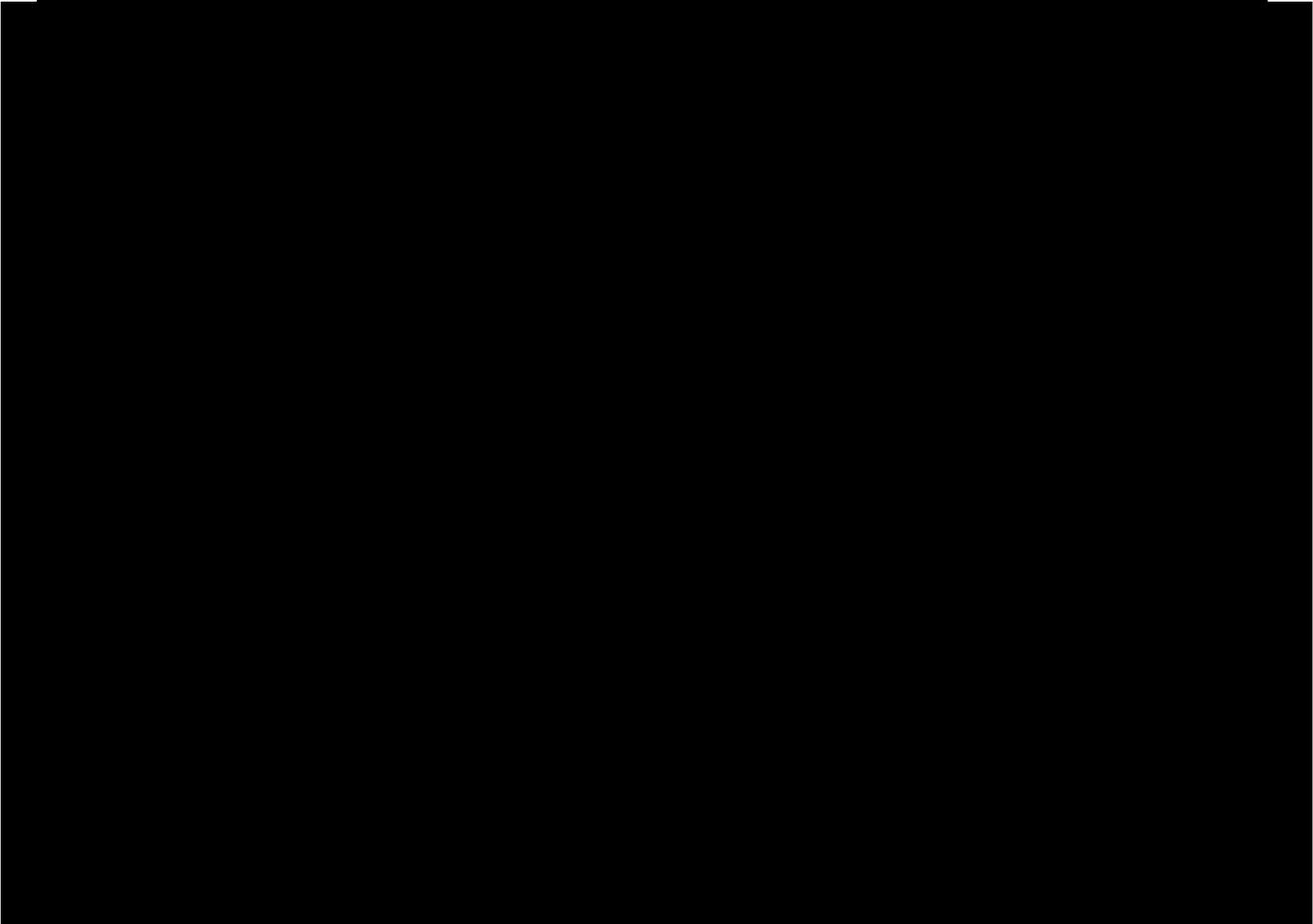
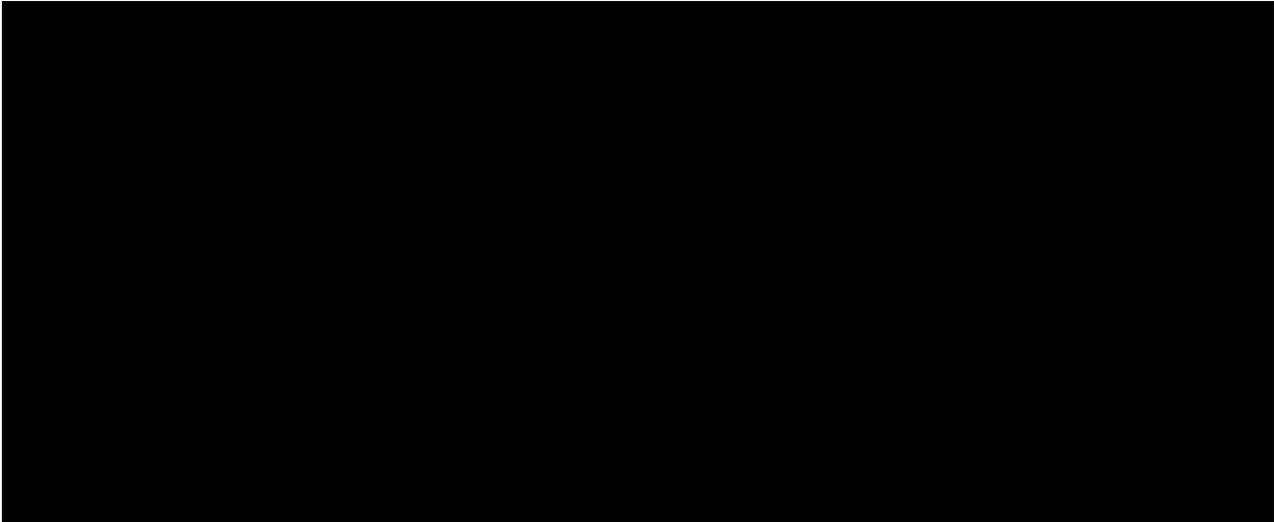
TIME: 10.00am – 12.00pm

AT: EQC Offices, 53 Princess Street, Addington, Christchurch



Agenda item 3: Programme update

3. Planning and design for the Symposium is being progressed in anticipation of a ministerial announcement. After an announcement has been made the Programme will actively drive momentum.



From: Samantha Cook [DPMC] [REDACTED] on behalf of Kate MacDonald [DPMC] <[REDACTED]>
Sent: Tuesday, 4 October 2016 10:12 a.m.
To: Edwards, Karleen
Cc: Jordan, Rosie
Subject: Update - Learn, Prepare, Act Symposium
Attachments: Symposium Invite - Final draft.pdf

[UNCLASSIFIED]

Dear Karleen,

Thank you for accepting our invitation to be involved in the Learn, Prepare, Act Symposium from 14-16 February 2017 and for your continued support of the Learning and Legacy Programme.

As you are aware, we will identify over 300 leaders from across sectors to attend the Symposium in person and take away learning to share with their networks. The final draft invite is attached, please let me know if you have any feedback.

In addition, the Symposium will be live streamed, and we will hold a public ballot for 50 places to ensure as many people as possible can access and participate in the Symposium.

Over the coming weeks, we will be in touch with you again to provide guidance for your speech or panel, an offer of coaching from DK Jones of TEDxWellington, and a summary of what we hope to achieve from each Symposium session. In the meantime, can you please email through a photo and a biography of no more than 300 words that we can use in our Symposium publicity?

As discussed in our last meeting, we encourage you to share the link to our website as much as possible [EQ Recovery Learning website](#). This went live last month with more than 100 resources and records from those involved in the Canterbury earthquake recovery. We are working with a wide range of agencies, groups and organisations to encourage and support them to share their learning, so the website continues to grow and help New Zealand and others to become better prepared to recover from a disaster.

I look forward to seeing you at our next meeting,

Ngā mihi
Kate

Kate MacDonald
Senior Advisor & Symposium Project Lead
Canterbury Earthquake Recovery Learning and Legacy
Programme

D [REDACTED]
[REDACTED]
[REDACTED]
E [REDACTED]



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Dear [insert name here]

Invitation to attend the Canterbury Earthquake Learn, Prepare, Act Symposium – 14-16 February 2017



Learn



Prepare



Act

The Canterbury Earthquake Recovery Learning and Legacy Programme Sponsors Group, is pleased to invite you to the Canterbury Earthquake Learn, Prepare, Act Symposium. This will be held at the Wigram Air Force Museum, Christchurch, New Zealand, from 14-16 February, 2017.

The New Zealand Department of the Prime Minister and Cabinet is hosting the Symposium, as part of the Canterbury Earthquake Recovery Learning and Legacy Programme. The Programme has been established to capture learning from the many agencies, organisations, professions, communities and other stakeholders who played a part, or who continue to work in recovery. Capturing their insights, information and experiences, and embedding this learning through strengthened resilience and post-disaster recovery frameworks, will ensure that future leaders, communities and those directly involved in a disaster are better equipped to recover.

Further details about the Programme are available on the EQ Recovery Learning website: www.eqrecoverylearning.org/about

The Symposium will be a highlight of the Programme, bringing together leaders from Canterbury, New Zealand and around the world. The Symposium agenda features a diverse, world-class line up of keynote speakers, interactive panel discussions and case study presentations as well as creative and innovative elements. Content and discussions from the Symposium will feed into a Learn, Prepare, Act Report – a collation of system wide learning to inform action.

We would like you to note that Symposium attendance is by personal invitation only and request that you do not delegate this invitation should you be unable to

attend. You have been personally invited because of the learning you have to share, your ability and passion to drive change in your sector, and the role you may be required to play in future events. We expect that, through you, this learning will extend far beyond those who attend the Symposium. We want you to take the learning back to others in your network, and embed it so that your community is better prepared to recover from a disaster.

We hope that content from the Symposium will be accessed by as many people as possible. If you have colleagues or friends interested in being involved let them know that there are a number of ways they can access Symposium content:

- Watch the Symposium live online
- Host a Symposium live streaming event
- Enter the public ballot for one of 50 Symposium invitations. This will run from [date] to [date] online at www.eqrecoverylearning.org/symposium.

Please [click here to RSVP](#) at your earliest convenience and no later than [date].

Further information on the Symposium can be found on the EQ Recovery Learning website at: www.eqrecoverylearning.org/symposium.

We hope you will be able to attend what will be an event of significant value.

Yours sincerely,

Members of the Canterbury Earthquake Recovery Learning and Legacy Programme Sponsors Group



Andrew Kibblewhite, Chief Executive, DPMC.
&
John Ombler, Former Chief Executive, CERA



Tā Mark Solomon, Kaiwhakahaere, Te Rūnanga o Ngāi Tahu



Dr Jenny McMahon, President, New Zealand Red Cross



Your First Source For Business Advice
Peter Townsend, Chief Executive, Canterbury Employer's Chamber of Commerce



Dr Rod Carr, Vice-Chancellor, University of Canterbury



Dr Karleen Edwards, Chief Executive, Christchurch City Council



Sir Maarten Wevers, Chair, Earthquake Commission

Emma King [DPMC]

From: Harper, Jenny [REDACTED]
Sent: Friday, 7 October 2016 11:45 a.m.
To: Kate MacDonald [DPMC]
Subject: RE: Update - Learn, Prepare, Act Symposium

Kate
I am assuming I'm not required for all three days. But I have 14th in my diary, and a dinner at The Tannery on 15th. Is that right? On the afternoon/evening of 16th, I will need to go to Wellington [REDACTED]
In any event, keep me posted...
Jenny H

Jenny Harper
DIRECTOR

Christchurch Art Gallery Te Puna o Waiwhetu
Cnr Worcester Boulevard and Montreal Street
PO Box 2626 Christchurch 8140 New Zealand

[REDACTED]



From: Samantha Cook [DPMC] [REDACTED] **on Behalf Of** Kate MacDonald [DPMC]
Sent: Thursday, 6 October 2016 10:10 a.m.
To: Harper, Jenny
Cc: Mathieson, Kirsty
Subject: Update - Learn, Prepare, Act Symposium

[UNCLASSIFIED]

Good morning Jenny

Thank you again for accepting our invitation to be involved in the Canterbury Earthquake Learn, Prepare, Act Symposium in Christchurch from 14-16 February 2017.

We are very much looking forward to welcoming you to the Symposium, and learning from your experiences in disaster recovery. We have identified around 300 leaders from across sectors to attend the Symposium in person and take away learning to share with their networks. In addition, the Symposium will be live streamed, and we will hold a public ballot for 50 places to ensure as many people as possible can access and participate in the Symposium.

Over the coming weeks, we will be in touch with you again to provide a summary of what we hope to achieve from, some general guidance to assist with your preparation and an offer of coaching from DK Jones of TEDxWellington.

We also encourage you to have a look at our [EQ Recovery Learning website](#). This went live last month with more than 100 resources and records from those involved in the Canterbury earthquake recovery. We are working with a wide range of agencies, groups and organisations to encourage and support them to share their learning, so the website continues to grow and help New Zealand and others to become better prepared to recover from a disaster.

We are very much looking forward to hearing you speak at the Symposium.

Nga mihi
Kate

Kate MacDonald
Senior Advisor & Symposium Project Lead
Canterbury Earthquake Recovery Learning and Legacy
Programme
Department of the Prime Minister and Cabinet



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Christchurch City Council
<http://www.ccc.govt.nz>



19 July 2016

Jenny Harper
Chief Executive
Christchurch Art Gallery

Via email: [REDACTED]

Dear Jenny

Invitation to speak at the Canterbury Earthquake Learn, Prepare, Act Symposium – 14-16 February 2017

The Department of Prime Minister and Cabinet (DPMC) is hosting the Learn, Prepare, Act Symposium from 14-16 February 2017 at the Wigram Air Force Museum, Christchurch, New Zealand.

The Symposium will be a forum for sharing learning from across all sectors involved in the Canterbury earthquake recovery to ensure we are better prepared for recovery from future disasters and complex challenges. It will bring together leaders from Canterbury, New Zealand and around the world.

I believe you have valuable learning to share and I have great pleasure in inviting you to give a presentation on learning from the creative sector following the Canterbury earthquakes. The Canterbury Earthquake Recovery Learning and Legacy Programme team are available to support you in the development of your presentation if this would be helpful.

The Symposium programme will be highly motivating and feature a diverse, world class line up of keynote speakers, interactive panel discussions and case study presentations as well as creative and innovative elements. Content and discussions from the Symposium will feed into a Learn, Prepare, Act Report – a collation of system wide learning to inform action.

UNCLASSIFIED

For your information I have attached:

- High-level indicative Symposium agenda
- Information sheet on the Recovery Learning and Legacy Programme

As we are yet to officially announce the Symposium I would be grateful if you could treat this invitation confidentially.

If you have any queries or require any further information please contact Kate MacDonald, Symposium Project Lead at [REDACTED] or Elizabeth McNaughton, Executive Director, Canterbury Earthquake Recovery Learning and Legacy Programme at [REDACTED].

Thank you for considering this invitation. I hope you will be able to contribute to what will be an event of significant value.

Please advise whether you are available by **Friday 29 July 2016** to Kate MacDonald, Symposium Project Lead [REDACTED]

Yours sincerely



Andrew Kibblewhite
Chief Executive

Introduction

Nationally and internationally there is a gap in knowledge, practical tools and capacity to recover from disasters. New Zealand has a responsibility to learn from the Canterbury earthquakes to ensure we are better prepared.

We have an opportunity to collate and present relevant insights, information and experiences that will equip leaders and communities involved in disaster recovery and complex challenges.

To support this undertaking, The Department of the Prime Minister and Cabinet is working with organisations and agencies across recovery, including the private sector, community organisations, social enterprise and government, to bring together the collective learning from the Canterbury earthquakes.

To support the learning process we are developing the following:

EQ Recovery Learning Website: An online platform for sharing tools, insights, and learning summaries to support those navigating the difficult path of disaster recovery both in New Zealand and around the world.

Learn, Prepare, Act Symposium: A forum for sharing our collective learning from the Canterbury earthquakes to help form a lasting legacy for New Zealanders.

Learn, Prepare, Act Report: A collation of system-wide learning to inform action.

We will be successful when learning and insights from the Canterbury earthquakes are collated, embedded and put into action so New Zealand is better prepared for complex challenges and disaster recovery.

Learn

Collate learning from the Canterbury earthquake recovery

Prepare

Embed knowledge and insights to inform future recovery

Act

Put into action what we know



How can you get involved?

We talk about the 'benefit of hindsight' but there is no actual benefit unless we learn from our experience. By reflecting on your experience in earthquake recovery you can offer your knowledge to others who need it, help create a culture of learning in your organisation, sector, community or industry and help prepare New Zealand to recover from future disasters.

If you haven't already, there is value in undertaking your own learning process at this time, to share successes, what worked and what you would do differently if you had to face a similar situation again. This can be important for your own learning, your sector and is also an opportunity to demonstrate thought leadership to the wider community.

Creating a positive learning environment

We recognise that it is important to create a learning environment that honours those who lost their lives in the February 2011 earthquake, and the effort and commitment of all those who have contributed to the Canterbury earthquake recovery. To guide our collective learning we have identified the following principles underpin our approach and look forward to working with you in accordance of these principles.

- Whakawhanaungatanga:** Creating respectful and trusting relationships
- Manaakitanga:** Acting with integrity, generosity and compassion
- Kotahitanga:** Unity of purpose, acting as one
- Kaitiakitanga:** Guardianship on behalf of future generations
- Whakaritenga:** Negotiating challenges, change and acceptance

How can we help?

The Canterbury Earthquake Recovery Learning and Legacy Programme team can help with advice and support to your learning programme. Please get in touch with us if you would like to discuss how to approach a learning process that best suits your community, organisation or agency.

Please contact cerllp@dpmc.govt.nz and one of the team will be in touch.



CANTERBURY EARTHQUAKE LEARN, PREPARE, ACT SYMPOSIUM

Indicative programme as at 11 July 2016

Tuesday 14 February	Wednesday 15 February	Thursday 16 February
Introduction: Learn, Prepare, Act Symposium	Keynote: Resourcing recovery when everything is needed and everything is urgent	Scene setting: What it means to be prepared to act in recovery
Scene setting: Images and stories from the Canterbury earthquake recovery	Case study: Investing in recovery	Reflection panel: How do we build resilience with a view to recovery outcomes?
Keynote: A message for those who have given their all to the recovery effort	Panel discussion: What have we learnt about funding mechanisms and how they support recovery?	Reflection panel: International insights from the Learn, Prepare, Act Symposium
	Keynote: Navigating communications and community engagement in recovery	Creative reflection: Learn, Prepare, Act Symposium
Keynote: Changing the way we learn from disasters - a system-wide approach	Keynote: The Māori Recovery Story	Closing keynote address: Learn, Prepare, Act
	Keynote: Community engagement and youth in recovery	
Keynote: Understanding the recovery context	Panel discussion: What did we learn about developing and communicating priorities with communities?	Critical messages: Day three
Panel discussion: Recovery context	Quick-fire presentations: Learning from Sectors <ul style="list-style-type: none"> • Disability in disaster • Health and safety • Science sector • Natural environment • Built environment • Central government • Local government 	
Case study: Collaboration in recovery		
Quick-fire presentations followed by Q&A: Learning from sectors <ul style="list-style-type: none"> • Business Recovery • Insurance • Built environment • Psychosocial and community wellbeing • Creative sector • Social sector 		
Keynote: Leadership in recovery – how do we make complex decisions together?	Innovation session: A chemistry of circumstance?	
Q&A with recovery leaders: What is it like to lead in recovery?		
Critical messages: Day one	Critical messages: Day two	

Dalziel, Lianne

From: Andrew Kibblewhite [DPMC] [REDACTED]
Sent: Monday, 28 November 2016 3:35 p.m.
To: Dalziel, Lianne
Subject: RE: Mayor Dalziel Invitation to speak at Canterbury Earthquake Symposium.pdf

[IN-CONFIDENCE]

Hi Lianne.

[REDACTED]

First of all, apologies for not writing to you on the decision re the symposium. I had understood one of the Christchurch Regen Ministers had spoken to you directly. We did send a letter to other speakers but I made the call – erroneously! – that that had been overtaken by events in your case. I own that one. As far as how the lessons learned will be pursued we are of course maintaining the excellent website (and will transfer into MCDEM so we can add to it in time!), we are pulling together collective learnings from the government effort, which will turn into a report, and we are actively testing both what we should do in the current recovery against what we have learnt from Canterbury. There isn't and won't be a specific Cabinet paper on the symposium decision.

[REDACTED]

Cheers
Andrew

From: Dalziel, Lianne [mailto:[REDACTED]]
Sent: Friday, 25 November 2016 1:28 p.m.
To: Andrew Kibblewhite [DPMC] [REDACTED]
Cc: Edwards, Karleen [REDACTED]; Smith, Ariana [REDACTED]
Subject: Mayor Dalziel Invitation to speak at Canterbury Earthquake Symposium.pdf

Dear Andrew

Thank you for coming yesterday. I appreciate the fact that you made time available in a what was a truncated schedule. Two things I thought I would follow up are, first, the importance of communication. I had been invited to speak at the Symposium, so I believe a letter advising the new arrangements would have been appropriate. Karleen passed on the advice that it would not proceed, but it isn't clear how the lessons learned will be pursued. I would like a copy of the Cabinet Paper if you could direct me to the link or simply send it. I'd rather not make an OIA request if I can avoid it. I am completely sincere when I say that I agree that the timing wasn't right, but it must happen. It's one of my key drivers for standing again and I want a job well done. I have looked with some concern at media reports around Wellington - feels like déjà vu all over again as they say.

[REDACTED]

[REDACTED]

If not, I hope you have a well-deserved break and I will catch up in 2017.

Lianne

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16/1390002

DEPARTMENT
of the PRIME MINISTER
and CABINET



Mayor Lianne Dalziel
Christchurch City Council
PO Box 73016
Christchurch
8154



25 November 2016

Dear Mayor Dalziel

I am writing to advise that the Learn, Prepare, Act Symposium planned for 14-16 February 2017 in Christchurch has been cancelled. It was agreed that the timing of the Symposium was too soon and that the government would like to continue to focus on its Canterbury regeneration priorities.

I appreciate your support of the Canterbury Earthquake Recovery Learning and Legacy Programme through your willingness to participate in the Symposium. Please accept my apologies for any inconvenience this may cause.

If you have case studies or tools from the Canterbury earthquake recovery that may be of value to recovery practitioners both nationally and internationally, please consider submitting these as soon as practicable. To arrange this, please contact the EQ Recovery Learning website team at EQRecoveryLearning@dpmc.govt.nz.

Please do not hesitate to contact me if you have any questions or require further information.

Yours sincerely

Andrew Kibblewhite
Chief Executive

Dalziel, Lianne

From: Smith, Ariana
Sent: Tuesday, 20 September 2016 11:22 a.m.
To: Dalziel, Lianne
Cc: Shirlaw, Nicola; Mills, Beverley
Subject: Lessons learned symposium

Hi Lianne

I've had a call from Andrew Kibblewhite who would like to come down to Christchurch to talk to you about the symposium next year. He was due to come down next week, but given developments this week, is keen to meet with you. You've got a bit on but I think we could make something work. Would you like us to arrange this meeting for you?

Bev can you have a think about what works best from a diary perspective also?

Options are tomorrow morning - he'd need to be on a plane by 1pm
Thursday - the least easy day from his perspective. He could get on an 11am plane at the earliest and would have to be back on a plane by 1:30 or 2 or thereabouts
Friday - he could get an early flight.

Ariana

Ariana Smith | Chief of Staff (Acting) | Mayor's Office



Dalziel, Lianne

From: Andrew Kibblewhite [DPMC] <[REDACTED]>
Sent: Friday, 16 September 2016 11:59 a.m.
To: Dalziel, Lianne
Cc: Edwards, Karleen; Smith, Ariana; Kelvan Smith [DPMC]; Elizabeth McNaughton [DPMC]
Subject: RE: Invitation to speak at the Canterbury Earthquake Learn Prepare Act Symposium - Feb 2017

Hi Lianne

Thank you for sending through the presentation and speaking notes. I enjoyed reading through them last night – and even agreed with a good number of the points you were making! Thank you for meeting with Kelvan and Elizabeth earlier in the week as well. I have had a debrief from that conversation so think I have a reasonable sense of some of the matters you raised.

The first thing I would say is we are keen to stay in touch with you and make sure the agenda for the symposium works well. We have some thoughts on how we can address your specific concerns as well as making sure a good range of perspectives are heard.

But I also wanted to make really clear that you understood the lengths we are going to, to make sure the whole learning and legacy programme, including the symposium, is structured and organised in a way that creates a constructive, reflective environment and helps us learn the lessons of recovery, prepare better for the future and take action. I think the symposium agenda as currently structured already captures a great variety of perspectives and Elizabeth and her team (aided and encouraged by the sponsors group) are going out of their way to make sure different voices have their chance to be heard. We will be looking to capture both the diversity of views that will be presented, but also the areas of convergence where a consensus for change might emerge.

I am very keen to stay in touch with you over the next few months. And of course Karleen will have a more regular window into progress through her role on the sponsors group and I am sure will also be keeping you in the loop.

I think we are catching up on the 28th in Christchurch, so will talk further soon.

Best regards

Andrew

From: Dalziel, Lianne [mailto:[REDACTED]]
Sent: Wednesday, 14 September 2016 6:17 p.m.
To: Andrew Kibblewhite [DPMC] <[REDACTED]>
Cc: Edwards, Karleen <[REDACTED]>; Smith, Ariana <[REDACTED]>
Subject: FW: Invitation to speak at the Canterbury Earthquake Learn Prepare Act Symposium - Feb 2017

Dear Andrew

When this invitation came through I read the email and not the attachments. Nothing in the email below indicated that I had been invited to speak at the welcome cocktail event in the evening after the first day is concluded. I note that I am also invited to participate in a panel on what it's like to lead in recovery. I was shown yesterday the 'final draft agenda' (speakers to be confirmed) of a "symposium". I now see that is intended to be chaired by the Rt Hon Jenny Shipley, and I would sit alongside Hon Gerry Brownlee, Dame Margaret Bazley, Duncan Gibb and Leanne

Curtis. I have no idea 'how to lead in recovery' in that context - I understand international best practice - but that's not what happened here as you know.

The only thing that makes a disaster of the magnitude we have experienced meaningful is that lessons are learned and shared with others. I have attached the presentation I made in Auckland last week.

I thought I should send this tonight as the Prime Minister is here tomorrow and I wanted to give you a heads up before I saw him.

I don't intend to make any public statement about this matter until after the election, which provides sufficient time for a fundamental rethink of where this is headed.

Lianne Dalziel
Mayor

From: Philippa Shierlaw [DPMC] [REDACTED] **On Behalf Of** Andrew Kibblewhite [DPMC]
Sent: Monday, 1 August 2016 3:11 p.m.
To: Dalziel, Lianne (Mayor)
Subject: Invitation to speak at the Canterbury Earthquake Learn Prepare Act Symposium - Feb 2017

[UNCLASSIFIED]

Dear Lianne

Please find attached a letter inviting you to speak at the Canterbury Earthquake 'Learn, Prepare, Act Symposium' in February 2017.

I hope you are able to be part of this event. We look forward to hearing from you.

Regards
Andrew

Andrew Kibblewhite
Chief Executive

Department of Prime Minister and Cabinet

DEPARTMENT
of the PRIME MINISTER
and CABINET



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Dalziel, Lianne

From: Dalziel, Lianne
Sent: Wednesday, 14 September 2016 6:17 p.m.
To: [REDACTED]
Cc: Edwards, Karleen; Smith, Ariana
Subject: FW: Invitation to speak at the Canterbury Earthquake Learn Prepare Act Symposium - Feb 2017
Attachments: Mayor Dalziel Invitation to speak at Canterbury Earthquake Symposium.pdf; CERLL Programme Key Messages 30 June 2016.pdf; Indicative Symposium Programme as at 11 July 2016.pdf; 2016-09-08 6th International Building Resilience Conf.pdf

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The only thing that makes a disaster of the magnitude we have experienced meaningful is that lessons are learned and shared with others. I have attached the presentation I made in Auckland last week.

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Lianne Dalziel
Mayor

From: Philippa Shierlaw [DPMC] [mailto:[REDACTED]] **On Behalf Of** Andrew Kibblewhite [DPMC]
Sent: Monday, 1 August 2016 3:11 p.m.
To: Dalziel, Lianne (Mayor)
Subject: Invitation to speak at the Canterbury Earthquake Learn Prepare Act Symposium - Feb 2017

[UNCLASSIFIED]

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Regards
Andrew

Andrew Kibblewhite

Chief Executive

Department of Prime Minister and Cabinet

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Dalziel, Lianne

From: Philippa Shierlaw [DPMC] <[REDACTED]> on behalf of Andrew Kibblewhite [DPMC] <[REDACTED]>
Sent: Monday, 1 August 2016 3:11 p.m.
To: Dalziel, Lianne (Mayor)
Subject: Invitation to speak at the Canterbury Earthquake Learn Prepare Act Symposium - Feb 2017
Attachments: Mayor Dalziel Invitation to speak at Canterbury Earthquake Symposium.pdf; CERLL Programme Key Messages 30 June 2016.pdf; Indicative Symposium Programme as at 11 July 2016.pdf

[UNCLASSIFIED]

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Regards
Andrew

Andrew Kibblewhite
Chief Executive
Department of Prime Minister and Cabinet

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1 August 2016

Hon Lianne Dalziel
Mayor of Christchurch
Christchurch City Council

Via email: [REDACTED]

Dear Mayor Dalziel

Invitation to speak at the Canterbury Earthquake Learn, Prepare, Act Symposium – 14-16 February 2017

The Department of Prime Minister and Cabinet (DPMC) is hosting the Learn, Prepare, Act Symposium on 14-16 February 2017 at the Wigram Air Force Museum, Christchurch, New Zealand.

The Symposium will be a forum for sharing learning from across all sectors involved in the Canterbury earthquake recovery to ensure we are better prepared for recovery from future disasters and complex challenges. It will bring together leaders from Canterbury, New Zealand and around the world.

I believe you have valuable learning to share and I have great pleasure in inviting you to give the address at the Symposium Welcome Event at 5pm on 14 February and participate in a panel on 'what it's like to lead in recovery'. The Canterbury Earthquake Recovery Learning and Legacy Programme team are available to support you to prepare if this would be helpful.

The Symposium programme will be highly motivating and feature a diverse, world class line up of keynote speakers, interactive panel discussions and case study presentations as well as creative and innovative elements. Content and discussions from the Symposium will feed into a Learn, Prepare, Act Report – a collation of system wide learning to inform action.

UNCLASSIFIED

For your information I have attached:

- High-level indicative Symposium agenda
- Information sheet on the Recovery Learning and Legacy Programme

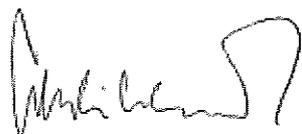
As we are yet to officially announce the Symposium I would be grateful if you could treat this invitation confidentially.

If you have any queries or require any further information please contact Kate MacDonald, Symposium Project Lead at [REDACTED] or Elizabeth McNaughton, Executive Director, Canterbury Earthquake Recovery Learning and Legacy Programme at [REDACTED]

Thank you for considering this invitation. I hope you will be able to contribute to what will be an event of significant value.

Please advise whether you are available by **Friday 12 August 2016** to Kate MacDonald, Symposium Project Lead [REDACTED] or [REDACTED]

Yours sincerely



Andrew Kibblewhite
Chief Executive

CANTERBURY EARTHQUAKE LEARN, PREPARE, ACT SYMPOSIUM

Indicative programme as at 11 July 2016

Tuesday 14 February	Wednesday 15 February	Thursday 16 February
Introduction: Learn, Prepare, Act Symposium	Keynote: Resourcing recovery when everything is needed and everything is urgent	Scene setting: What it means to be prepared to act in recovery
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	Keynote: Navigating communications and community engagement in recovery	Creative reflection: Learn, Prepare, Act Symposium
Keynote: Changing the way we learn from disasters - a system-wide approach	Keynote: The Māori Recovery Story	Closing keynote address: Learn, Prepare, Act
	Keynote: Community engagement and youth in recovery	
Keynote: Understanding the recovery context	Panel discussion: What did we learn about developing and communicating priorities with communities?	Critical messages: Day three
Panel discussion: Recovery context	Quick-fire presentations: Learning from Sectors <ul style="list-style-type: none"> • Disability in disaster • Health and safety • Science sector • Natural environment • Built environment • Central government • Local government 	
Case study: Collaboration in recovery		
Quick-fire presentations followed by Q&A: Learning from sectors <ul style="list-style-type: none"> • Business Recovery • Insurance • Built environment • Psychosocial and community wellbeing • Creative sector • Social sector 		
Keynote: Leadership in recovery – how do we make complex decisions together?	Innovation session: A chemistry of circumstance?	
Q&A with recovery leaders: What is it like to lead in recovery?		
Critical messages: Day one	Critical messages: Day two	

Introduction

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Learn, Prepare, Act Symposium: A forum for sharing our collective learning from the Canterbury earthquakes to help form a lasting legacy for New Zealanders.

Learn, Prepare, Act Report: A collation of system-wide learning to inform action.

We will be successful when learning and insights from the Canterbury earthquakes are collated, embedded and put into action so New Zealand is better prepared for complex challenges and disaster recovery.

Learn

Collate learning from the Canterbury earthquake recovery

Prepare

Embed knowledge and insights to inform future recovery

Act

Put into action what we know



How can you get involved?

We talk about the 'benefit of hindsight' but there is no actual benefit unless we learn from our experience. By reflecting on your experience in earthquake recovery you can offer your knowledge to others who need it, help create a culture of learning in your organisation, sector, community or industry and help prepare New Zealand to recover from future disasters.

If you haven't already, there is value in undertaking your own learning process at this time, to share successes, what worked and what you would do differently if you had to face a similar situation again. This can be important for your own learning, your sector and is also an opportunity to demonstrate thought leadership to the wider community.

Creating a positive learning environment

We recognise that it is important to create a learning environment that honours those who lost their lives in the February 2011 earthquake, and the effort and commitment of all those who have contributed to the Canterbury earthquake recovery. To guide our collective learning we have identified the following principles underpin our approach and look forward to working with you in accordance of these principles.

- Whakawhanaungatanga:** Creating respectful and trusting relationships
- Manaakitanga:** Acting with integrity, generosity and compassion
- Kotahitanga:** Unity of purpose, acting as one
- Kaitiakitanga:** Guardianship on behalf of future generations
- Whakaritenga:** Negotiating challenges, change and acceptance

How can we help?

The Canterbury Earthquake Recovery Learning and Legacy Programme team can help with advice and support to your learning programme. Please get in touch with us if you would like to discuss how to approach a learning process that best suits your community, organisation or agency.

Please contact cerllp@dpmc.govt.nz and one of the team will be in touch.

