

Report 03.255

15 May 2003

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Minutes of the Inaugural Meeting of the Civil Defence Emergency Management Group held in the Council Chamber, The Regional Council Centre, 142 Wakefield Street, Wellington, on Thursday, 15 May 2003 at 9.45am

Present

Mayor Brash, Mayor Guppy, Mayor Francis, Mayor Milne, Mayor Prendergast, Mayor Read, Councillor Shields, Mayor Tankersley and Mayor Terris

Officers Present

Dr Blakeley and Mr Darroch

Also Present

Sam Jackson and Mark Te One

Public Business

Procedural Items

CDE 01 Mihi and Karakia

Sam Jackson of the Wellington Tenth Trust welcomed Mayors and visitors to the inaugural meeting of the Civil Defence Emergency Management Group.

Dr Blakeley, Chief Executive Porirua City Council, thanked Mr Jackson for his welcome and declared the meeting open.

CDE 02 Apologies

Mayor Prendergast said she had to leave the meeting by 11.00am.

Resolved (Mayor Guppy/Mayor Brash)

That the apology for an early departure from Mayor Prendergast be confirmed.

CDE 03 Appointment of Chairperson

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Dr Blakeley called for nominations for the position of Chairperson of the Civil Defence Emergency Management Group.

Resolved (Mayor Prendergast/Mayor Terris)

That Mayor Guppy be appointed Chairperson.

Mayor Guppy then took the Chair as the newly elected Chairperson of the Civil Defence Emergency Management Group.

Resolved (Mayor Brash/Mayor Prendergast)

That Councillor Shields be appointed Deputy Chairperson.

Resolved (Mayor Brash/Mayor Francis)

That the period of appointments be until the October 2004 local authority elections unless three-quarters of the representatives of the members of the Group present agree to appoint a new chairperson before that time.

CDE 05 Terms of Reference for CDEM Group

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Resolved (Mayor Guppy/Cr Shields)

That the draft Terms of Reference be adopted and recommends that they be adopted by each member authority.

CDE 06 Meeting Dates for 2003**Report 03.233**

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*Resolved**(Mayor Guppy/Mayor Read)*

That the report listing Thursday, 14 August at 1.30pm and Thursday, 6 November at 1.30pm for the next meetings of the CDEM Group, be received and the information noted.

CDE 07 Establishment of Civil Defence Emergency Management Co-ordinating Executive Group**Report 03.234**

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*Resolved**(Mayor Brash/Mayor Guppy)*

- (1) That Mayor Guppy, Chairperson, writes to the emergency services seeking representatives for the CEG.*
- (2) That the draft Terms of Reference for the CEG be noted and reported back for adoption at the next meeting of the CDEM Group.*

CDE 08 Structure and Responsibilities**Report 03.235**

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Mayor Brash requested a diagram showing the structure and relationships between the various bodies in the CDEM Group.

*Resolved**(Mayor Guppy/Mayor Tankersley)*

That the report be received and the information noted.

CDE 09 Civil Defence Emergency Management (CDEM) Group Plan Development Process and Draft Outcome Statements**Report 03.236**

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*Resolved**(Mayor Guppy/Cr Shields)*

- (1) That the CDEM Group tasks the Co-ordinating Executive Group, once established, with the development of the CDEM Group plan in accordance with the process outlined in this report.*
- (2) That until such time as the Co-ordinating Executive Group be established, the interim Co-ordinating Executive Group be given responsibility for commencing work on the development of the CDEM Group plan.*

- (3) *That the CDEM Group endorses the focus of the CDEM Group Plan as defined in the draft CDEM Group Plan Outcome Statements.*

CDE 04 Address by Hon George Hawkins, Minister of Civil Defence

The Hon George Hawkins said it was wonderful to be present at Wellington's inaugural Civil Defence Emergency Management Group. The Minister said that CDEM Groups are key components in the implementation of the new CDEM Act. The Minister congratulated everyone who has worked so hard to make the Group a reality.

Members thanked the Minister by acclamation and Mayor Guppy then adjourned the meeting for morning tea. The meeting reconvened at 10.30am.

CDE 10 Future Work Programme for CDEM Group

Report 03.237

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Resolved

(Mayor Guppy/Mayor Prendergast)

- (1) *That the CDEM Group endorses the outline work programme, as amended, to include airport access and tasks the Co-ordinating Executive Group, when established, to facilitate its implementation.*
- (2) *That until such time as the Co-ordinating Executive Group is established, the interim Co-ordinating Executive Group be given responsibility for commencing the work.*

CDE 11 Communication and Consultation Opportunities for the CDEM Group

Report 03.238

File: E/6/23/1

Resolved

(Mayor Guppy/Mayor Francis)

That the report be received and the contents noted.

CDE 12 Wellington Metropolitan Emergency Water Supply Planning Group – Progress to Date

Report 03.239

File: E/6/23/1

Resolved

(Mayor Guppy/Cr Shields)

That the report be received and the contents noted.

CDE 13 Questions

Mayor Brash asked about the time frame and processes for when the local plans will be fed into the Regional Plan.

Dr Blakeley responded that it was first necessary for each Council to endorse the Terms of Reference for the CDEM Group and the Co-ordinating Executive Group and then the legislative task for developing a group plan would commence. The group plan was required to be in place by 15 May 2005.

Mayor Francis said there were very good Civil Defence Response teams at the local level and these will continue to be very important in any future emergencies. Mayor Francis said he trusted these local teams will continue in their very important roles.

Dr Blakeley responded that the Act provides for Civil Defence arrangements to stay in place until the first group plan becomes operative in 2005. The new group plan will continue to emphasise risk reduction, readiness, response and recovery with local and regional response teams.

CDE 14 General

Dr Blakeley thanked his Chief Executive colleagues and Greater Wellington Regional Council and said that all parties had worked well together. Dr Blakeley especially thanked Dr Hastie, chairs and members of the Working Party.

Mayor Brash thanked Dr Blakeley and the Interim Co-ordinating Executive Group and all the team for the work to date.

Mayor Terris said that the preparation for today's meeting had been a valuable interaction for Mayors and officers and was a very good sign for the future of Civil Defence in the region.

Mayor Guppy thanked all for their involvement and said it was very important to move forward from today's meeting.

The meeting closed at 12 noon.

MAYOR W GUPPY
Chairperson
Civil Defence Emergency Management Group