

Wellington region CDEM Group Work Programme

Attachment 1

Wellington Region CDEM Group Plan goals:

- Goal 1: The community and emergency management agencies will be aware of the risks they face.
- Goal 2: The community and emergency management agencies will take action to manage the risks they face.
- Goal 3: The community and emergency management agencies will know their role.
- Goal 4: The community and emergency management agencies will be able to respond to, and recover from, emergency events effectively.

KEY:

Serial reference number	Link to Group Plan	Project	Aim	Actions	Responsibility and completion date	Additional information	Project Management											
							GEMO	HVEMO	WEMO	PEMO	KCDC	MDC	CDC	SWDC	Completed (%)			
							Behind	On track	Ahead	No report	Indicates % of project is completed. P = Participating							
Ongoing CDEM Group Activities																		
Serial	Goal link	Ongoing CDEM Group Activities	Aim	Actions	Responsibility and completion date	Additional information	GEMO	HVEMO	WEMO	PEMO	KCDC	MDC	CDC	SWDC				
1.1	1	Hazard Analysis and Resource management Reviews	All local authorities identify, document and mitigate risks (where possible).	All hazards potentially impacting the jurisdictions are: - Described and understood (including the consequences and likelihood). - Any possible mitigation measures identified.	GW Hazard Manager and each TA. Ongoing				Tracking									
1.2	4	Business Continuity Plan Development	All local authorities have appropriate business continuity plans in place.	Plan is complete and reviewed regularly. Plan is communicated across council.	All Local Authorities. Ongoing				Tracking									
1.3	2	LTP consultation with emergency management organisations	Local authority CDEM is full engaged in the LTP process	CDEM staff are part of the consultation process with asset management planners.	All Local Authorities. Ongoing				Tracking									
1.4	4	Asset management planning	All LAs have appropriate asset management plan in place, and are regularly reviewed.	CDEM staff are part of the consultation process with asset management planners.	All Local Authorities infrastructure Ongoing				Tracking									
1.5	4	CDEM Training (professional development, exercises, CIMS)	Professional development plans are developed and implemented according to organisational needs.	Professional development group looks at regional development across the LAs look at professional development specific to their organisation. All SOPs are reviewed regularly for currency.	All Local Authorities. Ongoing	This is ongoing for all local authorities. 31 August 2011 was the Controllers and Recovery Managers Course. No report supplied by WEMO.				Tracking								
1.6	4	CDEM Operational readiness (SOPs etc.)	All LAs have appropriate SOPs outlining their operational arrangements for a CDEM emergency	When required new SOPs are developed, SOPs are tested when possible.	All Local Authorities. Ongoing	This is ongoing for all local authorities. SOPs are regularly reviewed and developed. PEMO and KCDC now being aligned.				Tracking								

New Projects 2012-2013														
Serial	Goal link	Ongoing CDEM Group Activities	Aim	Actions	Responsibility and completion date	Additional information	GEMO	HVEMO	WEMO	PEMO	KCDC	MDC	CDC	SWDC
3.1	4	Shakeout Exercise - September 2012			led by GEMO. ALL AGENCIES TO PARTICIPATE *** Sept 2012					Completed (%)				
3.2	4	Sewage Disposal Plans			All Local Authorities. 30th June 2013					Completed (%)				
2.5/ 3.3	4	Group Emergency Supply of Water (GECC)			Led by GEMO. TAs to participate. 30th June 2013					Tracking				
2.6/ 3.4	4	Group Emergency Supply of Water (TAs)			Led by GEMO. TAs to participate. 30th June 2013					Completed (%)				
3.5	4	Group Mass Temporary Accommodation Plan (over 2 years)			Led by GEMO. TAs to participate. 30th June 2013 (part 2: Sites ID)					Completed (%)				
3.6	4	Debris Disposal Plan			TAs 30th June 2013					Tracking				
3.7	4	Group Welfare Action Plan (GECC)			GEMO and WAG 30th June 2013					Completed (%)				
3.8	4	Joint Committee induction package			Professional development Group 30th June 2013					Tracking				

Existing projects for review 2012-2013														
Serial	Goal link	Ongoing CDEM Group Activities	Aim	Actions	Responsibility and completion date	Additional information	Project Management							
							GEMO	HVEMO	WEMO	PEMO	KCDC	MDC	CDC	SWDC
3.9	4	Group Welfare Plan review			Led by GEMO. TAs to participate 30th June 2013					Completed (%) Tracking				
3.10	4	Group Commuter Strategy review			Led by GEMO. TAs to participate 30th June 2013					Completed (%) Tracking				
3.11	4	Group Reconnaissance Plan review			Led by GEMO. TAs to participate 30th June 2013					Completed (%) Tracking				
3.12	4	Group Road Access Restoration Plan review			Led by GEMO. TAs to participate 30th June 2013					Completed (%) Tracking				

Resilience Fund 2011-2012														
Serial	Goal link	Ongoing CDEM Group Activities	Aim	Actions	Responsibility and completion date	Additional information	Project Management							
							GEMO	HVEMO	WEMO	PEMO	KCDC	MDC	CDC	SWDC
N/A	N/A	Social Media in an Emergency - Development of a Best Practice Guide	To develop a best practice guide for the use of social media during an emergency	1. Establish a working group 2. Conduct a literature review 3. Workshop to determine workable solutions to issues 4. Develop draft guide for review 5. Workshop for feedback on draft guide 6. Finalise guide	Led by GEMO. 30th June 2012	Steps 1-3 have been completed. We are currently working with MCDM to determine how this guide may be used as a Directors Guideline.	50	P		Completed (%) Tracking				
N/A	N/A	Building social agency networks for vulnerable community members	To liaise with Community Based Organisations to develop and implement a programme that will establish connections into our vulnerable community	1. Workshops 2. Survey design and distribution 3. Data analysis 4. Draft evaluation 5. Consultation with stakeholders 6. Final evaluation document	Led by HVEMO 30th June 2012	The resilience fund evaluation committee initially gave this project conditional approval subject to clarification. Further information was provided and the project has only just been approved . It is anticipated that the delayed start will not affect the completion date	5			Completed (%) Tracking				
N/A	N/A	A toolkit for Community - led resilience in large urban areas	To aid facilitation between community stakeholders to create an emergency response plan	1. Development of community resilience 2. Hold community workshops 3. Data analysis and evaluation 4. Develop draft plan 5. Consultation over draft plan 6. Finalise plan	Led by HVEMO 30th June 2013	Steps 1-4 have been completed. We will continue to work with community stakeholders to finalise plan.	60			Completed (%) Tracking				

Wellington Region CEG Work Programme

KEY:

Serial	Theme	Recommendation	Responsibility and completion date	Additional information	Project Management Tracking Complete (%)
1	Subject matter	Details of the recommendation	Any lead assigned?	Any additional information	<div style="display: flex; justify-content: space-between;"> <div style="width: 20px; height: 20px; background-color: red; border: 1px solid black;"></div> Behind</div> <div style="width: 20px; height: 20px; background-color: orange; border: 1px solid black;"></div> On track

URGENT Priority					
Serial	Theme	Recommendation	Responsibility and completion date	Additional information	Project Management Tracking Complete (%)
1	Group Organisational Structures	That the Coordinating Executive Group determines a mechanism to ensure that participants within structures supporting the Wellington CDEM Group are fully aware of how the CDEM Group is intended to function.	CEG	In progress	
2	Group Organisational Structures	That the Coordinating Executive Group examines the connections between the structures of the Group with a view to determining where gaps exist, and how strengthening of these connections could be achieved (note: some other recommendations within this report would assist in this area).	CEG	In progress	
3	Culture	That the Joint Committee and the Coordinating Executive Group select appropriate representation from their membership (including non-delegated Chief Executive representation) with support from MCDEM, to form a working group to address the culture of the Wellington CDEM Group.	CEG/JC	In progress	
4	Co-ordinating Executive Group	That the Coordinating Executive Group reviews the Terms of Reference and membership of the Coordinating Executive Group to ensure the appropriate level of representation and engagement from its members.	CEG		
5	Co-ordinating Executive Group	That the Coordinating Executive Group ensures the regular and ongoing clarification of roles and responsibilities for all Coordinating Executive Group representatives.	CEG		
6	Group Emergency Management Office	That the Coordinating Executive Group reviews the arrangements of the Group Emergency Management Office to better emphasise the coordination, supporting and planning role of the Group Emergency Management Office.	CEG	In progress	
7	Group Work Programmes	That the Coordinating Executive Group undertakes a prioritised, detailed analysis of the second generation CDEM Group Plan to determine how work programmes at both a Group and territorial authority level, can give effect to the outcomes in a coordinated and integrated manner over the lifespan of the Plan.	CEG	In progress	
8	Group Work Programmes	That the Coordinating Executive Group determines a mechanism to ensure that it has meaningful oversight of the Group and territorial authority work programmes.	CEG Sub Committee	Matrix has been developed by the Group Office for reporting	
9	Group Funding	That the Joint Committee reviews its current funding arrangements ensuring that it has collective oversight of CDEM expenditure and outcome delivery across the Group.	CEG	Subject to reorganisation	
10	Group Funding	That the Coordinating Executive Group requires the implementation of a transparent budget reporting mechanism to be used by the Group Emergency Management Office and territorial authorities.	CEG	Subject to reorganisation	
11	Shared Service Project	That to achieve the stated vision and goals of the current draft second generation CDEM Group Plan, the Joint Committee and Coordinating Executive Group consider the future structure of CDEM delivery within the Wellington Region taking cognisance of the principles of the shared services project.	CEG	In progress	
12	Community Resilience	That the Coordinating Executive Group determines the priority for community response planning as a methodology for promoting community resilience in the Wellington region, and ensures there are sufficient resources to achieve this priority.	CEG	In progress - (public education campaigns, groups, businesses). This is an on-going activity.	
13	Community Resilience	That the Coordinating Executive Group encourages councils to actively participate in community engagement programmes involving a whole-of-council approach.	CEG		
14	Integrated Hazard Management	That together with relevant partners (including lifeline utilities), all Wellington CDEM Group members develop a common understanding of the purpose, principles and status of risk management, including identification of risk reduction roles of individual Group members, both within and outside CDEM functions.	CEG	Connected to ongoing activities in the Group Work Programme ref: 1.1	

15	Professional Development	That the Coordinating Executive Group considers undertaking a comprehensive development needs analysis (utilising the CDEM Competency Framework as a basis for development) to establish what professional development and training is required by the staff in the Wellington CDEM Group with a view to implementing a Group professional development and training plan which is resourced and budgeted for appropriately, and consistent across the Group.	CEG / Professional Development Group	In progress. This is currently the responsibility of the Professional Development Group. Connected to ongoing activities in the Group Work Programme ref: 1.5	
16	Training Programme	That the Coordinating Executive Group develops and implements a mechanism that will provide oversight of capability development and related issues across the CDEM Group at a strategic level.	CEG / Professional Development Group	Connected to ongoing activities in the Group Work Programme ref: 1.5	
17	Training Programme	That the Coordinating Executive Group supports the maintenance of capability levels, by ensuring that staff are released for professional development activities, and ensuring that staff understand the need to participate in these activities.	CEG / Professional Development Group	Connected to ongoing activities in the Group Work Programme ref: 1.6. Paper to CEG Subcommittee in September 2011.	
18	Training Programme	That a Group Training Coordinator position be mandated to coordinate training across the entire Wellington CDEM Group.	CEG	Subject to reorganisation	
19	CDEM Group Plan	That the Joint Committee engage in the early development of the second generation CDEM Group Plan to ensure that the strategic direction of the Wellington CDEM Group determines the CDEM Group Plan's further development.	CEG	Subject to reorganisation	
20	CDEM Group Plan	That the Coordinating Executive Group leads the process and determines a mechanism to ensure engaged participation by all CDEM Group members in the formulation of the second generation CDEM Group Plan.	CEG	Subject to reorganisation	
21	Group Emergency Operations Centre	That the Coordinating Executive Group reviews the current capacity (being place, people and process) of the Group Emergency Coordination Centre and its alternate facilities, to determine whether they are fit for purpose and ensures a process to monitor progress occurs.	CEG	Subject to reorganisation	
22	Group Emergency Operations Centre	That the Coordinating Executive Group ensures that the role of the Group Emergency Coordination Centre during an activation (and monitoring) phase be defined, agreed, practised and adhered to.	CEG	Subject to reorganisation	
23	Emergency Operations Centres	That Coordinating Executive Group reviews the 2008 Emergency Operations Centre assessment report and determines whether or not it should be revisited for currency (i.e. Canterbury earthquake learnings) and how the recommendations from that report (or any subsequent one) should be implemented.	CEG	Subject to reorganisation	
24	Controllers	That the Coordinating Executive Group encourages all Group and Local Controller role holders to undertake the MCDEM Controllers course.	CEG	Connected to ongoing activities in the Group Work Programme ref: 1.5	
25	Controllers	That Coordinating Executive Group emphasises the importance of consistent attendance at Group-led Controller training to territorial authorities and role holders.	CEG	Connected to ongoing activities in the Group Work Programme ref: 1.5	
26	Controllers	That Coordinating Executive Group considers a Development Needs Analysis to assist the Group in determining an appropriate process for the selection/appointment and review of Controllers.	CEG	Subject to reorganisation	
27	Welfare	That the Coordinating Executive Group executes formal oversight of the Welfare Advisory Group, and ensures direction to the Welfare Advisory Group.	CEG	The Chair of the WAG has been co-opted to the CEG	
28	Emergency Services	That the Coordinating Executive Group examines its relationship with the Interagency Liaison Group with a view to ensuring a deliberate cognisance of the role, function and expertise that the Interagency Liaison Group can contribute to the Wellington CDEM Group.	CEG / GEMO	CEG Chair will be invited to Regional Interagency meetings	
29	Recovery	That the Coordinating Executive Group ensures that Chief Executives and Mayors understand the full extent of resourcing and funding which may be required for recovery after events.	CEG / Professional Development Group	Incorporated in the training programme. See Group Work Programme 3.8	
30	Recovery	That the Coordinating Executive Group determines its ongoing relationship with the Group Recovery Manager with a view to establishing how the role will achieve input into decision making at a Group level.	CEG	Connected to ongoing activities in the Group Work Programme ref: 1.5	

HIGH Priority				Project Management	
Serial	Theme	Recommendation	Responsibility and completion date	Additional information	
				Tracking	
				Complete (%)	
31	Joint Committee	That the Coordinating Executive Group ensures the regular and ongoing clarification of roles and responsibilities for all Joint Committee representatives.	CEG / Professional Development Group	Incorporated in the training programme. See Group Work Programme 3.8	
32	Joint Committee	That Joint Committee meeting minutes are included on individual local authority council agendas as a reporting back mechanism, and that the Joint Committee identify other mechanisms to meaningfully engage their respective councils on matters of CDEM.	CEG		
33	Joint Committee	That the Joint Committee structures its meeting agenda to align with the 4Rs, allowing it to view what work is being done under each area, and where an area is receiving unequal attention.	CEG		
34	Co-ordinating Executive Group	That the Coordinating Executive Group considers forming further working groups as a mechanism to consider specific matters which need Coordinating Executive Group level focus.	CEG	This is currently happening. E.g. Water Supply.	
35	Co-ordinating Executive Group	That the Coordinating Executive Group structures its meeting agenda to align with the 4Rs, allowing it to view what work is being done under each area, and where an area is receiving unequal attention.	CEG		
36	Co-ordinating Executive Group	That the Coordinating Executive Group considers how, as an entity of representative individuals, it could best promote the principles of CDEM in business-as-usual activity within its individual organisations.	CEG	Ref: #13	
37	Co-ordinating Executive Group	That Coordinating Executive Group members consider mechanisms for engagement of local staff (local authority Civil Defence Officers and emergency services personnel) regarding issues arising from the Coordinating Executive Group, or issues which could be raised at the Coordinating Executive Group.	CEG	Subject to reorganisation	
38	Business Continuity Management	That the Coordinating Executive Group collectively determines a priority for business continuity management and how this can best be achieved for the representative agencies across the Wellington CDEM Group in the spirit of the CDEM Act 2002.	CEG		
39	Volunteers	That the Coordinating Executive Group examines national, regional and other local initiatives, resources and support mechanisms with regard to volunteering, and learn from/adopt these.	CEG	Connected to ongoing activities in the Group Work Programme ref: 1.5	
40	Volunteers	That the Coordinating Executive Group develops a strategy to ensure the recruitment, training and retention of volunteers.	CEG	Connected to ongoing activities in the Group Work Programme ref: 1.5	
41	Understanding the hazardscape	That the Coordinating Executive Group ensures that there is a central repository (e.g. the CDEM Group website) which contains up-to-date hazard and risks research be determined, with a mechanism for keeping the information current.	CEG	Connected to ongoing activities in the Group Work Programme ref: 1.1	
42	Exercises	That the Coordinating Executive Group considers the development of a Group-wide 'smart' exercise programme, coordinated with training and professional development programmes, that includes: <ul style="list-style-type: none"> • A region-wide needs analysis, and rationale for functions to be exercised, and • Options for different types and levels of exercising. 	CEG	Connected to ongoing activities in the Group Work Programme ref: 1.5	
43	Exercises	That the Coordinating Executive Group develops and implements a coherent process for determining, aligning, implementing and embedding outcomes relating to exercising across the Group.	CEG	Connected to ongoing activities in the Group Work Programme ref: 1.5	
44	Exercises	That the Coordinating Executive Group develops a mechanism to provide oversight of exercises at a strategic level.	CEG	The CEG do	
45	Welfare	That the Coordinating Executive Group considers the development of a welfare work programme that will strengthen local and regional links, and build capability for the local management of welfare (including assessments of local arrangements, welfare staffing and training).	CEG / WAG	This is undertaken by the WAG and has been in place for some time.	
46	Welfare	The Coordinating Executive Group develops a system for oversight of the current or proposed work/project arrangements of the Welfare Advisory Group with a report back to the Coordinating Executive Group.	CEG/ WAG	Verbal reports are provided at the WAG meetings	
47	Welfare	That the Coordinating Executive Group ensures new Welfare Advisory Group representatives, are provided with an induction.	CEG/ WAG	Part of the WAG work programme	
48	Lifelines	That the Lifeline Utilities Coordinator and the Group Emergency Management Office Manager re-examine the Group Emergency Operations Centre lifelines coordination procedures and staffing to ensure that there is adequate trained staff to support lifelines coordination, and best use of time in a training context is achieved.	CEG / GW	Currently underway	
49	Recovery	That the Coordinating Executive Group instigates the development of a specific recovery managers professional development and training programme that includes how legislative process and reduction activity inform the Recovery Manager role.	CEG	Done. Connected to ongoing activities in the Group Work Programme ref: 1.5	

MEDIUM Priority					
Senal	Theme	Recommendation	Responsibility and completion date	Additional information	Project Management
					Tracking Complete (%)
50	Professional Development	That the Coordinating Executive Group familiarise themselves with the CDEM Competency Framework with a view to understanding best practice requirements for any future appointments within the CDEM context. That the Coordinating Executive Group ensures that a recovery component is included in exercises held at both a local and Group level.	CEG	Connected to ongoing activities in the Group Work Programme ref. 1.5	
51	Recovery		CEG	Connected to ongoing activities in the Group Work Programme ref. 1.5	
52	Recovery	That the Coordinating Executive Group considers mechanisms for actively incorporating lessons identified from the response to and recovery from events back into risk reduction activities.	CEG	Currently implementing a Corrective Action Plan. This also informs the Group Work Programme	

Wellington region Joint Committee Work Programme

KEY:

Serial	Theme	Recommendation	Responsibility and completion date	Additional information	Project Management Tracking Complete (%)
1	Subject matter	Details of the recommendation	Any lead assigned?	Any additional information	<div style="display: flex; justify-content: space-between;"> <div style="width: 15px; height: 15px; background-color: red; margin-right: 5px;"></div> Behind <div style="width: 15px; height: 15px; background-color: orange; margin-right: 5px;"></div> On track <div style="width: 15px; height: 15px; background-color: green; margin-right: 5px;"></div> Complete <div style="width: 15px; height: 15px; background-color: purple; margin-right: 5px;"></div> % complete <div style="width: 15px; height: 15px; background-color: grey; margin-right: 5px;"></div> Not started </div>

URGENT Priority					
Serial	Theme	Recommendation	Responsibility and completion date	Additional information	Project Management Tracking Complete (%)
1	Culture	That the Joint Committee and the Coordinating Executive Group select appropriate representation from their membership (including non-delegated Chief Executive representation) with support from MCDEM, to form a working group to address the culture of the Wellington CDEM Group.	J.C	Underway - Shared services project	
2	Group Funding	That the Joint Committee reviews its current funding arrangements ensuring that it has collective oversight of CDEM expenditure and outcome delivery across the Group.	J.C	Awaiting result of reorganisation	
3	Shared Service Project	That to achieve the stated vision and goals of the current draft second generation CDEM Group Plan, the Joint Committee and Coordinating Executive Group consider the future structure of CDEM delivery within the Wellington Region taking cognisance of the principles of the shared services project.	J.C	Awaiting result of reorganisation	

Wellington region local authorities corrective actions

KEY:

Serial	Theme	Recommendation	Responsibility and completion date	Additional information	Project Management Tracking Complete (%)
1	Subject matter	Details of the recommendation	Any lead assigned?	Any additional information	<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="width: 100px;"> <div style="width: 100%; height: 10px; background-color: red; margin-bottom: 2px;"></div> <div style="width: 100%; height: 10px; background-color: orange; margin-bottom: 2px;"></div> <div style="width: 100%; height: 10px; background-color: green; margin-bottom: 2px;"></div> <div style="width: 100%; height: 10px; background-color: purple; margin-bottom: 2px;"></div> </div> <div style="text-align: right; font-size: 8px;"> Behind On track Ahead Not started </div> </div>

Serial	Theme	Recommendation	Responsibility and completion date	Additional information	Project Management Tracking Complete (%)
URGENT Priority					
1	Community Resilience	That the Coordinating Executive Group determines the priority for community response planning as a methodology for promoting community resilience in the Wellington region, and ensures there are sufficient resources to achieve this priority.	All LAs <i>Ongoing</i>	In progress. All LAs undertake this to differing degrees.	Ongoing
2	Public Information Management	That the Group Public Information Manager leads the development of a multi-agency public information management work programme.	GEMO	This Group is active.	100
3	Volunteers	That the Coordinating Executive Group gains a clearer understanding of volunteering best practice, and determines the level of need for volunteer management in a CDEM context within the Wellington Region.	All LAs <i>Ongoing</i>	Refer to ongoing Group work programme 1.5.	Ongoing
4	Co-ordinating Executive Group	That the Coordinating Executive Group develops and implements an induction programme for new Coordinating Executive Group members so as to bring those new members 'up to speed' as to their role and expectations of their contributions as soon as possible.	MCDEM	this is to be developed and delivered by MCDEM	
5	Public Information Management	That the Group Public Information Manager provides the leadership across the Group for the Public Information Manager function, to ensure that the Public Information Manager role is being carried out by appropriately experienced and trained personnel.	GEMO	This is currently done by the Group PIM	Ongoing
6	Public Information Management	That territorial authorities and individual agency Public Information Managers undertake specific CDEM activities, including Public Information Management/CDEM training, planning, preparedness and exercising. That the Wellington CDEM Group considers establishing a regional hazard risk management forum to:	All LAs <i>Ongoing</i>	Refer to ongoing Group work programme 1.5.	
7	Integrated Hazard Management	<ul style="list-style-type: none"> Coordinate and integrate planning and strategy development for hazard risk reduction across members Coordinate hazard risk research (across jurisdictional boundaries) so that information gathering is more effective and efficient Share hazard-risk information among Group members and partners in support of a shared risk approach to risk management Develop strategies for communication of risk with partners and communities 	All LAs <i>Ongoing</i>	Refer to ongoing Group work programme 1.1.	
8	Controllers	That the collective of Group Controllers determines a schedule of meetings/training with Local Controllers to provide both up-skilling and relationship-building opportunities	All LAs <i>Ongoing</i>	Dependent on reorganisation	
9	Welfare	That Welfare Advisory Group members establish links with their national counterparts within their own organisations, thereby gaining an understanding of the National Welfare Coordination Group roles and functions and how they relate to the functions of the Welfare Advisory Group, Local Welfare Committees and local delivery of welfare.	WAG	Completed	
10	Lifelines	That the Wellington Lifelines Group and Wairarapa Engineering Lifelines Association determine how both entities can be best represented on Coordinating Executive Group and subsequently how advice to, and information flow from the Coordinating Executive Group will be achieved.	WELA and WELG	Completed	
11	Recovery	That the Group Recovery Manager (and any alternates) form a relationship with the collective of Group Controllers.	GEMO	Completed	
12	Integrated Planning	That the Coordinating Executive Group identifies and develops strategies for integration between CDEM Group member planning documents (e.g. CDEM Group Plan) with community outcomes and Long Term Council Community Plans, Resource Management Act plans, asset (infrastructure) management plans and community development plans.	All LAs <i>Ongoing</i>	Completed	
13	Welfare	That upon the completion of the Wellington CDEM second generation CDEM Group Plan, that the Coordinating Executive Group instigates a review of the Group Welfare Plan.	GEMO and WAG	This is on the Group Work Programme already.	