

Minutes of the Meeting of the Civil Defence Emergency Management Group held in the Council Chamber, Regional Council Centre, 142 Wakefield Street, Wellington, on Thursday, 5 November 2009 at 2.07 pm

Present

Mayor Guppy (Chairman)	(Upper Hutt City Council)
Cr Best (deputising for Mayor Prendergast)	(Wellington City Council)
Cr Chapman (deputising for Mayor Rowan)	(Kapiti Coast District Council)
Mayor Daniell	(Masterton District Council)
Mayor McPhee	(Carterton District Council)
Mayor Ogden	(Hutt City Council)
Mayor Staples	(South Wairarapa District Council)
Cr Smith (deputising for Mayor Brash)	(Porirua City Council)
Cr Wilde	(Greater Wellington Regional Council)

CDE 60 Apologies

Moved (Mayor Guppy/Mayor Staples)

That the CDEM Group

Accepts the apologies for absence from Mayors Brash, Prendergast, and Rowan.

CDE 61 Public Participation

Oral presentation

Thomas Morgan commented on CDEM.

CDE 62 **Confirmation of Minutes of 7 May 2009**

Moved

(Cr Wilde/Mayor Guppy)

That the CDEM Group

Confirms the minutes of the meeting held on 7 May 2009, Report 09.251, as amended by the addition of Cr Chapman as present.

CDE 63 **Exercise Phoenix VI**

Rian van Schalkwyk gave a *Powerpoint* presentation.

Report 09.671

File: Z/01/04/20

Moved

(Mayor Guppy/Cr Wilde)

That the CDEM Group:

1. *Receives the report.*
2. *Notes the contents.*

CDE 64 **CDEM Group work programme progress report**

Dr Jane Bradbury introduced the report.

Report 09.672

File Z/01/04/20

Moved

(Cr Wilde/Mayor Daniells)

That the CDEM Group:

1. *Receives the report.*
2. *Notes the contents.*

CDE 65 **Inter-agency Planning Committee review**

Dr Jane Bradbury introduced the report.

Report 09.673

File Z/01/04/20

Moved

(Cr Wilde/Mayor Staples)

That the CDEM Group:

1. *Receives the report.*
2. *Notes the contents.*
3. *Endorses both the Inter-agency Planning Committee and the role that it seeks to fulfil.*

CDE 66 **Psychological Support Arrangements**

Dr Jane Bradbury introduced the report.

Report 09.674

File Z/01/04/20

Moved

(Mayor Guppy/Mayor McPhee)

That the CDEM Group:

1. *Receives the report.*
2. *Notes the contents.*

CDE 67 **Spontaneous Volunteer management system**

Dr Jane Bradbury introduced the report.

Report 09.675

File Z/01/04/20

Moved

(Mayor Guppy/Mayor Staples)

That the CDEM Group:

1. *Receives the report.*
2. *Notes the content of the report.*
3. *Approves the Ministry's Best Practice Guide (BPG3/09) to be the basis for individual Local Authorities within the Group to prepare for and manage their spontaneous volunteers.*

4. *Notes that copies of the Ministry's Best Practice Guide (BPG3/09) are available at each Emergency Management office and at the Ministry's website <http://www.civildefence.govt.nz>*

CDE 68 **Update on CDEM Group Public Education Initiatives**

Dr Jane Bradbury introduced the report. Jessica Hare gave a *Powerpoint* presentation.

Report 09.676

File Z/01/04/20

Moved

(Mayor Guppy/Mayor Ogden)

That the CDEM Group:

1. *Receives the report.*
2. *Notes the contents.*

CDE 69 **CDEM Group Appointments**

Dr Jane Bradbury introduced the report.

Report 09.677

File: Z/01/04/20

Moved

(Mayor Staples/Mayor McPhee)

That the CDEM Group:

1. *Makes the following appointments:*

Group Welfare Manager – Emma Smith

Wellington City Local Recovery Manager – Greg Orchard

Wellington City Alternate Local Recovery Manager – John Scott

Porirua City Local Recovery Manager – Moira Lawler

CDE 70 **Controller and Recovery manager training**

Dr Jane Bradbury introduced the report.

Report 09.678

File Z/01/04/20

Moved

(Mayor Staples/Mayor McPhee)

That the CDEM Group:

1. *Receives the report.*
2. *Notes the content.*

CDE 71 **Emergency Response capability of NZ Red Cross**

Dr Jane Bradbury introduced the report.

Report 09.679

File Z/01/04/20

Moved

(Mayor Guppy/Mayor McPhee)

That the CDEM Group:

1. *Receives the report.*
2. *Notes the contents.*
3. *Approves the Memorandum of Understanding between the NZ Red Cross and the Wellington Region CDEM Group.*

CDE 72 **CDEM Group meeting dates for 2010**

Report 09.681

File: Z/01/04/20

Moved

(Mayor McPhee/Cr Wilde)

That the CDEM Group meets on the following dates in 2010:

1. *Thursday 6 May 2010 at 2.00 pm.*
2. *Thursday 4 November 2010 at 2.00 pm*

CDE 73 **Questions**

There were no questions.

CDE 74 **General business**

Rian van Schalkwyk gave a *Powerpoint* presentation on tsunami.

The meeting closed at 3.25 pm.

Mayor WN Guppy
Chairman,
Civil Defence Emergency Management Group

Date