

Please note that these minutes remain unconfirmed until the meeting of the Civil Defence Emergency Management Group in 2012

**Report 11.603**

25 November 2011

File: E/11/12/02

**Minutes of the Civil Defence Emergency Management Group meeting held in the Council Chamber, Upper Hutt City Council, 838 Fergusson Drive Upper Hutt, on Friday, 25 November 2011 at 9.00am**

**Present**

Mayor Rowan (Chair)	(Kapiti Coast District Council)
Mayor Daniell	(Masterton District Council)
Mayor Guppy (from 9.50am)	(Upper Hutt City Council)
Mayor Leggett	(Porirua City Council)
Mayor Mark (from 9.45am)	(Carterton District Council)
Mayor Staples	(South Wairarapa District Council)
Mayor Wade-Brown	(Wellington City Council)
Mayor Wallace (from 9.55am)	(Hutt City Council)
Councillor Wilde	(Greater Wellington Regional Council)

**Public Business**

1 **Apologies**

*Moved* (Mayor Rowan/ Cr Wilde)

*That the CDEM Group accepts the apologies for lateness from Mayors Guppy, Mark and Wallace.*

The motion was **CARRIED**.

2      **Conflict of Interest declarations**

There were no declarations of conflicts of interest.

3      **Public Participation**

No members of the public participated in the meeting.

4      **Confirmation of Minutes**

*Moved*

*(Cr Wilde/ Mayor Staples)*

*That the CDEM Group confirms the minutes of the meeting of 9 September 2011, Report 11.460.*

The motion was **CARRIED**.

5      **Massy University presentation**

Councillor Wilde introduced the Massy University proposal for an Emergency Management Hub.

Gordon Whyte, Director Buildings and Facilities at Massey University, John Hardwick-Smith, Director Athfield Architects and Steve Glassey from the Joint Centre for Disaster Research at Massey University gave a presentation on the proposed Emergency Management Hub.

A copy of the proposal was circulated.

6      **Regional CDEM Emergency Operations Centre**

**Report 11.586**

File: Z/04/02/01

*Moved*

*(Mayor Rowan/ Cr Wilde)*

*That the CDEM Group:*

- 1. Receives the report and notes its contents*
- 2. Requests the Regional Manager CDEM Wellington to consider the Massey University option as part of his report for the Regional Emergency Management Group.*

The motion was **CARRIED**.

7 **Progress Report**

Bruce Pepperell, Regional Manager, CDEM Wellington, gave an oral report on the progress of the new Regional Civil Defence Emergency Management structure.

8 **CDEM Group Work Programme Progress Report**

Rian van Schalkwyk, Manager, Emergency Management spoke to the report.

**Report 11.584**

File: Z/01/04/19

*Moved*

*(Cr Wilde/ Mayor Staples)*

*That the CDEM Group:*

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

The motion was **CARRIED**.

9 **CDEM Group Appointments**

**Report 11.585**

File: Z/01/04/19

*Moved*

*(Cr Wilde/ Mayor Guppy)*

*That the CDEM Group:*

- 1. Receives the report.*
- 2. Notes the contents of the report.*
- 3. Makes the following appointments:*
  - Paul Nickalls (HCC), Alternate Group Controller*
  - Mike Mendonca (WCC), Alternate Group Controller*
  - Matt Reid, Local Controller and Recovery Manager, Hutt City Council.*

The motion was **CARRIED**.

10 **CDEM Group Meeting dates for 2012**

*Moved*

*(Mayor Rowan/Mayor Staples)*

*That the CDEM Group:*

*1. Receives the information.*

The motion was **CARRIED**.

**Noted:** The dates for the 2012 CDEM Group meetings are to be confirmed, however it was agreed that they would continue to coincide with the Mayoral Forum.

11 **CDEM Restructuring**

Bruce Pepperell, Regional Manager, CDEM Wellington, gave an oral report on the CDEM restructure.

12 **MCDEM Capability Assessment Review: High Level Progress against Objectives**

**Report 11.607**

File: E/11/12/01

*Moved*

*(Mayor Staples/ Mayor Guppy)*

*That the CDEM Group:*

*1. Receives the information.*

The motion was **CARRIED**.

13 **Wellington City Draft Emergency Preparedness Communications Strategy**

**Report 11.606**

File: E/11/12/01

Mayor Wade-Brown spoke to Wellington City Council's draft Emergency Preparedness Strategy.

The meeting closed at 10.14am.

Mayor Jenny Rowan  
Chair, Civil Defence Emergency Management Group

Date:

#994304