

Report 17.221  
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Committee Civil Defence Emergency Management Group (Joint Committee)  
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## **CDEM Review for the Wellington Region: Terms of Reference**

### **1. Purpose**

To provide the Joint Committee (CDEM Group) with the terms of reference for the proposed CDEM review for the Wellington Region.

### **2. Context**

At its meeting of 31 March 2017, the Wellington Civil Defence Emergency Management Group (Joint Committee) made the following resolution with regard to a review of the Wellington Region Emergency Management Office (WREMO):

*The CDEM Group supports in principle the proposal to carry out a review of WREMO and, in particular, the desirability of expanding its role and the services it delivers and requests that the terms of reference for such a review be brought back to the next meeting of the Joint Committee for approval.*

The draft terms of reference (**Attachment 1**) propose that the review be undertaken in a wider context and consider civil defence and emergency management (CDEM) in the Wellington Region.

The draft terms of reference have been formulated with input from CEG, CEG Sub Committee, and WREMO.

### **3. Communication**

No further communication is required.

### **4. The decision-making process and significance**

The matter requiring decision in this report has been considered by officers against the requirements of Part 6 of the Local Government Act 2002.

#### **4.1 Significance of the decision**

Officers have considered the significance of the matter, taking into account the Council's significance and engagement policy and decision-making guidelines. Due to the procedural nature of this decision officers recommend that the matter be considered to have low significance.

Officers do not consider that a formal record outlining consideration of the decision-making process is required in this instance.

#### **4.2 Engagement**

Due to its procedural nature and low significance, no engagement on this matter has been undertaken.

### **5. Recommendations**

*That the CDEM Group:*

- 1. **Receives** the report.*
- 2. **Notes** the contents of the report.*
- 3. **Approves** the draft terms of reference for the review of Civil Defence Emergency Management for the Wellington Region.*

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**Attachment 1** Draft terms of reference for the review of Civil Defence Emergency Management for the Wellington Region