



**Confirmed Minutes of the Civil Defence Emergency Management Group, Joint Committee meeting held in the Council Chamber, Upper Hutt City Council, 838 Fergusson Drive Upper Hutt, on Friday 20 June 2014 at 9.07am**

**Present**

Mayor Leggett (Chair)	(Porirua City Council)
Mayor Church	(Kapiti Coast District Council)
Mayor Guppy	(Upper Hutt City Council)
Mayor Mark	(Carterton District Council)
Mayor Staples	(South Wairarapa District Council)
Mayor Wade-Brown	(Wellington City Council)
Mayor Wallace	(Hutt City Council)
Councillor Wilde	(Greater Wellington Regional Council)

**1 Apologies**

Mayor Patterson (Masterton District Council)

**2 Public participation**

There was no public participation.

**3 Confirmation of Minutes**

*Moved (Mayor Leggett/ Mayor Wade-Brown)*

*That the CDEM Group confirms the minutes of the meeting of 28 March 2014, Report 13.179.*

The motion was **CARRIED**.

**4 WREMO Quarterly Report**

Bruce Pepperell discussed the highlights of the Quarterly Report, specifically commenting on WREMO's social media presence which continues to grow (1500 more

followers than the last quarter); WREMO attendance at a 'Better by Design' master class hosted by New Zealand Trade and Enterprise; plus all three 'It's Easy' guides now being in circulation. He noted that in 2018, emergency services radio bands are being converted from analogue to digital and this represented a financial and operational risk which would need addressing.

**Report 14.330**

File: Z/01/04/19

*Moved*

*(Mayor Leggett/ Mayor Wallace)*

*That the CDEM Group:*

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

The motion was **CARRIED**.

**5 CDEM Group Appointments**

**Report 14.331**

File: Z/01/04/19

*Moved*

*(Mayor Leggett/ Mayor Wade-Brown)*

*That the CDEM Group:*

- 1. Receives the report.*
- 2. Notes the contents of the report.*
- 3. Makes the following appointments:*

- Tamsin Evans as Local Controller for Kapiti Coast District Council*
- Wayne Maxwell as Alternate Controller for Kapiti Coast District Council*
- Andrew Guerin as Alternate Recovery Manager for Kapiti Coast District Council*
- Jerry Wrenn as Alternate Controller for Porirua City Council*
- Wendy Walker as Recovery Manager for Porirua City Council.*

The motion was **CARRIED**.

**6 WREMO: Emergency Coordination Centre (ECC) – Concept of Operation**

Bruce Pepperell presented the concept of operations for the Group's Emergency Coordination Centre (ECC). This was to be a portable and flexible solution rather than having a dedicated static and largely unused facility. To ensure that an appropriate level of ECC support and coordination was available during an event, three stages of activation

were proposed – virtual activation, stage 1 activation at the WREMO office and stage 2 activation at the Royal Society building or an alternative site.

**Report 14.332**

File: Z/01/04/19

*Moved*

*(Mayor Leggett/ Mayor Guppy)*

*That the CDEM Group:*

- 1. Receives the report.*
- 2. Notes the contents of the report.*
- 3. Approves the concept of operation for the Wellington Region Emergency Coordination Centre (ECC).*

The motion was **CARRIED**.

**7 Letter exchange: Chair of Wellington CDEM Group and Hon Nikki Kaye (Minister of Civil Defence)**

The Group discussed the recent all of government desk-top exercise which would see the relocation of Parliament outside of Wellington in the event of worst case scenario event. The Group noted that it was important for region to put in place measures which would mitigate many of the consequences which may lead to such a plan being enacted.

**8 Revised National CDEM Plan**

Bruce Pepperell advised the Group that the Ministry of Civil Defence & Emergency Management is currently consulting on the revised National CDEM Plan. It is not a significant re-write as the majority of amendments are concerned with updating terminology and changes to government structures. There have been no major changes to the basic principles of the plan however an increased emphasis on the need for recovery planning has been included following lessons learnt from the Christchurch earthquakes. WREMO will prepare a response.

The meeting closed at 9.28am.

Mayor Nick Leggett  
Chair, Civil Defence Emergency Management Group

Date: