



**Report**            **03.302**  
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**Committee**       **Environment**  
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## **Terms of Reference for CDEM Group**

### **1. Purpose**

To recommend that Council formally adopt the proposed Terms of Reference for the Wellington Region Civil Defence Emergency Management Group (CDEM Group).

### **2. Background**

The Civil Defence Emergency Management Act 2002 (The Act), commenced on 1 December 2002.

The Act required that before 1 June 2003, every regional council and every territorial authority within that region must unite to establish a Civil Defence Emergency Management Group (CDEM Group) as a joint standing committee.

The CDEM Group for the Wellington Region is the key governance body responsible for implementing The Act within the Region.

The Wellington CDEM group was established at the inaugural meeting which took place on the 15th May 2003.

### **3. Terms of Reference**

The draft Terms of Reference for the Group are included as Attachment 1 to this Report.

At the inaugural meeting of the CDEM Group, it was decided that these be referred to each council for adoption. They will provide a clear mandate for the CDEMG to operate as a joint committee.

The Terms of Reference set out the powers that each local authority delegates to its representatives, to enable the group to make decisions without referral back to member authorities.

### **3. Recommendation**

*That the Council:*

- (1) receive the report; and*
- (2) adopt the Terms of Reference for the Wellington Region Civil Defence Emergency Management Group.*

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**Attachment 1:** Draft Terms of Reference