

MINUTES

REPORT NUMBER **09.191**

SUBJECT Minutes of Wellington Region Civil Defence Co-ordinating Executive Group (CEG) meeting.

WHEN 6 April 2009 at 10:11 am.

WHERE Council Chamber, Upper Hutt City Council.

FILE NUMBER E/06/23/04

GROUP MEMBERS
PRESENT Roger Blakeley (Porirua City Council), Chairman

 Dave Allen (New Zealand Police, for Pieri Munro)
 Peter Dempsey (New Zealand Fire Service)
 Patrick Dougherty (Kapiti Coast District Council)
 Murray Helberg (Hutt Valley District Health Board)
 Paul Nickalls (Hutt City Council)
 Max Pedersen (Upper Hutt City Council)
 Tony Stallinger (Hutt City Council)

ALSO PRESENT Jane Bradbury (Greater Wellington)
 Trevor Farmer (Porirua City Council)
 Craig Hamilton (Greater Wellington)
 Chris Killeen (Greater Wellington)
 Desley Monks (KCDC/Greater Wellington)
 Miles Reay (Greater Wellington)
 Dave Rose (New Zealand Police)
 Bruce Sherlock (Wellington City Council)
 Rian van Schalkwyk (Greater Wellington)
 Alan Walker (MCDEM)
 Ian Wilson (MCDEM)

1. Apologies

Resolved

(Blakeley/Pedersen)

That the apologies for absence from David Benham (Greater Wellington), Jack Dowds (South Wairarapa District Council), Chai Chuah (Hutt Valley District Health Board), Pieri Munro (NZ Police), Wes ten Hove (Masterton District Council), Ken Whelan (Capital & Coast District Health), and Colin Wright (Carterton District Council) be accepted.

2. Confirmation of minutes of meeting held on 6 October 2008

Resolved

(Pedersen/Dougherty)

That the minutes of the last meeting be accepted as a true and correct record of that meeting.

3. Exercise Phoenix V Evaluation Report

Report 09.102

File Z/01/04/19

Resolved

(Blakeley/Pederson)

That the CEG:

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

4. Audit of the CDEM Group's Emergency Operations Centres

Report 09.103

File Z/01/04/19

Resolved

(Blakeley/Dougherty)

That the CEG:

- 1. Receives the report.*
- 2. Notes the content of the report.*
- 3. Recommends to the CDEM Group that appropriate improvements be made to the EOCs in question to further the capability and capacity of the Wellington CDEM Group and the respective Territorial Local Authorities to respond and recover from an emergency in their area; providing uniformity throughout the Wellington region.*
- 4. Recommends to the CEOs Shared Services Group on Emergency Management that it considers the recommendations and conclusions contained in the report, and attend to issues raised.*

5. CDEM Group Work Programme Progress Report

Report 09.105

File Z/01/04/19

Resolved

(Dougherty/Pedersen)

That the CEG:

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

6. Update on CDEM Group public education initiatives

Report 09.104

File Z/01/04/19

Resolved

(Blakeley/Dougherty)

That the CEG:

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

7. Fast Moving Consumer Goods (FMCG) – feedback from Ministry of CDEM

Report 09.101

File Z/01/04/19

Resolved

(Blakeley/Pedersen)

That the CEG:

- 1. Receives the report.*
- 2. Notes the contents.*
- 3. Agrees that it will work with MCDEM and the Food and Grocery Council on issues relating to the provision of essential food supplies during an emergency and report back to the Group.*

8. Group Representative for National Working Group for the Wellington Earthquake Initial Response Plan Project

Report 09.100

File Z/01/04/19

Resolved

(Pedersen/Dempsey)

That the CEG:

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

3. *Recommends to the CDEM Group that it nominates Rian van Schalkwyk, Manager CDEM Group office, to be the Wellington CDEM Group representative on the Wellington Earthquake Initial Response Plan National Working Group.*

9. New Zealand Response Teams

Report 09.99

File Z/01/04/19

Resolved

(Pedersen/Dempsey)

That the CEG:

1. *Receives the report with agreed changes*
2. *Requests the Ministry of CDEM to reconvene the MCDEM/Response teams working group set up in February 2008 to address registration, funding, and national standards for response teams.*

10. CDEM Group Appointments

Report 09.127

File Z/01/04/19

Resolved

(Blakeley/Dougherty)

That the CEG:

1. *Recommends to the CDEM Group that it makes the following appointments:*
 - Porirua City Local Controller (alternate) – Trevor Farmer*
 - Porirua City Local Recovery Manager (alternate) – Moira Lawler*
 - Upper Hutt City Local Controller – Chris Upton*
 - Upper Hutt City Local Recovery Manager – Chris Upton*
 - Hutt City Local Controller (alternate) – Chris Upton*
 - Hutt City Local Recovery Manager – Matt Reid*

11. Second Generation Group Planning – (oral report)

Alan Walker of MCDEM gave a short, oral presentation on behalf of Keith Evans.

Noted

Jane Bradbury was asked to circulate copies of Keith Evans' presentation.

12. Items for CDEM meeting on 7 May 2009

It was agreed that the following items would be placed on the agenda of the CDEM meeting on 7 May 2009.

3. Exercise Phoenix V Evaluation Report
4. Audit of the CDEM Group's Emergency Operations Centres
5. CDEM Group Work Programme Progress Report
6. Update on CDEM Group public education initiatives
8. Group Representative for National Working Group for the Wellington Earthquake Initial Response Plan Project
- 10 CDEM Group Appointments

13. General business

Peter Dempsey outlined the structure of fire service areas.

14. Next meeting

Monday 5 October 2009, 10.00 am at Porirua City Council.

The meeting finished at 11.35 am.

Roger Blakely, Chairman