

Report 10.543
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Committee CEG
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Format of CDEM Group meetings

1. Purpose

To ask the Co-ordinating Executive Group (CEG) to recommend to the Wellington CDEM Group a change of the current format of CDEM Group meetings to make meetings more effective and efficient.

2. Background

The format of CDEM Group meetings has remained unchanged for the past eight years.

CDEM Group members attend two CDEM Group meetings per year (May and November) and many members have to travel quite a distance to attend the meetings which are held at the Greater Wellington Regional Council offices in Wellington.

Some of the 2003 and 2004 meetings lasted an average of 20 minutes each which made the effort and travel time of members not worthwhile.

Later meetings were enhanced with short exercises and presentations but members still felt that it did not serve the purpose fully.

3. Options

The CDEM Group office has engaged with members and officials of the Wellington CDEM Group as well as with other CDEM Groups around New Zealand.

Most of the other CDEM Groups have the same problem as Wellington and they are eagerly waiting to see what the Wellington Group is going to do. They are also moving to the Wellington model of only two CDEM Group meetings per year instead of four to six (and in some cases monthly) meetings per year.

Options include:

- Having the meetings at different venues (each council gets a chance to host the meeting)
- If at different meeting venues, invite the councillors of the host council to attend and participate
- Members of the CDEM Group discuss their council's measures in managing emergency events
- Members decide on a specific topic and then brainstorm the topic (recommendations to enhance awareness and preparedness may come from this)
- Representatives from the various emergency response agencies discuss their respective roles and responsibilities in emergency management at CDEM Group meetings
- Conduct a short exercise at each CDEM Group meeting

4. Recommendations

That CEG:

1. ***Recommends*** to the Wellington CDEM Group to adopt one, more or all of the options proposed in this report
2. ***Instructs*** the Wellington CDEM Group office to develop an *implementation programme for the options if recommendation 1 is approved by the CDEM Group*

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