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Committee CDEM Group
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CDEM Group Reconnaissance Plan

1. Purpose

To seek the CDEM Group's approval for the Wellington Region CDEM Group Reconnaissance Plan.

2. Co-ordinating Executive Group (CEG)

At its meeting on 6 October 2008, CEG endorsed the recommendations in this report.

3. Background

A CDEM Group Reconnaissance Plan was completed in 2006. It has been updated to incorporate the strategic partnerships that have been formed with the New Zealand Transport Agency, Fulton Hogan and Helipro (a Wellington based helicopter company). A Memorandum of Understanding (MoU) has been developed and accepted by these organisations.

Several workshops were held during 2007 and 2008 and an exercise was carried out in November 2007 to test the new arrangements in the Plan. Several issues were identified. It was decided to repeat the exercise again in April 2008 and all stakeholders were happy with the Plan after the last exercise.

The CDEM Group Reconnaissance Plan will assist in providing critical information in a timely manner to enhance decision-making process during emergencies.

The updated CDEM Group Reconnaissance Plan is attached as *Attachment 1*.

4. Key principles of the CDEM Group Reconnaissance Plan

Section 17(1)(c) of the Civil Defence Emergency Management Act 2002 requires CDEM Groups to *'take all steps necessary on an ongoing basis to maintain and provide, or to arrange the provision of, or otherwise to make available material, services, information, and any other resources for effective civil defence emergency management'*.

The Wellington Region CDEM Group Reconnaissance Plan makes provision for the initial aerial sweeps of the Region to find out and report the immediate consequences of a major emergency event. The plan clarifies reconnaissance roles and responsibilities and defines, in an operational context, co-ordination and control arrangements to support the CDEM Group.

The Wellington Region CDEM Group Reconnaissance Plan will be tested during future Wellington CDEM Group exercises. The effectiveness of this Plan will be reported on as part of the assessment of exercises.

5. Costs

A mutual agreement between the Wellington CDEM Group, the New Zealand Transport Agency (formerly Transit NZ) and Helipro was negotiated and requires Helipro to be on standby for and available during an emergency.

The retainer cost amounts to \$12,000 per year (\$1,000 per month) and will be divided between the members of the CDEM Group (\$8,000) and the NZ Transport Agency (\$4,000). A detailed allocation of the costs is set out in the Plan.

6. Recommendations

That the CDEM Group:

1. ***approves** the updated Wellington Region CDEM Group Reconnaissance Plan; and*
2. ***approves** the retainer fee of \$12,000 be paid annually to Helipro on the basis of \$8,000 from the Wellington CDEM Group and \$4,000 from the New Zealand Transport Agency, as set out in the CDEM Group Reconnaissance Plan.*

Report prepared by:

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Attachment 1: CDEM Group Reconnaissance Plan