

## Terms of Reference

### **Civil Defence Emergency Management Group joint committee**

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The Northland CDEM Group was constituted in March 2002 as a Joint Standing Committee of councils under the CDEM Act 2002 (section 12), and the Local Government Act 2002 (clause 30 (1)(b) of Schedule 7), comprising the mayor or chairperson (or their delegated representative) of Northland's four councils. The Northland Regional Council is the administering authority of the group.

Each member also appoints an alternate representative. All representatives have authority to vote and make decisions for their respective organisations without further approval.

The NZ Fire Service and NZ Police are represented by their respective District Commanders in an observer capacity.

The CDEM Group is responsible for the conduct of the CDEM business in the Group, setting the strategic direction via the CDEM Group plan, approving annual work programmes, and monitoring and reporting on progress.

Purpose includes:

- Co-ordinate planning, programmes, and activities related to civil defence emergency management across the areas of reduction, readiness, response, and recovery; and
- Encourage co-operation and joint action within the Northland region.

The Northland Civil Defence Emergency Management Group meets quarterly, on the first Tuesday of every 3<sup>rd</sup> month. The next meeting of the group is scheduled for Tuesday 6 December 2016.

The appointment of a representative and an alternative are required from the Northland Regional Council as follows:

Chair: Cr Stolwerk TBC at first meeting

Alternate: Cr C Kitchen