

Canterbury Civil Defence Emergency Management Group
Coordinating Executive Group
READINESS RESPONSE COMMITTEE
TERMS OF REFERENCE – SEPT 2005

MEMBERSHIP

- Local Authorities
- Group Controller
- NZ Police
- NZ Fire
- Rural Fire
- Ambulance
- District Health Boards
- Ministry of Agriculture and Forestry
- Canterbury Engineering Lifelines
- Ministry of CDEM
- Group Training Coordinator
- Group Welfare Manager

AIMS

1. Promote effective Readiness and Response capability across the Group area.
2. Contribute to and co-ordinate the on going development and implementation of the Readiness and Response components of the CDEM Group Plan.

Objectives

- Identify roles, functions and responsibilities of key agencies
- Provide advice and recommendations to the Coordinating Executive Group on readiness response matters
- Promote and facilitate standardisation and inter-operability across all agencies through:
 - Integration of planning
 - Joint training and exercises
 - Raising the profile of Emergency Management within intra-agency training
 - Standardisation of systems and procedures
- Enhance Group capability through co-operation and liaison with other CDEM Groups
- Encourage, support and develop volunteer involvement
- Contribute to building resilient communities by promoting community readiness
- Communicate issues of significance/relevance directly and immediately to other committees
- Provide and maintain a direct link to the Canterbury Civil Defence Officers Forum
- Provide and maintain a direct link to the Canterbury Welfare Advisory Group

- Develop and maintain relationships with Emergency Services Coordinating Committees and other emergency agencies
- Provide a CDEM link to the Hazardous Substances Technical Liaison Committee
- Scope and deliver Readiness Response lead projects detailed in the Group Works Programme

Sub-Committees and Their Membership

Sub-committees may be formed, and may include participants who are not also members of the Committee, such as the business community, to consider specific matters or perform specific tasks.