Name and logo of Council

Lessons Learnt Log

|  |  |
| --- | --- |
| Event: |  |
| Regions/Districts/Wards affected: |  |
| Prepared by: |  |
| Date last updated: |  |

*Replace yellow highlights with relevant information or delete if not applicable.*

*This template from MCDEM’s Recovery Toolkit aims to help CDEM Groups and local authorities prepare and support their communities to recover after an emergency, meet their legislative duties and elevate recovery preparedness across New Zealand. The templates provide suggestions based on lessons from previous recoveries - they are not prescriptive. Please email* *MCDEMRecovery@dpmc.govt.nz* *with your feedback and suggestions.*

*Add new actions to the Recovery Action Plan.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Date logged | Success or problem | Cause or contributing factors | Impact on environment and projects | Actions taken to mitigate problem or leverage success | Improvements to prevent problem reoccurring or ensure success reoccurs |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |