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Committee CDEM Group
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Group Controller's Report

1. Purpose

To update the Wellington CDEM Group about operational civil defence emergency management activities which do not require CDEM Group decision-making.

2. Background

The CDEM Group Office and the Territorial Authority Emergency Management Offices are required to conduct activities in accordance with the CDEM Act 2002, the Wellington region CDEM Group Plan, and work programmes as set out and approved by the respective councils.

This report reflects the work that has been carried out since the last meeting of the CDEM Group.

3. Public Education

The Civil Defence Emergency Management Act 2002 (the Act) requires each CDEM Group to promote and raise public awareness of hazards and risk. The CDEM Group has a CDEM Group Public Education Strategy in place and the public education initiatives outlined below were carried out according to the Strategy.

It's easy: get prepared for an emergency

The "It's easy" booklet has been a great success and another 57,000 copies were printed and distributed to the Territorial Authorities (TAs).

To complement the booklets, the CDEM Group's Public Education Group has re-designed the CDEM writing pen to reinforce the messages as set out in the booklet. Pens have been produced and have been made available to the TAs for distribution at public education campaigns, meetings, etc.

Radio advertising

The main objectives for radio advertising are to encourage communities to be prepared for disasters, to know what is involved in preparedness, what useful websites to use to obtain information, what their roles and responsibilities are within their neighbourhoods and to have emergency plans in place for when disaster strikes.

Recently the Wellington CDEM Group signed a 12 month contract with Mediaworks Radio Airwaves. This contract includes a minimum of one hundred and fifty 30 second radio advertisements per month. The advertising is broadcast across The Edge, More FM, The Breeze, Solid Gold and Radio Live.

The Public Education Group is constantly monitoring the awareness and preparedness messages that are being broadcast and this Group makes regular adjustments to the advertisements to convey specific messages. For example: tsunami messages were used around the tsunami exercise in October 2010 and preparedness messages around the Christchurch earthquake in February 2011, etc.

Negotiations are also underway to look at the inclusion of other radio stations managed by RadioNetwork (Classic Hits, Hauraki Classic Rock, ZM, Coast, EasyMix, Newstalk ZB and Radio Sport).

4. Professional Development

Elected Members

The Wellington region Professional Development Working Group has met in early May 2011 to discuss training options for the development of elected members.

The Wellington Emergency Management Office (WEMO) is in the process of designing a training and development programme for elected members and this programme, after endorsement from the CEG Sub Committee and the CEG, will be available for all councillors throughout the region.

Controllers and Recovery Managers

A new programme for the training of controllers and recovery managers of the region was finalised in May 2011. The programme will be reported to the CEG meeting for approval before implementation. It is anticipated that the first course of the new programme will be delivered in August 2011.

5. CDEM Group Work Programme

The new CDEM Group Plan and the associated CDEM Group Work Programme (which is set out for the next five years) has been delayed due to the outcome of the Capability Assessment report and the Sharing of Services project.

However, certain projects in the work programme need to continue and a report to this regard was tabled at both the CEG Sub-Committee (29 April 2011) and CEG (20 May 2011) meetings.

The proposed CDEM Group Work Programme for 2011 and 2012 was considered and approved by both committees. Due to the Wellington region's response to the Christchurch earthquakes it was also approved that completion dates for the projects be extended to 31 December respectively and not 30 June of each year.

The approved projects are as follows:

5.1 Ongoing CDEM Group Activities

- 5.1.1 Local Hazard Analysis – each TA
- 5.1.2 Resource Management Plan Reviews – each TA
- 5.1.3 Business Continuity Plan Development – all CDEM agencies
- 5.1.4 LTCCP consultation with emergency management organisations – each TA and GWRC
- 5.1.5 Asset management planning – each TA and lifelines organisations
- 5.1.6 Public training – each TA and the emergency services
- 5.1.7 Formal agreements necessary for response and recovery – all CDEM agencies
- 5.1.8 Volunteer training – each TA and the GEMO
- 5.1.9 Professional development (local CDEM staff and CDEM Group appointees) – each TA and the GEMO
- 5.1.10 Local authorities' exercises – each TA and the GEMO
- 5.1.11 Co-ordinated Incident Management System (CIMS) – all CDEM agencies.

The Christchurch Earthquake has again highlighted the need for all response agencies to operate under the CIMS structure.

As legislation provides for the management of emergencies under CIMS we need to actively commit ourselves to the development and application of the functional groups under CIMS (planning/intelligence, operations, logistics, etc.).

Over the last two years functional groups have been set up in the region and common practices, standard processes, forms and training have been developed. Most of these have been taken up in the new national Emergency Management Information System (EMIS).

At this stage not all the territorial authorities are committed to this.

It was also decided that an effective reporting mechanism be developed for reporting progress on these programmes. A matrix was developed and will be reported to the Sub Committee's next meeting for approval.

The CDEM Group Plan also lists 11 ongoing CDEM Group activities (which will also be included in the new reporting matrix). They are reported on by each territorial authority.

The following work programme projects need completion during the 2011/2012 period.

6. Projects

CDEM Group website upgrade

Completed.

CDEM Group Public Information and Media Management Plan (review)

In progress. The CDEM Group Public Information and Media Management Plan outlines how the Wellington CDEM Group will manage and coordinate the media and provision of public information in a regionally significant emergency event. The original plan was implemented in 2007, and is now due for a formal review. Lessons learnt and recommendations from the latest exercises and the two Christchurch earthquakes will be incorporated into the plan.

CDEM Group Regional Rescue Strategy (review)

In progress. The Wellington CDEM Group currently has four registered local response teams (Upper Hutt, Hutt City, Wellington and Victoria University) available. These teams only have light rescue capability. It is important that we develop appropriate search and rescue capability to save lives and to protect property in the event of a major disaster.

CDEM Group Road Access Restoration Plan (review)

In progress. Due to the topography and geography of the Wellington region, access will be a critical issue following a major disaster event. Without access cities and districts will be isolated from each other.

Both State Highways 1 and 2 are extremely vulnerable to earthquakes. Good access will urgently be required to get resources into the affected areas.

CDEM Group Public Education Strategy (review)

In progress. It is necessary to review the CDEM Group Public Education Strategy to ensure it is consistent with national strategies and incorporates new research and learnings.

CDEM Group Recovery Plan (review)

In progress. The Group Recovery Plan was approved in 2008 for a 3 year period. The plan provided the framework for Recovery across the region and

has been followed by the development of local recovery plans and arrangements.

Ongoing CDEM Group activities

The CDEM Group Office and the territorial authority Emergency Management Offices are required to carry out ongoing projects as set out in the CDEM Group Plan. These activities include: local hazard analysis, resource management plan reviews, Business Continuity Plan (BCP) development, LTCCP consultation with emergency management organisations, asset management planning, public training, formal agreements prepared as necessary for response and recovery, hazardous substances industry advocacy, volunteer training and professional development programmes. Updates on all of these projects are available from the CDEM Group Office.

Exercises

Exercise Phoenix VIII - the annual Wellington CDEM Group's exercise, Exercise Phoenix VIII will be held on Wednesday 16 November 2011 using the well established scenario for the Phoenix exercise series. The aim for Exercise Phoenix VIII will be to '*exercise and evaluate GECC roles and processes*'. The exercise will also make provision for a separately run 'Greater Wellington Water Group' exercise, using the same scenario but with some specific and challenging issues around the supply of water during a disaster event.

7. Recommendation

That the Civil Defence Emergency Management Group:

1. *Receives the report*
2. *Notes the content of the report*

Report prepared by:

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