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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. Planning

Summary of CDEM work done over the last 5 years

The Wellington region CDEM Group has developed and implemented several plans, strategies and guidelines over the past five years. These include: the 2nd Generation Group Plan (still in proposed format), recovery plan, reconnaissance plan, welfare plan, tsunami evacuation plan, road access restoration plan, commuter management plan, debris disposal guidelines, sewage disposal guidelines, public education strategy, external supply of resources, guidelines for priority utility sites for response and recovery, communications plan, GIS in emergency management, mass evacuation plan, emergency water supply strategy, Wellington earthquake initial response plan, volunteer recruitment and training strategy, community psychological support arrangements, public information management plan, fuel supply strategy and a pandemic plan.

The Group also reviewed and updated its standard operating procedures, reviewed and updated its hazard information, clarified its role in public health hazards, implemented better communications systems (radio, satellite), implemented better information management systems, carried out an audit of all the EOCs in the region, reviewed the regional inter-agency liaison committee, and reviewed and upgraded its audible warning systems where required.

On an ongoing basis the Group is constantly involved with the analysis of local hazards, business continuity management, asset management planning, public training, volunteer training, professional development and consulting with

emergency management agencies on preparedness and LTCCP planning.

The Wellington region CDEM Group is working across the 4Rs of risk reduction, readiness, response and recovery to create a more aware and prepared (resilient) community.

Sharing of services

In April 2010 Chief Executives from the Wellington region identified a number of proposals where potential benefit could be found for sharing emergency management services. These included the following:

1. The establishment of an enhanced CDEM Group Office with a wider scope of empowerment to provide direction and the rebranding of the office and operations centre to Wellington Region Emergency Management Office (WREMO) and Emergency Coordinating Centre (ECC) respectively. This will better reflect its functionality during both 'normal time' and emergency time'.
2. The establishment of a Sub-Committee to the Coordinating Executive Group (CEG), to provide operational direction for the WREMO, ensuring the strategic direction from the CEG is implemented as well as meeting operational goals and objectives.
3. Wellington City, Porirua City and Kapiti Coast District Council develop a Memorandum of Understanding, exploring all possible options to optimise operational synergies between their respective CDEM staff.
4. The amalgamation of the Wairarapa councils' emergency management functions into a new Wairarapa Emergency Management Office. The optimal structure is to be further investigated and determined by the Wairarapa Council's CDEM staff.
5. To adopt the ministry of CDEM's Competency Framework across the Wellington region to provide a basis to:
 - Improve current Controller arrangements and train suitable emergency management officers to have dual roles as Alternative Group Controllers and Emergency Management Officers.
 - Upgrade current Recovery Manager arrangements (i.e. individuals selected on the basis of their operational suitability and availability during and following an emergency event).
6. Establish active representation from the Lifeline Utility sector on the CEG.

Bullet points 2, 3, 5 and 6 have either been implemented or are in the process of being implemented. This work is still ongoing.

Support to the Christchurch Earthquake of 22 February 2011

The 6.3 Earthquake happened at 12:51 on 22 February 2011. An immediate

request was sent out from the Ministry of CDEM to all CDEM Groups to assist with staffing the National Crisis Management Centre (NCMC) and to make resources available to support Christchurch.

Within 20 minutes after the earthquake six staff members from the TAs and Greater Wellington were sitting behind desks at the NCMC, assisting and supporting ministry staff.

During the three weeks after the earthquake the Wellington region CDEM Group (TAs and Greater Wellington) provided the following support:

Local Authority	No. Staff deployed	No. Staff Days
Carterton District Council	Offered Staff	None required
Masterton District Council	4	38
Kapiti Coast District Council	11	101
Wellington City Council	60	421
Greater Wellington	24	166
South Wairarapa District Council	1	1
Porirua City Council	37	186
Hutt City Council	47	457
Upper Hutt City Council	2	13
Total	186	1383

Notes:

- This includes water engineers, wastewater engineers, building inspectors, regional response teams, volunteer welfare centres teams, managers, assistance to NCMC, emergency management officers and advisors.
- Hours worked in those days varied between 3 and 21 hours per day.

5. Projects

The following projects are in progress and due for completion during the 2010/2011 period:

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.

6. Training and Exercises

Training

A new programme for the training of controllers and recovery managers of the region will be finalised in April 2011 and 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 July or August 2011.

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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