

4.12. Levels of Service Increases

CDEM Group Plan

(Report prepared by B Paton/R Coningham)

E210-001-04

Purpose of report

1. To gain funding from Council to review and rewrite the Marlborough Civil Defence Emergency Management Plan (Group Plan).

Executive Summary

2. The current Group Plan was written in 2016 and had minor changes made to it in 2018 to reflect the changes to the CDEM Act regarding the way recovery was managed.
3. Group Plans have a 5 year operational period.
4. Under Section 56 of the CDEM Act Groups 'must review' their Group Plan if it is more than 5 years old.
5. A full review is a significant amount of work, including extensive community consultation and hazard identification. This is currently beyond the Group Office's capacity.
6. A quote has been received to carry out a full review by a contractor (Toa Consulting) specialising in CDEM planning.

RECOMMENDATION

That Council fund a contractor to carry out a full review and rewrite of the Marlborough CDEM Group Plan to the value of \$39,500 plus gst.

Background/Context

7. A copy of the current Group Plan can be found on the Council website at:
<https://www.marlborough.govt.nz/civil-defence-emergency-management/about-us/cdem-plans-and-publications/cdem-group-plan-2018-2023>
8. A Group Plan is the guiding document for the Group Office, emergency services and key stakeholders and sets out the goals and objectives for the five year period and beyond.
9. The current Group Plan is no longer fit for purpose and is unable to be used by the Group Office or key stakeholders (e.g. Te Whatu Ora, MDC, Iwi, FENZ, Red Cross, Ambulance and Police) for planning purposes.
10. The strategic goals and objectives create the framework for planning improvements and developing annual business plans.
11. A key part of the review will be to reassess the District's risk profile with a view to reducing Marlborough's vulnerability to those hazards.
12. Even since 2018 there has been a shift in the likelihood and consequences of hazards such as weather events due to climate change and the likelihood of an Alpine Fault rupture increasing significantly.
13. Once the significant hazards are identified the Group Plan will outline how they will be managed under Reduction, Readiness, Response and Recovery programmes
14. The Group Plan will also include the Group's management, governance, resilience and outline how its performance will be monitored and evaluated.

15. The development of the Group Plan involves a public submissions process which will be done far more extensively than in 2018.
16. Toa Consulting are currently doing a Marlborough community resilience gap analysis funded through the National Emergency Management Agency (NEMA) administered Resilience Fund and are therefore the preferred supplier.
17. The resilience gap analysis project will look at the vulnerabilities of communities to hazards and will form a foundation upon which the Group Plan can be reviewed.

Assessment/Analysis

18. Given the impacts of emergencies in Marlborough since the old plan was written it is expected that there will be significant public and other stakeholder interest in the development of this new Group Plan.
19. Iwi consultation will be a key component in the development of the Plan and it is hoped that it will be entwined with the Te Taihiti Emergency Management Strategy to empower a true partnership model of emergency management delivery.
20. The NEMA must assess the Group Plan against the new Emergency Management legislation which is expected to be passed this calendar year. From there it will be submitted to the Minister for Emergency Management for approval.
21. Toa Consulting are already developing Group Plans for other Groups and it is expected that the process will be well-practised by the time the Marlborough work is begun.
22. The Group Office does not have the professional planning expertise to carry out this work, however staff will still be involved, particularly where their local knowledge is required.

Option One (Recommended Option)

23. That Council agrees to fund a contractor to carry out a full review and rewrite of the Marlborough CDEM Group Plan to the value of \$39,500 plus gst.

Advantages

24. The legislative requirement to review the plan will be met.
25. A professional planner will complete the required work in a short period of time and to a standard that will meet the NEMA Director's Guideline requirements – remembering that NEMA and the Minister must approve the final plan.
26. A fixed price contract can be entered into from July 2023 with a contractor who has done many of these plan reviews to NEMA's standards in the past.
27. Toa Consulting are currently completing a community resilience project in Marlborough and the plan review can build on this foundation.
28. A contractor will free up the Marlborough Group Office to continue developing response plans, improving community resilience and supporting the August storm recovery work.
29. Much less requirement for Council teams such as secretarial services, community engagement and communications teams to be involved in the work, particularly in the community consultation stage.
30. The work will be completed on time regardless of whether the Group Office has to respond to new emergencies in the next 12 months.

Disadvantages

31. A significant one-off expense to Council at a difficult financial period.

Option Two

32. The Group Office picks up the responsibility for reviewing and rewriting the plan.

Advantages

33. The legislative requirement to review the plan may be met.

Disadvantages

- 34. Legislative timeframes are unlikely to be met if the Group Office has to respond to, and manage recovery from, an emergency.
- 35. Lack of professional planning resource could result in the plan not meeting stakeholder, community and NEMA expectations and therefore final Ministerial approval.
- 36. Current planned workstreams such as developing response plans, improving community resilience and supporting the August storm recovery work beyond July 2023 will need to be put on hold or substantially reduced.
- 37. Increased workload for Council's secretarial services, community engagement and publishing teams.

Option Three

38. Delay the review of the Group Plan.

Advantages

- 39. No requirement to fund a review.
- 40. Group Office can focus on other core business.

Disadvantages

- 41. The legislative requirements to review the Group Plan will not be met.
- 42. The current plan will be out of date and will not longer be useable to guide business planning development for the Group Office and also for all agencies involved in reduction, readiness, response and recovery.
- 43. The level of service expected of Emergency Management will inevitably reduce, potentially resulting in more serious consequences from emergencies in the future.

Author	Brian Paton, Marlborough Emergency Management Group Manager
Authoriser	Richard Coningham, Assets & Services Manager

Summary of decision-making considerations			
Fit with purpose of local government			
The Civil Defence Emergency Management Act 2016 states under:			
Section 12 (1) (a) <i>Every regional council must establish a Civil Defence Emergency Management Group for the purposes of this Act as a joint standing committee.</i>			
Section 48 <i>Every Civil Defence Emergency Management Group must prepare and approve a civil defence emergency management group plan.</i>			
Section 56 (1) <i>If a civil defence emergency management group plan has been operative for 5 years or more and it is more than 5 years since the plan has been reviewed, the Civil Defence Emergency Management Group concerned must review the plan.</i>			
	<i>Contributes</i>	<i>Detracts</i>	<i>Not applicable</i>
LTP / Annual Plan	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Financial Strategy	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Infrastructure Strategy	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Social well-being	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Economic development	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Environment & RMA Plans	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Arts & Culture	<input type="checkbox"/>	<input type="checkbox"/>	N/A
3 Waters	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Land transport	Yes	<input type="checkbox"/>	<input type="checkbox"/>
Parks and reserves	<input type="checkbox"/>	<input type="checkbox"/>	N/A
This proposal contributes to the current Long-Term Plan where it states under Emergency Management (page 58) that Council will have an operative Group Plan that describes: <ul style="list-style-type: none"> • The emergency management policies and procedures in place to manage hazards and risks • Arrangements for declaring a state of emergency in the district • Arrangements for cooperation and coordination between Groups and Lifeline Utilities to ensure lifelines (e.g. Marlborough Roads, Port Marlborough, electricity, three-waters) are repaired as soon as possible • Marlborough's risk profile which describes the hazards, likelihood, consequences, and total risk rating which must be managed by the Group. 			
Nature of the decision to be made			
The options do not involve a significant decision in relation to land or a body of water.			
Financial considerations			
The funding request of \$39,500 will cover all the costs associated with the work and it is not expected that the group office will need to contribute anything from its operating budget.			
Significance			
The decision has been assessed as of high significance under Council's Significance and Engagement Policy (CM ref 16106088)			

Summary of decision-making considerations

Engagement

The review has also been discussed with our Iwi CEG rep as there is no hint of partnership in the current plan despite the involvement that Iwi have had in emergencies since 2016. The expectation is that the new plan will be developed as a partnership document. There is also a legislative requirement for the plan to be publicly consulted during the review stage and when a final draft has been completed. NEMA will provide support and advice throughout the process and if satisfied will advise the Minister of Emergency Management that the final document can be signed off as complying with the CDEM Act.

Risks: Legal / Health & Safety etc

There is a statutory requirement for the plan to be reviewed by the end of June 2024.

Climate Change Implications

The review of the plan will look to identify climate change hazards within the Marlborough District and would investigate options to manage those and reduce their consequences through reduction and readiness programmes.