

# emergency management activity plan

## Why we do it

To care for our community well-being by planning, training and educating for a response to management of and recovery from an emergency. This can be at a national, regional or local level.

## What we do

### Civil Defence

The Civil Defence Emergency Management (CDEM) Act 2002 requires Rotorua District Council to be responsible for civil defence emergency management within its boundaries. Rotorua is a member of the Bay of Plenty CDEM Group, the plan for which was approved by the Ministry of CDEM in May 2005 and reviewed in April 2008.

The local Rotorua District Council plan meets the obligations of the CDEM Act and is consistent with the BOP CDEM Group Plan.

New Zealand has an integrated approach to CDEM, known as the '4Rs' i.e:

**Reduction:** Identifying and analysing long-term risks to human life and property from hazards; taking steps to eliminate these risks if practical, and, if not, reducing the magnitude of their impact and the likelihood of occurrence.

**Readiness:** Developing operational systems and capabilities before a civil defence emergency happens; including self-help and response programmes for the general public, and specific programmes for emergency services, lifeline utilities and other agencies.



**Response:** Actions taken immediately before, during or directly after a civil defence emergency to save lives and protect property, and to help communities recover.

**Recovery:** The coordinated efforts and processes to bring about the immediate, medium-term and long-term holistic regeneration of a community following a civil defence emergency.

### Rural Fire

The Forest and Rural Fires Act 1977 requires the Rotorua District Council to meet the requirements of the act. To do this Rotorua District Council has established the Rural Fire Authority covering over 120,000 hectares of rural land with three volunteer Rural Fire Forces located within rural communities. These volunteer forces are well trained and resourced to respond to and manage various fire and other emergency incidents. RDC also has a well trained and equipped first response unit, within its business unit, Castlecorp.

## Community outcomes

Community Outcome	How the Council contributes
 <b>Safe &amp; Caring</b>	<ul style="list-style-type: none"> <li>■ CDEM awareness is promoted throughout the community by talks/presentations to schools, community groups and organisations</li> <li>■ Effective liaison is maintained with local emergency service personnel, including joint search and rescue activities</li> <li>■ CDEM is a member of the RDC Community Safety Forum</li> </ul>
 <b>Health</b>	<ul style="list-style-type: none"> <li>■ CDEM is a member of the Lakes DHB Key Stakeholders Forum</li> <li>■ CDEM input into the regional Pandemic Plan</li> </ul>

# emergency management activity plan **cont.**

## What does the Council plan to do in the future

What is the Council currently doing?	What will we do in years 1 to 3?	What will we do in years 4 to 10?	How will we know if we achieve our objective? (key result areas)
A multi-faceted programme including sign written vehicle, and education programmes to improve public awareness.	Improve public awareness of personal responsibility for emergency preparedness including access information via the internet and dedicated web site.		Improved public awareness as measured by annual NRB Survey.
Participation in promotional / awareness activities around the district.			
Improve public understanding of risks / hazards.			
A nationally registered search and rescue team.	Enhance search and rescue capability.		A team of qualified members is maintained as per national best practice guidelines.
Designated rescue base.	Continue to provide & maintain.		Fully functioning and equipped base.
Monthly training for Emergency Operations Centre (EOC) team. Promotional / recruitment drives	Strengthen the voluntary component of CDEM.		A team of trained volunteers is maintained and strengthened towards 'response'.

## Measuring our achievements

Level of Service	Performance measures	Current performance	Performance targets								
			09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
<b>Reduction</b> Reduce the long-term risk to human life or property arising from all hazards.	% of hazard maps reviewed, and changes to the hazardscape recorded and updated annually.	100%	100%								
<b>Readiness</b> Training and resources in place (plans, training exercises, standard operating procedures (SOPs) and equipment or access to them).	Number of locally run exercises each year (desk top and full mobilisation of local EOC).	1 desk top 1 local 1 national	1 desk top exercise 1 exercise involving the full mobilisation of local emergency operations centre								

# emergency management activity plan **cont.**

## Measuring our achievements

Level of Service	Performance measures	Current performance	Performance targets									
			09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19
<b>Response</b> Action immediately before, during or directly after an emergency that can save lives, minimise property damage, or improve recovery.	Availability of Emergency Management Controller or acting EMC.	100%	100%									
	Current database of trained personnel.	100%	100%									
<b>Recovery</b> Training and resources/contacts in place (plans, training exercises, SOPs) to recover.	% of plans/strategies are current and approved by Bay of Plenty CDEM Group.	100%	100%									
<b>Rural Fire</b> Protection of people, property and the environment from the hazards of fire by prevention, suppression and control in rural areas.	Rural Fire forces trained and equipped.	100%	100%									
	Database of current fire permits kept up to date.	100%	100%									
	Fire plan updated and certified annually	By 1 October each year	By 1 October each year									

## Negative effects

Negative effects	Mitigation options
Potential for a reduction in levels of self reliance if it is viewed as purely a local or central government responsibility.	Public awareness displays & presentations School Programme Advertising

## Funding considerations

### Who benefits from the activity?

the community as a whole benefits from assurance that a civil defence emergency management plan is maintained for an emergency.

### What is the period of benefit?

Ongoing in terms of peace of mind for residents, although direct benefits are short term in the event of a disaster.

### Funding source

The benefits of expenditure in this activity extend to the community as a whole and it is funded by general rates.

### Who creates need for the activity?

The community as a whole rather than any particular individuals or group, and by legislation.

# emergency management activity plan **cont.**

## Asset management

### Key assets

- Sign painted CD truck
- Trailers
- Rescue equipment
- Communications equipment
- Rural fire trucks
- Rural fire stations

### Maintaining our assets

The assets are maintained by Council's maintenance contractors. Council assets are maintained as per agreed specifications and are reviewed every 3 years to ensure that the service is up to date with current levels of service requirements. Major works are competitively tendered out to specialised contractors thus ensuring that the final product is of a high standard and delivered at a competitive cost to Council.

Council employs a staff member within Corporate Services who is responsible for the maintenance of all council buildings. In the course of assessing buildings for short and long term needs future needs are determined and replacement requirements scheduled.

### Major changes planned for assets

Reason for change	What will be done?	Year 1 (\$000s)	Year 2 (\$000s)	Year 3 (\$000s)	Year 4 - 10 (\$000s)
Renewals and replacements	Civil Defence Rural Fire	3 22	- 103	12 25	57 207
Increased levels of service	No changes planned for assets related to increased levels of service				
Increased demand	No changes planned for assets related to increased demand				



# emergency management activity plan cont.

## Financial summary (plan 2009/10 and forecast 2010/11 to 2018/19)

Emergency Management (\$000s)	Actual 2007/08	Annual Plan 2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
<b>Operating Expenses</b>												
Direct Costs	473	454	491	514	506	517	535	545	555	567	582	599
Financial Costs	4	2	4	5	5	6	6	7	6	6	6	5
Depreciation	40	44	36	40	42	44	45	43	45	45	44	44
Other	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Costs</b>	<b>517</b>	<b>500</b>	<b>531</b>	<b>559</b>	<b>553</b>	<b>567</b>	<b>586</b>	<b>595</b>	<b>606</b>	<b>618</b>	<b>632</b>	<b>648</b>
<b>Revenue</b>												
Capital Revenue	-	-	-	-	-	-	-	-	-	-	-	-
Fees and Charges	6	1	1	1	1	1	1	1	1	1	1	1
Investment Income	-	-	-	-	-	-	-	-	-	-	-	-
Subsidies and Grants	21	19	19	5	6	6	6	6	6	6	7	7
Targeted Rates	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenue</b>	<b>27</b>	<b>20</b>	<b>20</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>8</b>
<b>Internal Recoveries</b>												
Internal Recoveries	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Internal Recoveries</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Cost of Service</b>	<b>490</b>	<b>480</b>	<b>511</b>	<b>553</b>	<b>546</b>	<b>560</b>	<b>579</b>	<b>588</b>	<b>599</b>	<b>611</b>	<b>624</b>	<b>640</b>
<b>Capital Costs</b>												
Renewals	-	-	25	103	37	39	31	38	36	36	51	33
Growth	-	-	-	-	-	-	-	-	-	-	-	-
Backlog	-	-	-	-	-	-	-	-	-	-	-	-
Level of Service	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Capital</b>	<b>21</b>	<b>75</b>	<b>25</b>	<b>103</b>	<b>37</b>	<b>39</b>	<b>31</b>	<b>38</b>	<b>36</b>	<b>36</b>	<b>51</b>	<b>33</b>
<b>Operational Funding</b>												
Net Cost of Service			511	553	546	560	579	588	599	611	624	640
Plus Capital Revenue	-	-	-	-	-	-	-	-	-	-	-	-
Less Depreciation	-	-	(36)	(40)	(42)	(44)	(45)	(43)	(45)	(45)	(44)	(44)
Add back Depreciation Funded by Rates	-	-	25	103	37	39	31	38	36	36	51	33
<b>Operations Funded by General Rates</b>	<b>-</b>	<b>-</b>	<b>500</b>	<b>615</b>	<b>541</b>	<b>555</b>	<b>565</b>	<b>583</b>	<b>590</b>	<b>602</b>	<b>631</b>	<b>629</b>
<b>Capital Funding</b>												
Funding from Depreciation (Rates)	-	-	25	103	37	39	31	38	36	36	51	33
Loans from/(to) Corporate Fund	-	-	-	-	-	-	-	-	-	-	-	-
Capital Grants	-	-	-	-	-	-	-	-	-	-	-	-
Development Contributions	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Capital</b>	<b>21</b>	<b>75</b>	<b>25</b>	<b>103</b>	<b>37</b>	<b>39</b>	<b>31</b>	<b>38</b>	<b>36</b>	<b>36</b>	<b>51</b>	<b>33</b>

Minor roundings may occur in above totals