

Annual Plan 2019/ 2020

Bay of Plenty Civil Defence
Emergency Management Group



TABLE OF CONTENTS

He kōrero timatanga - Introduction	3
He wawata - Our Vision	3
He whāinga - Our Goals.....	4
He whai tikanga - Our Priorities	5
He huanui - Our Workstreams	5
Community Empowerment - enabling individuals, communities and businesses to strengthen and sustain their own readiness/ resilience	6
Operational Excellence - ensuring effective emergency response and recovery	9
Welfare	12
Recovery	14
Lifelines	16
Organisational Excellence - ensuring effective governance and performance	17
Understanding our natural hazard risks - promoting awareness and understanding.....	18
Budget	20
Appendix 1: Annual Governance / Management Activities.....	21



HE KŌRERO TIMATANGA - INTRODUCTION

The Bay of Plenty CDEM Group Annual Plan (the *Annual Plan*) sets out our key operational work-streams, projects and initiatives that are linked to the delivery of one or more of our goals/ strategic objectives as set out in the Bay of Plenty CDEM Group Plan 2018-2023 (the *Group Plan*). It has been developed as a framework to provide a direction from which we can all work together to attain the shared outcomes of the Group Plan in an aligned and mutually supporting manner, whilst retaining the ability to facilitate local operational commitments.

This Annual Plan is designed to serve as a guide for all Bay of Plenty CDEM Group members in the conduct of their business to collaboratively achieve specific outcomes on behalf of our communities in a shared responsibility approach. It focuses on the key deliverables for the 2019-2020 financial year in detail and an outline to 2021/22 to show our future intentions. The measures and deliverables listed represent the highest priorities for the Bay of Plenty CDEM Group; day-to-day activities of the Bay of Plenty Group are too extensive to include in this plan (and are often already referenced within member council Annual and Long-Term Plans).

Given the unpredictability of our operating environment, we must remain receptive to change, able to review and adapt our priorities and efforts to best meet the needs of our communities. As such, the Annual Plan should be seen as a living document; one which may change as new information becomes available or new priorities arise. To support this, we will review it annually to ensure that the work that we are doing is contributing to the strategic goals and objectives of the CDEM Group Plan in the most effective and efficient manner.

Accountability for the tasks and projects within this Annual Plan will be monitored and reported upon by Emergency Management Bay of Plenty through Quarterly and Annual Reporting. Progress snapshots will be provided to Joint Committee and Coordinating Executive Group (and Operations Sub Committee) quarterly meetings to enable more informed decision making and direction setting.

HE WAWATA - OUR VISION

A safe, strong Bay of Plenty, together

Toi Moana, kia haumarū, kia kaha, mā tātau katoa



HE WHĀINGA - OUR GOALS

The following Goals and Objectives are set out in the Group Plan. It shows the long-term goal on the left, with the medium term objectives alongside.

Reducing Risks from hazards to acceptable levels

- ▶ Build the community's knowledge and understanding of their hazards and risk so they can make informed decisions
- ▶ Manage natural hazards through a risk based approach
- ▶ Increase the region's environmental and infrastructure resilience

Increasing community awareness, understanding, preparedness and participation

- ▶ Build and improve knowledge and skills within communities and businesses to prepare for, get through and move forward from emergencies
- ▶ Enhance cooperation among key CDEM partners and the community including working with volunteers

Ensuring an effective response capability

- ▶ Grow the capacity and capability of the Bay of Plenty CDEM Group to respond to emergencies
- ▶ Integrate response planning across CDEM stakeholders
- ▶ Enable the community and CDEM partners to take action by providing good communication networks.

Ensuring an effective recovery capability

- ▶ Grow recovery capability and capacity within local authorities
- ▶ Foster community networks from response to recovery to ensure communities can establish routines, organise themselves and support each other and develop community response plans
- ▶ Support communities with their recovery by providing ongoing relevant and timely information and support
- ▶ Support CDEM partners with their recovery by providing ongoing relevant and timely communication
- ▶ Integrate recovery planning across CDEM stakeholders



HE WHAI TIKANGA - OUR PRIORITIES

The Bay of Plenty CDEM Group will focus on the following priorities over the next three year period:

- Priority 1: Encouraging/ empowering our communities to be prepared
- Priority 2: Strengthening our emergency management capabilities and capacities
- Priority 3: Implementing the Government's decisions and the Group Review's recommendations to improve our consistency in and delivery of CDEM outcomes
- Priority 4: Enhancing our governance and management processes
- Priority 5: Enhancing our collective awareness and knowledge of our hazards.

HE HUANUI - OUR WORKSTREAMS

To achieve the identified priorities above, we have aligned the Annual Plan's activities into four workstreams:

- Community empowerment
- Operational excellence, including sub-sections for:
 - Welfare
 - Recovery
 - Lifelines.
- Organisational excellence
- Understanding and managing our natural hazard risks.

The workstream sections that follow provide the details of what we intend to progress.



Community Empowerment – enabling individuals, communities and businesses to strengthen and sustain their own readiness/ resilience

This programme of work focuses on enhancing the resilience of the Bay of Plenty through empowering and engaging individuals, organisations and communities to make their own decisions on how they will prepare for and cope during an emergency.

Our **Community Response Plan** and **Marae Preparedness Plan** programmes are our cornerstone means for empowering iwi/ communities to increase their resilience, connectedness and response capacities. Local Authorities will continue to prioritise their co-development with communities/ iwis as our key platforms for engagement and enhancing resilience. Alongside our partners and local business networks, we will also scope a **business resilience programme** to aid the development of business continuity across the Bay of Plenty.

To help deliver a more systematic, whole-of-district approach to resilience, we will review and update our **Bay of Plenty Community Resilience Strategy**. This multi-year project will enable the

Bay of Plenty CDEM Group to utilise a resilience baseline to prioritise where, when and how we conduct community/ iwi and business resilience engagement in a more localised manner. We will also engage with iwi to commence development of a **te ao Māori CDEM Framework** that is more cognisant of the role culture has across the 4 R's, especially readiness and response.

We will also support the development of a 'national framework for volunteers working in emergency management', integrating its principles into an updated **Bay of Plenty CDEM Group Volunteer Plan** that influences **Local Authority Volunteer Plans**.

Community Empowerment Work Stream Project Table

CDEM Group Objectives	Outcomes	Activities	Delivery	Annual	2019/20	2020/21	2021/22
Build and improve knowledge and skills within communities and businesses to prepare for, get through and move forward from emergencies.	Structured pathways for engaging with community/ iwi to reduce the socioeconomic impact of disruptive events.	Review and update the Bay of Plenty <i>Community Resilience Strategy</i> to enable measurement and prioritisation of localised resilience efforts.	EMBOP		✓	✓	✓
		Develop and implement a Bay of Plenty <i>te ao Māori</i> CDEM framework.			✓	✓	



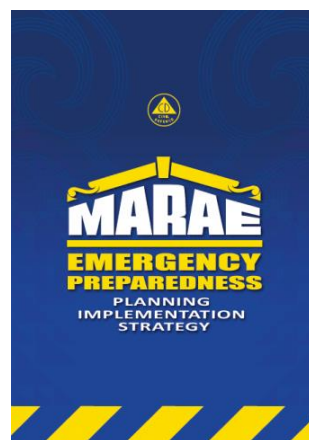
CDEM Group Objectives	Outcomes	Activities	Delivery	Annual	2019/20	2020/21	2021/22
Foster community networks from response to recovery to ensure communities can establish routines, organise themselves and support each other and develop community response plans.	<p>Individuals, communities/ iwi and private/ public organisations take responsibility to minimise the impacts of emergencies through the preparation and adoption of appropriate mitigation measures. This includes those who understand the nature of the hazard, have emergency action plans and who monitor and respond to emergency messaging and alerts.</p> <p>Community initiative¹ KPI measures until 2021 include:</p> <ul style="list-style-type: none"> • Rotorua Lakes Council - 9 • Bay of Plenty Regional Council – 8 • Tauranga City Council – 8 • Western Bay of Plenty District Council – 8 • Whakatāne District Council – 8 • Kawerau District Council – 4 • Ōpōtiki District Council – 4. 	Engage with mana whenua/ community groups to promote/ facilitate the development of risk awareness and individual/ collective readiness.	Local Authorities		✓	✓	New KPIs
		Engage with local businesses, business representative groups, professional bodies and institutions to promote/ facilitate the development of Business Continuity Plans.	Local Authorities		✓	✓	New KPIs
		Scope and develop a Business Resilience Enhancement Programme.	EMBOP			✓	✓
		With support from partner agencies, support community/ iwi led response and preparedness planning.	EMBOP RLC		✓	✓	New KPIs
Enhance cooperation among key CDEM partners and the community including working with volunteers.	Strategy exists for the recruitment, retention and ongoing training of volunteers, linkages with established volunteer groups, addresses motivation and barriers, manages Good Samaritans and spontaneous volunteers, and enhances community social capital.	Update the Bay of Plenty CDEM Group Volunteer Plan.	EMBOP			✓	
		Develop local Volunteer Plans.	Local Authorities			✓	✓

¹ Community initiatives are those activities that:

- **increase awareness** of natural hazards and their possible impacts – i.e. natural hazard and 4R's public education/ awareness activities, enabling/ facilitating research/ knowledge sharing
- **build capacity** to enable communities to anticipate risk, limit impacts, and rapidly adapt to/ learn from emergency events – i.e. training, marae preparedness planning/ community response planning
- **increase connectedness** through creating/ strengthening relationships before, during and after an emergency event – i.e. facilitating/ supporting community events/ development activities to increase social capital
- **foster cooperation** through activities that enhance trust, reciprocity and interdependence – i.e. community-driven response planning and community-driven opportunities for cooperation.



CDEM Group Objectives	Outcomes	Activities	Delivery	Annual	2019/20	2020/21	2021/22
Build the community's knowledge and understanding of their hazards and risks so they can make informed decisions.	Public education strategy exists for enhancing public disaster awareness and understanding of the hazards that may affect them. Individuals, communities/ iwi and organisations understand the role they should play during an emergency.	Update Bay of Plenty CDEM Group Public Education strategy.	EMBOP		✓		✓
		Deliver focussed public education campaigns.	EMBOP & Local Authorities	✓			
	Communities are aware of the hazards that may affect them and understand the role they should play during an emergency.	Increase community participation levels in national ShakeOut activities.	EMBOP & Local Authorities	✓			
		Encourage increased followership of Bay of Plenty CDEM internet/ social media platforms.	EMBOP & Local Authorities	✓			
		Encourage greater subscriptions to the Bay of Plenty CDEM Group alerting platforms.	EMBOP & Local Authorities	✓			



Operational Excellence – ensuring effective emergency response and recovery

This programme of work focuses on ensuring effective collaborative pre-emergency planning is conducted, training and exercises develop and realistically test organisational capability and coordination plans, and problems are identified and subsequently addressed in partnership across the emergency management system.

People manage emergencies. They require **training and exercising** to ensure that they can develop/ conduct response activities with partners who have different roles and responsibilities. To support our people with effective procedures to follow in response, we will build upon the success of the Checklist Compendium and develop complimentary **Standard Operating Procedures (SOPs)**. Once national guidance on standards and accreditation for CDEM professional development is released, we will update the **Group’s Training and Exercise Plan** as part of our continued focus on professional development and continuous improvement.

With technology becoming an increasingly important tool for response, we will review our **technological response support systems** to ensure we can continue to issue timely public information and warnings. Territorial Authorities will specifically **review compliance of their tsunami sirens** with the national Technical Standard [TS03/14]. We will also conduct **live tests of our public alerting capabilities**.

As part of increasing our awareness of response links between agencies, we will finalise the **stocktake of multi-agency emergency response plans** across the Bay of Plenty. This will support the development of a CDEM Group **Response Concept of Operations** as part of creating a shared-view of how responses will be coordinated within the Bay of Plenty.

We will also initiate a multi-year programme to **identify which priority CDEM buildings needed in an emergency are required to meet Importance Level 4 (IL4) standards** and develop a **strategic approach to identifying buildings for use in response**.

Operational Excellence Work Stream Project Table

CDEM Group Objectives	Outcomes	Activities	Delivery	Annual	2019/20	2020/21	2021/22
Enable the community and CDEM partners to take action by providing good communication networks.	Technological response support systems are kept up to date, used to their full capacity, integrated with other systems where appropriate, enhancing our ability to gather and disseminate information and warnings.	Review and implement changes to technological response support systems.	EMBOP		✓	✓	
		Support national response support system projects.	EMBOP		✓	✓	
		Develop an integrated GIS capability to enable shared situational awareness the Group’s operations/ coordination centres.	BOPRC and Territorial Authorities		✓	✓	✓



CDEM Group Objectives	Outcomes	Activities	Delivery	Annual	2019/20	2020/21	2021/22
Enable the community and CDEM partners to take action by providing good communication networks.	Messages to the public and CDEM partners/ stakeholders at all stages of emergency management are planned, coordinated, prompt, reliable and actionable. Messages are clear, consistent, and accessible.	Participate in national Emergency Mobile Alerting platform tests.	EMBOP	✓			
		Conduct live tests of Group public alerting systems.	EMBOP	✓			
		Review TLA tsunami siren compliance with Technical Standard [TS03/14].	Territorial Authorities		✓	✓	
		Encourage the community to: <ul style="list-style-type: none"> 'opt-in' to the Red Cross Hazard App follow the Bay of Plenty CDEM Group social media (twitter and Facebook) platforms. 	EMBOP & Local Authorities	✓			
Integrate response planning across CDEM stakeholders.	Shared, multi-agency, all-hazards framework exists for response and recovery coordination that increases interoperability and understanding of roles and responsibilities.	Complete the regional stocktake of multi-agency response plans.	EMBOP		✓		
		Develop a CDEM Group Response Concept of Operations and functional sub-plans.	EMBOP		✓	✓	
		Integrate national response plan (i.e. WENIRP, National CDEM Fuel Plan) tasks into the Bay of Plenty CDEM Group Response Concept of Operations and Training & Exercise Plan.	EMBOP		✓	✓	
		Develop functional Standing Operational Procedures for GECC/ EOCs.	EMBOP		✓	✓	
Grow the capacity and capability of the Bay of Plenty CDEM Group to respond to emergencies.	CDEM Group capability development framework integrates knowledge development through training and exercising, supported by a continuous improvement process.	Update the Bay of Plenty CDEM Group's Training and Exercise Plan.	EMBOP	✓			
	CDEM Group operational leadership is better prepared to meet the conditions and challenges faced during an emergency.	Lead the delivery of Controller and Recovery Manager professional development.	EMBOP	✓			



CDEM Group Objectives	Outcomes	Activities	Delivery	Annual	2019/20	2020/21	2021/22
Grow the capacity and capability of the Bay of Plenty CDEM Group to respond to emergencies.	CDEM Group has appropriate levels of trained, capable and supported people to effectively undertake all aspects of emergency management	Deliver ITF courses to enable 85% of GECC/ EOC identified staff to be qualified on the ITF Intermediate Course.	EMBOP RLC		✓	✓	New KPI
		Deliver exercises to enable 85% of GECC/ EOC identified staff to attend an exercise within the last two (2) calendar years.	EMBOP RLC		✓	✓	New KPI
		Support/ participate in the inter-group Hikurangi Response Plan Tier 3 exercise (April 2020).	EMBOP & Local Authorities		✓		
		Participate in the national Alpine Fault earthquake Tier 4 exercise (September 2020).	EMBOP & Local Authorities			✓	
	CDEM Group has or can readily access appropriate infrastructure and equipment during an emergency to enable effective and efficient response management.	Conduct twice yearly audits and activation checks of the GECC.	EMBOP & BOPRC	✓			
		Conduct twice yearly audits and activation checks of individual EOCs.	EMBOP & Local Authorities	✓			
		Identify which CDEM buildings must be immediately operational after an earthquake, requiring IL4 compliance.	EMBOP & Local Authorities		✓		
		Develop a Group strategic approach for identifying buildings for use in pre- and post-disaster response.	WBOPDC ² & EMBOP		✓	✓	
	EMBOP has the workforce and operational capability and capacity to successfully deliver delegated functional roles and responsibilities.	Review, propose and implement EMBOP workforce and resource changes to deliver delegated functions, roles and responsibilities.	EMBOP & CDEM Group Administrative Authority		✓	✓	

² Western Bay of Plenty District Council has initiated work on this policy as a local initiative. Once complete, it will be utilised across the CDEM Group.



Welfare

This programme of work focuses on ensuring that Responsible Agencies and supporting agencies have strong relationships, and clear plans and arrangements are in place for the provision of relevant emergency welfare services across the region as a whole, and for each of the Territorial Authorities within the Bay of Plenty CDEM Group.

With the recent release of the Bay of Plenty CDEM Group Welfare Plan 2019/2024, we will initially be focusing on **operationalising** it through working with responsible and supporting agencies to:

- lead the development of CDEM specific and support the development of responsible agency specific **welfare sub-function plans**
- initiate the **development of Territorial Authority Local Welfare Plans**
- initiate a **Welfare Coordination Group and Local Welfare Manager induction program**
- develop **position descriptions, induction and training programs.**

Welfare Sub-Work Stream Project Table

CDEM Group Objectives	Outcomes	Activities	Delivery	Annual	2019/20	2020/21	2021/22
Grow the capacity and capability of the Bay of Plenty CDEM Group to respond to emergencies.	Capability and capacity of Local Welfare Committees is enhanced, roles and responsibilities clarity increased, and development pathways are available.	Develop position descriptions, induction and training programs for Group and Local Welfare Managers, Welfare Staff and CDC Supervisors.	Group & Local Welfare Managers		✓	✓	
		Scope and develop Local Welfare Plans to operationalise Local Authority requirements of the Bay of Plenty CDEM Group Welfare Plan.	Local Welfare Managers			✓	✓
	Shared, multi-agency operational guidelines exist for collaborative delivery of emergency welfare services within the Bay of Plenty.	Develop welfare sub-functional plans for: <ul style="list-style-type: none"> • 'Needs Assessment'/ Registration • 'Emergency Shelter' • 'Household Goods and Services' • Emergency Relief. 	Group Welfare Manager		✓	✓	✓
		Support Responsible Agencies to develop their relevant welfare sub-functional plans, including business continuity.	Group Welfare Manager		✓	✓	✓



CDEM Group Objectives	Outcomes	Activities	Delivery	Annual	2019/20	2020/21	2021/22
Grow the capacity and capability of the Bay of Plenty CDEM Group to respond to emergencies.	Connectedness and understanding of roles and responsibilities in delivery of emergency welfare services is enhanced.	Develop and implement a WCG and Local Welfare Manager induction program.	Group Welfare Manager		✓	✓	✓
Integrate response planning across CDEM stakeholders.	Shared, multi-agency, all-hazards framework exists for response and recovery coordination that increases interoperability and understanding of roles and responsibilities.	Support the development of the CDEM Group Response Concept of Operations.	Group Welfare Manager		✓	✓	



Recovery

This programme of work focuses on ensuring that the Bay of Plenty CDEM Group has an effective recovery capability to support local disaster recovery management.

Drawing on recent recovery experiences, we will **review and update our Group Recovery Plan** to ensure that we are well-placed and supported to manage recovery from future emergencies.

Alongside enhancing community/ iwi readiness through the Community Response Plans and Marae Preparedness Plans, we will concurrently **initiate integration of recovery planning principles** into them.

As part of integrating strategic recovery planning, we will **appoint Local Authority Recovery Managers (and alternates)** and support the development of Recovery Task Group Leads (Built, Economic, Social, Natural [and Cultural where appropriate]).

Recovery Sub-Work Stream Project Table

CDEM Group Objectives	Outcomes	Activities	Delivery	Annual	2019/20	2020/21	2021/22
Foster community networks from response to recovery to ensure communities can establish routines, organise themselves and support each other and develop community response plans.	Recovery planning principles are integrated into community response/ marae preparedness plans.	Integrate recovery planning principles into Community Response/ Marae Preparedness Plans.	Group Recovery Manager		✓		
Grow recovery capability and capacity within Local Authorities.	Local Authorities have the resources and skills to support impacted communities to recover and achieve the best possible outcomes across the natural, built, social and economic environments.	Review and update the Group Recovery Plan.	Local Authorities & Group Recovery Manager		✓		
		Build recovery capacity within and between organisations, Task Groups and TLAs.		✓			
	Communities are well-placed to recover from emergencies from the hazards and risks identified in the Bay of Plenty CDEM Group plan.	Undertake strategic recovery planning to identify resourcing and coordination that may be required during recovery to minimise potential consequences on businesses and communities.	Local Authorities & Group Recovery Manager		✓	✓	✓



CDEM Group Objectives	Outcomes	Activities	Delivery	Annual	2019/20	2020/21	2021/22
Grow recovery capability and capacity within Local Authorities.	CDEM Group operational leadership is better prepared to meet the conditions and challenges faced during an emergency.	Lead the delivery of Recovery Manager professional development.	Group Recovery Manager	✓			
Integrate response planning across CDEM stakeholders.	Shared, multi-agency, all-hazards framework exists for response and recovery coordination that increases interoperability and understanding of roles and responsibilities.	Support the development of the CDEM Group Response Concept of Operations.	Group Recovery Manager		✓	✓	
	Shared procedures and methodologies exist that effectively manage disaster generated waste(s), minimise environmental and public health issues, increase reuse/recycling post emergency, and aid economic and social recovery.	Progress the Disaster Waste Management tool into an integrated digital platform.	BOPRC		✓		



Lifelines

This programme of work focuses on maintaining a collaborative partnership with lifeline utility entities within the Bay of Plenty and promotion of coordinated arrangements for response and recovery.

We will **review and update the CDEM Group Fuel Plan** to ensure alignment with the National CDEM Fuel Plan and to integrate lessons from the 2017 Wiri pipeline incident.

We will support the Bay of Plenty Lifelines Group to **stress-test lifeline utility business continuity processes** as part of enhancing resilience.

The Bay of Plenty Lifelines Group will initiate the **scoping and conduct of a Climate Change Adaptation project** to examine the possible influences on current and future lifeline utility infrastructure.

Lifelines Sub-Work Stream Project Table

CDEM Group Objectives	Outcomes	Activities	Delivery	Annual	2019/20	2020/21	2021/22
Increase the regions environmental and infrastructure resilience.	Understanding of roles and responsibilities for regional emergency fuel management is enhanced, and procedures/ requirements are updated to align with the new national CDEM Fuel Plan.	Review and update the Bay of Plenty Regional CDEM Fuel Plan.	EMBOP		✓	✓	
	Increased understanding of the risks posed by climate change to lifeline utilities that enables more informed resilience building and infrastructure investment decision making.	Scope, develop and implement a Climate Change Risk Assessment/ Adaptation project for the Lifelines networks of the Bay of Plenty.	BOPLG		✓	✓	✓
	Increased assurance that lifeline utilities can meet their statutory responsibilities under the CDEM Act 2002 to be able to function to their fullest possible extent during and after an emergency.	Stress-test lifeline utility business continuity processes.	EMBOP		✓		



Organisational Excellence – ensuring effective governance and performance

This programme of work is focused on continuous improvement of our governance and management processes to ensure their effectiveness, transparency, and consistency. Our regular Standing Annual Activities are at Appendix 1.

As part of our focus on continual improvement, we will develop a **Bay of Plenty CDEM Group Assurance Framework** to enhance our monitoring and evaluation processes, help identify opportunities for collaborative improvement, embed a culture of continuous improvement and ensure we deliver effective CDEM outcomes for our communities.

Our recent initiated independent review has highlighted areas for improvement for how the Group seeks to achieve its objectives. The accepted recommendations from the review will be implemented through a **service delivery reform programme**. We will focus initially on refining our

Annual Plan into a **multi-year Plan** and refreshing our **Quarterly and Annual Reports** to focus on outcomes sought and progress achieved. We will also develop a **Risk Reporting Framework** that focuses on our operational capabilities and capacities to complement our natural hazard risk work. As part of embedding a culture of continuous improvement, we will commence the development and implementation of **performance standards** and an **assurance framework**

Organisational Excellence Work Stream Project Table

CDEM Group Objectives	Outcomes	Activities	Delivery	Annual	2019/20	2020/21	2021/22
Grow the capacity and capability of the Bay of Plenty CDEM Group to respond to emergencies.	Performance management processes (monitoring, evaluation and reporting) promote excellence and support continuous improvement.	Develop and Implement Bay of Plenty CDEM Group Emergency Management Performance Standards for endorsement by CEG.	EMBOP & Local Authorities		✓	✓	
		Develop and implement a Bay of Plenty CDEM Group Assurance Framework for endorsement by CEG.	EMBOP		✓	✓	
	Risk management focuses on both natural hazard and output delivery risks to enable effective collective direction setting and resource prioritisation.	Develop and implement a Risk Reporting Framework for CEG and Joint Committee.	EMBOP		✓	✓	



Understanding and managing our natural hazard risks – managing our risk exposure and promoting risk awareness and understanding

The activities within this section enhance our collective knowledge about our natural hazard risks, the vulnerability and resilience of our communities, and implement projects/ programmes to reduce our risks from natural hazards.

The **Bay of Plenty Natural Hazards Programme**, led by the Bay of Plenty Regional Council, is our keynote method for developing, collating, assessing and sharing information on natural hazard risks within the Bay of Plenty region. Its current focus is on understanding the risks and consequences that earthquakes, tsunami and flooding pose to our region. The Bay of Plenty CDEM Group is also supporting the **ECLIPSE caldera research project**; a collaborative hazard-centric research project focused on caldera volcanoes.

Our attendance at **Regional Hazard Risk Management Special Interest Group** forums/ workshops and hosting of the **Bay of Plenty Natural Hazard Forum** will ensure that the Bay of Plenty CDEM Group is well informed of evolving risk management activities and research.

As we understand more about the natural hazards we are exposed to, Local Authorities will be more able to effectively **implement programmes to avoid or mitigate natural hazard risks** of now and into our immediate future as part of increasing our infrastructure and environmental resilience.

Our **public education activities** will focus on increasing community risk awareness, highlighting where to go for further information, and how to be better prepared. We will engage with them through regular **social media** posts and **attendance at community events/ activities** to provide local risk information/ resources that enable informed decision making.

The **BayHazards – Bay of Plenty Natural Hazards viewer** is our interactive map-based viewer for provision of natural hazard information that is easy to understand and access for our public. We will continue to increase awareness of its existence and content amongst the public, and manage its content to meet community needs.

Our key note public education activities 2019/2020 will be supporting the annual **national ShakeOut earthquake drill** and **tsunami hikoi**, aiming to increase levels of community participation from the previous year.

Understanding and managing our natural hazard risks Work Streams

CDEM Group Objectives	Outcomes	Activities	Delivery	Annual	2019/20	2020/21	2021/22
Increase the regions environmental and infrastructure resilience.	Our people, places and resources are resilient, able to withstand and recover quickly from natural hazards.	Review Asset Management Plans to incorporate infrastructure resilience outcomes into Council Long Term Plans.	Local Authorities		✓		
		Implement infrastructure optimisation/ renewal/ replacement programmes to build/ improve asset resilience and level of service capacity.	Local Authorities	✓			



CDEM Group Objectives	Outcomes	Activities	Delivery	Annual	2019/20	2020/21	2021/22
Increase the regions environmental and infrastructure resilience.	Our people, places and resources are resilient, able to withstand and recover quickly from natural hazards.	Implement earthquake-prone building programmes to ensure buildings are assessed and strengthened to reduce the risk to people and property during earthquakes.	Local Authorities	✓			
		Integrate natural hazards information and research into the Bay Hazards viewer and Bay of Plenty CDEM Group website.	Local Authorities	✓			
Build the community's knowledge and understanding of their hazards and risks so they can make informed decisions.	Scientific research and knowledge is made available to our communities in readily accessible and understandable ways.	Share research, knowledge and information with communities/ iwi to encourage them to understand the risks associated with natural hazards and to be able to make informed decisions.	Local Authorities	✓			
		Promote the BayHazards viewer as the trusted source for hazard/ risk information.	EMBOP & Local Authorities	✓			
		Promote the Bay of Plenty CDEM Group website as a trusted source for preparedness information.	EMBOP & Local Authorities	✓			
		Support the Hikurangi Response Plan project to identify impacts and vulnerabilities posed by a Hikurangi trench tsunamigenic earthquake, and engage with communities to enable them to better understand their risk exposure.	EMBOP & Local Authorities		✓	✓	
		Support the Bay of Plenty Natural hazards Programme.	EMBOP & Local Authorities	✓			
Manage natural hazards through a risk based approach.	Integrated research, risk assessment and knowledge sharing about our natural hazards, where they are most likely to occur and what impacts they may have on people, property and the environment.	Partner with Local Authorities, research institutions, lifeline utilities and other key stakeholders in risk research projects.	EMBOP BOPRC		✓	✓	✓
		Support the ECLIPSE caldera research project to better understand caldera risks.	BOPRC RLC EMBOP		✓	✓	✓



BUDGET

Table 1: The Bay of Plenty Civil Defence Emergency Management Group and Emergency Management Bay of Plenty budgets for the 2019-2020 Financial Period

	Local Authority	2019/20 Budget
Region Wide CDEM Services	Bay of Plenty Regional Council*	\$2,425,000
	Local Authority	2019/20 Budget
Territorial Authority Contributions to Emergency Management Bay of Plenty	Kawerau District Council	\$40,500
	Ōpōtiki District Council	\$58,080
	Rotorua Lakes District Council	Nil
	Tauranga City Council	\$598,860
	Western Bay of Plenty District Council	\$222,220
	Whakatāne District Council	\$192,540
	Total	\$1,112,200
Total Bay of Plenty CDEM Budget		\$3,537,200

* The Bay of Plenty Regional CDEM Rate is collected by Bay of Plenty Regional Council on behalf of the Bay of Plenty CDEM Group. It consists of the Bay of Plenty CDEM Group Budget and the Bay of Plenty Regional Council contributions to Emergency Management Bay of Plenty.

Table 2: Bay of Plenty Lifelines Budget for the 2019-2020 Financial Period

Bay of Plenty Lifelines Group	Contributions
Member Contributions	\$73,200
Surplus held in reserves	\$42,500
Total	\$115,700

The Bay of Plenty CDEM Group and Emergency Management Bay of Plenty budgets for the 2019-2020 financial period are outlined in Table 1 above³. The operating expenditure for Emergency Management Bay of Plenty is a combination of the Bay of Plenty CDEM Group and Emergency Management Bay of Plenty contributions. For the 2019-2020 financial period, the Operation Expenditure budget will be \$3,498,410

Table 2 outlines the Bay of Plenty Lifelines Group (BOPLG) budget for the 2019-2020 period. The membership contributions figure relies on all members paying their voluntary contributions. The majority of this budget is expected to be spent on the climate change risk assessment project.

The Bay of Plenty CDEM Group has been allocated \$89,922 funding from the National CDEM Training Fund available for volunteer training to approved courses. This is not included in the budget outlined above and is limited to volunteer training for approved courses over the 2019 calendar year.

³ This is based on the adoption of the proposed regional targeted rates in Bay of Plenty Regional Council Long Term Plan (LTP)



APPENDIX 1: Standing Annual Activities

The following table provides details of the standing enablers that we deliver each year alongside our key projects and initiatives highlighted in the Annual Plan.

Objective	Activity	Measure	Responsible
Advocate for risk reduction through local, regional and national planning frameworks	Chair natural hazard forum meetings, including administrative support.	minimum of two per year	BOPRC
Enhance cooperation among key CDEM partners and the community including working with volunteers	Support Governance Committees with governance and secretariat support.	Quarterly Joint Committee, Coordinating Executive Group, and Coordinating Executive Group Operations Sub-Committee	EMBOP (CEG) and BOPRC (Joint Committee)
	Monitor Annual Plan progress.	Three Quarterly Reports and one Annual Report	EMBOP
	Chair/ host Regional Emergency Management Coordination Committee meetings.	Quarterly	EMBOP
	Host/ coordinate regional PIM forums.	Minimum of two	Group PIM & EMBOP
	Chair/ host Local Welfare Committee meetings.	Quarterly	Territorial Authorities
	Attend/ participate in Local Emergency Services Committee meetings.	Quarterly	Territorial Authorities & EMBOP
	Chair/ host Welfare Coordination Group meetings.	Quarterly	Group Welfare Manager
	Chair/ host an annual welfare responsible agencies forum.	Minimum of one	Group Welfare Manager
	Chair/ host Group recovery manager meetings.	Minimum of two	Group Recovery Manager
Integrate response planning across CDEM stakeholders	Maintain a 24/7 duty capability for: <ul style="list-style-type: none"> disseminating information to the public liaising with CDEM partners disseminating warnings/ advisories initiating response coordination. 	24/ 7 Duty coverage of: <ul style="list-style-type: none"> Duty Controller Duty Manager Duty PIM Manager. 	EMBOP & BOPRC (PIM)
	Maintain a CDEM radio network to enable communications during telecommunications failure.	Weekly tests	EMBOP & Local Authorities
Support the risk reduction activities of the Bay of Plenty Lifelines Group (BOPLG)	Provide administrative and project management support to the BOPLG.	minimum of one meeting per year	EMBOP

