

**COUNCIL  
ACTIVITIES:**

- Contents
- Framework of the LTCCP
- **Activity Plans**
  - **Democratic and Corporate Services**
  - Parks and Community Services
  - Transport
  - Regulatory
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- Support and Planning
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- Glossary

## Emergency Management

## What we do

This activity's key focus is the provision of effective Civil Defence Emergency Management and Rural Fire readiness and response organisation on a 24 hour basis for any incident or emergency that could occur within Waitakere City.

Emergency Management is a joint initiative between the Council, Fire Services, Police and the District Health Boards. Locally, Waitakere City has its own Civil Defence Emergency Management Plan and also has a Memorandum of Understanding (MOU) with the Rodney District and North Shore City Councils for mutual support within what is known as the North West Emergency Management Zone. This sits within the wider Civil Defence Emergency Management framework provided for at a regional level.

The key services offered in this area are as follows:

**Maintaining Waitakere's civil defence preparedness**

This involves the maintenance of a fully operational civil defence Emergency Operating Centre (EOC) and ensuring civil defence capability from this headquarters. It includes civil defence staff training, and the development and ongoing review of civil defence plans and operating procedures. The EOC is undertaking specific preparation and training programme in order to prepare for a pandemic event such as avian bird flu. This preparation and planning is being done at a city-wide level and is also working collaboratively with region-wide lead initiatives. Regular training programmes for council staff, volunteers and liaison staff from stakeholder organisations are held, as is a training and exercise plan for the EOC, welfare and rescue operational readiness. The service also includes the provision and maintenance of an effective radio communications network throughout the city

**Rural fire**

The Council is a rural fire authority and is responsible for the issuing of fire permits and associated fire call management. The services provided also include responding to public inquiries for rural fire information and the provision of rural fire parties for rural fire response purposes at the Karekare, Bethells Valley and Waitakere Village rural fire stations.

**Community awareness**

Increasing community awareness of civil defence issues and emergency management is an important part of the service provided in this area. An annual programme of public education presentations to community groups and schools is also undertaken. Response to public enquiries and advice on civil defence and emergency management is part of this service.

**Urban search and rescue**

The main component of this service is the maintenance of a volunteer Initial Response Unit for general rescue and Urban Search and Rescue support.

## Why we do it

The Council provides this service as part of its primary contribution to the following outcomes:

Green Network – He tuititanga kakariki	Civic Defence and Rural Fire
Nga Manukura – Māori Leadership	Civic Defence and Rural Fire
Strong Communities – He iwi kaha	Civic Defence and Rural Fire

Under the requirements of the Civil Defence Emergency Management Act 2002, the Council has to plan and provide for civil defence emergency management within our district and at the same time ensure that essential services (roading, water services etc.) are still able to operate during an emergency.



*Residents from the Waitakere Gardens Retirement Village played the role of evacuees in an exercise designed to test Civil Defence procedures.*

Managing impacts of council activities

In terms of the Local Government Act 2002, there are no significant negative effects on the social, cultural, economic, environmental or cultural wellbeing of the local community as a result of Emergency Management's activities. However, maintaining a state of readiness and training of staff are costs associated with this service.

The "4 Rs" of emergency management

**Reduction** - Identifying and analysing long-term risks to human life and property from natural or man made hazards: taking steps to eliminate these risks where practicable, and where not, reducing the likelihood and the magnitude of such impacts.

**Readiness** - Developing operational systems and capabilities before an emergency happens. These include self help and response programmes for the general public, as well as specific programmes for emergency services, utilities and other agencies.

**Response** – Taking action immediately before, during or directly after an emergency, to save lives and property, as well as help communities to recover.

**Recovery** – Taking action after initial impact has been stabilised and extending until the community's capacity for self help has been restored.

Levels of service

The levels of service are expected to remain similar to those currently provided. Based on the 4R's continuum, the current levels of service for the Waitakere City Emergency Management Unit are as follows

Our levels of service to Waitakere residents

Functions	Level of Service Statement	How we will measure this	Future Targets	
			To be achieved by 2009	To be achieved by 2016
Maintaining Waitakere's Civil Defence Emergency Management Preparedness	Provision for exercising and training programmes for all (emergency centre staff, council staff and volunteers) involved in maintaining Waitakere's Civil Defence preparedness	Total number of courses run and total number of attendees	25 courses and 350 attendees or more per annum	25 courses and 350 attendees or more per annum
		Total number of fully qualified volunteers (to NZQA standard)	Minimum of 12 qualified volunteers per annum	Increase the minimum number of 12 qualified volunteers to 15 from 1 July 2009 to 30 June 2016
	Maintain a response organisation able to respond quickly to any incident or emergency	Council staff and volunteers are ready and able to respond within 1 hour for each emergency activation exercise (run twice a year and prior to each holiday period)- Pass or fail rate of 1 hour response	100% pass rate for all exercises per annum	100% pass rate for all exercises per annum

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Functions	Level of Service Statement	How we will measure this	Future Targets	
			To be achieved by 2009	To be achieved by 2016
Community Awareness	Provide advice and information to the community on civil defence and emergency management in order to build community resilience	Percentage of enquiries responded to within 48 hours of being received (individuals, community groups and schools)	95% per annum	95% per annum
	Presentations given to schools and community groups	Total number of presentations given and the total number of attendees	To maintain a minimum of 10 or more school presentations and 10 or more community presentations each year per annum	Increasing the number of school presentations from a minimum of 10 to 15 or more and community presentations from a minimum of 10 to 15 or more from 1 July 2009 to 30 June 2016

Functions	Level of Service Statement	How we will measure this	Future Targets	
			To be achieved by 2009	To be achieved by 2016
Contribution to Regional Civil Defence Emergency Management Preparedness	To contribute to effective Regional Civil Defence Emergency Management arrangements	Council represented at CEG (Co-ordinating Executive Group) and CDEMG (Civil Defence Emergency Management Group and provides input to regional plans	Minimum of 1 Council representative at each meeting	To maintain a minimum of 1 Council representative at each meeting

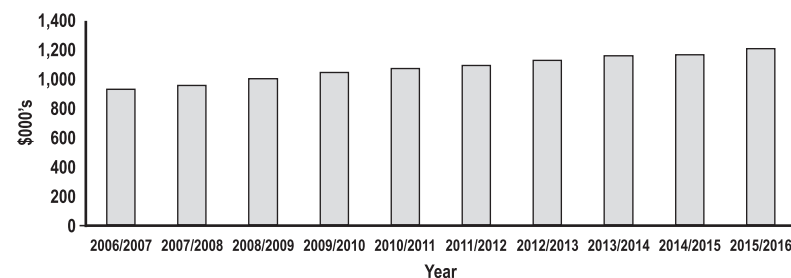
Operations

Operations are expected to remain largely unchanged during the next three years. Day-to-day operations are generally managed by the Emergency Management and the Rural Fire staff. Equipment must be provided, kept in working condition, and tested regularly.

Because of the nature of their roles, some Council staff are seconded to Emergency Management. This and the management and training of volunteers, to support any areas of shortfall, ensure an effective emergency response for any incident or emergency within the city.

Costs of operations

**Emergency Management Activity Costs**





*Council and Emergency Management staff discuss operations during training at the Civil Defence Emergency Operating Centre.*

### Asset information

The Waitakere City Council owns four buildings relating to Emergency Management—the present Civil Defence headquarters in Elcoat Avenue, Henderson, and the Bethells Valley, Karekare and Waitakere Rural Fire Stations. All the necessary telecommunications, rescue and fire fighting equipment is also owned.

The headquarters is approximately 50 years old and overdue for refurbishment. Consideration has been given in the 10-year budget for the relocation of the headquarters or redevelopment on the current site within the next three years.

### Funding the cost - who pays?

Rates fund day to day organisation and operational activity within Waitakere City. Funding is also provided through the local councils and the Auckland Regional Council for the activities of the Civil Defence Emergency Management Group. The Auckland Regional Council contributes 35% of this funding, and the remainder on a per capita basis per council. The Council currently provides funding of around

\$43,000 per annum to support the work of the group. All funding is primarily rates based with funding from loans for any major new development.

The Council receives some external funding recovery from the Ministry of Civil Defence and Emergency Management and National Rural Fire Authority for operational expenditure such as equipment maintenance, training, salaries and clothing.

Activity costs are funded from general rates because it is considered that the activity provides wide benefits to the community. Although Emergency Management may benefit those individuals or groups who receive help in an emergency, it is not possible to identify them in advance.

New capital expenditure is funded from loan as this is considered to benefit both the current and future community. There is a minimal renewals component.

### Future demand

Demand for this activity will be affected by the level of increase in the population of Waitakere City and public demand for emergency management assistance. Additionally, Civil Defence Group targets and objectives will have an impact on the level of staff input for various projects and working groups.

While it is not foreseen that there will be any significant change in the level of service requirement for rural fire forces in the near future, the final outcomes of a current review of fire legislation could see a reduced council involvement if all fire services were to come under one national fire body.

### What we are planning for the future

Having recently undergone an intensive change to a regional basis for the leadership of Emergency Management with the establishment of Civil Defence Emergency Management Groups (CDEM) and Co-ordinating Executive Groups (CEG) to support them, we will be working increasingly within this regional framework for group related activity as well as maintaining our responsibilities within Waitakere City.

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Emergency Management *(continued)*

## Emergency Management Activity Costs

Details	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016
	Budget \$000's	Forecast \$000's	Forecast \$000's	Forecast \$000's	Forecast \$000's	Forecast \$000's	Forecast \$000's	Forecast \$000's	Forecast \$000's	Forecast \$000's
<b>Activity Expenditure</b>										
Maintenance and Running Costs	935	958	1,001	1,046	1,090	1,112	1,145	1,178	1,186	1,227
Depreciation	36	117	120	125	140	141	157	159	170	156
<b>Total</b>	<b>971</b>	<b>1,075</b>	<b>1,121</b>	<b>1,171</b>	<b>1,230</b>	<b>1,253</b>	<b>1,302</b>	<b>1,337</b>	<b>1,356</b>	<b>1,383</b>
<b>Activity Revenue</b>										
Grants and Subsidies	91	93	96	54	62	63	64	66	66	68
General Rates	880	982	1,025	1,117	1,168	1,190	1,238	1,271	1,290	1,315
<b>Total</b>	<b>971</b>	<b>1,075</b>	<b>1,121</b>	<b>1,171</b>	<b>1,230</b>	<b>1,253</b>	<b>1,302</b>	<b>1,337</b>	<b>1,356</b>	<b>1,383</b>
<b>Net Activity Surplus (Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Capital Expenditure</b>										
Capital Expenditure	2,888	55	48	89	24	128	37	80	8	28
<b>Total</b>	<b>2,888</b>	<b>55</b>	<b>48</b>	<b>89</b>	<b>24</b>	<b>128</b>	<b>37</b>	<b>80</b>	<b>8</b>	<b>28</b>
<b>Funded by:</b>										
Loan	2,888	55	48	89	24	128	37	80	8	28
<b>Total</b>	<b>2,888</b>	<b>55</b>	<b>48</b>	<b>89</b>	<b>24</b>	<b>128</b>	<b>37</b>	<b>80</b>	<b>8</b>	<b>28</b>

**100% Allocated to Strong Communities**

## Conclusion

There is going to be an ongoing requirement for the Council to maintain its current level of service to the community for both Civil Defence Emergency Management and Rural Fire.

Increasing costs for the Civil Defence Emergency Management Group (CDEMG) together with increasing population projections for Waitakere makes it highly likely that the CDEMG provision will increase over the 10-year period 2006-2016. However, this will have little or no impact in the first three years.