



CDEM Resilience Fund project application form

Application for CDEM Resilience Collaborative fund approval	
Project title	Building social agency networks for vulnerable community members: A best practice guide
Date of application	28 February 2011
Details on application	
Lead local authority	Hutt City/Upper Hutt City Council
CDEM Group	Wellington Region Emergency Management Group
Other local authorities or Groups supporting the proposal	Wellington City Council, Porirua City Council, Kapiti District Council, Carterton District Council, Masterton District Council, South Wairarapa District Council
Project description	
<p>Executive summary</p> <p>Providing for vulnerable communities in a disaster situation is a prime concern for CDEM, however the identification of, and engagement with, these communities may be better served by utilising existing community networks. The aim of this project is to develop and implement a programme that will establish connections into our vulnerable community. This can be accomplished through partnerships with CDEM stakeholders and leading social agencies. We therefore propose to analyse the connections between social and community agencies that currently exist, those that could be developed further, and those that could be established in order to assist vulnerable members of the community. Through this, we will identify agency gaps, as well as overlaps that could lead to vulnerable people not receiving the required care in an emergency. To do this, we will use a method known as social network analysis that is used to visually and quantitatively present the strength of relationships between people, groups or networks.</p>	
<p>Problem/opportunity</p> <p>Recent events have emphasised the substantial difficulties vulnerable communities such as the elderly and disabled face in an emergency. For example, despite being a small section of the population (15%), people over 60 made up over three quarters of deaths in New Orleans during Hurricane Katrina.</p> <p>In a 2006 global discussion document, issues raised highlighted the need for engagement between different stakeholders in the area for improving emergency management services for vulnerable people. A 2004 New Zealand report for MCDEM also found that "specific ethnic groups, elderly and other special needs groups are insufficiently catered for within current resource material" (Finnis, 2004, p7). Providing for this vulnerable population is therefore of great concern for CDEM groups.</p> <p>The results of the 2008 Statistics New Zealand Quality of Life Survey suggest that there is only a very small percentage of the community that are not members of some form of social network. Therefore between social agencies, community groups and other clubs and networks a large proportion of the community could be cared for in an emergency if a co-</p>	

ordinated response between these agencies can be established. This research will therefore examine the connections between social agencies, CDEM and the community that could be utilised to provide for vulnerable community members.

Alignment with identified goals and objectives

National CDEM Strategy goals and objectives	Group's goals and objectives
<p>Goal 1: Increasing community awareness, understanding, preparedness and participation in CDEM.</p> <p><i>Objective 1C: Improving community participation in CDEM.</i></p> <p>Goal 4: Enhancing New Zealand's capability to recover from civil defence emergencies.</p> <p><i>Objective 4B: Enhancing the ability of agencies to manage the recovery process.</i></p>	<p>Goal 4: The community and emergency management agencies will be able to respond to, and recover from, emergency events effectively.</p> <p><i>Response Objective 4: Agencies who can contribute to recovery know their roles and how they will coordinate their activities.</i></p>

Alignment with the National CDEM Strategy's goals and objectives:

(Objective 1C) This project provides an avenue to engage CDEM agencies with the community based organisations already connected with vulnerable communities.

(Objective 4B and Group's goals and Response Objective 4) An outcome of the project will be that community based organisations have a better understanding of their role in relation to preparedness, response and recovery in an emergency event.

Dissemination of benefits to sector

The final output from this research would be the creation of a best practice guide for national distribution that will offer a short, simple process for implementing a similar programme in other CDEM regions. The guide will include methods for:

- the facilitation of community group and agency networking to better provide for vulnerable groups in the community
- evaluating gaps in the provision of services
- identifying, assessing and taking ownership of solutions
- simple "snowballing" techniques to engage a wider sample of community groups
- methods to help community based organisations and CDEM better understand their respective roles in emergency preparedness, response and recovery

In addition, we will assess the use of "bottom-up" initiatives for the identification of vulnerable community members (e.g. websites that allow vulnerable people or

friends/neighbours of vulnerable people to register their needs and identify local able-bodied "buddies").

The research will also be presented at CDEM conferences within the wider CDEM community.

Project design

Project manager	To be determined by Emergency Management Officers Committee upon approval. Will come from the project members
Other project members	Kathryn Nankivell & Peter Walker (Hutt City /Upper Hutt City Council), Jo Milne (Kapiti District Council) Trevor Farmer (Porirua City Council), District Health Board
External providers/contractors	Opus International Consultants

Deliverables

Milestone	Date for completion	Cost
Project Inception	29 July 2011	\$3,500
Workshops	09 September 2011	\$3,000
Survey design and distribution	13 October 2011	\$6,500
Data Analysis	18 November 2011	\$10,000
Draft Evaluation	27 January 2012	\$7,000
Consultation with stakeholders	23 March 2012	\$3,000
Final Evaluation document	30 June 2012	\$10,000
Printing of Guide	14 July 2012	\$2,000

Identified risks

Risk	Suggested management
The coordination of a large number of agencies and stakeholders could lead to time delays particularly in receiving feedback.	Preliminary work has begun on liaison with the groups to be involved, and a steering group will be established with champions from multiple agencies to enhance coordination and offset any delays.
Missing smaller agencies that deal with the vulnerable.	We have identified a snowballing method to reduce this risk, where agencies involved identify other agencies that should take part. In this way there are multiple pathways to connect to these smaller groups.

Funding request and use

CDEM resilience fund contribution	43,000
Local authority contribution	2,000
Other sources of funding	NIL

Expenditure <i>[Please supply details]</i>	\$45,000
Opus International Consultants	\$43,000
Printing of guide	\$2,000
Application confirmation	
Approval of Chief Executive	N/A - Group project
CDEM Group comment	
Comment	see problem/opportunities & alignment with goals
Approval of Coordinating Executive Group Chair	