



CDEM Resilience Fund project application form

This form provides the minimum of information for the application; a detailed project plan should be developed to inform this application and may be attached.

Project title	Community Engagement Network year 2
Date of application	1 October 2018

Details on application

Applicant	Emergency Management Southland
CDEM Group/s affected	All CDEM Groups involved in community engagement
Other local authorities, Groups or organisations supporting this proposal	WREMO (Dan Neely), Hawkes Bay Emergency Management Group (Jae Sutherland), Christchurch Civil Defence Emergency Management (Emma Hunt), Auckland Emergency Management (Melanie Hutton), Waikato Emergency Management Group (Justin Douglas).

Project description

Executive summary *[200 words maximum description]*

Work undertaken in year one of this project has led to some important inroads into how we can work together to support our communities to respond in an emergency and recover from adverse events. This work is essential in understanding the needs, resources, capabilities and vulnerabilities in our communities, and ensures that communities will be better prepared for and more confident to respond when needed.

Year one of this project saw the establishment of a steering group to undertake planning for two workshops to allow community engagement practitioners to form a national working group. By the end of year one, two national workshops would have been undertaken and guidelines for best practice will have been produced.

We are seeking funds to allow the working group to further develop this network and to ensure it is sustainable into the future. By working collaboratively, CDEM Groups will be able to increase their understanding of best practice, be exposed to new models, share the latest national and international research, discover new engagement tools and develop an understanding of how our local and national identity can be affected by emergencies and how that may affect recovery.

This fund will allow for steering group and national working group meetings. Not only will this lead to inter regional support and understanding, it will also allow a forum for subject matter experts to be brought in to ensure those in sector are using the latest engagement tools available.

We are also seeking funding to employ a contractor to start work on Guidelines for Community Resilience Planning. It is intended that these guidelines will assist MCDEM to produce a new Community DGL. This piece of work is a key component of the recommendations from the TAG review.

Community engagement and resilience is valuable in reduction, readiness, response and recovery activities, and allows CDEM to work with and become a part of the communities they work and live in. This project will enable a community engagement network to be established to mentor, support and develop community engagement activities throughout all CDEM groups in New Zealand.

Challenge/opportunity *[200 words maximum description.]*

Central to everything we do in preparing for an emergency should be the well-being of people in our communities. Effective community engagement and resilience planning offers us the opportunity to work closely with our communities and understand what they need to stay safe during adverse events.

There are many approaches to community engagement being taken around the country. Many of the variances are due to differing levels of resourcing, experience, group/TA structure and understanding. This project will help encourage the use of best practice and enable practitioners to understand the lessons learnt from various regions including the work undertaken in many regions on CRP's, WREMO's hubs, Christchurch's work with CALD communities and Hawkes Bays centralisation of engagement through community champions.

To ensure existing community capability is supported, it is vital we understand our communities and that in turn they know who they can contact should they require additional support or information. Having positive working relationships with a community will help ensure that when they are under times of additional stress, they trust information that is being shared with them and understand that authorities are working towards the best outcomes for their community. This will increase the opportunities to have open, frank constructive conversations.

Alignment with identified goals and objectives identified in the CDEM sector *[200 words maximum description.]*

Further development of this network and the development of a Directors Guideline aligns with the National CDEM Strategy including but not limited to:

1A: Increasing the level of community awareness and understanding of the risks from hazards:

True community engagement develops the ability to undertake two way open conversations and provides an environment for fully transparent conversations.

1B: Improving individual, community and business preparedness:

By understanding the benefits of taking a whole of community approach to planning and engaging with individuals, groups and businesses which may be able to support a community during an adverse event.

3B: Enhancing the ability of CDEM Groups to prepare for and manage civil defence emergencies:

To coordinate an effective response, CDEM groups need to gain situational awareness, by having relationships with groups and individuals in communities, we will know who to contact and how. Groups will also know the capability and capacity in different communities in their region.

The development of this network also aligns with the findings of the TAG review and will help meet some goals of the review including but not limited to:

Relationship – Iwi/Maori

- Support the development of CDEM cultural competency of Te Ao Maori and integrate into workplace and practice

Consistency

- Define key terminology
- Develop common principles of engagement
- Identify and aggregate a range of recognised methodologies relevant to the field
- Develop a common set of priorities for the community resilience sector to be reviewed bi annually
- Define common measures effectiveness
- Combine content for a draft DGL that encompasses Community Resilience

Professional Capability

- Define Knowledge, Skills and Attitudes for people who are delivering community resilience initiatives in the emergency management sector
- Recognise Community Resilience as a field within CDEM and enable regular and ongoing support (funding)
- Establish a suite of platforms to enable sharing and collaboration

Dissemination of benefits to sector *[200 words maximum description.]*

Community engagement and resilience planning is undertaken in different ways throughout the country and many groups have effective engagement strategies in place. By establishing a Community Engagement working group of keen, experienced engagement practitioners we will be able to host workshops and forums to encourage the establishment of a wider network and share expertise with the sector. This will encourage increased community planning activities throughout the country and therefore a more prepared New Zealand.

Benefits include;

- understanding best practice, locally and internationally
- a more professional approach to working with communities
- the development of relationships between CDEM and the public
- improved communication channels, pre, during and post response
- increased understanding into recovery
- a network able to feedback to national planning around community concerns or needs
- collegial support for those new to community engagement

While some of this networking can be done through other methods such as teleconferences, it is often the work undertaken in a group session when real advances are made. Other networks which meet such as the Welfare Managers forums and NPERG are testament to this.

The development of a Directors Guideline will provide an effect tool for future reference for those undertaking community resilience planning in the sector.

The network will also be able to feed expert knowledge through to the National Disaster Resilience Strategy.

Project design

Project manager	Delia Riley
Other project members	Jae Sutherland, Emma Hunt, Dan Neely, Melanie Hutton and Justin Douglas
External providers/contractors	To be appointed

Deliverables

	Date for completion	Cost
Core group planning meeting	August 2019	\$2400 travel costs
National two day workshop/forum - Wellington	November 2019	\$6500 travel costs \$3800 accommodation \$3500 Venue/catering/speaker costs
National two day workshop/forum - Wellington	April 2019	\$6500 travel costs \$3800 accommodation \$3500 venue/catering/speaker costs
Contractor employed to start National Guidelines development	March 2019	\$50,000 Provided by EMS
Administration		

Identified risks

Risks		Suggested management	
Identification of success of the network	All members of wider network to be surveyed throughout the project to understand if the network is delivering valuable outcomes		
Network ends at the end of the establishment project	Discuss ways groups can make the network sustainable into the future, including meetings held by "Skype"		
Unbale to find a suitable contractor	New Zealand has many well regarded professionals across a number of disciplines and we're confident a suitable candidate will be found.		
Funding request and use			
CDEM resilience fund contribution	\$80,000		
Local authority/organisation contribution	Project management and administration provided by EMS with support of core group members		
Other sources of funding or support	Additional funding if needed by individual groups to cover costs of meals.		
Budget <i>[Please supply spreadsheet]</i>			
Applies if application exceeds \$100,000 over the life of the project	Do you wish to attend a hearing in support of this application?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Application confirmation			
Approval of Chief Executive			
CDEM Group comment			
Southland CDEM Group fully supports this proposal.			