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Tēnā koe Keith,

Resilience Fund application 2018

Please find attached Waikato Regional Council's application to the 2018 Resilience Fund. This application seeks to build on the work previously funded by the Ministry in 2017/18, and will allow for optimisation of the current iteration of the Disaster Waste Management template tool.

The current iteration of the Disaster Waste Management tool has been delivered to Ministry of Civil Defence and Emergency Management, and consists of an offline workbook and GIS functionality. There is opportunity to further develop the Disaster Waste Management Plan template to fully realise the online potential of the tool and integrate the two portions of the existing tool. The tool naturally encourages and facilitates forging strong relationships between responding staff in the CDEM space and staff operating under business-as-usual in the waste management space.

The ultimate goal is for the Disaster Waste Management Plan to be a fully online tool, to become part of the Lifelines functionality sitting alongside power and three-waters. This will be held by the Ministry for Civil Defence and Emergency Management, and will be used by each local territorial authority, regional council or CDEM team as appropriate.

Waikato Regional Council, Bay of Plenty Regional Council and Environment Canterbury have committed to provide in-kind time to contribute to and project manage Phase Three of this programme. Historically the three councils have committed \$75,000 to this project, along with in-kind time.

Until such time as the detailed project plan has been developed (per Milestone 1 in the attached form), the monetary figures for request included in this application are indicative only and may be subject to change.

If you have any questions regarding the application, please email or phone me. I look forward to hearing from you.

Nāku noa, nā

Leah Wyatt

Leah Wyatt
Education Projects Advisor



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	Disaster Waste Management Plan template – Phase Three
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Date of application	September 2018
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Details on application

Applicant	Waikato Regional Council
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CDEM Group/s affected	The outcome of this work will be applicable to all CDEM groups on a national scale
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Other local authorities, Groups or organisations supporting this proposal	Environment Canterbury, Bay of Plenty Regional Council and associated regional CDEM groups. There is also considerable interest from local territorial authorities.
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Project description

Executive summary *[200 words maximum description.]*

The Disaster Waste Management Plan has been developed, via phases one and two, as a way to plan for managing waste generated during disaster events. Phase three will build on the existing work completed and integrate the current complementary forms of the template – being an offline word document workbook and an online GIS tool – into a single cohesive online tool. Optimising the existing tool is the focus of our application. It can be used to inform elements of strategic planning for recovery (to inform reduction of risks from hazardous wastes) as well as during readiness, response and operational recovery phases.

Environment Canterbury, Waikato Regional Council and Bay of Plenty Regional Council have committed in-kind time to continue this project, and seek further funding from the Resilience Fund to achieve the following objectives:

- To incorporate feedback and recommendations from recent workshops on the tool's functionality
- To seek and incorporate feedback from Civil Defence Emergency Management staff on data management.
- To seek feedback regarding a waste generation timeline during events, and prioritisation of waste streams into the tool. This relates to the response and recovery phases and will require undertaking some research.
- To determine and finalise the data requirements to form minimum data sets to be integrated into the tool.
- Fully integrate the workbook and online component into a single tool
- Promote the tool to CDEM groups and waste staff nationally.

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

Phase Three of the template will build upon the ongoing momentum developed through the pilot phase and Territorial Authority and Civil Defence Emergency Management buy-in. Currently there is a word document and GIS functionality to the template, though the two platforms exist separately at this point. Further work is required to fully integrate these two different parts of the project.

The challenge for this phase lies in the multiple datasets available with regionally specific data and information which will feed into the tool.

The aim is for the Ministry for Civil Defence and Emergency Management to have a nationally applicable, digital tool available to all CDEM groups which will assist in the preparedness and planning phase to deal with the various waste types that are generated by different disasters.

The funding sought will be used to contract an external provider to undertake the following:

1. Develop GIS layers for the remainder of New Zealand (currently only Bay of Plenty region has been developed and Canterbury region is in progress), working with relevant regional councils as needed
2. Digitise the template planning document and worksheets
3. Optimise online data entry for auto-population through the existing work books
4. Integrate GIS platform with digitised template

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

The project directly aligns with:

Goal 3: "Enhance New Zealand's capability to manage emergencies and

Goal 4: Enhance New Zealand's capability to recovery from Emergencies in the National CDEM Strategy.

It supports the goals of the respective CDEM Groups outlined in their Group Plans:

Bay of Plenty goals:

Readiness 1: Build and improve knowledge and skills within communities and businesses to prepare for, get through and recover from emergencies.

Response 2: Integrate response planning across CDEM Partners

Recovery 4: Strategically plan for recovery.

Waikato Goals:

Response goal: Enhance our capability to deliver an effective response

Recovery goal: Enhance our capability to recovery from emergencies

Canterbury Goals:

Goal 3: Enhancing New Zealand's capability to manage civil defence emergencies

Goal 4: Enhancing New Zealand's capability to recovery from civil defence emergencies

Objectives

This project allows for development of a plan to deal with disaster waste during the readiness phase of operations. This will allow for informed & comprehensive planning from response into recovery after an event. Past experiences from events such as the Canterbury Earthquakes, and the April 2017 Whakatāne floods have highlighted the need for better disaster waste management planning.

Further optimisation of the current model of the tool will enable streamlined digital development of management plans, allowing for rapid and appropriate response during activation and clear handover when returning to business as usual.

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

The current iteration of the Disaster Waste Management Template will be workshopped at the November 2018 WasteMINZ conference. This will introduce the template in its current format and allow for functional application and testing of the current model. Any feedback received during these exercises will be incorporated during Phase three, which will also include promotion of the Disaster Waste Management Template, by such mechanisms as a national roadshow.

This tool will enable efficient management of different types of disaster waste during response phase to ensure no cross-contamination of multiple waste streams. It will also forge strong business relationships between CDEM groups and operational waste management staff, ensuring full communication before, during and after an event to allow for a seamless and informed transition. Having broad knowledge of the waste streams and timing will also allow for effective communication with the community during the response phase of an event with regard to what to expect and what to do with any waste product.

Project design

Project manager	Leah Wyatt (Waikato Regional Council)
Other project members	Reece Irving (Bay of Plenty Regional Council), Rowan Latham (Environment Canterbury)
External providers/contractors	To be determined by Tender/Request for Proposal process

Deliverables

Milestones	Date for completion	Cost
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<ol style="list-style-type: none"> 1. Detailed development of project plan, including phases and procurement 2. Optimising of tool into electronic format, including web development 3. Trial and subsequent adjustments to system 4. Finalised for national release 5. Promotion and road show 	<ol style="list-style-type: none"> 1. 1 August 2019 2. 1 December 2019 3. 1 May 2020 4. 30 June 2020 5. 31 July 2020 	<ol style="list-style-type: none"> 1. In-kind time from Council staff for development. \$2500 from fund for procurement. 2. \$47,500 3. \$30,000 4. \$10,000 5. \$5-10,000
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Identified risks

Risks	Suggested management
<ol style="list-style-type: none"> 1. Funding application is unsuccessful 2. Budget/scope creep 	<ol style="list-style-type: none"> 1. Work to find alternative funding opportunities or partnerships, particularly territorial authorities 2. Ensure clear scope of works for the successful bidder to the RfP. <p>Each council commits to funding in 2019/2020 to assist with promotion.</p>

Funding request and use

CDEM resilience fund contribution	\$100,000						
Local authority/organisation contribution	In-kind time/Project management						
Other sources of funding or support							
Budget <i>[Please supply spreadsheet]</i>							
Applies if application exceeds \$100,000 over the life of the project	<table border="0"> <tr> <td>Do you wish to attend a hearing in support of this application?</td> <td>Yes</td> <td>No</td> </tr> <tr> <td></td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </table>	Do you wish to attend a hearing in support of this application?	Yes	No		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Do you wish to attend a hearing in support of this application?	Yes	No					
	<input type="checkbox"/>	<input checked="" type="checkbox"/>					

Application confirmation

Approval of Chief Executive	
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CDEM Group comment

The Bay of Plenty CDEM Group supports the three regional councils in the development of the disaster waste management plan. The development of the disaster waste management plan is viewed as a valuable project that will provide significant benefit to all CDEM Groups across New Zealand.

The Waikato CDEM Group fully supports this multilateral approach to developing the disaster waste management plan. The American Planning Association, (2014) identifies the importance of pre-event recovery planning including the importance of debris clearances and hazard abatement. This along with other actions are at the heart of early recovery process. Asari, et al., (2013) have also identified the importance of estimating the potential quantities of waste, identifying temporary storage sites as well as anticipating the appropriate disposal and potential recycling options. Tools that have the capacity to capture big data and map it into visually meaningful intelligence is vital to aiding both the response and the longer demands of recovery.