

Status report regarding Lifelines component of the 2011 – 2012 Nelson Tasman Resilience Fund application

As a result of the 14 December 2011 weather event together with the secondment to an external position of the Nelson Tasman Emergency Management Office Lifelines portfolio holder (Roger Ball), we are unable to complete all of the deliverables detailed in the original application (detailed below) within the allotted time period.

Deliverables			
Milestone	Date for completion	Cost	Completion status
<ul style="list-style-type: none"> <input type="checkbox"/> Letter of agreement signed between MCDEM and Local Authority 	June 2011		COMPLETE
<ul style="list-style-type: none"> <input type="checkbox"/> Ordering of Public Information and Education Trailer and Public Education Resources 	Early July 2011	<p>\$21,780 excl GST <i>(Please find cost breakdown and summation of itinerary detailed in 'Funding request and use' section below)</i></p>	COMPLETE
<ul style="list-style-type: none"> <input type="checkbox"/> Appointment of Lifelines Project Coordinator 	August/September 2011	<p>\$20,000 <u>Cost Breakdown</u> Hourly remuneration of \$100.00 per hour spread over six months at an approximate rate of ten hours per week.</p>	COMPLETE
<ul style="list-style-type: none"> <input type="checkbox"/> Initial tasking and commencement of monthly progress meetings between 	August/September 2011		UNDERWAY

<p>relevant parties</p> <ul style="list-style-type: none"> □ Receipt of Public Information and Education Trailer and Public Education Resources and placing into operational use □ Conclusion of Lifelines Project Coordinator taskings, finalisation of reports and distribution to relevant parties 	<p>Late August 2011</p> <p>February/March 2012</p>		<p>COMPLETE</p> <p>YET TO BE COMPLETED</p>
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The Nelson Tasman application was affectively divided into two parts:

Part One:

Lifelines Project Coordinator

Part Two:

Public Information and Education Trailer and Public Education Resources

Part two, the attainment and placement into operational use of a Public Information and Education Trailer and Public Education Resources, has been completed.

However as previously mentioned due to unforeseen circumstances, Part one, despite being well underway will not be completed within the allotted timeframe.

To date a Lifelines Project Coordinator has been appointed and an initial draft of a Regional Lifelines Resource Manual produced. The next step in the process is for correspondence to be sent to lifeline agencies requesting specific information such as contacts, resources, protocols for coordinated emergency response and recovery, relevant maps and other material for incorporation into a Regional Lifelines Resource Manual. Upon completion of the manual, electronic maps will be developed illustrating the interdependencies between Lifeline Utilities and the implications for emergency response and recovery. Additionally a three year work programme for the Nelson Tasman Lifelines Group is to be produced, highlighting priority objectives for future work and the resources required to achieve these objectives.

It is envisaged that all of the deliverables will be completed by 30 September 2012.

As directed by our Regional Management Advisor Simon Chambers please refer to the covering letter where, for your consideration, we request payment for the full amount of our application. In addition please find below the invoices that we have received from and paid to the Lifelines Project Coordinator to date (totalling \$6236.31 GST exclusive).

Please find my contact details below should you wish to discuss the matter further and accept our apologies for any inconveniences this situation may have caused.

Yours sincerely,

Joe Kennedy

Emergency Management Officer

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