

Resilience Fund Application Form

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

Project title	Emergency Management Legislation Reforms: CDEM SIG Regional Issues and Options Analysis Report
Date of application	11 Mar 22
Details on application	
Applicant <i>[CDEM Group must endorse/sponsor all applications]</i>	CDEM Regional Special Interest Group (SIG)
Sponsoring CDEM Group	Hawke's Bay
Other local authorities, Groups or organisations supporting this proposal	All 16 CDEM Groups
Project description	
Executive summary <i>[200 words maximum]</i>	
<p>The aim of this project is to provide information and analysis to support an effective CDEM SIG submission on the EM Bill when it is introduced. This will involve a review of the Ministerial Review <u><i>Better Responses to Natural Disasters and Other Emergencies 17 November 2017</i></u>, recent event review documents and other background information to identify common themes/issues that impact across Groups and local government. Then working with all the CDEM GMs, broadly identify possible options. Where there is collective agreement, identify options to address the issues and where appropriate areas of disagreement.</p> <p>This would then form the basis of a SIG submission and would assist individual Groups in making their own submission. The idea is not necessarily to come to conclusions (although if there is collective agreement this may be appropriate), but to support the Groups in developing their own submissions through the provision of information and analysis.</p>	
Challenge/opportunity <i>[200 words maximum]</i>	
<p>The issue for the SIG and the CDEM Groups is given the current COVID-19 response and impact on capability, the ability to effectively engage with the legislative process for change in the sector is very limited given the short timeframes proposed. This is especially so for smaller Groups for whom the impact of any change is likely to be significant.</p> <p>This project would provide for a resource to research and analyse the strategically significant issues for the regional groups and hopefully lead to a level of alignment which can only be of benefit to the legislative change process.</p>	

Alignment with priorities and objectives of the National Disaster Resilience Strategy (NDRS) <i>[200 words maximum]</i>	
<p>The project will take a comprehensive emergency management approach and expect to align to the majority of the objectives across all three priority areas;</p> <ul style="list-style-type: none"> • Managing risks • Effective response to and recovery from • Enabling, empowering and supporting community resilience 	
Alignment with Principles and Allocation Preferences <i>[200 words maximum]</i>	
<p>In addition, this project aligns to the key NDRS Principles of;</p> <ul style="list-style-type: none"> • Matuaranga – We value knowledge and understanding • Rangatiratanga – We lead by example • Whanaungatanga – We nurture positive relationships and partnerships and act as one team 	
Application of outcomes/benefits to sector <i>[200 words maximum]</i>	
<p>The application of the outcomes would raise awareness of key issues / challenges facing the regional / local level in the emergency management reform, support individual CDEM Group submissions and demonstrate a commitment to our Partnership Charter.</p> <p>It is also intended that this report will also help inform the policy development and legislative change process currently being undertaken by NEMA.</p> <p>Another key outcome will be the identification of changes/proposals where there is alignment across the Groups.</p>	
Ongoing costs (post-project) and how it will be funded <i>[200 words maximum]</i>	
<p>Ongoing costs post project will be determined by the impacts resulting from the legislative changes on individual CDEM Groups and therefore be the responsibility of each individual CDEM Group.</p>	
Project design	
Project manager	Ian Macdonald (Hawkes Bay)
Other project members	Joe Kennedy (Nelson Tasman), Graeme MacDonald (Northland), Clinton Naude (Bay of Plenty), Claire Brown (West Coast)
External providers/contractors	TBC – it is intended to run a targeted RFS process to engage a suitable consultant/contractor
NEMA resource (if needed)	Nil

Deliverables <i>[Note: payments will be made after successful completion of milestones identified]</i>			
Key milestones	Date for completion	Cost (invoice amount)	
Engage consultant	March 2022	\$	
Individual consults with 16 CDEM Group Managers	April 2022	\$	
Combined CDEM Group Manager workshop	April/May 2022	\$	
Report finalisation and project completion	June 2022	\$35,000	
Identified risks			
Risks	Suggested mitigation / management		
Potential cost overruns	Additional financial support from CDEM Groups		
Timeline over-run due to emergency events	The consultant is engaged outside the emergency management response sector and would have limited impacts.		
Disagreement on key elements of the report	Where agreement is reached this will be reported. Any areas not agreed will be reported at an “in principle” level.		
Funding request and use			
CDEM Resilience Fund contribution	\$35,000 (maximum)		
Local authority / organisation contribution	Staff time		
Other sources of funding or support	If this project goes over the amount applied for – the CDEM Groups have agreed to support with additional funding.		
Budget <i>[please supply spreadsheet]</i>	\$ Will depend on RFS responses.		
Applies if application exceeds \$100,000 over the life of the project	Are you prepared to attend an interview in support of this application (if needed)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Application confirmation			
Is this application from an individual or other organisation	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Does the CDEM Group support this application? <i>[sign off below confirms support]</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	

Approval of Chief Executive [Chief Executive or Head of the organisation receiving the funding]	
	Name: James Palmer
Approval of CEG Chair	
	Name: Dr Stephanie Rotarangi
All communications regarding the application, including approval decisions will be addressed to the Chief Executive and CEG Chair	
CDEM Group comment	
The Hawke's Bay CDEM Group supports this application.	

Note: Only complete forms will be considered for assessment. All completed forms and supporting documents must be emailed to NEMA at resilience.fund@nema.govt.nz

NEMA Assessment [internal use only]		
Principles	Yes	No
Local / regional focus	<input type="checkbox"/>	<input type="checkbox"/>
Values the role of Māori in the Emergency Management System	<input type="checkbox"/>	<input type="checkbox"/>
NEMA involvement required	<input type="checkbox"/>	<input type="checkbox"/>
Allocation Preferences		
Alignment with NDRS	<input type="checkbox"/>	<input type="checkbox"/>
Achieves equity of outcomes for Māori communities, marae, hapū, iwi and Māori organisations	<input type="checkbox"/>	<input type="checkbox"/>
Outcome focused	<input type="checkbox"/>	<input type="checkbox"/>
Applicable in other regions / CDEM Groups	<input type="checkbox"/>	<input type="checkbox"/>
Supports national consistency	<input type="checkbox"/>	<input type="checkbox"/>
Wider funding / resource commitment	<input type="checkbox"/>	<input type="checkbox"/>

Build on existing work	<input type="checkbox"/>	<input type="checkbox"/>
Operational expenditure (Opex)	<input type="checkbox"/>	<input type="checkbox"/>
Capital expenditure (Capex)	<input type="checkbox"/>	<input type="checkbox"/>
Other		
Application from individuals or other organisations endorsed/sponsored by CDEM Group		
NEMA Subject Matter Expert Comment	Supported	Not supported
	<input type="checkbox"/>	<input type="checkbox"/>
NEMA Regional Emergency Management Advisor Comment	Supported	Not supported
	<input type="checkbox"/>	<input type="checkbox"/>
NEMA Review Panel Comment	Supported	Not supported
	<input type="checkbox"/>	<input type="checkbox"/>

NEMA Director Decision Sign-off	Approved <input type="checkbox"/>	Declined <input type="checkbox"/>
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Director of Civil Defence Emergency Management

Appendix A Report Template

CDEM Resilience Fund Project Status Report			Date: DD MMMM YY		
Project title				Project number	
Project manager		Contact details			
Executive summary of status					
Progress of deliverables					
Milestones	Status (on track, delayed, etc.)		Progress this quarter and next steps		

Identification of any issues (actual or potential)					
	Issue			Mitigation	
Schedule					
Staff resources					
Budget					
Dependencies					
Stakeholders					
Quality					
Other					
Budget					
Activity	Expenditure to date	Budget to date	Full year budget	Budget forecast	Variance

Comment on variance

Confirmation

I confirm the status report is accurately reflected and the invoice amount is correct.

Project Manager

Chief Executive

CEG Chair

Comment by Resilience Fund Coordinator