

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	Registration & Needs Assessment System Enhancement
Date of application	24 th January 2023
Details on application	
Applicant <i>[CDEM Group must endorse/sponsor all applications]</i>	Taranaki CDEM Group
Sponsoring CDEM Group	Taranaki CDEM Group
Other local authorities, Groups or organisations supporting this proposal	Taranaki Emergency Management Taranaki CDEM Group – Stratford District Council, New Plymouth District Council, South Taranaki District Council
Project description	
Executive summary <i>[200 words maximum]</i>	
<p>The aim of this project is to improve the capability and upgrade the current Registration & Needs Assessment system. Along with the improvements the system will be placed into a Power Platform Managed Solution which will allow it to be shared with other Groups or organisations.</p>	
Challenge/opportunity <i>[200 words maximum]</i>	
<p>RANA in its present form has been a journey across three years, with the initial development in response to COVID-19 in March 2020 when a bespoke Access Database was designed to collect coordinate and manage the needs of those affected. New Plymouth District Council withdrew support for the system in its current format prompting an application to the Resilience Fund in 2021 to investigate and develop an interim solution. The RANA platform replacement realised this objective.</p> <p>The next stage in this journey will see placement into a Power Platform Managed solution with the following enhancements to the Case Management modules,</p> <ul style="list-style-type: none"> • Duplicate detection • Simplified query • Tasking enhancement (with user access control for external agencies) • Flagging system • Enhanced invoice tracking & Financial summary information • Reporting features • Supplier information 	

- Secure close out and data storage
- Step up ability within and across the system.

Alignment with priorities and objectives of the National Disaster Resilience Strategy (NDRS) *[200 words maximum]*

7. Safety and wellbeing of people is at the heart of the emergency management system

8. Build the relationship between EM organisations and iwi/groups representing Maori to ensure greater recognition, understanding and integration of iwi/maori perspectives and tikanga in emergency management.

Improve the information and intelligence system that supports decision-making in emergencies to enable informed, timely and consistent decisions by stakeholders and the public.

Alignment with Principles and Allocation Preferences *[200 words maximum]*

This project aligns with the following aspects of the Taranaki Group Plan:

Core Purpose – We deliver professional disaster risk & emergency management for Taranaki.

Core Values – Collective responsibility, unified approach, organisational resilience

Goals – 3. Organisational Resilience – we build resilience into organisations and plan for the impacts from disaster and ensure our systems and arrangements are fit for purpose.,

6. Response and Recovery – we enable well managed effective responses, and we support the community’s journey of moving on from the impacts of disasters.

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Application of outcomes/benefits to sector *[200 words maximum]*

The outcomes of this project will benefit our community most importantly through the ability to collect, analyse and manage needs that

Enhancements and placing the system into a Power Platform Managed solution will provide options for sharing with other CDEM groups and organisation such as Iwi, Federated farmers, Rural Support trust etc. We recognise the importance of integrated effort, partnership and collaboration within the CDEM sector agencies in order that we can function at a high-level during disaster or emergency. Our mahi is supported by our partner agencies around the rohe and other CDEM groups across the motu.

Ongoing costs (post-project) and how it will be funded *[200 words maximum]*

Ongoing Maintenance to support the package and ensure effort can be attributed to ongoing testing and maintenance. This would also cover any issues with Microsoft updates to the platform or other issues identified.

An annual cost is being negotiated to continue support and maintenance of this product. The service delivery contract has not been agreed but estimates range from \$1000 to \$1400. This ensures a fit for purpose with highly trained personnel to deliver in response.

Project design

Project manager	Kaz Lawson
Other project members	Val De Feo, Lanne Torres (NPDC BTG) – systems and technical
External providers/contractors	The Sharepoint Agency
NEMA resource (if needed)	

Deliverables *[Note: payments will be made after successful completion of milestones identified]*

Key milestones	Date for completion	Cost (invoice amount)
Installation of survey Power app to CDEM Taranaki Microsoft 365 site	Feb 28 2023	\$16500.00
Upgrade current system in Managed Solution	May 2023	\$17600.00
Enhancements <ul style="list-style-type: none"> • Duplication • Archive • Tasking • Stats & Reporting • GIS Integration 	June 23	\$12320.00
Workshops and Training Deliver SOP	July 23	\$5280.00

Identified risks

Risks	Suggested mitigation / management

Funding request and use

CDEM Resilience Fund contribution	\$35,200.00		
Local authority / organisation contribution	\$20,000.00, and in-kind staff time for project leadership, site owner responsibility and technical site administration		
Other sources of funding or support	No other sources secured at this point but several other CDEM groups wish to support and use the product.		
Budget <i>[please supply spreadsheet]</i>	\$51,700.00 – see above project deliverables		
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:		
Approval of CEG Chair			
	Name:		
All communications regarding the application, including approval decisions will be addressed to the Chief Executive and CEG Chair			
CDEM Group comment			
Welfare needs assessment capability is critical to response. The ongoing development of a consistent solution for Taranaki – and other groups – is a priority. This solution will allow us to share this system other groups and organisations.			

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	<input type="checkbox"/>	<input type="checkbox"/>
NEMA Subject Matter Expert Comment	Supported <input type="checkbox"/>	Not supported <input type="checkbox"/>
NEMA Regional Emergency Management Advisor Comment	Supported <input type="checkbox"/>	Not supported <input type="checkbox"/>

NEMA Review Panel Comment	Supported <input type="checkbox"/>	Not supported <input type="checkbox"/>
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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

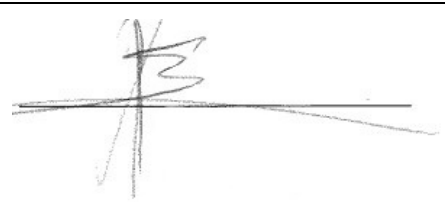
CDEM Resilience Fund Project Status Report			Date: DD MMMM YY	
Project title				Project number
Project manager		Contact details		
Executive summary of status				
Progress of deliverables				
Milestones	Status (on track, delayed, etc.)		Progress this quarter and next steps	

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

