

**Report**            **04.186**  
**Date**             8 April 2004  
**File**              Z/03/02/05

**Committee**       **CDEM Group**  
**Author**           **Debbie Cunningham, Project Manager, CDEM Group Plan**

## **CDEM Group Plan progress: Draft Plan (Strategic Part)**

### **1. Purpose**

To inform the CDEM Group about the progress made in developing the CDEM Group Plan.

### **2. Background**

The draft strategic part of the CDEM Group Plan has been completed (enclosed with the meeting Agenda). This is in keeping with the target specified in the timeline for Plan development.

The meeting dates of the CDEM Group have been scheduled to allow feedback when major components of the Plan have been drafted.

Work on the operational and administrative parts of the Plan will be carried out between now and September 2004.

At its meeting on 22 March 2004, the Co-ordinating Executives Group (CEG) requested that the next report on the Draft Plan include a proposed timetable and an indication of resources required so that funding organisations can factor this information into their budgeting.

### **3. Strategic Section**

#### **3.1 Process for preparing the strategic part of the Plan**

In order to prepare the strategic part of the Plan the following tasks were completed:

- The vision and Plan outcomes were developed.
- Information about the hazards in the Region was gathered and analysed.
- Strategic issues to be addressed were identified.
- Objectives, targets and a work programme (including timeframes and responsibilities) were developed.

All emergency management agencies were involved in Plan development through workshops, targeted meetings, and reviews of draft documentation.

### **3.2 Continuing activities**

Further changes to the strategic part of the Plan are likely. In particular it will need to be reviewed after the operational and administrative components are complete to ensure consistency.

Specific information is required from the Ministry of Agriculture and Forestry about agricultural hazards, and from the Ministry of Civil Defence Emergency Management about the finalised National CDEM Strategy. When this information is available it will be incorporated into the draft Plan.

## **4. CDEM Group Work Programme**

### **4.1 The Proposed CDEM Group Work Programme for 2005-2010**

A CDEM Group work programme has been drafted to achieve the objectives and targets specified in the Group Plan (enclosed with the meeting agenda).

The work programme specifies discrete projects and ongoing activities for CDEM organisations for the period of the Plan (2005- 2010).

The work programme will be agreed annually and a lead agency to facilitate each activity allocated.

### **4.2 The current CDEM Group work programme**

Some elements of the current work programme (Report 04.188) have been specifically scheduled so they will be completed in time to be incorporated in the operational part of the Plan. When the operational part is drafted the following projects will no longer be part of the work programme:

- emergency water supply
- road access restoration
- commuter management
- urban search and rescue capability enhancement
- emergency fuel supply
- CDEM Group response capability development
- medical logistics

Other items of the work programme are ongoing and therefore included in the future work programmes for 2005-2010. These include:

- reconnaissance plan testing (06.005)
- emergency communications (07.007)
- external logistics supply (08.003)
- CDEM Group public education strategy (07.002)
- hazard analysis (00.001, 07.001)

## **5. Operational and Administrative Sections**

All civil defence emergency management agencies, in particular those who have been facilitating current work programme activities, will be assisting with the drafting of these two sections.

Drafts of these sections of the Plan are scheduled to be completed by 30 September 2004.

## **6. Other activities**

The draft Plan will be posted to the CDEM Group website, once established, to ensure all civil defence emergency management organisations have the opportunity to provide feedback.

## **7. Recommendation**

- (1) *That the CDEM Group:*
  - (a) *endorses the Draft Plan, recognising that changes will be made as the process develops;*
  - (b) *notes that the preparation of the Group Plan is proceeding according to the approved timetable and;*
  - (c) *notes with gratitude, that a wide range of interested parties are contributing to the development of the Group Plan.*

Report prepared by:

**Debbie Cunningham**  
Project Manager, CDEM  
Group Plan