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Committee CDEM Group
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Priority Utility Sites for Response and Recovery

1. Purpose

To update the Wellington Region Civil Defence Emergency Management Group (CDEM Group) about progress on the joint Wellington Lifelines Group (WeLG) and Wairarapa Engineering Lifelines Association (WELA) project.

2. Background

The Civil Defence Emergency Management Act 2002 (the Act) highlights the need for lifeline utilities to undertake business continuity planning to ensure essential services are continued or restored to key facilities and customers on a priority basis.

Civil Defence Emergency Management (CDEM) agencies expect to know the restoration priority given to critical facilities by utility providers. Utility providers need to understand what those critical facilities are and the dependencies they have on other lifeline utilities.

The Auckland Engineering Lifelines Group has developed a methodology to establish priority sites for recovery in the Auckland Region. The National Engineering Lifelines Committee has recommended that all Engineering Lifeline Groups undertake such a project using this methodology.

The Wellington Engineering Lifelines Group (WeLG) and the Wairarapa Engineering Lifelines Association (WELA) have jointly agreed to run the project to ensure that the Wellington CDEM Group is provided with a regional overview.

The project plan, which provides the methodology and timetable for the project, is attached as **Appendix 1**.

3. Outcomes

The key deliverables from this project are:

- Each lifelines organisation:
 - has a list of critical community and lifeline utility sites in Wellington
 - has an assessment of the need for their service at those critical sites
 - is able to assess emergency management expectations in light of organisational priorities
 - has a prioritised list of their own critical sites for response and recovery taking into account the dependency on other critical sites for their service
- There is a regional list of critical sites for response and recovery in the Wellington region for use in emergency management
- Managers of each critical community site are able to assess the adequacy of its emergency planning in light of priorities given to restoration of service by utility providers
- Both CDEMG agencies and lifeline utilities will have a list and map of critical community and lifeline utility sites for their region

The benefits of collating this information will be a co-ordinated and largely pre-agreed response and recovery prioritisation, and a common understanding of lifelines interdependencies around the Wellington region.

The collated information (project outputs) is of direct benefit to both CDEM agencies (e.g. to assist the CDEM Group Controller and Lifeline Utility Co-ordinators) and Lifeline utilities, who will be able to incorporate the collated information into their response and recovery plans.

4. Progress

The questionnaires for the CDEM sector and the Emergency Services were distributed in April 2007, **Appendix 2**. The questionnaires relating to Lifeline Utility organisations and key community facilities (Hospitals) were distributed in June 2007, **Appendix 3**. The response rate to these was as follows:

Civil Defence Emergency Management	80%
Emergency Services	80%
Key Community Facilities	75%
Lifeline Utilities	45%

Figures at 23 August 2007

Initial analysis of the returned questionnaires demonstrates that organisations have determined their own criticality of sites in relation to service deliverability, health and safety and the size of the community. Some responses have also provided maps outlining those critical facilities and evidence of pre-planning with CDEM agencies.

5. Further Activities

Those agencies that have not returned their questionnaires have been chased on a number of occasions. Further analysis of the questionnaires will be undertaken to ensure that all the appropriate information has been collated and the linkages between sites, lifelines and priorities are identified.

The result will be a series of sector based workshops to enable discussion, clarity and confirmation of results from the analysis and for the final stage of the process to be undertaken, the mapping of these sites.

6. Recommendations

That the CDEM Group:

- 1. receives the report; and*
- 2. notes the content.*

Report prepared by:

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Group

Appendix 1: Project Plan
Appendix 2: Questionnaires for Emergency Services
Appendix 3: Questionnaires for Lifelines