



COMMUNITY RESPONSE PLANNING - MEMO

BACKGROUND:

Following our districts recent weather events – Emergency Management have identified a high priority to review of all existing areas Community Response Plans and identify Communities that potentially should have a plan. This also links into our Local Recovery Planning actions identified post Gabrielle.

WHAT IS A COMMUNITY RESPONSE PLAN:

Community response plans are developed by the community for the community and are used to prepare for their specific needs and vulnerabilities.

It develops a clear understanding by community leaders of their roles and responsibilities throughout emergency management activities. Most importantly, it prepares the community for response to emergency situations.

These plans detail “what the community needs to know and do prior to, during and after” an Emergency Event occurs

Including...

- Who are our community leaders?
- Identify and agree on local (and other) risks
- Roles and responsibilities
- Contact details
- Where to go / Community Led Centre facilities (CLC's)
- Personal preparedness
- Community organisations and their role during an emergency
- Existing groups that can support an emergency.
- Connecting with your local CDEM office

Plans are owned and administered by local community members. Emergency Management will facilitate, coordinate, and educate and work closely with the communities to get these from a planning to implementation stages assisting every step of the way.

The most important part of the plan development is community-led development and ownership. This is important for the sustainability of the plan in the long-term and the activation of the plan by the community in the event of an emergency.

HOW TO MOVE FORWARD:

WDC Emergency Management have begun prioritisation of communities for these to be either thoroughly reviewed and updated or started. The prioritisation process considers past events, likely impacts and consequences and “is the community ready to go”? (Refer appendix A)

The planning process starts with a comprehensive community analysis.

Step 1:

- Community mapping
 - Which communities are going to be included in the response plan e.g., urban area only, including rural area and defined boundary?
 - What are the vital services in the communities - medical centres, hospitals, police stations, fire stations, supermarkets etc?
 - Who are the key people, organisations or groups that are in the included communities - community groups, large organisations, volunteer services, community leaders etc?
- Identifying vulnerabilities
 - What/who are the vulnerable groups/people in the communities - rest homes, dialysis patients, elderly with no support network, early childcare, schools etc?
 - Which hazards or areas in your community create vulnerabilities - rivers, land instability, swimming pools, locations of stormwater pressure points, main street area etc?
 - What infrastructure vulnerabilities are there in your community - specific roads, bridges, rail, banking/eftpos, fuel stations, older infrastructure e.g., clock towers
- Resource mapping
 - What venues are available to the community during an emergency event - halls, sports clubs, large offices, schools, camps etc?
 - What resources are available at each of these venues - generator, catering facilities, showers, toilets, beds, whiteboards, water supply etc?
 - Who are your groups of people available to support each other during an emergency - sports groups, community board/committee, volunteers, religious groups, special interest clubs etc?
 - What other resources are available in the community - who is a plumber, food suppliers, defibs, pharmacies, generators, mechanics etc?
 - What are the existing ways that the community communicate? What alternate methods do you also have - e.g., community Facebook page, phone trees, newsletters. Alternate e.g., radios, Iridium devices etc
 - What are the existing support networks in your community - foodbanks, food services, community house, community health providers?

Step 2:

WDC Emergency Management will then facilitate a meeting with Community leaders and guide them through the next steps including...

- Documenting all the collected information and adding any other information useful to a community response
- Review
- Dissemination
- Training (if required)

On completion the plan will be **owned** and administered by the Community with input and assistance from Emergency Management when required.

HOW CAN YOU HELPS US?

Before an Emergency

- Understand the risks and community vulnerabilities in your local area.
- Know the key emergency management personal, before, during and after an emergency (ie CDEM professional, Controller, Recovery Manager and Welfare Manager)
- Take an active interest in your council emergency management arrangements and CDEM Joint committee decisions.
- Assist us in finding the right people and facilities.
- “Champion” the process on behalf of your communities and support us to support them.

During and Emergency

- Focus on providing confidence and assurance for your communities.
- Keep Controllers informed of escalating issues.
- Champion the response efforts – ensure your communities understand there are arrangements to help them.
- Direct people in need to the Response arrangements rather than try and solve issues individually.
- Make sure you take breaks and reconnect with your family.

After and Emergency

- Listening to the community – this may include being the voice of the community, being the eyes and ears ‘on the ground’, gathering the views and concerns from the community and feed them into the recovery process.
- Using your local knowledge – you understand the culture, thoughts/opinions and information that can contribute to local awareness and help identify problems and vulnerabilities.
- Supporting those working on recovery – by encouraging and supporting recovery teams working within the community; working with Public Information Management teams and communicating key messages or providing credible advice
- Political leadership – ensuring appropriate scrutiny and provision of resources to the recovery team; championing the issues of your community to the local authority and recovery team.

The recovery from an emergency will be multi-faceted and long running involving more agencies and participants than the response phase. It will certainly be costlier in terms of resources and will undoubtedly be subject to scrutiny form the community and media.

Appendix A

Communities identified and prioritised are:

Priority	
Port Waikato	Te Akau South
Raglan	Te Kauwhata
Huntly East	Meremere
Huntly West	Te Kowhai
Onewhero	Ngaruawahia
Te Akau	Tuakau
Others that are ready to go	
Taupiri	
Pukekawa	
Onewhero	
Need to establish	
Kairotahi	Ruapuke
Te Kohanga	Tamahere
Mangatangi	Whatawhata
Mangatawhiri	Waikaretu
Rotowaro	Pukemiro / Glen Afton
Ruawaro	Horotiu
Waikokowai	Rotokauri
Maramarua	Rangiriri
Waerenga	Tauwhare
Orini	Horsham Downs
Waiterimu	Matangi
Ohinewai	Eureka
Gordonton	Aka Aka / Otaua
Waitetuna	Wairamarama
Te Uku	Tuakau
Naike	Glen Massey
Pokeno	Scotsman Valley
Waingaro	Te Mata

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