

Report to the Environment Committee
from Rian van Schalkwyk, Manager, Emergency Management

Organisations with a Civil Defence Role/Responsibility

1. Purpose

To seek the Committee's endorsement of the document entitled *Organisations with a Civil Defence Role/Responsibility*.

2. Background

Each year the Wellington Regional Council publishes a document outlining the roles of the many organisations involved in responding to a Civil Defence emergency. In the past this document has been based strictly on what the National Civil Defence Plan has said that organisations should do.

The document was reviewed and revised to provide a more realistic idea of each organisation's ability, rather than just what they are required to do under various Acts of Parliament. Organisations have been categorised according to the role they play in emergency response.

The document serves five functions:

- To make various organisations aware of their civil defence responsibilities.
- To advise organisations of the roles and responsibilities of other organisations.
- To aid integrated emergency planning.
- To prompt organisations to review their civil defence role and responsibilities with reference to any changes in their structure or function.
- To compare the documented roles and responsibilities for various organisations as set out in the National Civil Defence Plan with replies, and to highlight any major differences or changes.

About seventy organisations that have a potential role to fulfil in a Civil Defence Emergency were identified. Of these, thirty-nine organisations are required, under the National Civil Defence Plan, to plan, prepare and train for a civil defence response. The remaining organisations are deemed by this Council to have a role to perform.

Each organisation was contacted regarding their current emergency role. They were asked to confirm that the details given were an accurate statement of their desired performance. They were also requested to confirm or amend their ability to fulfil their roles.

Once endorsed by the Committee, the compilation of agreed responsibilities will be sent to all response organisations and the Ministry for Emergency Management. A copy will be tabled at the meeting and is also available for viewing in the Councillors' lounge.

3. **Recommendation**

That the Committee endorses the document "Organisations with a Civil Defence Role/Responsibility" and approves its release to all responders identified in the document.

Report prepared by:

Approved for submission:

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