




## CDEM Resilience Fund project application form

Application for CDEM Resilience Collaborative fund approval	
Project title	EMIS Development & Implementation
Date of application	19 August 2015
Details on application	
Lead local authority	Horizons Regional Council
CDEM Group	Manawatu-Wanganui
Other local authorities or Groups supporting the proposal	Members of the Manawatu-Wanganui, Taranaki, Hawkes Bay & Wellington CDEM Groups
Project description	
<p><b>Executive summary:</b> This application seeks continued funding for the Manawatu-Wanganui CDEM Group to engage an EMIS Trainer/Developer for a further 12 month period over the 2016-2017 financial year to continue the further development, implementation and training of EMIS within the Manawatu-Wanganui, Taranaki, Hawkes Bay, and Wellington CDEM Groups. .</p> <p><b>Background</b> The Manawatu-Wanganui CDEM Group applied to the 2014-2015 round of Resilience Funding for the sum of \$100,000 to engage an EMIS Developer on a 12 month fixed term basis to assist in the development, implementation and training of EMIS within the Group.</p> <p>On considering that application MCDEM approved the application conditional upon the application being revised to include the Taranaki, Hawkes Bay and possibly the Wellington CDEM Groups. The sum approved was increased to \$120,000.</p> <p>The Manawatu-Wanganui CDEM Group on behalf of the same consortium also applied to the 2015-2016 Resilience fund for continued funding assistance which was also approved for a sum upto \$120,000.</p> <p>This application seeks funding for the continued engagement of those services through 2016-2017.</p> <p><b>Problem/Opportunity:</b> During the 2014-2015 period, whilst Resilience Funding was available, EMIS was not fully operational and was still experiencing issues which lead to a number of TAs within the consortium loosing faith in the system and essentially distancing themselves from EMIS. The leaders of the consortium however could see the merits of EMIS and championed for change to make EMIS more user friendly, not only in look and feel but how it operated. During this approximate 6 month 'championing' phase no EMIS training was carried out however to assist MCDEM the engaged EMIS trainer/developer spent a large amount of time, via the resilience fund helping MCDEM with its EMIS changes. Those changes as championed by the consortium have been subsequently adopted by MCDEM and implemented nationally.</p> <p>The changes that have been adopted and implemented have been widely accepted across the sector and traction is now beginning to be made at local levels. This will continue via the 2015-2016 Resilience Fund however the consortium is concerned that given the approximate 6 month period where no training was able to be carried out in the 2014-2015 period, that the consortium will not be able to attain the desired EMIS outcomes in 2015-2016.</p> <p>The consortium is also aware that changes are needed to the Welfare component of EMIS and understand that these changes will be made during 2015-2016. This being the case the consortium is concerned that without continued funding support in 2016-2017, that the introduction and training in the Welfare component will not be able to be undertaken. It is considered that the further engagement of an EMIS Trainer/Developer over the 2016-2017 year will ensure that the four Groups remain aligned in terms of EMIS systems and procedures and are positioned to introduce the Welfare component when it becomes fully operative.</p>	

2016/07

<b>Alignment with identified goals and objectives:</b>		
The implementation, development, training and use of EMIS is identified in this Groups 2013-2018 Business Plan and forms part of a key Operational Capability output of the Plan. EMIS is further identified as a specific output in the Manawatu-Wanganui Groups 2015-2016 Annual Business Plan regarding the integration of EMIS.		
<b>Dissemination of benefits to sector:</b>		
The engagement of the trainer/developer across 4 CDEM Groups will result in a level of standardisation that would not be achieved if each Group was to rely on doing its own implementation. A key advantage to this joint approach will be that of each Group knowing that if required to assist a neighbouring Group that there will be commonality in terms of processes and procedures.		
<b>Project design</b>		
Project manager	Ian Lowe – Manager Emergency Management Horizons Regional Council	
Other project members	<ul style="list-style-type: none"> <li>• Evan Lloyd – Risk Management Coordinator Horizons Regional Council (Group EMIS Development).</li> <li>• Shane Briggs – Taranaki CDEM Group.</li> <li>• Nigel Simpson – Hawkes Bay CDEM Group</li> <li>• Craig Hamilton – Wellington CDEM Group</li> </ul>	
External providers/contractors	Current provider if available	
<b>Deliverables</b>		
Milestone	Date for completion	Cost
When funding available	Completion 31 June 2017 – Invoicing to MCDEM to be at least quarterly during 2016-17.	\$120,000
<b>Identified risks</b>		
Risk	Suggested management	
<ol style="list-style-type: none"> <li>1. Current provider/appropriate person not immediately available.</li> <li>2. Time taken to recruit an appropriate person.</li> </ol>	<ol style="list-style-type: none"> <li>1. On confirmation of successful bid negotiate with current EMIS developer for continued engagement through 2016-2017 prior to termination of the 2015-2016 EMIS agreement.</li> </ol>	
<b>Funding request and use</b>		
CDEM resilience fund contribution	\$120,000	
Local authority contribution	Overnight accommodation/travel and meals as required	
Other sources of funding	Nil	
Expenditure	\$120,000	
<b>Application confirmation</b>		
Approval of Chief Executive		
<b>CDEM Group comment</b>		
Comment	Fully supported - the Groups will need this extra time, as do the other Groups to properly bed in EMIS.	
Approval of Coordinating Executive Group Chair	