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Committee Co-ordinating Executive Group (CEG)
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Priority Sites for Utility Response and Recovery

1. Purpose

To provide an update 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 (*Attachment 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
- agencies and lifeline utilities will have a list and map of critical community and lifeline utility sites for the region

By collating this information we will have a co-ordinated and largely pre-agreed response and recovery prioritisation, and a common understanding of lifelines interdependencies around the Wellington region. CDEM agencies and Lifeline utilities 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, (*Attachment 2*). The questionnaires relating to Lifeline Utility organisations and key community facilities (Hospitals) were distributed in June 2007, (*Attachment 3*). The response rate to these was as follows:

Civil Defence Emergency Management	100%
Emergency Services	94%
Key Community Facilities	100%
Lifeline Utilities	47%

Figures at 5 March 2008

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

also provided maps outlining those critical facilities and evidence of pre-planning with CDEM agencies.

Lifeline sector based workshops were held in March 2008 to enable discussion, clarity and confirmation of results from the analysis. These workshops also provided the opportunity to demonstrate the draft outputs of the project, which included an information database, draft maps and a live Geographical Information System (GIS) demonstration.

One of the key outcomes of the workshops was the need for further work between utilities to address some of the interdependency issues that this project has highlighted. This work is not part of the project scope, but will be a recommendation from the project team to the Lifeline Groups.

5. Further Activities

The final report, the maps and the database will be issued by the end of April 2008.

6. Recommendations

That the CEG:

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

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