
8. Monitoring

8.1 Introduction

Measuring the content and outputs of the Civil Defence Emergency Management Group Plan for Taranaki is essential in determining whether it is achieving the desired outcomes and goals for the community. As this is the first Group Plan developed for Taranaki under the new Civil Defence Emergency Act 2002, the structure for this section has followed advice provided by the Ministry of Civil Defence & Emergency Management's in their guidelines for developing a CDEM Group Plan.

Monitoring within the Group Plan will therefore occur at four different levels as follows:

1. CDEM Group Plan monitoring
2. CDEM Group Plan review
3. Legislative compliance monitoring
4. External monitoring of the Taranaki CDEM Group

The first three of these levels will be undertaken by the Taranaki CDEM Group, whilst the fourth will be completed by the Ministry for Civil Defence & Emergency Management.

8.2 CDEM Group Plan monitoring

Specific actions and targets (refer to section 4 of the Group Plan) have been developed to provide a means by which to progress towards dealing with identified hazards, within the context of community outcomes and Group Plan goals (as identified in section 1 of the Group Plan). CEG will therefore report to the CDEM Group on a regular basis to inform them of progress made in achieving these, or whether there are recognised difficulties in completing any of the actions identified.

In reporting to the CDEM Group, CEG will use the following procedures to measure progress towards meeting the goals of the Group Plan:

1. Identify progress in achieving the Group Plan's targets and actions through annual monitoring reports.
1. Ensure currency and adequacy of the Group Plan through five yearly reviews, or in the interim if necessary.
2. Identify the effectiveness of targeted actions in the Group Plan through the annual business planning process.
3. Gather information and feedback from organisations, groups and individuals involved in civil defence emergency management planning and activity in Taranaki to determine the effectiveness of the Group Plan.

The Taranaki CDEM Group's annual business plans will be the mechanism used to report to the CDEM Group and measure progress in achieving the objectives of the Group Plan.

8.3 CDEM Group Plan review

The Civil Defence Emergency Management Act 2002 requires that the Taranaki CDEM Group must review the Group Plan if it has been operative for five years or more, and it has been more than five years since the Group Plan was last reviewed (section 56).

The Taranaki CDEM Group also has the ability to review the Group Plan (in full or in part) earlier if necessary. Such a review can determine whether assumptions and/or statements made in this Group Plan, and the overall direction taken, continue to be relevant. It would also enable any gaps or inconsistencies to be identified, especially with regard to the coverage of hazards described. Where necessary, any amendments suggested through a Group Plan review process can be made subject to the requirements of sections 56-57 of the Act.

Any review of the Group Plan should include the following:

- Ensure the accuracy of information outlined in the Plan – this may include accuracy of supporting documents, references to organizations and specific components of the Group Plan that are structured in a prescribed manner.
- Assess the practicality of the document – are the targets and actions identified feasible and obtainable?
- Assess the coverage of the document and ascertain whether there are any gaps or deficiencies – this could include reassessing the significant hazards identified, management mechanisms described or the linkages established between the Group Plan and participating organizations.
- Ensure that the document provides for the effective co-ordination of CDEM agencies and organizations within Taranaki – are the roles and responsibilities of different agencies and organizations clearly identified and defined?

8.4 Legislative compliance monitoring

The Taranaki CDEM Group has a statutory requirement (section 17(1)(g) of the Act) to promote and raise awareness of compliance with the Civil Defence Emergency Management Act and legislative provisions relating to the purpose of this Act (i.e. other statutes). This includes, but is not limited to:

- Biosecurity Act 1993;
- Building Act 1991;
- Fire Service Act 1975;
- Forest and Rural Fires Act 1977;
- Hazardous Substances and New Organisms Act 1996;
- Health Act 1956;
- Health and Safety in Employment Act 1992;
- Local Government Act 1974 and 2002;
- Maritime Transport Act 1994;
- Resource Management Act 1991; and
- any enactment passed in amendment of or substitution for any of the Acts identified above.

The main purpose of this compliance monitoring process is to assess each of the statutes having a bearing upon emergency management outcomes, identify any weaknesses in the arrangements for CDEM in Taranaki and work to collaboratively improve them. As statutes can change and the responsibility for civil defence emergency management can subsequently alter, it is important that awareness and regular monitoring of these changes by the CDEM Group occurs. Should any gaps and inconsistencies be identified in this process, consultation on the issues and options available is to occur with lead agencies and organizations.

The CDEM Group is also required to monitor and report on compliance within Taranaki with the specific requirements of the Civil Defence Emergency Management Act 2002 and legislative provisions relevant to the purpose of this Act (section 17(1)(h) of the Act).

8.5 External monitoring of the Taranaki CDEM Group

Pursuant to section 8 of the Act, the Director of the Ministry of Civil Defence & Emergency Management has the function to 'monitor the performance of the CDEM Groups and persons who have responsibilities under this legislation'. Key components of this monitoring requirement have therefore been identified by the Ministry as:

1. Progress monitoring against the development or planning milestones of each CDEM Group Plan – regular updates to the Ministry by the Taranaki CDEM Group will ensure that that this information is disseminated in a collaborative and informative manner.
2. The quality of outputs achieved – this may involve the Ministry evaluating the Taranaki CDEM Groups intentions, activity and quality of output.

Effective mechanisms for providing up-to-date information to the Ministry on these issues include:

- the Taranaki CDEM Annual Action Plan and Business Plan reports;
- the State of the Environment report for Taranaki – natural hazards section;
- Long Term Council Community Plan reports; and
- training records of the CDEM Group.

