LOCAL
LEVEL RESPONSE

INTELLIGENCE: GEOSPATIAL

Collects and analyses information using geospatial methods and tools to produce intelligence on context, impacts, consequences, and forecasts

CIMS
Coordinated Incident Management System

RESPONSIBILITIES INCLUDE

- Support to Intelligence activities across the response, ensuring effective application of the Intelligence Cycle
- Provision of coordination, direction, support and/or mentoring to incident level geospatial sub-function leads
- Ensure the Controller and wider IMT are informed of the Intelligence aspects of the response
- Ensure situational awareness and geospatial displays and information within a common operating picture are maintained
- Ensure accuracy and usability of response information (verify and validate, correct format of data)
- Management and storage of documentation, including sensitive information
- Ensure the Intelligence Cycle and associated outputs and outcomes are culturally inclusive and reflect a Te Ao Māori worldview

KEY RELATIONSHIPS

- Intelligence Manager and other Intelligence Sub-functions (Collection, Analysis and Dissemination)
- The IMT and other functions, particularly Operations, Logistics, and Iwi/Māori Representation
- Geospatial sub-functions at other EOCs and at the incident and regional level (if applicable)
- Internal and external stakeholders, partners, and support agencies/organisations
- Iwi rūnanga, local marae and liaison staff

KEY OUTPUTS

- Situation and Intelligence Reports
- Geospatial products such as maps, charts, and dashboards to visualise intelligence, and support understanding and dissemination
- Forecasts (scenarios) and identification of emerging risks
- Input into the wider Intelligence function's Information Collection Plan and Action Plan
- Manage and coordinate the sharing of operational data across functions

CONSIDERATIONS

- **The Intelligence audience:** Ensure intelligence products support the immediate, ongoing, and future needs of decision makers, key clients, other functions, agencies, and response levels
- The limitations of the information (time, accuracy, level of confidence, reliability of source)
- Information security requirements under Privacy Act, Official Information Act and CDEM Information Sharing Code
- Analysis of impacts from decision making, shifting priorities, or emerging risks
- Diversity of thought and perspectives during analysis, use of analytical tools and techniques
- Geospatial technology enables certain intelligence tasks to be performed remotely, provided tasks are appropriately scoped and communicated effectively
- Consistent and systematic collection of data; ensuring formatting and curation allows for escalation of the data; working to agreed standards
- Support from geospatial specialists to communicate the meaning and limitations of technical products, using plain language, and accompanying graphics with text explanations
- Geospatial specialists to support Intelligence and other functions in becoming geospatial generalists, enabling them to identify potential tasks
- Establish a joint-insights group or geospatial cell to allow for targeted coordination and support (depending on the size, scale, and complexity of the response)

INTELLIGENCE: GEOSPATIAL

INITIAL TASKS

- Obtain briefing from the Controller to gain situational awareness / obtain Controller's intent
- Assess need with Intelligence Manager for, and if required, establish geospatial support and coordination subfunction; appoint, brief, and task staff; ensure staff have had an induction (including a Health and Safety induction)
- Work with wider Intelligence function to engage across functions to gain initial understanding
- Assess the incident, identify critical intelligence gaps and risks; determine immediate/critical intelligence requirements that geospatial intelligence collection and display can address
- Participate with Intelligence Manager in setting response objectives
- Contribute to development of (initial) Action Plan
- Develop a schedule for producing outputs that includes timelines for receiving Status Reports from other sub-functions and wider functions, as well as draft and final output due dates
- Ensure workstream priorities for Intelligence are aligned with the Action Plan
- Set up logs (as required) to record decisions and actions
- Assist with the setting-up the function's Information Collection Plan and processes (and cycle) for collecting information
- Log, prioritise, and process / action requests for information
- Determine internal and external stakeholders and political and stakeholder context; establish communication channels

GEOSPATIAL TASKS

- Coordination
- Data Collection
- Data Management
- Data Analysis
- Visualisation

ONGOING TASKS

- Contribute to maintaining the integrity of the Intelligence Cycle
- Provide geospatial data and products for intelligence reports, briefings, situation updates, and visual information to meet decision maker and key client needs; continually review requirements and needs
- Contribute to the planning process and provide geospatial intelligence advice to the response
- Contribute, maintain, and monitor the wider Intelligence function's Information Collection Plans, logs, and a reference/repository to enable auditability
- Monitor progress of Intelligence tasks, requests for information, and collection activities; manage expectations and demands
- Forecast incident progression against the collected response information and identify emerging risks
- Contribute to the risks and issues register(s); identify commonalities and share information where relevant
- Conduct ongoing intelligence scanning to understand changes in the operating environment
- Coordinate with the Intelligence Manager to ensure the Controller and wider IMT are informed of the Intelligence process and understand the collection and dissemination cycles
- Build strong relationships with internal and external stakeholders, including other Geospatial Support and Coordination Intelligence sub-functions at incident, local, and regional level (if applicable)
- Maintain and communicate handover documents
- Contribute to the demobilisation for Intelligence

DEMOBILISATION

Refer to *Appendix F Demobilisation* in page 96 of the 3rd edition of the CIMS Manual for more information.