

# Resilience Fund Application Form

This form provides the minimum information for the application. A detailed project plan should be developed to inform this application and may be attached.

Project title	Te Ātiawa Response and Resilience Development
Date of application	08.02.2024
Details on application	
Applicant <i>[CDEM Group must endorse/sponsor all applications]</i>	Te Ātiawa o te Waka-a-Maui
Sponsoring CDEM Group	Marlborough Emergency Management (also supported by Nelson-Tasman)
Other local authorities, Groups or organisations supporting this proposal	<p>Through Kotahi o Te Tauihu charitable trust we have support of other iwi and additionally from Lorraine Eade and Rebecca Mason who are the mandated iwi representatives on the Nelson-Tasman and Marlborough CEG</p> <p>Through our links with CDEM and other forums we have support of Councils and Emergency Management groups.</p> <p>Through our marae we have local community support across our region (Waikawa, Whakatū, Te Āwhina and Onetahua).</p>
Project description	
Executive summary <i>[200 words maximum]</i>	
<p>A comprehensive approach to enhance our ability to lead and collaborate with others to respond appropriately in emergencies. Our plan covers 5 key pou - capability development, engagement, policy and process development, support agreements and minor pieces of equipment (covered by other funding). Key areas of work include:</p> <ul style="list-style-type: none"> <li>- Te Ātiawa kaimahi and key volunteer preparedness (skills, capabilities, training, access to equipment and plans)</li> <li>- Policy and process development including what our iwi is responsible for vs other organisations (mapping), business continuity (continuation of service to whānau), annual audits, recruitment, communications plans etc</li> <li>- Support agreement in place with all 4 Te Ātiawa marae (Te Āwhina, Whakatū, Onetahua and Waikawa) and other key organisations (CDEM, Council etc)</li> <li>- Engagement with whānau including lists with key items and knowledge of sources of information</li> <li>- Ability to assess and respond to risk, and engage in decision making</li> <li>- Identification of necessary equipment, where it should be stored, maintained, training for use</li> </ul>	

- Rural and urban responses reflecting our rohe.

The plan builds on the Kotahi o Te Tauihu Trust mahi which had a focus on physical resources at marae to weave the role of iwi personnel into emergency response.

Challenge/opportunity [200 words maximum]

In previous emergencies, there has been a need for Te Ātiawa to contribute to support both our own people and the wider community. We have not been as ready or as effective as we would like due to many factors including

- a lack of planning, process and structure within our iwi,
- a lack of collaboration prior to an event to build strong partnerships and understanding of local and regional approaches and our place within that
- a lack of resources and equipment, access to regional resources and knowledge of how to use those resources (from clean up crews to communication tools, to first aid and more)
- a lack of knowledge of emergency mobilisation and management techniques
- a lack of responses informed by both western and Te Ao Māori approaches

and other gaps that can be addressed through our comprehensive plan.

The second opportunity is that, once this model is piloted within Te Ātiawa, we can share our learnings firstly with other local iwi to test the scaling of the model, then across the motu. We are not aware of anyone who has taken this approach before, however, we can incorporate those learnings if appropriate.

Alignment with priorities and objectives of the National Disaster Resilience Strategy (NDRS) [200 words maximum]

Our proposal aligns to the NDRS through:

- including risk awareness and management as a starting point and ensuring a physically and culturally appropriate response is in place, relevant to our people and their localities
- Putting our people and surrounding communities at the heart of our response.
- Weaving tikanga, te reo and other cultural pou throughout our plan and supporting other agencies to respond to the needs of our people
- Ensuring our plans complement current regional plans and practices and enhance a coordinated approach from multiple agencies
- By involving Emergency staff in our training we will increase their ability to respond to an emergency event
- Contribute to the information and intelligence systems necessary before, during and after events
- Encouraging social connectedness, empowering whānau to help themselves and others in their immediate locality and across the region through our network of kaimahi, volunteers and marae.
- We have ensured our project is fit for current purpose and future ready, sustainable and adaptable to respond to a variety of emergencies in a range of environments
- We look on our project as a pilot that can be scaled for local, regional and national preparation and response.

Alignment with Principles and Allocation Preferences [200 words maximum]

We have clearly demonstrated a local and regional focus through the inclusion of 4 marae (from Waikawa to Mohua Golden Bay) facilitating an approach that will range from individual whānau to communities and across Te Taihū. Our project highly values the role of Māori as it is iwi led and involves NEMA through building on the good work that has already been put in place and then including NEMA and other agencies in the development of this additional kaupapa.

The outcomes we have focused on include the wellbeing of our organisation and our people before during and after an emergency; the sustainability and scalability of our model leading to consistency, deeper and enduring partnerships with other providers (akoako).

Our rohe overlaps with other iwi across Te Taihū and through various kaupapa including the Kotahi Trust, we have forums to collaborate, draw on shared knowledge and contribute to equity of outcomes for all Māori as we scale this initiative once the pilot is a success.

We have demonstrated clear alignment with the NDRS, with a focus on Opex and can leverage funding from other sources. (see budget)

Application of outcomes/benefits to sector [200 words maximum]

Our project is a practical project that will result in direct material benefit to our whānau, iwi and partner organisations, including NEMA. It is a systems-based project that can be integrated into day-to-day operations, annual reviews and other structures already that exist. This ensures that it is adaptable, achievable and sustainable rather than a one off, stand-alone project with no longer term benefits or impact for both Te Ātiawa and the wider sector.

We have taken an experimental approach to pilot new ideas whilst building on the extensive knowledge that already exists. We have divided our project into 5 key areas, each of which can be adapted to suit other regions and organisations. Front of mind is also scaling the project in order that it can be adapted by iwi across the rohe and motu. Learnings can also be applied to partner organisations, for example the foundation of our communication plans will be from a Te Ao Māori perspective supporting others to communicate well with Māori in emergency situations.

Ongoing costs (post-project) and how it will be funded [200 words maximum]

Part of our project focuses on having plans and systems in place to enable us to prepare for and respond to emergencies. An example is adding the expectation to take part in CDEM training into a job description template – we anticipate that once these systems are in place, the ongoing costs are minimal. A further example is reviewing of policy and process that we can integrate with our annual reviews. We will be working in conjunction with other iwi and partners from the start of the project, and as they introduce the project to their own organisations, we expect to benefit from them improving and adapting the model.

We anticipate most additional costs to be associated with continued training and equipment replacement. We will include this provision in our annual budgets and where we can apply for external funding to help us cover our own iwi related costs and also whānau and community costs.



We consider this a high priority for our people and our organisation and will consider costs an investment in our own future and for future generations.

Project design	
Project manager	Justin Carter, CEO, Te Ātiawa o te Waka-a-Maui
Other project members	Waikawa Marae, Kotahit o Te Tauihu Trust, local CDEM networks, Marlborough, Nelson and Tasman Councils.
External providers/contractors	TBC – some connections have been made but we would value the input of NEMA in deciding on specific contractors.
NEMA resource (if needed)	Support in firming up plans, scaling for other groups / iwi, integration to wider emergency management. We are open to support wherever NEMA are able to be involved (and in support NEMA).

**Deliverables [Note: payments will be made after successful completion of milestones identified]**

Key milestones	Date for completion	Cost (invoice amount)
<p>Policy and Process development</p> <p>Policy e.g. Iwi emergency management policy, business continuity plan, emergency specific health and safety policy, cultural continuity plan,</p> <p>Process e.g. Emergency response process incl. Activation criteria, resource mobilisation, identifying capability gaps, training requirements, emergency communication protocols</p>	June 2024	\$30,000
<p>Emergency Plans/service level agreements in place with marae and key partner organisations</p> <p>Analysis of current capabilities and capacities, identification of communications channels and systems</p>	September 2024	\$19,600
<p>Engagement with whānau for 3 stages of response</p> <p>Preparation, immediate response and aftermath including identifying and training for response/recovery</p>	December 2024	\$30,000
<p>Equipment identified and purchased</p> <p>We estimate a budget of \$22,400 and will apply to other funders for this</p>	December 2024	\$0

including eg communications, PPE etc		
<p>Capability development – ongoing throughout project</p> <p>Emergency management courses eg identifying and supporting staff through CD training, first aid, communications in emergencies. Where possible training and resources will be provided free of charge through Marlborough or Nelson/Tasman Emergency Management</p> <p>Aligning of key iwi personnel to the CD integrated training framework</p>	February 2025	\$42,000
<b>Identified risks</b>		
<b>Risks</b>	<b>Suggested mitigation / management</b>	
We cannot find contractors with appropriate expertise, the contractors we know are not available	Working closely with NEMA and other partners to identify appropriately skilled people, utilising networks and past project connections	
The project scope becomes larger than we can manage due to the wide ranging nature of the project	Strong project management from Te Ātiawa kaimahi to ensure initial scope is applied during decision making. Accessing support from experts such as NEMA when prioritising and making key decisions	
Overlap of project with existing kaupapa and mahi	Establish working groups with capable and comprehensive membership to advise and steer project	
Inability to find match funding and sustain project	Prioritise funding within internal budgets and in funding applications, ensure spending on project is controlled and used carefully.	
<b>Funding request and use</b>		
CDEM Resilience Fund contribution	\$121,600	
Local authority / organisation contribution Te Ātiawa contribution	\$16,800	
Other sources of funding or support Volunteer time, equipment (funded separately)	\$46,400	
Budget <i>[please supply spreadsheet]</i>	\$184,800	

Applies if application exceeds \$100,000 over the life of the project	Are you prepared to attend an interview in support of this application (if needed)?  Justin Carter can attend an interview with other kaimahi as needed	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>Application confirmation</b>			
Is this application from an individual or other organisation – from an iwi		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Does the CDEM Group support this application? <i>[sign off below confirms support]</i>		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Approval of Chief Executive [Chief Executive or Head of the organisation receiving the funding]  Justin Carter, CEO, Te Ātiawa o te Waka-a-Maui			
Approval of CEG Chair  <b>(Please see appendix 1 for original scan of signatures)</b>	<p data-bbox="735 862 1457 929">Name: Justin Carter Te Ātiawa</p>  <p data-bbox="735 1041 1457 1108">Name: Mark Wheeler</p>		
All communications regarding the application, including approval decisions will be addressed to the Chief Executive and CEG Chair			
<b>CDEM Group comment</b>			
<p><i>Marlborough Emergency Management (MEM) has worked closely with Te Taihū iwi since the 2016. Relationships have been built over multiple events – the Kaikoura earthquake, Pigeon Valley fires, Flooding, Covid-19 and 2021/22 storm events. This proposal is the next natural progression in enabling iwi and marae preparedness and empowering them to respond effectively to emergencies in both response and recovery. MEM has also contributed to the Te Taihū Emergency Management Strategy and this project is fully aligned with this mahi. A more resilient community leads to better and faster recovery outcomes and this project will enhance those processes. In summary Marlborough Emergency Management fully endorses the application and will offer what we can to ensure the outcomes are achieved and embedded into the future.</i></p> <p><i>Brian Paton</i> Group Manager</p>			

Note: Only complete forms will be considered for assessment. All completed forms and supporting documents must be emailed to NEMA at [resilience.fund@nema.govt.nz](mailto:resilience.fund@nema.govt.nz)

NEMA Assessment [internal use only]		
<b>Principles</b>	<b>Yes</b>	<b>No</b>
Local / regional focus	<input type="checkbox"/>	<input type="checkbox"/>
Values the role of Māori in the Emergency Management System	<input type="checkbox"/>	<input type="checkbox"/>
NEMA involvement required	<input type="checkbox"/>	<input type="checkbox"/>
<b>Allocation Preferences</b>		
Alignment with NDRS	<input type="checkbox"/>	<input type="checkbox"/>
Achieves equity of outcomes for Māori communities, marae, hapū, iwi and Māori organisations	<input type="checkbox"/>	<input type="checkbox"/>
Outcome focused	<input type="checkbox"/>	<input type="checkbox"/>
Applicable in other regions / CDEM Groups	<input type="checkbox"/>	<input type="checkbox"/>
Supports national consistency	<input type="checkbox"/>	<input type="checkbox"/>
Wider funding / resource commitment	<input type="checkbox"/>	<input type="checkbox"/>
Build on existing work	<input type="checkbox"/>	<input type="checkbox"/>
Operational expenditure (Opex)	<input type="checkbox"/>	<input type="checkbox"/>
Capital expenditure (Capex)	<input type="checkbox"/>	<input type="checkbox"/>
<b>Other</b>		
Application from individuals or other organisations endorsed/sponsored by CDEM Group		
<b>NEMA Subject Matter Expert Comment</b>	<b>Supported</b>	<b>Not supported</b>
	<input type="checkbox"/>	<input type="checkbox"/>

NEMA Regional Emergency Management Advisor Comment	Supported <input type="checkbox"/>	Not supported <input type="checkbox"/>
NEMA Review Panel Comment	Supported <input type="checkbox"/>	Not supported <input type="checkbox"/>
NEMA Director Decision Sign-off	Approved <input type="checkbox"/>	Declined <input type="checkbox"/>
<p><b>Director of Civil Defence Emergency Management</b></p>		



# Appendix A Report Template

CDEM Resilience Fund Project Status Report			Date: DD MMMM YY		
Project title				Project number	
Project manager		Contact details			
Executive summary of status					
Progress of deliverables					
Milestones	Status (on track, delayed, etc.)		Progress this quarter and next steps		

Identification of any issues (actual or potential)					
	Issue			Mitigation	
Schedule					
Staff resources					
Budget					
Dependencies					
Stakeholders					
Quality					
Other					
Budget					
Activity	Expenditure to date	Budget to date	Full year budget	Budget forecast	Variance

Comment on variance

Confirmation

I confirm the status report is accurately reflected and the invoice amount is correct.

**Project Manager**



**Chief Executive**

**CEG Chair**

Comment by Resilience Fund Coordinator

# Appendix 1

Original scan of signatures

Applies if application exceeds \$100,000 over the life of the project	Are you prepared to attend an interview in support of this application (if needed)? Justin Carter can attend an interview with other kaimahi as needed	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Application confirmation</b>		
Is this application from an individual or other organisation		Yes <input type="checkbox"/> No <input type="checkbox"/>
Does the CDEM Group support this application? <i>[sign off below confirms support]</i>		Yes <input type="checkbox"/> No <input type="checkbox"/>
Approval of Chief Executive [Chief Executive or Head of the organisation receiving the funding]		
	Name: <i>Justin Carter</i> <i>Te Ahi Aua</i>	
Approval of CEG Chair		
	Name: <i>Mark Wheeler</i>	
All communications regarding the application, including approval decisions will be addressed to the Chief Executive and CEG Chair		
<b>CDEM Group comment</b>		

Note: Only complete forms will be considered for assessment. All completed forms and supporting documents must be emailed to NEMA at [resilience.fund@nema.govt.nz](mailto:resilience.fund@nema.govt.nz)

<b>NEMA Assessment [internal use only]</b>		
<b>Principles</b>	Yes	No
Local / regional focus	<input type="checkbox"/>	<input type="checkbox"/>
Values the role of Māori in the Emergency Management System	<input type="checkbox"/>	<input type="checkbox"/>
NEMA involvement required	<input type="checkbox"/>	<input type="checkbox"/>
<b>Allocation Preferences</b>		
Alignment with NDRS	<input type="checkbox"/>	<input type="checkbox"/>
Achieves equity of outcomes for Māori communities, marae, hapū, iwi and Māori organisations	<input type="checkbox"/>	<input type="checkbox"/>
Outcome focused	<input type="checkbox"/>	<input type="checkbox"/>