

1 EXERCISE WAIPUKE CONCEPT

The purpose of this Exercise Concept is to provide initial information on Exercise Waipuke and obtain official sign off.

1.1 Overview

Exercise need	Exercise need is to provide opportunities for individuals to practice their roles and responsibilities and gain experience in the exercise environment, and to continually improve Otago CDEM systems for managing emergencies. This exercise will be evaluated, and recommendations acted upon for continuous improvement.
Exercise aim	The aim of the exercise is to improve EOC – ECC systems and interoperability to consolidate a regional approach to flood response.
Exercise objectives	The exercise objectives will be issued as part of the exercise instruction attached is appendix 1 to this document are a list of the KPI's taken from the national exercise programme objectives.
Exercise date	Thursday the 9 th September 2021 is the proposed date for the exercise.
Exercise theme	A region wide flood will be the theme for the exercise. The 2020 exercise theme was an AF8 scenario.
Exercise location	ORC – ECC @ 70 Stafford St, Dunedin. DCC – EOC @ 54 Moray Pl Central Dunedin. WDC – EOC @ 1 Severn St, Oamaru. CDC – EOC @ Currently undergoing a refurbishment Location TBC. CODC – EOC @ 1 Dunorling St, Alexandra. QLDC – EOC @ Joe O'Connell Dr, Frankton, Queenstown.
Exercise type	Operational Exercise 'These take place in an operational environment and requires participants to perform the functions of their roles. A normally complex response activity is simulated, which lacks only the people "on the ground" to create a full-scale exercise. Participants interact within a simulated environment through an exercise control group who provide prewritten injects and respond to questions and tasks developing out of the exercise'.
Exercise design	The exercise to be delivered in a staggered approach. This will be with the EOC's activating two hours prior to the ECC and thus a regional declaration and coordination between operation centres. The ORC flood will build an intelligence picture with Situation reports in the day leading up to the exercise.
Exercise scope	The exercise scope is designed to have operations between the Otago EOC's and the Regional ECC. This will see the Otago operation centres exercised simultaneously. All available operation centre staff should attend the exercise IAW Civil Defence Emergency Management Act Section 17(b). The agencies involved will be dictated by the availability of local agency liaison personnel. The geographical area covered will be dictated by the inject package. The degree of realism and pace of the exercise will be dictated by the efficiency of the operations centre on the day by the

Local Exercise Controller. Timings for the EOC is 0900 – 1300 and ECC from 1100 – 1500 to give maximum notification to participants.

Not included in the exercise is the exercising of partner agency Operations Centres or local Incident Control points.

Exercise deliverables	<p>Deliverables that are separate to the exercise objectives are:</p> <ul style="list-style-type: none"> • Evaluations of functions. • Evaluate or test physical facilities use. • Reinforce or test established policies and procedures. • Assess preparedness. • Test seldom-used resources. • Measure resource adequacy. • Assess and strengthen inter-jurisdictional or interagency relations.
Resourcing	<p>The resourcing for the exercise will be met by the Otago CDEM group. As per the Otago CDEM group plan.</p>

1.2 Exercise Governance and Management

Exercise Governance Group	Civil Defence Emergency Management Joint committee with the Coordinating Executive Group.
Lead agency	Civil Defence Emergency Management Otago.
Exercise Director	Matt Alley, Director Otago CDEM Group.
Exercise Coordinator	Phil Witchall, Training & Capability Advisor Otago CDEM Group
Exercise Planning Team	<p>Emergency Management Otago</p> <p>Matt Alley (Director), Phil Witchall (Ex Lead Planner & GECC Lead), Glenn Mitchell (Inject Coordinator & DCC Lead), Brendon Smith (CDC Lead), Ewen Graham (WDC Lead), Oliver Varley (CODC Lead), Dan Andrew (QLDC Lead).</p> <p>Otago Regional Council</p> <p>Jean-Luc Payan (ORC Flood Team Lead)</p> <p>Michelle Miffin (ORC Engineering)</p> <p>Pete Stevenson (ORC Hydro)</p>
Other key appointments	<p>Exercise facilitators & evaluators are yet to be appointed. Evaluators for each operations centre are the responsibility of the TLA.</p> <p>ECC Exercise Facilitators:</p> <ul style="list-style-type: none"> • CDEM Southland x 2

1.3 Participation

**Proposed
participating
agencies**

TLA Coordination Centres are responsible for mustering participating partner agencies within their own TLA area.

1.4 Timeline of Key Planning dates

**Timeline of key
planning dates**

Event	Date
Initial planning meeting (To create this document)	02/02/2021
Planning meeting	01/04/2021
Final Planning Meeting	08/07/2021
Final Coordination meeting (2 weeks prior to event)	26/08/2021

1.5 Approval

Sarah Gardner

Chair

Otago CDEM Coordinating Executive Group

Feb 2021

1.6 Appendix 1: National Exercise Program Exercise Objectives

NEP Objective	Exercise Objectives	Training Objectives
# 1	<p>1.0 Lead a coordinated response to a significant incident or emerging threat that warrants an activation.</p>	<p>1.1 Activate coordination centres at all required levels in accordance with standard operating procedures.</p> <p>1.2 Develop an effective action plan in accordance with standard operating procedures.</p> <p>1.3 Coordinate the interagency response to the significant incident or emerging threat in accordance with the lead agency's emergency plan, the action plan, CIMS 4, and legal/policy frameworks.</p> <p>1.4 Operate coordination centres in accordance with standard operating procedures at all required levels in accordance with standard operating procedures.</p>
# 2	<p>2.0 Situational awareness is established and maintained during the exercise.</p>	<p>2.1 Incident information is effectively managed and communicated by all agencies involved in the response.</p> <p>2.2 Response documentation is correctly produced.</p>
# 3	<p>3.0 Manage and deliver public information management to establish and maintain public assurance and confidence in the response.</p>	<p>3.1 Appropriate information processes and tools are used.</p> <p>3.2 Produce coordinated and consistent public messaging.</p>