



05 June 2020

Alan Thompson
fyi-request-12821-62980c06@requests.fyi.org.nz

Reference: OIA-2019/20-0514

Dear Mr Thompson

Official Information Act request relating to NZ Coordinated Incident Management System

Thank you for your Official Information Act 1982 (the Act) request received on 10 May 2020. You requested:

“The National Security Workforce business group of DPMC is undertaking projects to develop guidelines and resources to support the nationally consistent application of the NZ Coordinated Incident Management System (CIMS). Under the provisions of the Official Information Act I request the following information:

- 1. The Terms of Reference or other documents setting out the purpose, objectives, deliverables and timeframes for the programme known as the "Emergency Management System Reform".*
- 2. The Terms of Reference or other documents setting out the purpose, objectives, deliverables and timeframes for the project known as the "Enabling Consistent CIMS Practice".*
- 3. A list of any other CIMS related projects currently underway or planned for the next year along with a copy of the Terms of Reference or other documents setting out the purpose, objectives, deliverables and timeframes for each project.”*

The responses to your questions are set out below.

- 1. The Terms of Reference or other documents setting out the purpose, objectives, deliverables and timeframes for the programme known as the "Emergency Management System Reform".*

I refer to the email dated 19 May 2020, from the Department of the Prime Minister and Cabinet proposing a refinement of part one of your request, and to your response dated 25 May 2020. Thank you for your clarification of part one of your request.

With the exception of the Emergency Management System Reform Programme Update October 2019, attached are documents within scope of this part of your request:

- Emergency Management System Reform: Programme Board Terms of Reference – April 2019
- Emergency Management System Reforms: Programme Vision Statement – February 2019

- Emergency Management System Reform (EMSR): Programme Definition Document – January 2019.

Outlined below is a link to the document: Emergency Management System Reform Programme Update October 2019.

<https://www.civildefence.govt.nz/resources/news-and-events/news/emergency-management-system-reform-programme-update-october-2019/>

Further, outlined below is a link to the Briefing to the Incoming Minister of Civil Defence dated June 2019.

<https://www.civildefence.govt.nz/assets/Uploads/publications/Briefing-to-the-Incoming-Minister-of-Civil-Defence-June-2019.pdf>

2. *The Terms of Reference or other documents setting out the purpose, objectives, deliverables and timeframes for the project known as the "Enabling Consistent CIMS Practice".*

Enabling Consistent Coordinated Incident Management System (CIMS) Practice is a project title given to a broad area of work that exists to improve the consistency of CIMS practice. The work commenced in August 2017 and has evolved in accordance with the needs of the emergency management sector. There are variables that have impacted on the timelines of this project including the revision and development of the CIMS 3rd edition.

Attached are documents within scope of this part of your request:

- Enabling Consistent CIMS Practice Project Timelines 2020
- Enabling Consistent CIMS Practice Project Timelines 2019
- National Response Workforce System Improvement/Capability and Capacity: December 2018
- Consistent CIMS Practice Across Central Government Improves Multi-Agency Response Reform 2017.

Some information has been withheld from the documents: Enabling Consistent CIMS Practice Project Timelines 2020 and Enabling Consistent CIMS Practice Project Matrix: December 2018 under section 9(2)(a) of the Act to protect the privacy of natural persons, including that of deceased natural persons.

3. *A list of any other CIMS related projects currently underway or planned for the next year along with a copy of the Terms of Reference or other documents setting out the purpose, objectives, deliverables and timeframes for each project.*

There are two main projects which are either currently under way or planned for the next year that relate to CIMS:

- National Training Packages
- CIMS Awareness Video.

In regard to the above projects, work is scheduled to commence this year. I am refusing this part of your request under section 18(e) of the Act as the document alleged to contain the information requested does not exist.

In making my decision, I have taken the public interest considerations in section 9(1) of the Act into account.

You have the right to ask the Ombudsman to investigate and review my decision under section 28(3) of the Act.

We do not intend to publish this response on the Department of the Prime Minister and Cabinet's website.

Yours sincerely



Carolyn Schwalger
Chief Executive, National Emergency Management Agency