



City of Richmond

Report to Committee

To: Community Safety Committee **Date:** June 20, 2016
From: Phyllis L. Carlyle **File:** 09-5350-00/Vol 01
 General Manager, Law and Community Safety (16.08)
Re: Emergency Plan Assistance for Sea Island Community Association

Staff Recommendation

1. That the staff report titled “Emergency Plan Assistance for Sea Island Community Association” dated June 20, 2016, from the General Manager, Law and Community Safety, be endorsed to begin a pilot project between the City’s Emergency Programs Department and the Sea Island Community Association to develop an outline for a neighbourhood emergency plan.
2. That the plan outline be used as a template for other neighbourhood groups wishing to become actively prepared.

Phyllis L. Carlyle
 General Manager, Law and Community Safety
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REPORT CONCURRENCE	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: DW
APPROVED BY CAO 	

Staff Report

Origin

Communities that can gather together resources and skills are incredibly valuable in emergency planning. This type of planning increases the group's ability to respond and recover from disasters.

This report supports Council's 2014-2018 Term Goal #1 A Safe Community:

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

1.1. Policy and service models that reflect Richmond-specific needs.

Background

In addition to business and local authority preparedness, the City's Emergency Programs Division offers tools and resources to assist individuals and their families in the formation and practice of individual emergency plans. Preplanning preparedness allows a household to be self-sufficient and capable of meeting its own needs for a minimum of 72 hours. This frees up City resources and allows the local authority (the City of Richmond) and the Province (British Columbia) to focus on saving lives, protecting critical infrastructure and restoring essential services.

The Emergency Programs Division has the opportunity to take personal (household) preparedness one step further, and work with neighbourhoods within the City to assist them in becoming prepared. A neighbourhood that is prepared will have the ability to assist and support each other in a time of need thereby lessening requests for assistance to the City.

Analysis

Neighbourhood preparedness is a relatively new concept in the City. This initiative is being developed as a result of a strong working relationship between the City's Coordinator, Leisure Services, the Coordinator, Emergency Social Services and Public Education and the Sea Island Community Association Board.

In the early spring of 2016, Emergency Programs was approached by Sea Island's Leisure Services Coordinator requesting a meeting to determine the level of support that Emergency Programs could provide to the Sea Island Community Association. The Sea Island Community Association was very interested in the preparation of a neighbourhood plan that would address their unique community needs.

Currently, Emergency Programs offers public preparedness information at the following opportunities:

- Information booths at community events such as the Public Works Open House, Move for Health, Salmon Festival, Burkeville Daze, CARP Expo, and other Community Centre organised Events.
- Seminars hosted by Law and Community Safety's Richmond Fire Rescue, Emergency Programs and the RCMP, were held at City Hall on April 6, 2016 and Steveston Community Centre on May 18, 2016. Both sessions were well attended with 165 participants.

While open houses and workshops provided by Emergency Programs are well received and in high demand from City residents, there have not been any that have addressed the needs of an individual neighbourhood as a whole.

This pilot project proposes Emergency Programs staff assist the Sea Island Community Association with developing a neighbourhood emergency preparedness outline that can be adapted and used as a template by other neighbourhood groups within the City.

The template will be developed to discover the following:

- What kinds of skills do neighbourhood members have?
- What do surrounding schools, businesses, and neighbourhoods have for emergency plans?
- What will enable the group to function as a single unit?
- What does the neighbourhood need to practice?
- What equipment and supplies will be needed to sustain each neighbourhood member for up to a week?¹

Projected Benefits

It is anticipated that this pilot program will benefit the community in the following ways:

- Strengthening of neighbourhood relationships;
- Confidence that neighbours will look after each other during an emergency or disaster;
- Giving the community the education that enables it to sustain its own emergency plan's cycle of revision, training and practice; and,
- Less demand on the local authority and province as a result of the neighbourhood's self-sufficiency.

¹ As this report is seeking Council's endorsement, the template has not been developed, so this list may not be exhaustive of what is required for a neighbourhood emergency plan.

Financial Impact

None

Conclusion

As a result of an inquiry from the Sea Island Community Association, Emergency Preparedness Programs staff are proposing to assist the Community Association in developing a neighbourhood emergency preparedness outline that will address the unique needs of the Sea Island neighbourhood. Once the outline has been developed, the outline will be used as a template for other neighbourhoods wishing to develop a plan of their own.



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