



**AN BOARD CONSANTA SIBHALTA
CIVIL DEFENCE BOARD**

CIVIL DEFENCE BOARD ANNUAL REPORT 2009



Contents

Page No.

■ Chairman's Foreword	2
■ Director General's Foreword	3
■ Mission Statement	4
■ Board Members	5
■ Board Projects	6
■ Committees of the Board	7
■ Civil Defence Training 2009	12
■ Civil Defence Activities 2009	15
■ Civil Defence Procurement	22
■ Financial Report 2009	23
■ Appendix (1)	38

Foreword by Chairman



I am pleased to present this Annual Report, which outlines the progress and activities of the Civil Defence Board during the period January to December 2009.

The signing of Liaison Agreements between Civil Defence and An Garda Síochána and the Irish Coastguard is another step forward in the development of close working relationships with other statutory bodies. The Liaison Agreements will provide a framework to enhance co-operation between Civil Defence and the two organisations into the future.

The level of Civil Defence activity over the course of the Flooding Crisis, which affected most parts of the country demonstrated the capability of Civil Defence to deploy significant skilled resources to assist communities in the event of a major emergency and shows the ongoing commitment of Civil Defence volunteers to serving their communities.

The development of a Volunteer Register and Training and Operations Database serves to demonstrate the progressive nature of the organisation.

I would like to acknowledge the commitment of my colleagues on the Board, the Committees and staff of the Board, Civil Defence Officers, and Civil Defence Volunteer members.

Mr. Joe Meagher
Chairman

Foreword by Director General



I am pleased to present the Annual Report of the Civil Defence Board for 2009.

Civil Defence is meeting the challenge of ensuring that all members receive appropriate recognised training in line with the changes to the statutory framework within which the Casualty Service has to operate. A working

relationship is in place with the Irish Red Cross to progress co-operation on the best approach to meeting the revised statutory requirements.

A Health and Safety Review was undertaken during 2009 culminating in the preparation of Standard Operating Guidelines and a Safety Management System tailored to Civil Defence activities.

Civil Defence enjoyed considerable print and media coverage as a result of the extensive range of support operations in which the organisation was involved in 2009. Civil Defence efforts during the Flooding Crisis were acknowledged by Her Excellency, President McAleese. I wish to pay tribute to the Civil Defence Officers and Civil Defence Volunteer members who showcased the organisation in such a positive light throughout the year.

The Civil Defence Board is committed to ensuring that the outstanding objectives laid down in the Board's Strategic Plan 2007-2010 are achieved to the fullest possible extent.

Mr. Bill Smith

Director General

Mission Statement

“To promote, develop and maintain Civil Defence as an effective volunteer based professional organisation providing emergency response and community support services”.

Civil Defence Act

Having reviewed the operations of Civil Defence the then Minister of State published the Civil Defence Bill on 10 January 2002. The Civil Defence Act, 2002, was subsequently enacted by the Oireachtas and signed into law on 12 April 2002.

Under the Act Civil Defence policy remains the responsibility of the Minister but the day-to-day management and development of Civil Defence on a national level is now the responsibility of the Civil Defence Board since the signing of an Establishment Order under the Act in May 2003. Operational control at local authority level will remain with the relevant County/City Manager.

CIVIL DEFENCE BOARD JULY 2008 - JULY 2011

The current Civil Defence Board was appointed in July 2008 – members are as follows:

<ul style="list-style-type: none"> Four persons who, in the opinion of the Minister for Defence, have experience in business, industry, finance or administration relevant to the Board's functions. 	<p style="text-align: center;">Mr. Joseph Meagher (Chairman) Ms. Kay Caball Mr. Oliver O'Loughlin *Mr. Jim Hickey</p>
<ul style="list-style-type: none"> A Principal Officer to act as Director General. 	Mr. Bill Smith
<ul style="list-style-type: none"> A person nominated by the County & City Managers Association. 	Mr. Ned Gleeson
<ul style="list-style-type: none"> A person nominated by the Minister for the Environment, Heritage and Local Government who, in the opinion of that Minister, has relevant experience or expertise relating to emergency planning. 	Ms. Celina Barrett
<ul style="list-style-type: none"> A person nominated by the Radiological Protection Institute of Ireland. 	Dr. Barbara Rafferty
<ul style="list-style-type: none"> A person nominated by the Environmental Protection Agency. 	Ms. Valerie Doyle
<ul style="list-style-type: none"> A member of the Civil Defence Officers Association nominated by it. 	Ms. Gabrielle Willis
<ul style="list-style-type: none"> An Officer of the Defence Forces nominated by the Chief of Staff of the Defence Forces. 	Colonel Jim Foley
<ul style="list-style-type: none"> A member of the Garda Síochána nominated by the Commissioner of the Garda Síochána. 	Detective Supt. Liam King
<ul style="list-style-type: none"> A volunteer member of Civil Defence. 	Mr. Michael Sheehan
<ul style="list-style-type: none"> A member of the staff of the Board. 	Ms. Noeleen Ryan

* Mr Jim Hickey replaced Mr Jim Guinane on the Board in October 2009



Board Members

BOARD PROJECTS IN 2009

- Registration of Civil Defence Board with the Garda Vetting Unit and preparation of policy documents in relation to the issues of Garda Vetting and Child Protection.
- Liaison Agreements between Civil Defence and An Garda Síochána and Irish Coastguard.
- Submission of training provider quality assurance procedures to FETAC for approval.
- Health & Safety Review – Preparation of Standard Operating Guidelines and Safety Management System tailored to Civil Defence activities.
- Facilitate the training of sufficient personnel to Rope Rescue Instructor level.
- Development of working relationship with Irish Red Cross to progress co-operation on the approach to meeting revised statutory requirements for the Casualty Service.
- Roll-Out of Volunteer Register & Training and Operations Database.
- Preparation of Outline Proposal for 2010 Regional & National Exercises.

COMMITTEES OF THE BOARD

The Committees of the Civil Defence Board were very active during 2009, advising and assisting the Board with the implementation of the Strategic Plan 2007-2010.

In accordance with Section 28 (subsection 12) of the Civil Defence Act, 2002, each Committee provided regular reports of its activities and operations to the Board.

The following is a brief synopsis of Committee activities in 2009.

Planning, Development and Recruitment Committee

Meetings of the Planning, Development and Recruitment Committee took place throughout 2009 under the Chairmanship of Mr. Ned Gleeson.

During the year, the major projects undertaken by the Committee were as follows:

- Volunteer Register – The contract for the development of the Volunteer Register, Operations and Training Database was awarded to a firm called Engine Solutions following a tendering process. Work commenced on the project in March 2009. An in-house project team, which consisted of Civil Defence Board staff and 5 Civil Defence Officers, liaised with Engine Solutions throughout the Analysis and Implementation phases.
- During the year, the Civil Defence Board registered with the Data Protection Commission as it will be retaining personal details on Volunteer Members.
- A Training Needs Analysis was carried out by each Local Authority to identify the type of volunteers required in each Local Authority and to target recruitment accordingly.
- The Committee developed a Garda Vetting Policy and a Child Protection Policy. Both policies were recommended to the Civil Defence Board for approval, which was sanctioned at the October 2009 Board meeting. The policies are effective from 1st January 2010.
- Late in 2009, work commenced on the preparation of the Board's Strategic Plan which will cover the period 2010 –2013. Consultation papers issued to Local Authorities in November 2009. The Strategic Plan is scheduled for presentation to the Minister for Defence in May 2010.



*Planning, Development
& Recruitment Committee*

Health, Safety and Procurement Committee

The Health, Safety & Procurement Committee held five meetings in 2009. Projects undertaken by the Committee included:

- Analysis and recommendations concerning procurement and Health and Safety issues provided to the Civil Defence Board.
- Procurement of equipment:
 - Safety Boots
 - Operational Trousers
 - Belts
 - Dry Flow T-Shirts
 - Overcoats for Civil Defence Officers
- Sub-Committee established to develop a Dress Code Circular
- Health & Safety
 - Civil Defence Boards Technical Officer established a Health & Safety Review Group in conjunction with Civil Defence Officers and Health & Safety Officers of each Local Authority to review all Health & Safety issues affecting Civil Defence.
 - Development of Health & Safety Statement for Phoenix Training Centre and Civil Defence College.

Strategic Plan 2007 – 2010. Objectives progressed in 2009

- Financial Accounts prepared on an accruals basis.
- Equipment requirements identified and prioritised in the 2009 plan were procured and issued.
- Developed staff capability to run required procurement projects.



Health, Safety & Procurement Committee

Training and Education Committee

The Education & Training Committee held six meetings during 2009; the committee focused its attention on the following:

- Embark on the development of a Training Needs Analysis for the Civil Defence organisation; Volunteers, Instructors, Officers, Civil Defence Officers, where appropriate Directors of Service and staff of the Board.
- Examination of the issues relating to Civil Defence National Exercises.
- Development of a new Training Database – where information in relation to training records for all Civil Defence Volunteers and Instructors will be maintained.
- The continued development of instructor training for Civil Defence volunteers and further development in the assistance from instructors in the delivery of courses at the Civil Defence College.
- Continued to apply for recognition of courses from certifying bodies – the Civil Defence Emergency Medical Technician (EMT) course was approved by PHECC in late 2009.
- The implementation and completion of the published college programme.
- Assurance that all training delivered meet standard Health & Safety guidelines.



Training & Education Committee

Audit Committee

A new audit committee was formed in 2009 following the appointment of the new Civil Defence Board. They held 4 meetings in 2009, the last one on the 9th December.

The following is the progress made and main issues addressed in 2009 by the Audit Committee

- The Audit Committee worked closely with the Executive staff to ensure issues raised by C&AG were addressed and that all legislative requirements regarding submission of accounts were met.
- A full review of Internal Audit procedures was carried out and a new Service Level Agreement finalised with the Department of Defence Internal Audit Section.
- The Audit Committee Charter and Terms of Reference were reviewed and the revised documents approved by the Board.
- The Board has tasked the Audit Committee with monitoring the area of Risk Assessment and the committee is working with the Executive to implement necessary measures
- The committee assisted with the review of Internal Controls, which was completed in 2009.



Audit Committee

Committees of the Board

Planning, Development & Recruitment	<p>Ned Gleeson (Chair)</p> <p>John Moriarty John O' Neill Jessie Walsh Kay Caball David Pollard Ciarán Redmond</p>	<p>County Manager, Limerick County Council</p> <p>Acting Civil Defence Officer, Dublin City Council Civil Defence Headquarters, Roscrea Dublin City Council Norwood, Shannon Drive, Corbally, Limerick City Radiological Protection Institute of Ireland, Dublin Glenview Heights, Monaghan</p>
Education & Training	<p>Oliver O' Loughlin (Chair)</p> <p>Gabrielle Willis Vincent McCarthy Dr Geoff King Róisín McGuire Michael Fitzsimons Michael Sheehan</p>	<p>Director of Services, Limerick City Council</p> <p>Civil Defence Officer, Wexford County Council Portdrine, Cratloe, Co Clare CEO, PHECC Civil Defence Headquarters, Roscrea Civil Defence Officer, Meath County Council Woodfield, Clonlara, Co Clare</p>
Health, Safety & Procurement	<p>Celina Barrett (Chair)</p> <p>Seamus Murray Ray Dunne Tom Casserly Tom Brosnan Kevin Houston John Tuohy</p>	<p>Dept. of the Environment, Dublin 1</p> <p>Civil Defence Headquarters, Roscrea Civil Defence Officer, Roscommon County Council Civil Defence Officer, Galway County Council Civil Defence Officer, Kerry County Council Civil Defence Headquarters, Roscrea Ballysimon, Limerick</p>
Audit	<p>Col. Jim Foley (Chair)</p> <p>Michael Maguire John Gallahue Paddy Hourigan Vincent Kiely Seamus Ahern Jim Guinane</p>	<p>Director of Engineering, McKee Barracks, Dublin 7</p> <p>Lattin East, Co Tipperary Ballylanders, Co Limerick Annagh, Lissnagry, Co Limerick Feenagh, Kilmallock, Co Limerick Athea, Co Limerick Castletroy, Limerick</p>

CIVIL DEFENCE TRAINING 2009

During 2009 the Civil Defence Training College continued to direct all training to the relevant areas of commitment within the Major Emergency Management Framework and also took account of other areas, which may not be directly linked to the Major Emergency Framework, but is essential for the day-to-day running of the organisation. The casualty, welfare and rescue services impacted most on Civil Defence training throughout the year.

The Civil Defence College provided courses to develop and equip volunteers to enable them to respond within their own Local Authority area to major emergencies. Training of Civil Defence Officers was provided to enable them to support the local authority in its role as one of the Principal Response Agencies.

The College has continued to develop and expand its capabilities in working together with other agencies and voluntary groups for the well being of the community.

The College is making provisions to meet the national training and education standards issued by agencies involved in the casualty service, namely the Pre Hospital Emergency Care Council, the Occupational First Assessment Agent, the Further Education and Training Awards Council and the Health Services Executive.

In the Rescue Service the Civil Defence College has worked directly with Outreach, Wales for the delivery of Rope Rescue Instructor and other training. Outreach are recognised as a lead training agency in respect of Rescue training.

Pre Hospital Emergency Care Council (PHECC)

The Civil Defence College continues its close working relationship with PHECC in the development of training and courses. To date, Civil Defence has been awarded accreditation for five courses from PHECC. Qualified instructors are delivering these courses locally. The Civil Defence College has recently received recognition for the delivery of the Emergency Medical Technician standard and hopes to deliver this training in early 2010.

Occupational First Assessment Agent (OFAAA)

The Health & Safety Authority appointed an agent to administer and develop the course and redesign the register of Occupational First Aid Instructors. During 2009 ten Civil Defence Volunteer Instructors successfully underwent assessment by the OFAAA and received FETAC level 6 awards. Civil Defence volunteer students receive a FETAC level 5 award on completion of Occupational First Aid training provided by Civil Defence Instructors.

Further Education and Training Awards Council (FETAC)

During 2009 FETAC awarded to the Civil Defence College, this will allow the college to deliver specified courses, using FETAC guidelines.

Training Ranges

The range at the Phoenix Training Centre in Dublin was further redeveloped during 2009 and the first training courses were held there during the year, in particular the Rope Rescue courses. Outline plans for the range at Benamore; inclusive of indoor, wet weather facilities have been developed and submitted to the Department of Defence.

Welfare

Toward the end of 2009 the Civil Defence College contacted the Food Safety Authority, with the aim to introduce an Instructor course to meet the needs of the Volunteers in relation to food safety. It is hoped that this course will roll out to volunteers in 2010.

College Staff & Volunteer Instructors

The training Unit provided ongoing CPR, AED and Occupational First Aid training to the staff of the executive and staff of the Department of Defence. During the year Civil Defence volunteer instructors, who have relevant qualifications, continued to assist the college staff in the delivery of training when required.



EMT Course 2009, Ballinasloe

COURSES AND NUMBER TRAINED IN THE YEAR 2009

COURSES	DATE	NUMBER TRAINED
AUXILIARY FIRE SERVICE		
AFS Instructor Course	13/3/2009	17
CASUALTY SERVICE		
BLS/CFR Instructor Course	25-26/8/2009	8
BLS/CFR Instructor Course	17-18/10/2009	18
Casualty Information Day – CDO's	22/9/2009	31
Casualty Information Day - Instructors	23/9/2009	49
Casualty Information Day - Instructors	24/9/2009	31
Casualty Information Day - Instructors	25/9/2009	64
EMT Workshop	25/1/2009	35
EMT Course – Every second weekend from 14/2/2009 to 24/5/2009		23
CFR Responder Course (152 Courses)		1068
HCP Course (29 Courses)		134
HS AED Course (84 Courses)		374
Occupational First Aid Courses (97 Courses)		881
RESCUE SERVICE		
Radio Instructors Workshop	6-7/6/2009	17
Radio Instructor Course	13-17/6/2009	15
Rope Rescue Instructor Level 1 (No. 1) Weekends 19-21/6/09 and 26-28/6/09		13
Rope Rescue Instructor Level 1 (No. 2) Weekends 3- 5/7/09 and 17-19/7/09		10
Rope Rescue Supervisor Level 2 Reassessment – 18-19/4/2009 and 25-26/4/09		12
Rope Rescue Re-certification (2005) Group 1 – Weekends – 4-6/9/09, 18-20/9/09, 2-4/10/09 and 16-18/10/09		5
Rope Rescue Re- certification (2005) Group 2 – 10- 16/10/09		13
Technical Rescue Instructor Seminar	7/3/2009	48
OTHER COURSES		
Health and Safety at Local Authority Level for CD Safety Manual Template	15-16/10/2009	32
Instructional Methods 1	24-25/7/2009	7
Instructional Methods 2	28-29/8/2009	9
TOTAL	Courses = 382	2914

CIVIL DEFENCE ACTIVITIES 2009

■ National Exercises 2009

The 2009 Exercises were designed to test the organisation's response capability in the context of the Major Emergency Management Framework.

Louth:

Louth Civil Defence hosted the first half of Exercise 2009 over the weekend of 2-4 October at the Maxol/FloGas facility on the Marsh Road in Drogheda, Co Louth. The Exercise was based on a simulated inter-agency emergency, in which a vapour cloud explosion occurred at the FloGas facility. The HSE and the Gardaí were on site. The Local Authority Controller of Operations requested that Civil Defence personnel deploy to the site and assist the Emergency Services as required.

The simulated emergency exercise was conducted on four sites:

- (i) Boat Rescue Site – Several people either jumped or fell into the river following the explosion. Some were injured, holding navigation beacons in the river. Each Boat team had to set up communications with Control and safely search and recover casualties from the river and boats on the river using the equipment on hand.
- (ii) Fire Site – Civil Defence was requested to secure water from an open source (River Boyne) for the Drogheda Fire Service on location at FloGas fighting the fire.
- (iii) Rope Rescue Site – Maintenance fitters working on the roof of the fuel tanks at the Maxol facility were injured due to a vapour cloud explosion, which occurred at the adjacent FloGas facility. The Fire Service requested that a Civil Defence Rope Rescue team treat and rescue the casualties.
- (iv) Waste Water Treatment Site – Personnel on the complex were injured due to the blast and percussion wave from the explosion. Civil Defence was tasked with search, rescue, recovery and treatment of personnel and triage.

An Air Corps helicopter attended for demonstrations and the Air Corps crew conducted briefings for the volunteers.



*National Exercises 09,
Drogheda, Co Louth*

Cork North:

North Cork Civil Defence hosted the second half of Exercise 2009 on Saturday 10th October in the grounds of the Kilworth Military Camp situated between Mitchelstown and Fermoy, Co. Cork.

The exercise was conducted on seven sites :

- (i) Land Search – Gardaí received a report of a missing 10 year old girl who was last seen in the vicinity of the Kilworth Army Camp. Gardaí requested Civil Defence assistance in locating the missing person. The Coastguard Helicopter was also requested to assist. A landing area had to be cordoned off.
- (ii) Skill Tests – To assess each team member on different disciplines within Civil Defence.
- (iii) Critical Incident De-Brief Workshop – To inform members of the feelings, reactions and symptoms they may experience following their involvement in an accident.
- (iv) Team Initiative – Teams to work together as a unit to solve a problem(s)
- (v) National Emergency Plan for Nuclear Accidents Workshop – To familiarise members with the Civil Defence role in the National Plan for Nuclear Accidents.
- (vi) Tabletop – To familiarise members with objectives of the local co-ordination centre and to show the importance of clarity of information coming from the information site.
- (vii) Water Awareness – To provide personnel who may be working on or near water with sufficient knowledge of the hazards created by the environment and develop an understanding of basic water rescue techniques.

A Coastguard Rescue Helicopter attended for demonstrations and briefings were delivered to the volunteers.



National Exercises 2009, Drogheda, Co Louth

OTHER CIVIL DEFENCE ACTIVITIES

■ Flood Relief Efforts

Civil Defence Units in 17 separate local authority areas were activated to assist the Primary Response Agencies during the flood crisis, which affected most parts of the country in November and December 2009. Over 350 volunteers were called out on active duty with an average of 20 volunteers deployed assisting in an area at any given time. Worst affected counties were Clare, Galway, South Tipperary, Carlow, Cork City, Roscommon, Kildare, Westmeath and Dublin.

Civil Defence duties included full participation in inter-agency strategic response groups, evacuation of people from homes / nursing homes, transport of evacuees (in 4x4's) to safety, water pumping, filling & deployment of sandbags, traffic control, towing of vehicles, transport of people to shops, clinics etc., and manning of Control Centres (including operation of 24 hr call centre in Clonmel). The major items of equipment deployed by Civil Defence in supporting flood relief efforts were Four Wheel Drive Vehicles, Radio Communications Systems, Portable Pumps and Rescue Boats & Kayaks.

Civil Defence efforts were acknowledged by President McAleese who took time, at the height of the crisis, to call Civil Defence Officers individually to thank their local teams of Volunteers. President McAleese also took time to arrange to meet informally with some of the Civil Defence Volunteers who were involved in rescue efforts in Leitrim and Roscommon. The Minister for Defence, Mr Willie O'Dea TD paid tribute to Civil Defence Volunteers on a visit to the flood site at Shannon Banks, Co Clare.

Civil Defence enjoyed considerable print and visual media coverage over the course of the flood crisis. Main evening news bulletins on each of the National Broadcasting Stations highlighted the contribution made by Civil Defence to the worst affected communities.

Flooding of a less widespread scale affected the country during the latter days of January and early days of February 2009. South Tipperary Civil Defence participated fully in the Clonmel Flood Committee Flood Plan for a 5-day period. Duties included the activation of an emergency 24-hour telephone service. North Tipperary Civil Defence evacuated a total of 35 residents from a Nursing Home in Nenagh after the river Nenagh burst its banks.



Flood Relief Efforts, Carlow

■ **Adverse Weather in the North West– Community Services**

Donegal Civil Defence were requested by the HSE to assist their ambulance service by providing a rescue service to the remote areas of the county and in parts of Letterkenny town where driving conditions had become treacherous during the early days of February 2009.

Civil Defence crews travelled around the county collecting patients from ambulances that had gone off the road, towing ambulances laden with patients out of the snow and collecting doctors and nurses from their homes who had found that travelling the roads to their work was impossible in their own vehicles.

In December Donegal Civil Defence was deployed by the Ambulance Service to assist with patient care and transportation during the snowstorm which affected the North West. The HSE also requested assistance from Civil Defence units in Leitrim and Sligo. Civil Defence transported Home Support Workers, Public Health Nurses and Doctors on their medical and home support assistance duties to patients in the wider community throughout the North West.

■ **Search & Rescue/Recovery Activities**

Throughout 2009, Civil Defence Search & Rescue units responded to calls on a regular basis from the Gardaí requesting support in the rescue and recovery of missing persons. Civil Defence featured prominently in a Garda Inspectorate Missing Persons Review & Recommendations Report published in April as the primary voluntary agency in that regard.

The January/February period was particularly busy for the search and rescue units countrywide. Wexford Civil Defence was deployed to assist in the search and recovery of missing persons at three separate locations. Searches were conducted in Curracloe, Rosslare Harbour coastline and Oylegate. Cork South Civil Defence assisted by volunteers from Cork North, Cork West, Cork City and North Tipperary assisted Gardaí in a seven-day search for a missing person in Kilbrittain, Co Cork. Kerry Civil Defence assisted the Coastguard Service in the search for a missing person in Ballybunion, Co Kerry. North Tipperary Civil Defence assisted Gardaí in the search for a missing person in Nenagh, Co Tipperary. Mayo Civil Defence was activated by Gardaí to assist in a shoreline search for a missing person in North Mayo. West Cork Civil Defence was mobilised by Gardaí to assist in the search for a missing person in Castletownsend, Co Cork.

Carlow Civil Defence assisted the Gardaí in the search for a missing person in Carlow town during the Easter weekend. Laois Civil Defence assisted in the search for a missing person in the Stradbally area following the Electric Picnic festival in September. On New Years Eve Clare Civil Defence assisted the Gardaí and the Coastguard Service in the search for a missing person near the village of Quin, Co Clare.

■ Volvo Ocean Yacht Race

Galway Civil Defence provided ambulance first aid and boat cover for the Volvo Ocean Yacht Race from the 23rd May to 6th June. A total of 84 personnel covered two shifts between 10.00 am and midnight for each of the 14 days.

Civil Defence also provided Communications support for the event. Civil Defence, Gardai, H.S.E., Security and Volvo management met on a daily basis to update on all operational aspects of the event. The event proved a very useful exercise.

■ Limerick City Civil Defence – Thomond Park

Limerick City Civil Defence was selected as part of the Major Response Team for events in the new Thomond Park Stadium, Limerick.

Civil Defence Officer, Cecilia O’Flaherty has been tasked with reporting to the Health & Safety Officer and the Event Controller. Civil Defence has been involved in safety sweeps in the stadium before matches/events and assisted the Emergency Services as well as being the nominated Safety Support Team. Ms O’Flaherty participated in weekly safety debriefs after each event.

■ Reek Sunday – Croagh Patrick

Mayo Civil Defence was deployed to assist pilgrims on Croagh Patrick, Co Mayo on Reek Sunday, 26th July. Approximately 18,000 pilgrims climbed the ‘Reek’ in very bad weather conditions – heavy showers and high winds. 20 Civil Defence Volunteers assisted The Irish Mountain Rescue Association (IMRA) and Order of Malta (OMAC) teams on the mountain. There were three strands to the Civil Defence operation – Welfare, Rescue, and Ambulance working with the Order of Malta.

Civil Defence members involved gained valuable experience in the area of inter-agency co-operation. Members assisted in helicopter evacuation in conjunction with the Air Corps, worked with CFR’ s and Doctors on the mountainside and co-operated with other agencies at command and control level.



*Reek Sunday 2009,
Croagh Patrick,
Co Mayo*

■ Electric Picnic Festival

Over 160 volunteers from Civil Defence Units countrywide provided first-aid cover and a further 70 Civil Defence Volunteers were involved in fire cover, boat cover and welfare provision from Thursday 3rd September to Monday 7th September inclusive.

■ Visit of Muhammad Ali

Ennis Town Council hosted a civic reception for the former World Heavyweight Boxing Champion Muhammad Ali on 1st September. During the event Clare Civil Defence provided First Aid and Ambulance support, Safety Boat cover on the River Fergus and Stewarding and Crowd Control assistance to the Gardaí.

■ Voluntary Emergency Services Information & Recruitment Exhibition – Knocknaheeny, Cork

A Voluntary Emergency Services Information and Recruitment Exhibition was held at the Terence MacSwiney Community College, Knocknaheeny, Cork on Friday 6th February and Saturday 7th February 2009.

21 organisations participated in the Community Awareness Initiative, promoted by the Knocknaheeny/Hollyhill Justice Project. The Exhibition was launched by the Minister for Education & Science, Mr Batt O’Keeffe T.D. on Friday afternoon 6th February.

A number of the Voluntary Emergency Services organisations took part in simulated exercises on Saturday 7th February. Cork City Civil Defence played a major part in the event, the Search & Rescue and Auxiliary Fire Service units being particularly active.

33 members of Cork City Civil Defence attended over the 2 days fielding enquiries and providing information at the Civil Defence Promotion Stand, which hosted a large number of visitors and participating in the practical demonstrations. Civil Defence members were interviewed for the National Evening News which aired on Friday 6th February and the event was covered by RTÉ’s Nationwide programme.



Information & Recruitment Exhibition 2009, Cork City

■ World Rally Championship

The World Rally Championship was staged in Ireland from 30th January - 1st February 2009 with Sligo chosen as the rally headquarters.

The World Rally Championship was the single biggest sporting event, which the country hosted in 2009. Civil Defence was part of the massive voluntary effort which made the staging of such an event possible. Civil Defence was on duty from 7am Thursday morning 29th January right through to 4pm on Sunday 1st February manning two first aid posts at the service centre at the Sligo I.T. Civil Defence also provided safety boat cover for the tricky stage around Lough Gill.



World Rally Championship 2009, Sligo

■ Facility for the homeless at Dublin Civil Defence HQ

Dublin Civil Defence operated an Emergency Accommodation Centre at their HQ for a four-week period in February.

Dublin Civil Defence provided supervisory staff of a duty officer and two volunteers on a nightly basis. The Simon Community provided the Carers for the Homeless at the Centre with a link to the Housing Section of Dublin City Council and to the H.S.E.

■ Bray Flood Evacuation Exercise

Wicklow Civil Defence carried out a Flood Evacuation Exercise on Sunday 26th April in the Dargle area of Bray. This was the first Exercise in the country that included Community Volunteers, who have been trained by Wicklow Civil Defence over the past 12 months, as part of the response to a flooding crisis. The main objectives of the Exercise was to give the Flood Volunteers experience of receiving and following instructions, calling on residents and then transporting the evacuees.

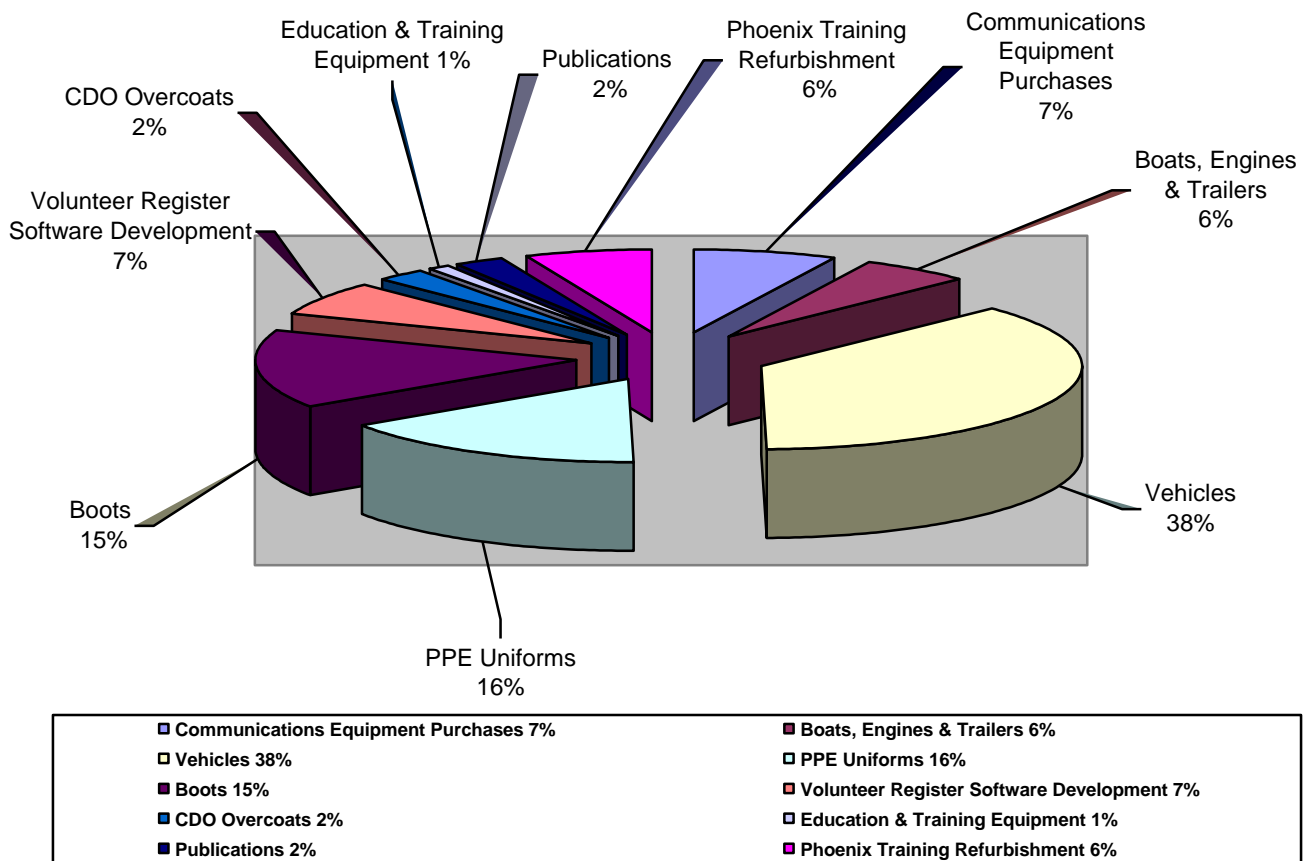
The Exercise demonstrated the effectiveness and efficiency in which members of Wicklow Civil Defence worked in tandem with An Garda Síochána and officials from Bray Town Council. The Exercise was a great example of Community Volunteers coming together to help their Community in a time of crisis and may become a model for dealing with the Community Volunteer going forward.

PROCUREMENT OF CIVIL DEFENCE EQUIPMENT

Civil Defence Procurement Report 2009

Expenditure on Civil Defence equipment in 2009 amounted to €887,000. This included €326,000 on vehicles (jeeps, vans and ambulances) and 140,000 on PPE workwear which included combat trousers and t-shirts. €135,000 was spent on boots and Civil Defence Officer overcoats were purchased for €21,000. Expenditure on communications equipment amounted to €64,000 and refurbishment of the Phoenix Training Centre was carried out at a cost of €56,000. A Volunteer Register was developed costing €60,000. Training publications cost €22,000, €11,000 was spent on education and training equipment and €2,000 on technical rescue equipment.

Civil Defence Procurement Expenditure 2009



Civil Defence Board

Financial Statements

Year Ended 31 December 2009

Civil Defence Board

Financial Statements for Year Ended 31 December 2009

Contents	Page
General Information	25
Statement of Responsibilities	26
Statement on Internal Financial Control	27
Report of the Comptroller and Auditor General	28
Statement of Accounting Policies	30
Income and Expenditure Account	32
Balance Sheet	33
Cash Flow Statement	34
Notes to the Financial Statements	35

Civil Defence Board

General Information

The Civil Defence Board was established by the Minister for Defence on 7 May 2003 in accordance with the terms of the Civil Defence Act 2002. Section 11 of the Act provides that the Board shall consist of at least 8 but not more than 14 members who are appointed by the Minister.

The members of the Board in 2009 were as follows:

Chairman	Mr Joseph Meagher
Board Members	Ms Valerie Doyle Ms Kay Caball Det Supt Liam King Mr Bill Smith Mr Ned Gleeson Ms Celina Barrett Colonel Jim Foley Mr Jim Guinane (Jan – Oct 2009) Mr Jim Hickey (Oct – Dec 2009) Ms Noeleen Ryan Mr Michael Sheehan Mr Oliver O'Loughlin Dr Barbara Rafferty Ms Gabrielle Willis
Director General	Mr Bill Smith
Roscrea Office	Civil Defence Board Benamore Roscrea Co. Tipperary
Dublin Office	Civil Defence Phoenix Training Centre Ratra House Phoenix Park Dublin 8
Auditor	Comptroller and Auditor General Dublin Castle Dublin 2

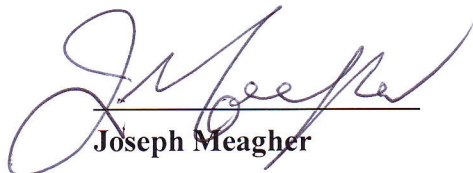
Civil Defence Board

Statement of Responsibilities

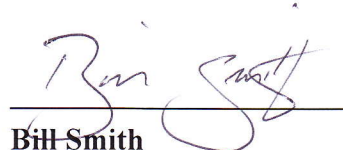
In accordance with Section 23 of the Civil Defence Act 2002 the Board is required to prepare financial statements in such form as may be approved by the Minister with the consent of the Minister for Finance. In preparing those financial statements, the Board is required to

- select suitable accounting policies and then apply them consistently
- make judgments and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Board will continue in operation
- disclose and explain any material departures from applicable accounting standards.

The Board is responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the Board and which enable it to ensure that the financial statements comply with Section 23 of the Act. The Board is also responsible for safeguarding the assets and for taking reasonable steps for the prevention and detection of fraud and irregularities.



Joseph Meagher
Chairman



Bill Smith
Director General

Civil Defence Board

Statement on Internal Financial Control

On behalf of the members of the Board I acknowledge our responsibility for ensuring that an effective system of internal financial control is maintained and operated.

The system can only provide reasonable, and not absolute, assurance that assets are safeguarded, transactions authorised and properly recorded, and that material errors or irregularities are either prevented or would be detected in a timely manner.

Key Control Procedures

The Board is continuing to taking steps to ensure an appropriate control environment by

- clearly defining management responsibilities
- establishing formal procedures for reporting significant control failures and ensuring appropriate corrective action.

The Board has identified and evaluated business risks by

- identifying the nature, extent and financial implication of risks facing the Board including the extent and categories which it regards as acceptable
- assessing the likelihood of identified risks occurring
- assessing the Board's ability to manage and mitigate the risks that do occur
- assessing the costs of operating particular controls relative to the benefit obtained.

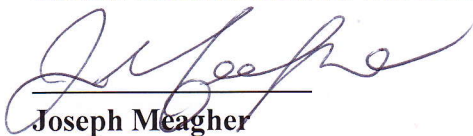
The system of internal financial control is based on a framework of regular management information, administrative procedures including segregation of duties, and a system of delegation and accountability. In particular it includes

- a comprehensive budgeting system with an annual budget which is reviewed and agreed by the Board
- regular reviews by the Board of monthly and annual financial reports which indicate financial performance against forecasts
- setting targets to measure financial and other performance.

The Board, relies upon the Department of Defence for all its financial transactions, and relies upon the internal controls of that Department in the processing of transactions..

Annual Review of Controls

I confirm that, in the year ended 31 December 2009 a review of the effectiveness of the system of internal financial controls was carried out by Civil Defence Board.



Joseph Meagher
Chairman

CIVIL DEFENCE BOARD

Report of the Comptroller and Auditor General for presentation to the Houses of the Oireachtas

I have audited the financial statements of the Civil Defence Board for the year ended 31 December 2009 under the Civil Defence Act 2002.

The financial statements, which have been prepared under the accounting policies set out therein, comprise the Statement of Accounting Policies, the Income and Expenditure Account, the Balance Sheet, the Cash Flow Statement and the related notes.

Respective Responsibilities of the Board and the Comptroller and Auditor General

The Board is responsible for preparing the financial statements in accordance with the Civil Defence Act 2002 and for ensuring the regularity of transactions. The Board prepares the financial statements in accordance with Generally Accepted Accounting Practice in Ireland. The accounting responsibilities of the Members of the Board are set out in the Statement of Responsibilities.

My responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

I report my opinion as to whether the financial statements give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland. I also report whether, in my opinion, proper books of account have been kept. In addition, I state whether the financial statements are in agreement with the books of account.

I report any material instance where moneys have not been applied for the purposes intended or where the transactions do not conform to the authorities governing them.

I also report if I have not obtained all the information and explanations necessary for the purposes of my audit.

I review whether the Statement on Internal Financial Control reflects the Board's compliance with the Code of Practice for the Governance of State Bodies and report any material instance where it does not do so, or if the statement is misleading or inconsistent with other information of which I am aware from my audit of the financial statements. I am not required to consider whether the Statement on Internal Financial Control covers all financial risks and controls, or to form an opinion on the effectiveness of the risk and control procedures.

Basis of Audit Opinion

In the exercise of my function as Comptroller and Auditor General, I conducted my audit of the financial statements in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board and by reference to the special considerations that attach to State bodies in relation to their management and operation. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures and regularity of the financial transactions included in the financial statements. It also includes an assessment of the significant estimates and judgments made in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Board's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations that I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In my opinion, the financial statements give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland, of the state of the Board's affairs at 31 December 2009 and of its income and expenditure for the year then ended.

In my opinion, proper books of account have been kept by the Board. The financial statements are in agreement with the books of account.



Gerard Smyth
for and on behalf of the
Comptroller and Auditor General
7 February, 2011

Civil Defence Board

Statement of Accounting Policies

Basis of Preparation

The financial statements are prepared under the accrual method of accounting, except as indicated below, and in accordance with generally accepted accounting principles under the historical cost convention. The financial statements are in the form approved by the Minister for Defence with the concurrence of the Minister for Finance.

Accounting Period

These financial statements cover the year to 31 December 2009.

State Grant

The grant-in-aid shown in the Income and Expenditure Account reflects the amount received in respect of the period.

Tangible Fixed Assets

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation charged to the Income and Expenditure Account, is calculated in order to write off the cost of fixed assets over their expected useful lives at the annual rates set out below with the exception of motor vehicles which are depreciated to write off the cost less retained salvage value of 10%.

IT Hardware and Software	20%	Straight Line
Office Equipment	10%	Straight Line
Audio Visual Equipment	20%	Straight Line
Communications Equipment	20%	Straight Line
Other Operations Equipment		
- Firefighting	10%	Straight Line
- Furniture and Fittings	10%	Straight Line
- Medical	10%	Straight Line
- Radiation Monitoring	10%	Straight Line
- Rescue	20%	Straight Line
- Welfare	10%	Straight Line
Motor and Marine	10%	Straight Line

Capital Account

The Capital Account balance represents the unamortised value of income used for the purchase of fixed assets.

Pensions

Under section 36 of the Act, staff of the Board are civil servants and are members of the civil service defined benefit pension scheme. The costs of this pension scheme are accounted for through a specific Vote and therefore no pension costs and liabilities are attributable to the Board in respect of the pension entitlements of staff.

Grants to Local Authorities

The Board approves and pays grants to local authority civil defence operations on a 70/30 basis, subject to a grant limit.

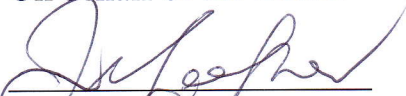
Civil Defence Board

Income and Expenditure Account for year ended 31 December 2009

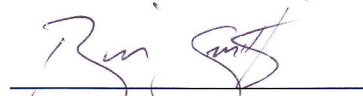
	Note	2009 €000	2008 €000
Income			
Grant-in-Aid from the Department of Defence		6,148	6,248
Other Income	1	<u>23</u>	<u>26</u>
		6,171	6,274
Transfer from/(to) Capital Account	8	<u>267</u>	<u>(5)</u>
		6,438	6,269
Expenditure			
Grant Payments to Local Authorities	2	3,181	3,068
Staff Costs	3	1,440	1,405
Board Members Expenses	4	46	74
Central Purchases for Local Authority Civil Defence		378	752
Central Training		253	208
Central Expenses		117	110
Insurance		189	180
Depreciation	5	600	604
Audit Fee		11	11
Loss on Disposal		67	4
Miscellaneous Expenses		<u>5</u>	<u>14</u>
		6,287	6,430
Surplus/ (Deficit) for the Year		151	(161)
Surplus Carried forward from Previous Year		<u>441</u>	<u>602</u>
Accumulated Surplus at Year End		<u>592</u>	<u>441</u>

*There are no recognised gains or losses, other than those dealt with in the Income and Expenditure Account.
The Statement of Accounting Policies and Notes 1 to 9 form part of these Financial Statements.*

On behalf of the Board


Chairman

Date 4/2/2011


Director General

Date 4/2/2011

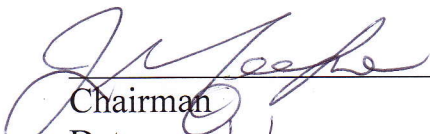
Civil Defence Board

Balance Sheet as at 31 December 2009

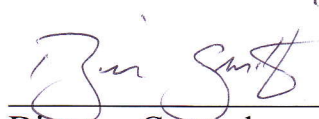
	Note	€000	2009 €000	€000	2008 €000
Fixed Assets					
Tangible Assets	5		2,719		2,986
Current Assets					
Stock	6	379		324	
Debtors and Prepayments		86		35	
Department of Defence	7	<u>196</u>		<u>243</u>	
		661		602	
Current Liabilities					
Accruals		<u>69</u>		<u>161</u>	
		69		161	
Net Current Assets			<u>592</u>		<u>441</u>
Net Assets			<u>3,311</u>		<u>3,427</u>
Represented By					
Capital Account	8		2,719		2,986
Income and Expenditure Account			<u>592</u>		<u>441</u>
			<u>3,311</u>		<u>3,427</u>

The Statement of Accounting Policies and Notes 1 to 9 form part of these Financial Statements.

On behalf of the Board



 Chairman
 Date 4/2/2011



 Director General
 Date 4/2/2011

Civil Defence Board

Cash Flow Statement for the Year Ended 31 December 2009

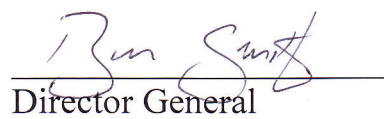
	Note	2009 €000	2008 €000
Reconciliation of Surplus/ (Deficit) for the Year to Net Cash Inflow/ (Outflow) from Operating Activities			
Surplus/ (Deficit) for the Year		151	(161)
Depreciation of Tangible Fixed Assets	5	600	604
Transfer (from)/ to Capital Account	8	(267)	5
Loss on Disposal		67	4
(Increase)/ Decrease in Debtors		(51)	96
(Decrease)/ Increase in Creditors		(92)	59
(Increase)/ Decrease in Stock	6	(55)	50
Net Cash Inflow/ (Outflow) from Operating Activities		<u>353</u>	<u>657</u>
Cash Flow Statement			
Net Cash Inflow/ (Outflow) from Operating Activities		353	657
Payments to acquire Tangible Fixed Assets	5	(400)	(613)
Net Cash (Outflow)/Inflow in the Year		<u>(47)</u>	<u>44</u>
Reconciliation of Net Cash Inflow to Movement in Net Funds			
Net funds at beginning of the year		243	199
Net funds at end of the year		<u>196</u>	<u>243</u>
(Decrease)/Increase in cash in the year		<u>(47)</u>	<u>44</u>

The Statement of Accounting Policies and Notes 1 to 9 form part of these Financial Statements.

On behalf of the Board



 Chairman
 Date 4/2/2011



 Director General
 Date 4/2/2011

Civil Defence Board

Notes to the Financial Statements for the Year Ended 31 December 2009

	2009	2008
	€000	€000
Note 1 – Other Income		
Insurance Claims Payments	—	14
Rental of Meeting Rooms	15	9
Other	<u>8</u>	<u>3</u>
Total	<u>23</u>	<u>26</u>

Note 2 – Grant Payments to Local Authorities

Grant Payments to Local Authorities were as follows

Operational Grants	3,061	2,964
National Exercise Payments	105	95
Immunisation Payments	<u>15</u>	<u>9</u>
Total	<u>3,181</u>	<u>3,068</u>

Note 3 – Staff Costs

The staff costs of the Board comprise

Salaries and Wages including Employer PRSI	1,349	1,262
Overtime	47	76
Travel and Subsistence Expenses	<u>44</u>	<u>67</u>
Total	<u>1,440</u>	<u>1,405</u>

The Department of Defence provided a payroll service to the Civil Defence Board for 2009.

At 31 December 2009 the Board had a staff complement of 28 (2008 – 28)

	2009 €000	2008 €000
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Note 4 – Board Members Expenses

Travel and Subsistence	<u>46</u>	<u>74</u>
Total	<u>46</u>	<u>74</u>

Note 5 – Tangible Fixed Assets and Depreciation

	Office Equipment €000	Motor and Marine €000	Communications Equipment €000	IT Hardware and Software €000	Other Operations Equipment €000	Total €000
Valuation						
At 1 January 2009	537	7,302	828	56	1,475	10,198
2009 Additions	3	281	50	66	0	400
2009 Disposals	<u>(90)</u>	<u>(267)</u>	<u>(71)</u>	<u>(2)</u>	<u>(256)</u>	<u>(686)</u>
At 31 December 2009	<u>450</u>	<u>7,316</u>	<u>807</u>	<u>120</u>	<u>1,219</u>	<u>9,912</u>
Accumulated Depreciation						
At 1 January 2009	367	5,006	658	26	1,155	7,212
Charge for Period	53	373	60	32	82	600
2009 Disposals	<u>(72)</u>	<u>(233)</u>	<u>(69)</u>	<u>(2)</u>	<u>(243)</u>	<u>(619)</u>
At 31 December 2009	<u>348</u>	<u>5,146</u>	<u>649</u>	<u>56</u>	<u>994</u>	<u>7,193</u>
Net Book Value						
At 31 December 2009	<u>102</u>	<u>2,170</u>	<u>158</u>	<u>64</u>	<u>225</u>	<u>2,719</u>
At 31 December 2008	<u>170</u>	<u>2,296</u>	<u>170</u>	<u>30</u>	<u>320</u>	<u>2,986</u>

	2009 €000	2008 €000
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Note 6 – Stocks

Stock at 1 January	324	374
Add Purchases during the year	353	662
Less Issues in the year	<u>298</u>	<u>712</u>
Stock at 31 December *	<u>379</u>	<u>324</u>

Stock at 31 December 2008 has been adjusted to reflect a write-off of stock totalling €59,331. The write-off arose following a stock-take and reconciliation with stock records in early 2009 which revealed a number of items previously issued but not properly recorded. A prior year adjustment has been made to the 2008 stock issues to reflect this change.

Note 7 – Department of Defence Debtor

The Department of Defence operates as banker to the Civil Defence Board and the debtor due from Department of Defence represents cash available to the Civil Defence Board.

	€000	2009 €000	€000	2008 €000
Note 8 – Capital Account				
Balance at 1 January		2,986		2,981
Transfer from/(to) Income and Expenditure Account				
Procurement of fixed assets	400		613	
Amortisation in line with asset depreciation	(600)		(604)	
Amortisation on Disposal	(67)	(267)	(4)	5
Balance at 31 December		<u>2,719</u>		<u>2,986</u>

Note 9 – Board Members Transactions

The Board adopted procedures in accordance with guidelines issued by the Department of Finance in relation to the disclosure of interests by Board members and these procedures have been adhered to in the year. There were no transactions in the period in relation to the Board's activities in which Board members had any beneficial interest.

Appendix (1)

FUNCTIONS OF THE CIVIL DEFENCE BOARD

The functions of the Civil Defence Board are set out in Section 8(1) of the Civil Defence Act 2002.

Functions of the Board are to promote and support the development at national level of civil defence planning and management and, in co-operation with local authorities, to facilitate the implementation of civil defence measures for the purposes of emergency relief and support;

- a) to promote, develop and maintain civil defence as an effective voluntary service in support of the emergency services;
- b) to promote the role of civil defence in providing services, in support of the emergency services, to the local community and, for that purpose, to develop programmes designed to enhance those services;
- c) with regard to local authorities, to promote co-operation and the co-ordination of their activities with other local authorities, so as to ensure efficiency and economy in performing their functions relating to civil defence;
- d) having regard to any plans, howsoever described, relating to the management of emergencies at national level that are prepared and adopted by any Minister of the Government, State agencies or other bodies whose activities relate to civil defence, to establish and promote the development, maintenance and improvement of standards of—
 - (i) programmes of civil defence education and training including programmes relating to health and safety,
 - (ii) knowledge, skill and competence of those participating in implementing civil defence measures, and
 - (iii) equipment used for civil defence;
- f) to promote public awareness and the dissemination of coordinated information to the public in relation to Civil Defence and to conduct public information programmes relating to preventive measures aimed at alleviating the effects of emergencies on persons or property;
- g) to prepare and adopt, in accordance with *section 30*, a strategic plan relating to the future development of civil defence and to monitor the implementation of the plan;
- h) to advise the Minister in relation to all or any of the following:
 - (i) such policy matters relating to the operation and future development of civil defence as the Minister may request or as the Board considers appropriate;
 - (ii) the implementation of measures considered necessary for the effective operation of civil defence;
 - (iii) any other matter relating to the Board's functions as the Board considers appropriate or as requested by the Minister;
- i) to conduct and commission research on matters relating to the functions of the Board and for this purpose—
 - (i) to foster and promote contacts and the exchange of information with educational and research establishments and other bodies involved in civil defence in and outside the State, and

- (ii) as it considers appropriate, to publish, in the form and manner that the Board thinks fit, results arising out of that research;
- j) in conjunction with Ministers of the Government, State agencies or other bodies whose activities relate to civil defence, having regard to any plans referred to in *paragraph (e)*, to contribute to the development, in co-operation with other states, of civil defence measures;
- k) in co-operation with local authorities, to promote the recruitment of persons to perform civil defence tasks and to establish procedures for the registration of those persons; to establish, review and maintain codes of professional conduct for civil defence members;
- l) to advise such persons as the Minister may from time to time specify on any matter relating to the Board's functions;
- m) to advise and assist the director general in performing his or her functions;
- n) to comply with any general policy directives that the Minister may, from time to time, give to the Board;
- o) to perform any additional functions conferred on the Board by order under *subsection (4)*.