

City Profiles template

1 *Introduction*

- A location map of the country depicting the site of the City is desirable.
- The purpose of this section is to introduce the reader to important background material relating to the City, such as:
 - (a) **National** statistics and other vital statistical information – demographic, economic, social and cultural characteristics
 - Governance structure
 - Governance style – parliamentary democracy, dictatorship, republic, federal system, etc.
 - Describe the character of national-local linkages – e.g. is power sharing centralised/decentralised¹
 - Relevant national laws – name them only (details to be followed up in Section 2)
 - Is disaster management explicitly included in the national development plan?
 - How well integrated is DRM integrated into development programs?
 - Overview of major hazard, disaster or risk management projects that have been carried out in the country (when, why, what for, who for, who by)²
 - Overview of **national** hazardscape
 - Recent impacts (past 25 years)
 - Types of most likely damaging hazards
 - Overview of Disaster Risk Management (DRM) experience (note – this focuses on strategic and operational aspects of the national disaster planning and response system, the hazard management system and the risk management framework)
 - Overview of the nation's land use planning and management programs – laws, national-level agencies, relationship to sub-national system
 - (b) The importance of the **City** within the national system:
 - vital statistical information – demographic, economic, social and cultural characteristics
 - city governance structure
 - Geographical setting of the **City**

¹ Decentralization is here defined as the transfer of responsibility for planning, management, and resource raising and allocation from the central/national government and its agencies to (a) field units of central government ministries or agencies (b) subordinate units of levels of government (c) semiautonomous public authorities or corporations (d) area-wide, regional or functional authorities, or (e) non-governmental, private or voluntary organisations.

² The point here is to gauge whether there is a history of DRM activity in the country and where the drive has come from

2 *Inter-City Linkages*

- The purpose of this section is to get an understanding of how the City and its components interact: it is directing attention to the likelihood that the City is comprised of several self-governing local government units (LGUs).
 - Internal division within the city – how many LGUs?
 - How do they operate – autonomous, coordinated?
 - What legislation and/or regulations shape the linkages?
 - Is there an ‘umbrella authority’ or some other mechanism to assist coordination of political, strategic, functionally-specific task (e.g. transport, communications, water authorities, etc.) such as a Mayoral Forum, Metro-wide/regional Authority, etc.
 - Are there specific formal arrangements between the City and other parts of the nation (e.g. Memoranda of Understanding, Mutual Aid Agreements) – what are these for?
 - Any evidence of specific formal arrangements between City and international groups (e.g. Sister City) and how this is used for DRM
 - How are DRM matters handled within the City?
 - Relevant legislation – what, why, when, who, how, where?
 - Organisational arrangements– what, why, when, who, how, where?

3 *Land Use Management*

- This section focuses on land use planning and management practices that focus on controlling existing hazard issues as well as reducing the likelihood of future hazards occurring by preventing inappropriate occupation or activity of land.
 - Is there specific legislation (or regulations) that deal with managing land from a hazard perspective?
 - Which City agencies have responsibility for these programs?
 - How are these programs enforced?
 - Have there been any cases brought to court or successful prosecutions under these provisions?
 - Describe the relationship between national-level and City-level planning agencies

4 *Vulnerability Issues*

- This section focuses on the City’s at-risk groups, hazard-prone localities, and other issues that result in making the City a more hazardous place to live.
 - What number/percentage of the total population is

- Residing in informal/squatter settlements
- Issue pertaining to 'street people'/homeless persons?
- Children under 10 years
- Elderly (50+)
- Female (what %age of females are in regular employment)
- Number/% of residents are on welfare or equivalent
- What %/total area of the City is located on marginal land?
 - When did movement to marginal areas commence?
 - Is it the result of planned action or is it from unplanned development?
- What is the number/% on non-engineered dwellings
 - Are these single storey/multi-storied/mixed (%)
 - Is there a Building Code – how is it administered and enforced?
 - Where are the non-engineered structures located (e.g. in relation to marginal land)
- Are there official policies on slum/informal settler management?
 - What is being done
 - What is being proposed
 - How well is it going

5 ***Disaster Risk Management Arrangements***

- This section focuses on specific areas pertaining to how the City manages **public safety issues** resulting from natural, technological, biological or ecological hazards. It deals with (1) **functional arrangements** pertaining emergency services, (2) **risk assessment**, and (3) how DRM information is disseminated within the City (**Risk Communication**); .
 - **Functional arrangements** relate to the agencies and organisations created to carry out DRM, and their relationships.
 - What organisations have specific disaster management functions
 - Are they private or publicly owned?
 - Are they created by legislation – what, how, why?
 - What is the accountability system – who, when?
 - How are disaster-relevant organisations coordinated?
 - Are there significant inter-agency relationship / cooperation issues?
 - How are they resourced?
 - **Risk assessment issues** deal with the practices, procedures and processes the City has developed to identify hazardscape issues
 - Characteristics of the City's hazardscape – major hazards, periodicity, and numbers affected, etc.
 - Changes in hazardscape over time – 'new hazards'

- Specific arrangements – legislation/regulations - what, why, when, who, how, where?
- Agency/ies responsible - who is involved; why, when, how, where?
- Are records collected on a database – which, who, what, where, when, how? Frequency of updates?
- Who has access?
- How is data accessed
- **Risk communication** deals with how relevant information about the City's risks are conveyed to the public and what public awareness programs are in place
 - Specific arrangements – legislation/regulations - what, why, when, who, how, where?
 - Agency/ies responsible - who is involved; what, why, when, how, where?
 - Top-down or bottom-up approach regarding local citizenry involvement
 - Examples of local participation
 - Type and frequency of public programs

6 Disaster Risk Management Vision

- This section is directed to understanding what City decision-makers and/or other sectors want to put into place with respect to DRM
 - Is the Vision enshrined in any legislation, regulation, strategy, or policy?
 - Who is the Vision's custodian/sponsor (how was the Vision generated?)
 - Who is responsible for ensuring the Vision is carried through
 - Which sectors of the City are involved in developing the Vision – and what are their specific responsibilities
 - What does the Vision cover?
 - What time frame does the Vision?
 - Who was involved in developing the Vision?
 - How are the financial aspects of the City's DRM going to be dealt with?

7 Sound Practices (SP)

- In this section, attributes of the City's system are identified that officials believe are not only meeting their specific DRM needs, but could benefit other cities:
 - Activity the SP covers:
 - *Legal*
 - *Political*
 - *Organisation-Managerial*
 - *Technical*
 - *Land-use Management*

- *Instructional*
- When, why, who, where, how is this activity an SP?
- Does this SP meet the 6 Principles established in the SP Criteria paper:
 - *Universability/Transferability*
 - *Applicability*
 - *Expandability*
 - *Orientation/Focus*
 - *Assimilation/Integratability*
 - *Impact/Effectiveness*
- Is this SP:
 - *Sustainable over time*
 - *Measurable, with defined criteria*
 - *Achievable within stated timeframes*
 - *Relevant to satisfy the situations*
 - *Timely within carefully framed tasks and well-defined goals*

8 Issues

- Here, issues that relate to how the existing DRM system can be strengthened or developed are highlighted. The focus is on issues such as (a) bottlenecks that impede the initiation and continuity / sustainability of desired actions, including SPs (b) capacities that need to be improved
 - What
 - How
 - Why
 - Where
 - Who
 - When
 - In each case indicate if the issue is created by local or national actions or non-actions.