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## **Maps**

Map 1 – top third of scheme  
Map 2 – middle third of scheme  
Map 3 – bottom third of scheme  
Waipaoa – Mulloolys Rd – Waipaoa Village Area  
Ormond – Muhunga Stream  
Patutahi/Waituhi – Waipaoa and Whakaahu Stream  
Manutuke – Te Arai River

Annex a Outline Threat and Scenario  
Annex b Risks  
Annex c Population Information  
Annex d Other Plans  
Annex e Community Preparedness  
Annex f Flood Evacuation Procedures (*copy to every household*)  
Annex g Evacuation Kit (*copy to every household*)

## **SECTION ONE**

### **1.0 INTRODUCTION**

#### 1.1 Purpose of Plan

The purpose of this plan is to outline the procedures that will be used in the case of a flood event that necessitates evacuations of areas on the Poverty Bay Flats. The physical evacuation component of this contingency plan will be implemented either following the declaration of or during a civil defence emergency or by the Police as part of a localised flooding event. The Police agree in general that the procedures outlined in this plan will form the basis of any evacuation event that is carried out as part of a non-declared event. The monitoring and preparation phases will be conducted by Civil Defence in close co-operation with the Police. All phases will involve close liaison with the emergency services, especially the Police, Fire and Engineering and Works flood warning staff.

There are 3 possible scenarios for localised events associated with the Waipaoa Flood Scheme. There are also many factors which influence their impact and it is not practical to format a set of trigger points that initiate actions as is done for an event in the main scheme. The plan does outline the different scenarios and some of the control measures but the management of any evacuations will be done at the time by the monitoring team based on the prevailing conditions.

#### 1.2 Objectives

- To promote awareness and preparedness measures
- To outline the conditions which will necessitate the evacuation
- To outline the evacuation procedures
- To ensure procedures are kept current.

#### 1.3 Defined Areas for the Operational Requirements of this Plan (see maps)

The defined area for the purposes of this plan, to be known as the Poverty Bay Flats consists of all the flat land to the south of the Kaiteratahi Bridge (but includes Mulloolys Rd to Lavenham Rd), including both sides of the banks to the coast, but excludes the area south of Manutuke and the City. The Waipaoa Village is included for warning and evacuation purposes in the defined area.

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The areas that may be involved in a localised event with no or partial involvement from the main scheme are:

1. Ormond the areas and properties affected by the overflow of the Muhunga Stream surrounding the Ormond Township and including the Ormond Dip.
2. Patutahi The areas and properties that are affected by overflows from the Whakaahu Stream.
3. Manutuke/Te Arai the flat land and properties affected by the overflow of the Te Arai River including Waingake Rd, Rakaukaka Rd, and Opou Rd.

## **SECTION TWO**

### **2.0 HAZARD CATEGORIES**

These categories are determined by:

- depth and speed of flood waters
- threat to life
- difficulties in evacuating people
- potential for damage and social and economic disruption
- lifelines

#### River Corridor & Floodway (bed and adjacent flood way)

- ◆ *The evacuation of people and their possessions would be extremely difficult*
- ◆ *There is a potential danger to life*
- ◆ *Social disruption and financial loss could be very high (**apart from 1 house at Kaiteratahi there are no dwellings in this area**)*

#### High Hazard (areas where main river likely to flow)

- ◆ *The depth of water would generally be greater than 0.5m The speed of water level rise may be rapid*
- ◆ *There would generally be major difficulty and danger in evacuating people*
- ◆ *There is a potential danger to life*

#### Area Liable to Flooding

- ◆ *Water depth would generally be less than 1 metre **but care must be taken***
- ◆ *Evacuation possible by 4wd*
- ◆ *Adults could wade to safety but dangerous to children in some locations*
- ◆ *Could be very fast flowing*

#### Flood Ponding (may or may not be associated with main river system)

- ◆ *The depth of water would be greater than 1 metre*
- ◆ *The flow would be slow and form ponds, the rate of rise could be rapid*
- ◆ *Evacuating people on foot would be difficult*
- ◆ *There is a potential for people to be trapped*

Flood Fringe

- ◆ *Water depth would generally be less than 1 metre **but care must be taken***
- ◆ *Evacuation possible by 4wd*
- ◆ *Adults could wade to safety but dangerous to children in some locations*

**Flood Plain** is an area that may flood in an extreme event.

## **SECTION THREE**

### **3.0 RESPONSE & RESPONSIBILITIES**

#### 3.1 Warning System

The following outline of the warning system and the procedures are dependent on a prognosis of a **reasonable likelihood that the situation will worsen**. If one of the trigger points is reached and there is no likelihood of the situation deteriorating to the next point, then the team that is monitoring the event will develop a revised plan to meet the conditions. If there is some doubt the monitoring team will make a decision based on the threat to people, if it is a non declared event the final decision will be the responsibility of the Police, in a declared event it is the responsibility of the Controller.

The Public will be warned initially by personal notification by either by Civil Defence, Police or Fire Service. Further warnings will be one to one where practical, but the main method will be via ZG AM (945am). All relevant information concerning the preparation for and the evacuation will be provided on a fact sheet to each household.

#### 3.2 Trigger Points

The following are the trigger points that have been set to provide planning assistance to those who will need to make the decision, to evacuate or not. The areas the trigger points refer to are Ormond, the flats to the south and the Waituhi area down to Patutahi. (The people living in the at risk area (Waipaoa Village) at the Northern end of Lavenham Rd must also be included). The points are designed to give sufficient notice to manage the school closures and evacuations before floodwaters close roads.

**NB** The inset trigger points in the following list are provided as separate procedures to initiate the evacuation of the Ormond area.

- ***Trigger Point 1***

Kanakanaia gauge reads 5.0 metres

- ***Trigger Point A ORMOND ONLY CONDITION PINK***

Kanakanaia gauge reads 7.5 metres

- ***Trigger Point B ORMOND ONLY CONDITON RED***

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Kanakanaia gauge reads 8.2 metres (**COULD BE DELAYED DEPENDING ON THREAT TO ORMOND DIP** see scenario annex a)

- **Trigger Point 2 CONDITION PINK**

Kanakanaia gauge reads 8.0 metres

- **Trigger Point 3 CONDITION RED**

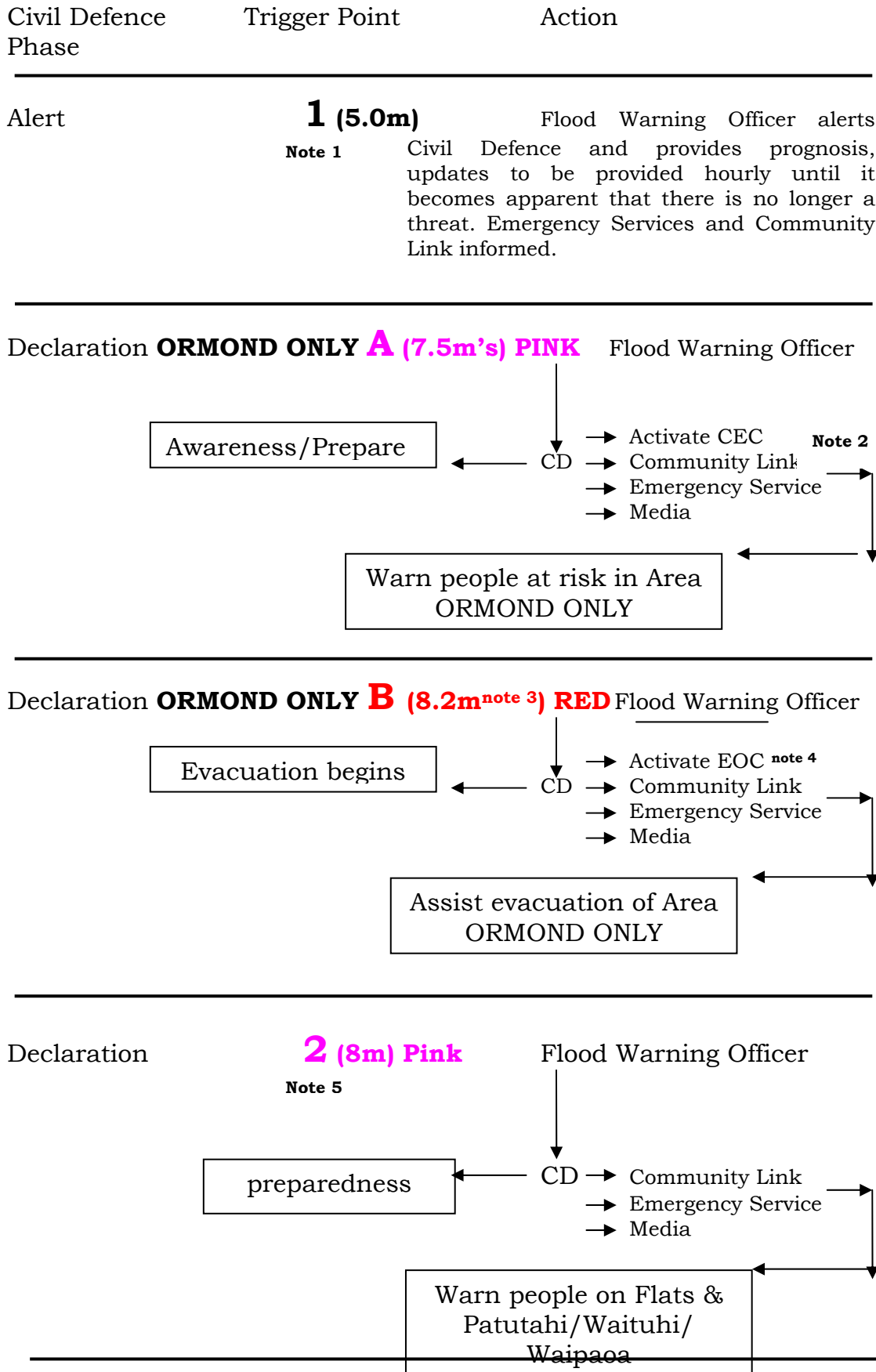
Kanakanaia gauge reads 10.0 metres

**NB** It may be necessary to adjust the trigger points if the rate of river rise is such that a timely response/evacuation is not possible. As a guide if the rate of rise is greater than 2 metres per hour at trigger point 1 an adjustment to the plan will need to be made.

At trigger point B a declaration is made for the evacuation of Te Karaka, so this state of emergency will exist for the whole District from this time.

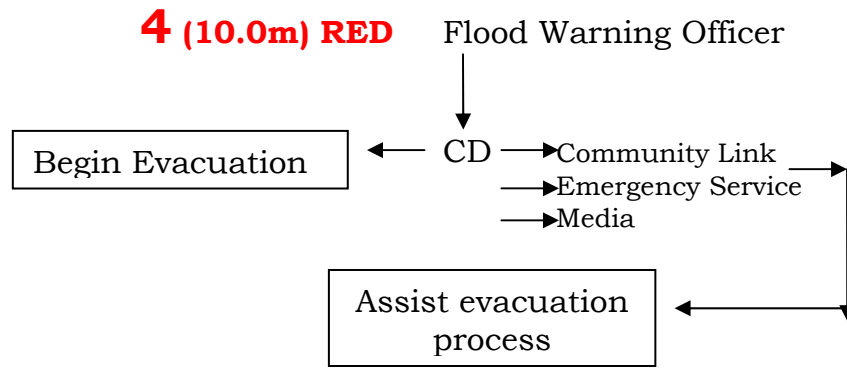
While the states of emergency from Trigger Point 2 in the table on the next page shows Declaration from Conditions B & Blue forward, this is for the main scheme only. If the coloured conditions are used for a localised event under Police supervision then the state will not be more than Standby.

3.3 Warning System Flow Chart



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Declaration



- NOTES**
1. At 6.5 metres the school principals will need to be contacted to consider sending home the outlying pupils.
  2. CEC is the Community Emergency Centre which is at the Ormond School.
  3. This decision will be dependent on the condition of the Ormond Dip and the Muhunga Drain (see annex A)
  4. Activating the EOC also means activating the Districts CEC's
  5. Community Civil Defence will need to identify what buses are available and put them on standby.

### 3.4 Co-ordination Centres/Declaration

Co-ordination of the procedures prior to a declaration will be from the Civil Defence Office. Once it becomes apparent that trigger point B will be reached and passed the decision to declare will be made as this also affects Te Karaka. If the event is localised or undeclared co-ordination will be from the Civil Defence Office.

Initial contact will be direct to the affected Community Emergency Managers (CEM), of Makauri, Ormond, Patutahi and Manutuke. Once the trigger point B (which is also Trigger Point 4 in the Te Karaka Plan) has been reached and conditions indicate a worsening situation a declaration will be made and all the CEC's will be activated.

Once it becomes apparent that evacuations or a declaration is likely Police and Fire Liaison Officers will work from the Civil Defence Office.

### 3.5 Communications

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### 3.5.1 Method

Initial contact will be via telephone between Civil Defence (Gisborne) and the CEM/s. Once the Community Emergency Centre has been established CD 11 and 15 will be established and used in conjunction with the telephone and fax.

Communications between the Emergency Services and Civil Defence will be by phone. While there may be some informal discussions with Gisborne Police personnel during the build up the initial call, if evacuations or a declaration looks likely, will go to the Wellington Communications Centre. Civil Defence will fax any weather warnings to the local emergency services, plus as required, river conditions and rainfall information.

### 3.5.2 Key Contact Detail (for more information see annex e)

Graham Wahlstrom (CEM Makauri)	862 5450
Alex Hills (CEM Patutahi)	862 7856
Warwick Manson (CEM Ormond)	862 5536
Butch Pardoe (CEM Manutuke)	862 8703
Makauri School	867 5779
Makaraka School	868 4116
Patutahi School	862 7628
Ngatapa School	863 9878
Ormond School	862 5725
Manutuke School	862 8858
Gisborne Police	869 0200
Manutuke Police	861 6000
Gisborne Fire	867 9039
Manutuke Fire	861 6030 (unmanned)
Patutahi Fire	862 7774 (unmanned)

## 3.6 Evacuation Procedures

### 3.6.1 Responsibilities

- ◆ GDC, the GDC Flood Warning Manager is responsible
  - for ensuring that the appropriate information is available to enable a realistic and timely appreciation of future river levels reaching trigger points and that the information that affects these decisions is rechecked and gathered from as many authoritative sources as possible especially after Trigger Point 1.
  - the release of appropriate flood warnings and providing information for media releases concerning potential flooding prior to a declaration.

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- ensuring a manual backup system is available for checking the river height at the Kananai or Pykes Weir Gauge.
  
- ◆ Civil Defence is responsible for:
  - Maintaining this contingency plan
  - Public awareness and preparedness programs
  - Issuing general information
  - Warnings to communities via community link and media
  - Event monitoring and co-ordination of monitoring advisory team
  - Managing information release concerning the events status to the emergency services
  - Arranging backups for key personal, identification of the need to be made at Trigger point 1
  - Arrange for visual inspections of the river and its conditions by the community link
  - Evacuation information/preparation
  - Management of evacuation, welfare of the evacuees, relief activities
  - Consulting with school principals and Kohanga Reo re sending home of outlying children at 6.5 metres
  - The establishment of the welfare centres in Manutuke, Patutahi and/or Gisborne.
  
- ◆ Police, will provide the authority and control in any evacuation that takes place without a declaration. The Police and Civil Defence will maintain close communications once trigger point 1 has been reached. During a declaration Police will assist with the notification of information to the public concerning preparations to evacuate and assist with the physical evacuation. The resource to do this will be co-ordinated from the Gisborne Police Station.
  
- ◆ Fire, will assist with tasks appropriate to the resources available and commitments to other taskings. This could including assisting with notifying public of condition changes and assisting with evacuations.

### 3.7 Initiation and Event Monitoring

It is accepted that the trigger points will be the initiators of the actions, as long as the prognosis given by the Flood Warning Manager

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is clearly indicating that the next trigger point is going to be reached. The decision to declare will be reviewed once it becomes apparent that evacuations may be required, if one has not already been made.

Any flood events are monitored by council flood officers and civil defence, in the early stages this may be from the officer's homes, but once the event reaches certain levels the civil defence office is opened. The flood officer will either co-locate with the hydrologist or civil defence depending on the scenario. In the early stages of the event information will be passed to the Police and Fire Service via the phone and fax by Civil Defence. Once the event scenario indicates a real threat to people and property, Police and Fire will appoint a liaison officer who will as required be based at the civil defence office.

The monitoring advisory team will consist primarily of representatives from Police, Fire, MOH, flood warning staff and civil defence, any team meetings will be conducted in the civil defence office.

### 3.8 Traffic Control

The state highway is controlled by Transit NZ's and is their responsibility to close; the Council is responsible for the rest of the roading network. Both Police and CD will actively monitor road conditions and liaise with the appropriate agency to ensure they are closed when no longer safe.

### 3.9 Security

During the evacuation everyone is responsible for security of their own areas, with any suspicious activity being reported to the Police or the Civil Defence EOC.

Once the evacuation is complete the Police will be responsible for security, although it is recognised that the priority is to ensure public safety.

During the re occupation individuals will again be responsible for reporting any suspicious activity, but entry into the area may also be controlled. Individuals re-entering the controlled areas will have to prove they are occupants. The best way to do this will be by having in their possession a copy of the CD 7 Registration form. Until the controlled areas are safe for re occupation now overnight stay will be allowed.

### 3.10 At Risk Groups

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### 3.10.1 Schools

The best course of action for the schools is to stop the outlying children coming to school in the morning. This will be done by ringing the contractors and stopping the pickup. The decision to do this will be a joint decision between the principals and civil defence.

There are several bus companies involved, the responsibility of contacting them rests with the schools.

If a scenario develops during the day and the children are at school then a decision on whether to send them home will need to be made when the river reaches 6.5 metres. Any delay in the decision could put the children at risk of the event information will be passed to the Police and Fire Service via the phone

### 3.10.2 *Specific risk areas include: (see maps for total area)*

- ◆ Makauri School, properties in Back Ormond Rd between Kawatiri Rd and Glenelg Rd
- ◆ Properties in Bond and Whitmore Rds and Ormond Township
- ◆ Properties to the West and North of Makaraka
- ◆ Properties in Waingake, Rakaukaka, and Opou Rds
- ◆ Properties in Waituhi including the properties to the South in the basin of the old river bed including the area around Pakowhai Marae, Renner, Judd, McFarlane and Knight Rds.

### 3.11 Welfare Centres

Those evacuating will be encouraged to go to family and friends, those that can not from Ormond and the flats will go initially to the Army Hall in Fitzherbert St, Patutahi people to the Community Hall (the people from Waituhi, Renner Rd and North will go to the Takitimu Marae, Judd Rd South to the Community Hall) and the Te Arai Area go to the Maori Battalion Marae.

### 3.12 Reporting Procedures

Those evacuating should be registered at whichever site they report to, whether they are going to family and friends or not. There is no compulsion to register, except that financial assistance from Work & Income NZ is dependent on evacuees having a registration form.

It is not practical to establish control points so a physical check will need to be made of all homes to ensure people have left. The monitoring team will allocate this responsibility “on the day.”

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In a non-declared event the Police will establish the need for control procedures and where people should be going too.

### 3.13 Safe Havens

The Maori Battalion Marae in Manutuke, the Patutahi Community Hall and Takitimu Marae in Patutahi and the Waeraenga a Hika Sports Club are considered to be safe areas, although in extreme events they will be isolated from vehicular traffic.

### 3.14 Welfare

The Manutuke Community Welfare Organisation will need to concentrate their efforts in assisting the elderly to prepare to leave and setting up a reception area at the Maori Battalion Marae. The Patutahi Community Welfare Organisation will need to concentrate their efforts in assisting the elderly to prepare to leave and setting up a reception area at the Community Hall. The Gisborne Welfare personnel will need to establish the Army Hall Welfare Centre and prepare a list of suitable accommodation.

If a full evacuation of the flats is required, public support in the form of billets will be required.

### 3.15 Alternative Transport

The Community Organisations will be responsible for checking the transport need and availability at trigger points A and 2. A pickup plan will need to be put in place as it will not be realistic or practical to expect all those needing transport to go to a central point. This plan will be a priority for either the Police or CD personnel.

### 3.16 Media

During the build up to a declared emergency for a flood event there is no one central agency responsible for the release of information to the public via the media. To assist a co-ordinated response the following general procedures will be adopted by the key stakeholders.

- ◆ The Manager of Engineering & Works is responsible for the release of all technical information relating to flood warnings.
- ◆ Information relating to the situation will be shared amongst the key stakeholders so that their individual contacts with the media will be informed.
- ◆ Civil Defence will act as a central contact point for all stakeholders and issue general information and preparation advice.

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- ◆ In the event that an evacuation is to be carried out Civil Defence after consultation with the Police and the Flood Manager, will prepare the information to go to the public via the media.
- ◆ All information for the 3 areas will be co-ordinated through Civil Defence in Gisborne.
- ◆ During a declared event the Controller is responsible for authorising all media releases.

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## **SECTION FOUR**

### **4.0 VULNERABLE ASSETS/INSTALLATIONS**

Gisborne Fire Station

St John

Council Buildings

Patutahi Substation

## **SECTION FIVE**

### **5.0 PLAN MONITORING, TESTING AND REVIEW**

The Civil Defence Officer is responsible for maintaining the plan, but it is important that others, especially engineering staff, inform the Civil Defence Officer if there are any changes to conditions that may affect the plan.

The Key Contact information in 3.5.2 and the General Information in Annex e will be updated once a year, on the anniversary date of this plans issue.

The plan will be tested in the tabletop exercise program.

## **OUTLINE OF THREATS AND SCENARIO (RETURN TIMES)**

The Poverty Bay Flats is a complex floodplain with a variety of factors having an input to any event. For the purposes of this plan the floodplain includes, from Mulloolys Rd in the North, West and East of the river banks, extending to the foothills but excluding the area south of Manutuke and stopping at the City boundary.

There are a number of smaller catchment areas with their own drainage systems that can contribute to a large event or have impact in a localised event. The more significant of these are:

All river heights, apart from the Te Arai, mentioned in these scenarios are taken from the remote monitoring site at Kanakanaia, Te Karaka.

Te Arai which flows down the Waingake Valley, passes the Northern edge of the Manutuke community, crosses the SH and flows into the Waipaoa. The river is monitored at Pykes Weir and once the level reaches 2.2 metres some evacuations may be necessary around the end of Papatu and Rakaukaka Rd. (see Te Arai map in annexes) The actual point of overflow is monitored at Gaulkrodders on Waingake Rd. As the overflow increases the water will also affect the SH and Opou Rd.

Whakaahu flows down the Ngatapa Valley and passes the Northern edge of Patutahi. There is no remote monitoring system in place so there is a reliance on civil defence wardens and the public to provide information. The stream overflows to the west of the Patutahi Township and affects the Tiniroto Rd; some evacuations will be required in the Kaimoe Rd area. (see Patutahi map)

Muhunga flows along the Western edge of the Ormond Village and into the Waipaoa. Ponding of internal water can occur without any influence from the Waipaoa but there is little threat to houses. Once the Waipaoa starts rising the overflow worsens threatening Bond and Whitmore Rds and evacuations will be needed. When 8.2 metres is reached the floodgate into the Waipaoa is closed and the overflow spreads into the surrounding area, including the Ormond Dip. Taking into consideration the height of the Muhunga, to ensure there is no threat to life, the population of the Ormond area will need to be ready to evacuate once 8.2 metres is reached. If the Muhunga is posing no immediate threat then the next level of concern is 11.0 metres when Ford Rd overflows and affects the SH and flows into the Ormond Dip. i.e. it is unlikely, but if the Muhunga

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has not risen significantly it will not overflow until its system fills, it will need close monitoring. (see Ormond map)

Taruheru flows from around the Waihirere area through the flats and the City and discharges into the Waimata. The Taruheru is a complex waterway of drains and small tributaries that can cause an event in its own right. Its effects are worsened by overflows from the Waipaoa, the height of the Waimata and to an unknown extent the tides. Its overflows closes roads on the flats but it is unlikely that a localised Taruheru event would require any evacuations. The overflows affect Back Ormond Rd and the SH to the North and West of Makaraka. There are no figures available to indicate when these overflows occur and there is also now no certainty of where they will occur nor the severity because of the modifications that have been made to the system. Unless unforeseen circumstances arise from a localised event evacuations need only occur on the Flats if it become apparent that the Waipaoa will exceed 11.0 metres.

There is an area of concern to the South of Waituhi that will need evacuation along with the residents of that community. There is the potential for surface water from the adjacent hills and potential for overflows from the Waipaoa to flood the basin from Pakowhai Marae down to the stop banks of the Whakaahu Stm just North of the Patutahi Township.

A Waipaoa flooding event affects and is contributed to by all of these smaller catchments. The present level of protection from the Waipaoa flood protection scheme is for an event something about the same level as Bola\*. Overflows occur at Kaiteratahi at 10.8 metres blocking the SH and Lavenham Rd. The Ford Rd area overflows at 11 metres contributing to the SH flooding in the Ormond Dip and overflows in Lavenham Rd. Once this occurs there is a direct impact on the Taruheru and more widespread flooding occurs across the flats limiting access or more importantly egress. The Waipaoa Village is also included in the procedures for this plan as it is affected from overflows at 11 metres from the Mullooly Rd area.

The following figures give some indication of number of times this plan would need to have been activated.

- Although the Te Arai has exceeded 2.2 metres 6 times in the 1980's it didn't in the 1990's. There has also been extensive work in tree clearing down stream from Reays Bridge and there is some doubt if the patterns of previous events are still relevant.

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- There is no record of the number of times that the Whakaahu has caused problems except that the last time was Bola, 1988 and it did also in 1985.
- The Waipaoa has exceeded 8.2 metres 6 times and 10.8 metres once in the last 50 years. (This is since the Waipaoa flood scheme has been in operation).

\* Bola was between a 1:60 – 1:100 year event.

**RISKS**

Risk	Treatment
Population isolated	Ensure evacuation procedures robust so this does not occur
Plan fails	Evacuate to high ground or roof tops for air evacuation or rescue by appropriate vehicle
Kanakanaia or Pykes Weir telemetry site fails	Flood Manager to arrange for manual watch of staff gauges
River doesn't follow expected pattern	Community (Police/Civil Defence) to organise visual inspections of river and road from Trigger Point 2
Weather information not accurate	Flood Manager to ensure flood monitoring team double check all information after Trigger Point 1
Flood Manager not able to make decision on next trigger point being reached	Next trigger point actions are implemented
Key Personnel missing	Missing personnel will be identified at Trigger Point 1 and Gisborne Civil Defence will arrange backups

**POPULATION INFORMATION (FROM 1996 CENSUS)**

The total population of the Flats area excluding the western bank but including the Waipaoa Village is approximately 2000 made up of:

15 and under 531

16-60 1200

61+ 219

and the following smaller areas:

Patutahi 236

Te Arai 97

These should only be used as a guide only, the figures are taken from the 1996 census, but they are also dependent on the time of day and time of the week.

## **OTHER PLANS**

### Regional Policy Statement

The Gisborne District Regional Policy Statement requires *Civil Defence to develop and maintain an active warning system for such hazards as Tsunami, volcanic eruptions and floods, and to develop and maintain a Civil Defence Organisation including up-to-date forward planning and operational response capabilities to emergencies.*

### District Plan

The District Plan requires *Civil Defence will carry out initiatives for public education and awareness programs.*

### Civil Defence Plan

With respect to warnings, *Heavy rainfall warnings are received as "Special Weather Bulletins" from the MetService. Warnings are passed on, as per 3.3. (b), to the Area Co-ordinators who alert key people in their communities. The Council Engineers also maintain a system to alert people who may be affected as the river systems rise. Prior to a civil defence emergency, warnings of actual flooding will be co-ordinated with the Manager of Engineering and Works.*

With respect to the media, *In general prior to a declaration, the Mayor will authorise civil defence to liaise with the media with respect to events that may lead to a civil defence emergency, except that the Manager of Engineering & Works will co-ordinate warnings about flooding. Where appropriate, before warnings are issued to the public, consultation between Civil Defence and the Emergency Services will take place.*

### Emergency Service Plans

E&W Plans (Flood Manual - Trigger Points. Consequences, Staff Locations)

## **COMMUNITY PREPAREDNESS**

### **Awareness**

The Civil Defence Officer is responsible for ensuring that those who live in the area likely to be evacuated have the opportunity to become aware of the flooding threat. Initial awareness initiatives will involve a series of community meetings plus a letter box drop. Every four years as part of the regular public awareness year, a community campaign will be held to re visit the issue in the community and ensure people are aware of the threat and are taking common-sense preparedness precautions.

### **Preparedness**

There is an expectation that every household, business, school or any other establishment that is used for gatherings of people and are identified, as being in the hazard category area, will have a plan for the evacuation of the premises. If that premises intended use is for public gatherings, the plan should be displayed and if the threat has the potential for sudden onset, clear procedures are to also be displayed.

All homes/businesses in the hazard category areas need to have:

- ◆ identified their nearest community emergency centre
- ◆ know who their community emergency manager is
- ◆ a clear understanding of the risk
- ◆ established a family plan, which should include what should happen:
  - during a normal work day,
  - when children are at school,
  - how they will reunite, or if
  - the family is at home.

There should also be a clear understanding of:

- ◆ what utilities should be turned off
- ◆ how they will keep up dated on the current situation
- ◆ what household contents will be protected
- ◆ what will happen to pets and other animals
- ◆ what items will be taken when evacuated and
- ◆ where the family will go, how and by what route.

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### **Evacuation Preparedness ‘cont’d**

Once it is clear that there is the potential for a flood in their area, home owners or occupiers are to ensure that the issues identified in their own emergency plan are implemented.

This could include such actions as:

- ◆ keeping knowledgeable about the situation
- ◆ lifting furniture and floor coverings to a safer level
- ◆ collecting the household pets, saving live stock
- ◆ moving items to another site
- ◆ putting together the evacuation kit
- ◆ contacting/locating immediate family

The earlier evacuation preparedness begins the less problems will be encountered when people have to move. People at risk should make every attempt to keep themselves up to date with the current situation. This is best done by listening to the radio (Radio Network, 2GFM, freq. 945 AM) or ringing the Police/Civil Defence.

### **Relief**

Procedures need to be in place for those that may get isolated in their homes; this could be necessary because access has been cut off or the house is surrounded/inundated by floodwaters.

If isolation occurs then those trapped should stay on the premises and not attempt to leave unless there is an emergency and no other form of communication exists. The general rule is that if you require assistance put a white sheet on the lawn or if there is no lawn on the roof. The reality is though, that during the response phase of any emergency all isolated premises will be checked at some stage.

If persons are trapped in a premises and the floodwaters are rising through it then they should go up through the roof space (the space between the ceiling and the roof), if possible, and stay in there, unless forced onto the roof. Homes that face this sort of risk should prepare for the eventuality by preparing an area in the roof space and making preparation to be able to easily remove a sheet of roofing iron or breakout through tiles, etc.

### **Recovery**

The difficulties encountered in the recovery phase will depend to a great extent on the amount of effort that has gone into the preparation and response phases. The authorities managing the event must ensure that people are allowed to return home as soon as it is safe and that no clean up of their property is undertaken without a family member present. Inappropriate bureaucracy must not be allowed to interfere with getting people back to their normal environment. On the other hand inappropriate haste must also not be allowed to rush people back into what could be a dangerous environment. There must also be an assessment of the continued viability of homes in an area that floods.

**FLOOD EVACUATION PROCEDURES**  
**PLEASE KEEP THIS PAGE WHERE YOU CAN FIND IT**  
**GENERAL INFORMATION**

- As you live in a flood hazard area you are always at Condition Blue
- Condition Pink means the river has reached a critical height, is likely to keep rising and you should prepare to leave
- Condition Red means you are in imminent danger and must leave
- When evacuated you should go to the Lawson Field Theatre to REGISTER (this is important) and confirm accommodation.

**CONDITION BLUE PROCEDURES**

- Develop an evacuation plan to include, awareness of hazard, family meeting arrangements, school students issues, organise an evacuation kit and sort any stock/pet issues
- Keep an eye out for extreme weather events, raise your level of preparedness when they occur and listen to radio or ring 0832 22947 for river information

**CONDITION PINK PROCEDURES**

- Locate other family members and let them know what is happening
- gather evacuation kit, if you are leaving by bus just take essentials
- raise valuable items in home and out buildings
- check transport
- secure items around the section that may float away
- gather pets and plan livestock safety if practical
- radio stations (refer to fridge magnet)
- see if neighbours or elderly need help

**CONDITION RED PROCEDURES**

- load the car and leave and proceed straight to Gisborne or,
- wait by the front of the house (inside) for the bus
- when you leave close all doors and windows
- turn off the power
- ensure you take your pets
- release any other livestock
- if you have no where to go then proceed to Lawson Field Theatre
- if you are going to family or friends then go to the Lawson Field first and register



## **UNDERSTAND YOUR THREAT**

*Where you are that you live in and area could be affected by floodwaters and you may be evacuated*

**Are you aware of what the affect will be on you, your family and your property, YOU NEED TO KNOW;**

- **Have you made preparations in case you are evacuated**

**For information on the river height ring 0832 22947**

## **EVACUATION KIT**

*This is a list of items you will need to consider taking with you when you are evacuated, the FINAL LIST will depend on your circumstances and where you are going to.*

- **Warm clothing**
- **Sleeping gear, pillow, sleeping bag, blankets**
- **Personal items, toothbrush, toothpaste, towel, razor etc.**
- **Medication**
- **Disability equipment**
- **Infant supplies**
- **Important documents eg insurance policies, birth and marriage certificates, passports, photo negatives, information about bank accounts and cheque book**
- **Food**
- **Torch, portable radio**
- **Kids games**

**REMEMBER**  
**YOU MUST REGISTER, THIS WILL HELP YOU GET THE ASSISTANCE AND RECOGNITION YOU NEED**