

Title: Civil Defence Emergency Management Group Report
Section: Civil Defence & Emergency Management
Prepared by: Wiremu Tamati - Civil Defence and Emergency Manager
Meeting Date: 9 May 2019

Legal: No

Financial: No

Significance: **Low**

Report to CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP for information

PURPOSE

The purpose of this report is to update the Civil Defence Emergency Management Group (CDEM Group) on activities, actions and policy that the Tairāwhiti Emergency Management Office (TEMO) have been involved in since December 2018.

SUMMARY

The report provides an update in progress made in four key areas:

- **Reduction:** Update on the Tsunami Evacuation Zone Review.
- **Readiness:** Updates on the Hikurangi Reduction Plan (HRP), Emergency Services Co-ordination Committee (ESCC), the proposed National Disaster Resilience Strategy and the Fuel and Generator Plan.
- **Response:** This includes recent weather watches and warnings and Ministry of Civil Defence Emergency Management (MCDEM) updates.
- **Recovery:** Draft Recovery plan from Brendon Morris; the Welfare Work Plan by Penny Shaw and the Recovery Action plan update from Yvette Kinsella.

Training will be scheduled for Councillors with regard to their duties during a declared event. A representative from the Ministry of Civil Defence & Emergency Management will be in attendance.

The decisions or matters in this report are considered to be of **Low** significance in accordance with the Council's Significance and Engagement Policy.

RECOMMENDATIONS

That the Civil Defence Emergency Management Group:

- 1. Notes the contents of this report.**

Authorised by:

Keita Kohere - Director Transformation & Relationships

Keywords: tsunami evacuation zone, Hikurangi reduction plan, ministry of civil defence, recovery plan, welfare plan

GENERAL UPDATE

- The Tairāwhiti Emergency Management Office (TEMO) team are committed to building resilience within the district, and have reshaped the functionality of the team in order to bring focus, purpose and structure to a number of plans we are currently servicing. Another focus within the team is to 'Operationalise' our efforts so that we can be better prepared to effectively respond to any future emergency. This will require a collaborative approach from all of Council, where staff will be asked to assist with 'on-call' rosters, volunteer time to attend 'Table Top' Exercises and encourage the ethos that 'Everyone is Civil Defence'.

Stipulated CEG Tasks and Timelines

| Action | Dates | Responsibility | \$ Cost 2018/19 | Resourcing Available | Status as at 23/4/19 |
|---|---------------|--------------------|-----------------|----------------------|---|
| Deliver CDEM Group training | 30 June 2019 | CDEM Manager | \$15k | No | Not started |
| Deliver Group Controller training | 30 June 2019 | CDEM Manager | \$5k | No | Awaiting MCDEM course acceptance |
| Ensure CDEM champion at COR | 12 April 2019 | Director T&R | Nil | Yes | Keita Kohere |
| Establish CDEM reporting to COR | 12 April 2019 | Director T&R | Nil | Yes | Keita Kohere |
| Document roles and responsibilities | 3 May 2019 | Strategic Planning | Nil | Yes | Written in various plans, require to brief to individuals |
| Document decision processes | 3 May 2019 | Strategic Planning | Nil | Yes | Not started |
| Communicate roles deployment | 10 May 2019 | CDEM Manager | Nil | Yes | Written in various plans, require to brief to individuals |
| Establish meetings with CEO, CDEM Manager and MCDEM | 3 May 2019 | CDEM Manager | Nil | Yes | First meeting in May, monthly after that |
| Review Adverse Events Plan | 30 June 2019 | Strategic Planning | Nil | Yes | Not started |
| Review recent adverse events | 24 May 2019 | MCDEM | Nil | Yes | Not started |
| Increase CDEM leadership resource | 12 April 2019 | Director T&R | Nil | Yes | Strategic Planner added to the team |
| Move ROSC to EP&R team | 3 May 2019 | Director T&R | Nil | Yes | Budget remains with TEMO |
| Relationship strengthening | Ongoing | All | Nil | Yes | Ongoing |

| Action | Dates | Responsibility | \$ Cost 2018/19 | Resourcing Available | Status as at 23/4/19 |
|--|---------------|----------------|-----------------|----------------------|----------------------------------|
| Ensure COR leadership and advocacy | 12 April 2019 | GDC Directors | Nil | Yes | Ongoing |
| Bring Group Controller into Council | 30 June 2019 | Director T&R | Nil | Yes | Awaiting MCDEM course Acceptance |
| Appoint Alternate PIM | 3 May 2019 | Director T&R | Nil | Yes | In discussion |
| Increase strategic resource for CDEM | 3 May 2019 | Director T&R | Nil | Yes | In discussion |
| Clarify health and safety responsibilities | 3 May 2019 | CDEM Manager | Nil | Yes | Not started |
| Review health and safety policies | 30 June 2019 | CDEM Manager | Nil | Yes | Not started |

REDUCTION / READINESS

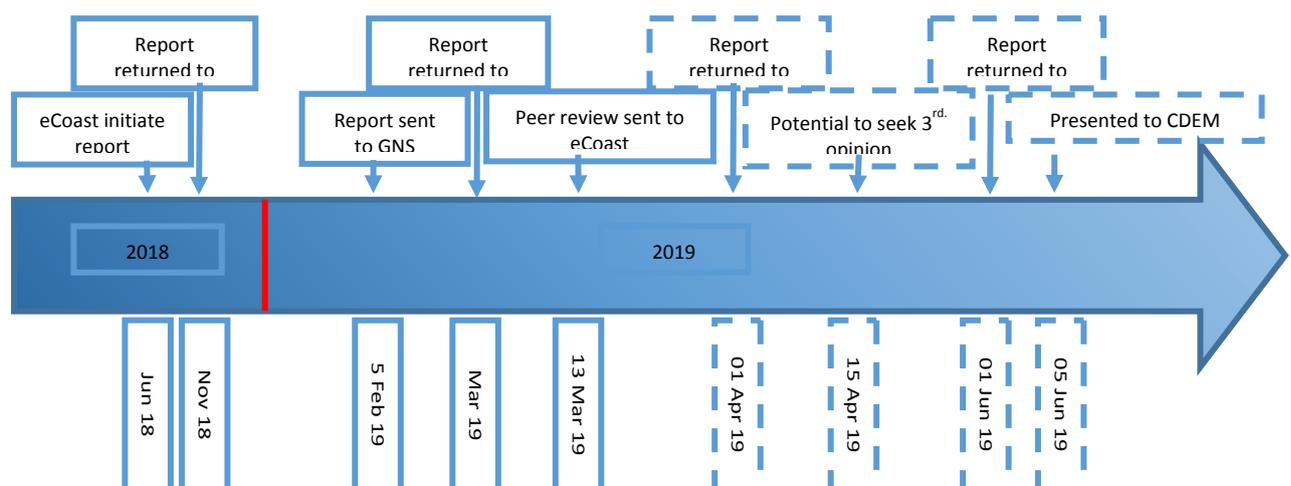
Tsunami Evacuation Zone Review

UPDATE

- The report has been sent to GNS in February 2019 for peer review. The peer review was returned to our office in early March 2019 and was subsequently sent back to eCoast (the report originator) for comment on the peer review. The proposed action timeline for project completion is below:

READINESS

Hikurangi (Subduction Zone) Response Plan



- The Hikurangi Response Plan (HRP) aims to develop a coordinated CDEM response to a subduction rupture to assist and enhance community resilience across the North Island East Coast.

4. An event of magnitude 8 or greater requires coordinated planning and CDEM exercising. Until the HRP was initiated, each CDEM Group had been working largely in isolation preparing plans.

UPDATE

5. **HRP Exercise Subgroup:** This subgroup will be made up of representatives with exercise backgrounds/expertise from each of the five CDEM Groups. We estimate that the group representatives would need to commit approximately 2–3 weeks of their time between July and April 2020 to the development of the exercise. At this stage Paul Stuart our Training Assistant will be the Tairāwhiti representative to the subgroup.
6. Council hosted a workshop on 27 February 2019 to plan for a significant Hikurangi subduction zone event using an 8.9 earthquake and tsunami scenario. The workshop was received positively by the key stakeholders, with information received from this workshop currently being collated and reviewed. The five CDEM groups involved in this project were Bay of Plenty, Tairāwhiti, Hawkes Bay, Manawatu-Wanganui and Wellington.
7. The work of the HRP Project Team continues at a steady pace with several regional workshops completed throughout affected regions, including Gisborne in February 2019. Recently, the HRP have decided to adopt an approach change with its resilience fund applications to Ministry Civil Defence Emergency Management (MCDEM). Essentially the agreed upon deliverables will be adjusted. The effect on our operations in Tairāwhiti is unknown at this early stage, however Council will be informed on any significant change in their delivery.
8. East Coast LAB (Life at the Boundary) released an educational video on 4 April 2019 with a media release. TEMO received many questions via our Facebook page about the release and our staff will continue to answer as many inquiries as possible.

Emergency Services Co-ordinated Committee (ESCC)

9. The Emergency Services Coordinated Committee (ESCC) is the next tier of the emergency partners sitting under the Coordinating Executive Group (CEG). While the CEG are considered to be strategic the ESCC deals with operational matters. A local Police representative chairs the meetings and the CDEM Administration Support Officer provides administrative support.

UPDATE

10. Tairāwhiti FENZ hosted the last ESCC at the Gisborne Fire Station in March 2019. The committee was shown the new FENZ Hazardous Chemical Substance Decontamination capability. The HAZCHEM facility can be deployed in any operational matter that requires complete decontamination, i.e. the port or oil spill hazards.

MCDEM National Disaster Resilience Strategy

11. The newly minted strategy sets New Zealand's vision and long-term goals for civil defence emergency management. It has a strong focus on building community and societal disaster resilience to protect New Zealand's prosperity and wellbeing.
12. Key changes influencing the development of the strategy include:
 - Ministerial review on responses to emergencies – now called the Emergency Management System Reform.
 - Work of the National Risk Unit and the National Security System.
 - Government priorities and the “Well Being Budget”.
 - The reintroduction of the four wellbeings (social, economic, environmental and cultural) into the Local Government Act.
13. The most significant changes compared to the previous strategy are:
 - An increased focus on building community resilience.
 - Specific consideration of Māori concepts of resilience.
 - Recognition of the need for a strategic approach to recovery planning.
 - The need to reflect culture and cultural differences in resilience planning.
 - The inclusion of high-level performance measures.
 - Involvement of a wider range of stakeholders in governance of the strategy, for example, Maori.

Fuel and Generator Plan

UPDATE

14. Richard Mowll began work on the Fuel & Generator plan in January. He has made good progress on the Plan collecting data from key stakeholders and carrying out a preliminary data analysis. Richard visited Gisborne on 5 & 6 March 2019 as a part of this process, meeting with some of the key stakeholders for input.
15. A working draft of the Fuel & Generator Plan has been supplied to TEMO for feedback. We are now considering holding a Lifelines Stakeholder workshop as a potential part of the process but this is yet to be confirmed/decided.
16. The project is currently on target to meet all of its milestones.

RESPONSE

Watches and Warnings (Met Service and MCDEM - Regional Tsunami)

17. The Met Service have been working closely with CDEM for watches and warnings especially with the issue of possible flooding at Tolaga Bay. Many watches do not become warnings but it is better to communicate to those affected if the land is extremely waterlogged and make sure that the communities have information as it is available.

UPDATE

18. On 7 March 2019, a National Warning System (NWS) advisory was issued in error at 15:55. The message indicated that a magnitude 6.6 earthquake occurred in the Kermadec Islands region and was being assessed to determine if there was a tsunami threat to New Zealand. The error was immediately recognised and corrective steps undertaken. Follow-up messages were published on Twitter at 16:00, and via Facebook, SMS and email at 16:06 advising that no earthquake had occurred and there was no tsunami threat.
19. It was later identified that a training exercise triggered a NWS advisory by mistake. MCDEM regard this as a combination of system error and human error. While the notification was triggered by human error, this matter has highlighted gaps in system safeguards. MCDEM are following a course of remedial actions to avoid a recurrence of the incident.

Emergency Management System Reform (Technical Advisory Group Recommendations to Government)

20. Government's response to the Ministerial Review on Natural Disasters and Other Emergencies was made public on 30 August 2018. This is being referred to as the **Emergency Management System Reform**, and includes:

| Focus | This means better and/or clearer: |
|---|---|
| Putting the safety and wellbeing of people at the heart of the emergency response system. | <ul style="list-style-type: none"> • Public warnings, particularly for tsunami. • Public communication in a response. • Identification of welfare needs. • Participation of iwi/ Māori and marae. |
| Strengthening the national leadership of the emergency management system. | <ul style="list-style-type: none"> • Oversight by a national emergency management agency (currently MCDEM). • Stewardship of the emergency management system. • National standards to set minimum service levels and ensure operational consistency. |
| Making it clear who is responsible for what nationally and regionally. | <ul style="list-style-type: none"> • Legislation to set out functions and responsibilities of local authorities. • Authority for Controllers to coordinate emergency response. • Decision-making and communication about when an incident becomes an emergency and who is in control. • Planning how agencies work together and who will do what, when. |
| Building the capability and capacity of the emergency management workforce. | <ul style="list-style-type: none"> • Training and accreditation of Controllers. • Capability of those working in CIMS roles. • Ability to assist local response efforts through Fly-in Teams. • Volunteer capability and capacity. |
| Improving the information and intelligence system that supports decision-making in emergencies. | <ul style="list-style-type: none"> • Synthesis of information into a Common Operating Picture for decision-makers. • Integration of science advice into emergency responses. • National capability through a new or improved national emergency management facility. |

UPDATE

21. The Emergency Management System Reform is currently being implemented nationwide, however, its effects are yet to be felt here in the Tairāwhiti. We are unsure at this stage whether the NZ-FIT will be available to deploy to our district in a declared event. Any future progress will be monitored by TEMO.

RECOVERY

Draft Recovery Plan

UPDATE

22. TEMO has received the Draft 'Tairāwhiti CDEM Group Recovery Plan 2018'. The plan was written by Brendon Morris and is **attached** to this report. TEMO are yet to review the plan, however, below is the stated purpose of the document:

"The purpose of this plan is to help communities to recover from emergency events by setting out the operational recovery arrangements established by the Tairāwhiti Civil Defence Emergency Management (CDEM) Group ('the CDEM Group'). This plan provides guidance for both pre-event and post-event tasks and actions. This plan sets the operational arrangements for recovery to ensure a consistent approach to recovery management within the CDEM Group, and complements strategic planning for recovery per Section 6 of the Tairāwhiti CDEM Group Plan."

Welfare

UPDATE

23. Penny Shaw (Group Welfare Coordinator) has submitted a Welfare Group Work Plan to CEG, which includes tasks and responsibilities for the year. Below is an excerpt from the agreed work plan:

"Priorities for the 2019 calendar year as set by the WCG and the Group Welfare Manager are listed below and are discussed in more detail in the table on page 2. The priorities for 2019 are:"

- **Provide strategic direction for the WCG** and welfare function through appropriate planning and engagement of welfare service agencies ensuring capacity, capability, roles and responsibilities are clearly articulated in planning documentation.
- **Review, update and create key documentation** such as induction material, action plans, MOU's and individual agency plans.
- **Review Civil Defence Centre (CDC)** arrangements, documentation, training and exercising.
- **Assess and deliver training and participate in exercises.**

- **Ensure member agency is engaged and resilient** with each agency giving a yearly presentation/update at a WCG meeting.
- **Development of plans around each of the 9 Welfare sub-functions.**
- **Attend the Group Welfare Managers forum in May.**

CDEM WELFARE ADVISORY GROUP MEETING

24. The CDEM Welfare Advisory Group Work Plan is now in effect since its tabling at the CEG meeting on 29 March 2019. Penny Shaw is currently planning for a Registration exercise at the Salvation Army Hall in June 2019. This will test the Registration of evacuee's process and will require more than 20 volunteers to make it a successful exercise. Penny will be attending the National Welfare Group conference in Napier in May and will represent our district at that forum.

Recovery Action Plan

25. The Strategic Planning Team have been working on a Recovery Action Plan (RAP) for the Uawa and wider Tairāwhiti communities. This RAP looks at the four environments – community, built, economic and natural. Issues and challenges for each theme are addressed.
26. The RAP is intended to be a living document that will change over time as we receive feedback, complete actions and identify new actions.
27. An update was provided to the Coordinating Executive Group (CEG) meeting on 29 March 2019 (Report 19-114).
28. The previous Recovery Action Plan included 48 actions across the five themes. Of those 48 actions, 21 are considered 'complete', and 27 are 'ongoing'.
29. Two new actions have been added to the updated plan concerning the analysis of landslides gathered in the weeks following the events. Council staff are continuing to complete the ongoing actions.
30. The Recovery Action Plan has been updated to reflect these changes.

ASSESSMENT of SIGNIFICANCE

Impacts on Council's delivery of its Financial Strategy and Long Term Plan

Overall Process: **Low** Significance

This Report: **Medium** Significance

Inconsistency with Council's current strategy and policy

Overall Process: **Low** Significance

This Report: **Low** Significance

The effects on all or a large part of the Gisborne district

Overall Process: **High** Significance

This Report: **Low** Significance

The effects on individuals or specific communities

Overall Process: High Significance

This Report: Low Significance

The level or history of public interest in the matter or issue

Overall Process: High Significance

This Report: Low Significance

31. The decisions or matters in this report are considered to be of **Low** significance in accordance with Council's Significance and Engagement Policy.

COMMUNITY ENGAGEMENT

32. The community has not been consulted on the contents of this report.

CONSIDERATIONS

Financial/Budget

33. The contents of this report do not deal with financial matters. However, there will be financial implications from the Government Response to the Ministerial Review on Natural Disasters and Other Emergencies which requires a minimum standard of training for Response Staff, Controllers and Recovery Managers.

Legal

34. The Civil Defence Emergency Management Group (CDEM) is part of the Council's obligations under the Civil Defence Emergency Management Act 2002 (the Act). This report is part of the Group's operational process and not a requirement of the Act.

POLICY and PLANNING IMPLICATIONS

35. There are no potential policy implications associated with this report, however, subsequent reports informing future decisions will potentially require policy changes.

RISKS

36. There are no major risks associated with the decisions or matters.

APPENDICES

1. Work Plan agreed by WCG (004) 2019 **[19-121.1]**