



Waitakere City Council
Te Taiao o Waitakere

NOTICE OF MEETING

EMERGENCY SERVICES COMMITTEE

I hereby give notice that a meeting of the Emergency Services Committee will be held on:-

DATE: Tuesday, 4 August 2009 **TIME:** 9.30 am

**MEETING
ROOM:**

VENUE: Civil Defence Headquarters, 7 Elcoat Avenue, Henderson,
Waitakere

to consider the business as set out herein and to take any necessary action connected therewith.

28 July 2009

Ngareta Delamere
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8104

MEMBERSHIP:

Councillors	DQ	Battersby, QSM, JP (Chairman)
	RP	Dallow, QPM, JP (Deputy Chairman)
	WW	Flaunty, QSM, JP
	PG	Mitchell

Mayor RA Harvey, QSO, JP (ex officio)
Deputy Mayor PA Hulse (ex officio)

(Quorum 2 members)

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(Meeting Room could be subject to change)

(The reports and recommendations contained in all agendas are reports and recommendations only and are not to be construed, in any way, as Council policy until adopted.)

**AGENDA FOR A MEETING OF THE EMERGENCY SERVICES COMMITTEE TO BE
HELD AT CIVIL DEFENCE HEADQUARTERS, 7 ELCOAT AVENUE, HENDERSON,
WAITAKERE, ON TUESDAY, 4 AUGUST 2009, COMMENCING AT 9.30 AM**

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1 APOLOGIES



2 URGENT BUSINESS

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 provides that where an item of business is not on the agenda, it may only be dealt with at the meeting if:

- (i) the Committee by resolution so decides; and
- (ii) the Chairman has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion and decision, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting.

The Committee may make a decision on a matter determined to be urgent.

NOTE: Urgent Business need not be dealt with now and may be delayed until later in the meeting.



3 CONFLICTS OF INTEREST

The Council has acknowledged in its Code of Conduct that Elected Members need to be vigilant to stand aside from decision making when a conflict arises between their role as a member of the Council and any private or other external interest they might have. This note is provided as a reminder to members to check that no such conflicts arise in relation to any items on this agenda.



4 CONFIRMATION OF MINUTES

Meeting Minutes – Tuesday, 2 June 2009

RECOMMENDATION

It is recommended that the Emergency Services Committee resolve to:

Receive the minutes of the meeting of the Emergency Services Committee held on Tuesday, 2 June 2009, as circulated, and that they be taken as read and now be confirmed.



5 OVERVIEW OF CIVIL DEFENCE EMERGENCY MANAGEMENT AND RURAL FIRE ACTIVITY

GLOSSARY

Auckland Transition Authority	(ATA)
Civil Defence Emergency Management	(CDEM)
Community Based Assessment Centre	(CBAC)
Emergency Operations Centre	(EOC)
Emergency Services Committee	(ESC)
Initial Response Unit	(IRU)
New Zealand Fire Service	(NZFS)
Novel Influenza AH1N1	(AH1N1)

EXECUTIVE SUMMARY

The purpose of this report is to provide the Emergency Services Committee (ESC) with an overview of Civil Defence Emergency Management (CDEM) and Rural Fire activity since the last report, and to outline future planned activity.

RECOMMENDATIONS

It is recommended that the Emergency Services Committee resolve to:

Receive the Overview Of Civil Defence Emergency Management And Rural Fire Activity report.

BACKGROUND

1. The Civil Defence Emergency Management Act 2002 introduced a new framework for CDEM in New Zealand. The legislation has established a regional basis for the leadership of emergency management with the establishment of CDEM Groups, and Co-ordinating Executive Groups to support them. Alongside this regional framework there is still a strong responsibility for local emergency management that lies with district/city councils. The basis for this management is summarised within the "4R's" of emergency management namely: Reduction, Readiness, Response and Recovery.
2. **Reduction** - Identifying and analysing long terms risks to human life and property from natural or man made hazards; taking steps to eliminate these risks where practicable, and where not, reducing the likelihood and the magnitude of their impact.
3. **Readiness** - Developing operational systems and capabilities before an emergency happens. These include self help and response programmes for the general public, as well as specific programmes for emergency services, utilities and other agencies.
4. **Response** - Actions taken immediately before, during or directly after an emergency, to save lives and property, as well as help communities to recover.
5. **Recovery** - Activities beginning after initial impact has been stabilised and extending until the community's capacity for self help has been restored.

6. Rural Fire is an integral element of the City's CDEM response organisation, although generally involved on a daily basis in dealing with fire events. In this regard they work in the same way as the volunteer forces of the New Zealand Fire Service (NZFS) but under the auspices of the Waitakere Rural Fire Authority. In an emergency, Rural Fire Forces become an element of the overall CDEM response.

DECISION MAKING

Issues

Emergency Operating Centre (EOC)

7. Due to the onset of Novel Influenza AH1N1 (AH1N1) the regional exercise "Frisky Shark" programmed to take place on 23 July 2009 has been deferred indefinitely. Further information relating to EOC activity is recorded in the Influenza section in this report.
8. There are no operational issues relating to the EOC at the time of writing this report.

Regional Governance Issues

9. Other than an Auckland Transition Authority (ATA) request for an outline of Council's customer and community service commitments which included a CDEM section, there has not been any specific requests received for information relating to the CDEM sector as a whole.
10. The Manager Emergency Management has prepared a discussion paper outlining thoughts on what the future Regional CDEM organisation might look like with a view to it being used in-house to develop a Waitakere position for ultimate presentation to the ATA if required. At the time of writing this report, it is proposed by the local controller to establish a small working group to further develop the discussion paper which will include rural fire.

Initial Response Unit (IRU) Response for Localised Flooding and Future Organisation

11. Severe weather over the weekend of 27 June 2009 to 28 June 2009 required a call out of the Waitakere IRU to a flooding problem on Tram Valley Road. The flooding had been caused by a blocked culvert and as there was some uncertainty about how long the flooding might last, the Waitakere IRU was activated on the afternoon of Monday, 29 June 2009. On site, the Waitakere IRU carried out a community needs assessment of households that had been isolated due to the flooding and remained on site overnight for security purposes.
12. This was a most useful exercise for the Waitakere IRU and they relished the opportunity to assist in an affected community environment and carry out their first deployment using the new response vehicle.
13. The future of response teams such as the Waitakere IRU was a subject for discussion at a team managers and leaders workshop hosted by the Ministry of Civil Defence and Emergency Management in Wellington on Saturday, 4 July 2009.

14. Currently there are 18 such teams throughout the country of which only two are in Auckland, namely the Waitakere and North Shore City teams. All of these teams have an Urban Search and Rescue qualification which theoretically means they could be used to support the NZFS in a major building collapse event such as would be caused by a major earthquake in Wellington.
15. For some time, the NZFS has been concerned about its ability to work with so many teams in either a training or operational capacity plus the uncertainty of team capabilities. To this end they have identified six teams nationally which they wish to enter into discussion with to determine overall personnel and equipment capability which includes the Waitakere and North Shore Teams. This will be conducted sometime over the next two months and if the NZFS are satisfied that the Waitakere IRU meets their requirements, they will commence proceedings to enter into a memorandum of understanding.
16. The Waitakere IRU may find that they are unable to meet the NZFS requirements and that any shortfalls in equipment and resources cannot be met from existing budgets. Similarly, the Waitakere IRU may decide that they do not want to proceed further and/or cannot meet the NZFS requirements.
17. Regardless of outcome, no decision would be made without the approval of the ESC. Any such approval would also require endorsement from the CDEM Group as the Waitakere IRU is acknowledged as a regional as well as a local asset.
18. Given that the future of the IRU under the Auckland Council transition arrangements is unknown at this time, it may well be the wise choice to defer any decision with the NZFS until the new organisation of CDEM has been determined for the region. In the meantime, it is intended to enter into discussions with the NZFS and that an update of the discussion be presented at the next meeting of the ESC.

Severe Weather Activity and incidents

19. Other than the flooding event at Tram Valley Road as previously mentioned, there have been no other adverse weather related events since the last report.

Novel Virus Influenza (AH1N1)

20. The outbreak of AH1N1 continues to be the primary area of response activity for emergency management staff in terms of CDEM planning and support to the Council's crisis management team. The primary aim of planning has moved from a "stamp it out" to "manage" level for the health authorities; the majority of the public are not now being tested for the virus unless considered to be at-risk patients. Fortunately, the virus remains in a mild form of influenza and most people are able to get over it by staying home until well.
21. Planning at the CDEM level has mainly been around the development of a welfare plan to provide support to the health authorities should the situation evolve to a position where they need assistance. The type of assistance envisaged is the provision of personnel and transport to deliver food and medical supplies to affected people without other means of help. This planning has also required training for Emergency Management staff in the use of the WebEoc emergency management programme in order to be compatible with the health authorities.

22. If required, the Waitakere EOC will become the regional call centre for the public to call who may want welfare assistance as mentioned above. At this time there is no indication that the EOC will need to be used for this purpose in the near future, and even if it was, the amount of CDEM support required across the region would not be great.
23. At the request of the Waitemata District Health Board, the Kelston Community Centre has been identified for use as a Community Based Assessment Centre (CBAC) should the need arise. A CBAC would only be used when the normal hospital and medical centre ability to cope with the number of people being seen for influenza type symptoms becomes so great that they can't cope or have insufficient staff to cope. In this case the public would be advised of the CBAC's location and told to report there for treatment. If required for use, it would mean that the community groups who use the Kelston Community Centre would be disrupted and there would be a loss of income to Council albeit not a great amount. The current pandemic situation is a long way yet from requiring any CBAC's to be set up.
24. Councils AH1N1 crisis management group have also been actively involved in putting together actions to help minimise risk to staff through a series of what to do messages and increased issue of hand gel and anti bacterial wipes for use at workstations. Gel has also been provided for the public to use at the main entrance to Council. Other measures include the identification of essential staff and a means of them being able to work from home, alternative accommodation and a policy for the issue of Tamiflu to essential personnel.
25. Given that the health authorities are no longer issuing government stocks of Tamiflu to other than special needs cases, the rationale for issuing Tamiflu to Council staff has also changed. On advice from the Waitemata District Health Board, Tamiflu will only be given to identified essential Council staff when the affected person or persons have been advised to take it.
26. Roche New Zealand has also applied to Medsafe to have the shelf life of Tamiflu extended from five years to seven years. A clarification of the outcome of this application will be known by the time of this meeting. If Medsafe approves the application, it will reduce the requirement for the stocks as currently held to be replaced before the current expiry date of May 2010.

Other Regional and Local Civil Defence Emergency Management Activity

27. Apart from AH1N1 planning and training, the only significant activity conducted during the reporting period was the CDEM Group Seminar held on 12 June 2009.
28. Other personnel involvement in National and Group CDEM activity continues to be:
 - Chairmanship of the Auckland Region CDEM Group - Councillor Battersby.
 - Member of the CDEM Coordinating Executive Group – Chief Executive/Sue Bidrose.
 - Support member for the CDEM Group – Sue Bidrose/Bill Morley.
 - Member of the Group Communication Review Working Party - Brandon Guttery.
 - Member of the Group Training and Professional Development Working Party - Bill Morley.
 - Member of the Group Public Education Working Group - Karl Nuttall.
 - Member of the National Urban Search and Rescue Advisory Board - Bill Morley.
 - Member of the National Local Government Industry Training Organisation Civil Defence Advisory Board - Brandon Guttery.

Rural Fire Update

Operational

29. Call numbers have been low during the reporting period primarily due to the winter weather conditions. Staff have also commenced a hazards and risks analysis of each station which is a new requirement for rural districts consequent to the Hamilton Coolstore fire in 2007.
30. It is intended to dispense with the True-test monsoon bucket as held at the Titirangi Fire Station due to speed and over flight requirements with air contractors and increasing maintenance costs. All air contractors now have their own collapsible buckets which they prefer to use thus making the True-test bucket superfluous to requirement.

Training

31. Four members have recently achieved their Vegetation Fire Certificates and one member the Certificate in Workplace Emergency Management. Two members have also gained their Local Government and Fire and Rescue Services Industry Training Organisations Assessor qualifications. These qualifications will allow a greater degree of independence in assessing future training programmes.

Management

32. A recent meeting with the Regional Fire Commander outlined the repositioning of NZFS fire stations within Waitakere as a result of the formation of a Waitemata Fire Area. The Te Atatu station when built at its new location on Te Atatu Road, will receive a fully manned crew and it is planned that the current Henderson Station will also move to a new location at the bottom of Don Buck Road. It is hoped that the current volunteer staff at both of these locations will continue to serve. Although the formation of the new response areas involves a major change for the NZFS, the outcome will enhance response times throughout the City.
33. In keeping with the rural fire fraternity within other councils in the region, there is concern as to the future of rural fire and its possible organisation when the Auckland Council comes into being in 2010. It is known that there are certain parties already in negotiation with other non-council rural fire stakeholders regarding the formation of a possible structure. The Principal Rural Fire Officer in conjunction with emergency management staff and rural fire officers has developed a personal position paper on possible future organisation structure for the region. It is appreciated that this position paper is personal opinion only and cannot be expressed as being a Council position without approval. It is recommended however that the paper be further considered by the proposed local controllers working group as previously suggested in this report.
34. Thanks to the dedication of the volunteer crews, the condition of all appliances and equipment is good as they continue to prepare for the forthcoming fire season.

STRATEGIC CONTEXT

35. CDEM is a responsibility of Council under the Civil Defence Emergency Management Act 2002. CDEM forms part of Council's strategic framework in that it contributes to community wellbeing and building strong communities by increasing community readiness for and resilience to emergency events, reducing exposure to such events, and providing for emergency response in the case of such events. The requirement for local planning and coordination is essential to meeting these requirements. As a Rural Fire Authority, Council also has a responsibility for rural management under the Forest and Rural Fires Act 1987. Rural Fire contributes to the green network through protection of rural forest areas, and strong communities through its volunteer programme, supporting communities to meet their own emergency needs.

CONSULTATION

36. There are no consultation issues relating to this project.

RESOURCES

37. There are no resources required for the writing of this report other than staff time.

IMPLEMENTATION ISSUES

38. Other than the concerns relating to the future of volunteers and organisation of emergency management within the Auckland Council, there are no implementation issues with this report.

AUCKLAND COUNCIL TRANSITION ISSUES

39. The decision making proposed in this report is not constrained by section 31 of the Local Government (Tamaki Makaurau Reorganisation) Act 2009, as it does not directly or because of its consequences: significantly prejudice the reorganisation, significantly constrain the powers or capacity of the Auckland Council or any subsidiary of the Auckland Council following the reorganisation, or have a significant negative impact on the assets or liabilities that are transferred to the Auckland Council as a result of the reorganisation.

Report prepared by: Bill Morley MBE, BEM, Manager Emergency Management and Peter Barber QSM, JP, Principal Rural Fire Officer.

