

Civil Defence Emergency Management Plan

2006



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Table of contents

Introduction:	6
The District:.....	6
Description:	6
Snapshot of Industry and Commerce:	6
General Description:	6
Wards, Locations and Population	7
Area and Sector Locations:	7
Grey District Civil Defence Emergency Operations Centre	7
Sector Posts	7
Map of the District	8
The Local Hazardscape:	8
Definition.....	8
Group Hazard Register:.....	8
District Detail:	8
Earthquake.....	9
Flooding.....	9
Storms.....	9
High Winds.....	9
Tsunami	9
Human Induced Disasters	10
CDEM Emergency Management Committee	12
Composition	12
Local Controller	12
Local Controller / Alternate Local Controller	12
Delegated authority	12
Appointment of representative to the West Coast CDEM Group.....	12
Appointment of representative to the West Coast CDEM Group Coordinated Executive Group (CEG)	12
Declarations:	13
Declarations Guidelines	13
EOC Arrangements:	13
Introduction	13
Incident Management Structure	13
Location of Local Emergency Operations Centre	13
Relationship with other EOCs	13
Integration/Liaison with Emergency Services and other Organisations	14
Introduction	14
Primary communications includes	14
These may be supplemented by	14
District Communications:	14
Radio Locations and Call Signs	15
AREC	15
Radio Frequencies	15
Warning System	16
Introduction	16
Public Warnings System	16
Responsibility for issuing public warnings	16

Public Enquiry	16
Local warning system	16
Community Awareness and Education	16
Public Information & Media Liaison:.....	16
Introduction	16
Appointment of Public Information/Media relations Officer	17
Media Liaison.....	17
Authority for Public Information in an emergency	17
Delivery of Public Information	17
Phone	17
Radio.....	17
Web.....	17
National Enquiry	17
Other	17
Welfare Related Enquiries	17
Welfare:	18
Introduction	18
Role of Civil Defence Emergency Management in Welfare.....	18
Roles of Government Departments.....	18
Welfare function and proposed response agency below	18
Welfare Manager.....	18
Welfare Centres.....	18
Location.....	19
Mobile Welfare Units.....	19
Welfare Functions	19
Finance	19
Financial Delegation	19
Finance outside an emergency	19
Category A.....	20
Category B and Recovery costs	20
Rescue	20
Introduction	20
Team Structure	20
Organisation	20
National USAR Task Force Teams	21
Grey District Emergency Response Team SOPs	21
Recovery:.....	21
Introduction	21
Function	21
Organisational structure	21
Priorities	22
Appointment of a Disaster Recovery Manager	22
Local Controller's function.....	22
Recovery finances / Financial policies	22
Termination of a State of emergency	22
Partner Agencies	23
Introduction	23
Integration/Liaison with Emergency Services and other Organisations.....	23
NZ Police responsibilities, Powers and Functions	23
Specific Duties of Police.....	23
NZ Fire Service: Roles, Functions and Responsibilities	23
Communications.....	24
Rural Fire.....	24
Health.....	24
Communications.....	24
Order of St John	25
Mortuary Facilities	25

Introduction:

The purpose of the Civil Defence and Emergency Management Act 2002, is to promote a co-operative, integrated, community focussed, 4R (Reduction, readiness, response and recovery) approach across all hazards whereby each territorial authority within the West Coast CDEM Group must work together to produce a set of District CDEM Arrangements for their area.

Grey District CDEM Arrangements as part of this integrated planning approach has produced this plan to show how it delivers CDEM locally as required under Section 64(1) of the CDEM Act 2002.

The District:

Description:

The Grey District is centrally located between the Buller and Westland District boundaries with the southern boundary being the Taramakau River, the northern boundary the Punakakai River and the inland boundary being the Taramakau River at Jacksons. The total land area of 410,661 hectares supports a resident population of approximately 13,000 with the majority of people residing in Greymouth and its surrounding suburbs and within 10 kilometres of the Greymouth township.

Maps Included:

To show:

- Sector posts, welfare centres, communities,
- A roading Hierarchy Map
- Other essential utility infrastructure
- CDEM organisation structure.

Snapshot of Industry and Commerce:

General Description:

The Grey District's economy has undergone rapid growth in the early years of the 21st Century and foremost amongst this has been significant expansion in the dairy, coal and tourism sectors.

The West Coast is the second largest coal mining region in New Zealand and this has prompted the need to expand and develop the potential of the Port of Greymouth to transport up to 3 million tonnes annually.

Light industry and engineering sectors have also grown as development places demands on the service industries collectively.

The majority of retail action is concentrated within the Greymouth Commercial Business District and to the south of the town in the block from Buccleugh Street to the West of Marlborough Street.

Wards, Locations and Population

WARD	LOCATIONS	POPULATION
Northern	Runanga, Taylorville, Barrytown	1,555
Southern	Camerons, Taramakau	4,570
Central	Greymouth Central, Blaketown, Cobden	3,375
Eastern	Kaiata, Dobson, , Lake Brunner, Ngahere, Blackball	3,395
NOTE :	Figures based on 2001 Census	12,895

Area and Sector Locations:

For Civil Defence purposes, the District has been divided into four areas. These are based on the District's electoral wards with adjustments for transport routes, contiguous areas of population and other geographical considerations. Each area has been subdivided into sectors.

A number of Sector Posts have been established - these being generally, areas of concentrated population or areas, which may be isolated in an emergency or disaster.

The responsibilities of Sector Wardens are set out in The SOP

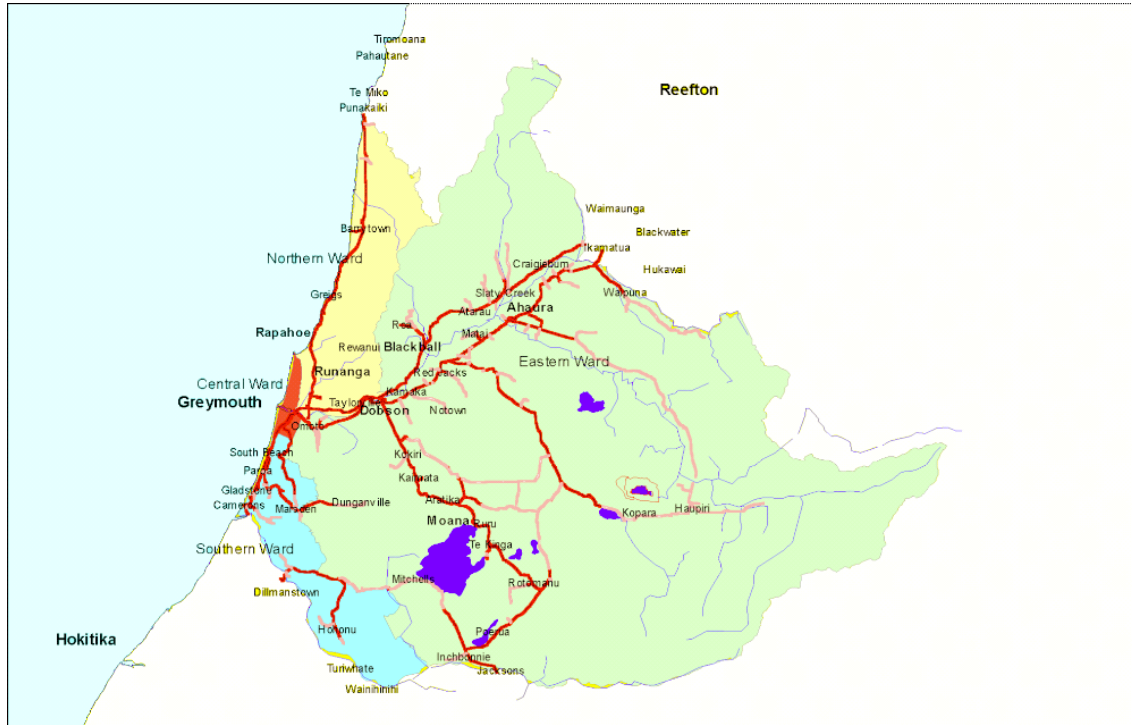
The Sector boundaries are generally the same as those boundaries used for the local primary schools in suburbs/localities, towns.

The chain of control can be seen in the diagram below.

Grey District Civil Defence Emergency Operations Centre

Sector Posts

EASTERN	CENTRAL	NORTHERN	SOUTHERN
Moana School	Cobden School	Runanga School	Camerons
Kaiata Hall	Blaketown School	Barrytown School	
Dobson School		Taylorville	
Ngahere Hall			
Ahaura School			
Blackball School			



Map of the District

The Local Hazardscape:

Definition

Hazards are defined as any happening, whether natural or otherwise including, without limitation, any explosion, earthquake, eruption, tsunami, land movement, flood, storm, tornado, cyclone, serious fire, leakage or spillage of any dangerous gas or substance, technological failure, infestation, plague, epidemic, failure of or disruption of emergency service or lifeline utility, or actual or imminent attack or warlike act which may occur within the District and causes or may cause loss of life or injury or illness or distress or in any way endangers the safety of the public or property in the Grey District.

Group Hazard Register:

A Group Summary Hazard Register has been developed that describes the risks and consequences of hazards likely to affect the group area. See Chapter 2. of the West Coast CDEM Group plan

District Detail:

In addition to the hazard and risk information in the Group plan Grey District also identifies a specific hazard unique to its boundaries.

Earthquake

District wide risk with fault lines present in places. MAP ATTACHED. REFER APPENDIX 5

The position of the fault line is plotted on the attached map (refer to back). All areas of the District could be affected by the effects of an earthquake, particularly the Inchbonnie/Haupiri/Kopara areas which are situated right on the fault line.

Possible physical effects resulting from an earthquake are:

- a) Injury or death to local residents
- b) Damage to buildings due to earth movement
- c) Isolation due to slips and/or bridge damage
- d) Flooding due to changes in river courses

Flooding

Grey River and its tributaries:

The West Coast Regional Council have established volume measuring stations on the Grey (at Dobson), the Little Grey (at Ahaura) and the Arnold River. Surface flooding occurs in the following areas:

- a) Greymouth
- b) Coal Creek
- c) Omoto/Kaiata
- d) Camerons
- e) Red Jacks
- f) Aratika
- g) Dunollie

The threat is such that isolation of the above areas could result.

Refer to Grey District Flood Action Plan

The Greymouth Floodwall protects the Central Business District and the low lying residential areas of Cobden, Blaketown and Greymouth against a one in fifty year flood with a freeboard of 0.6metre. Agreement has been reached between the Grey District and the West Coast Regional Councils for the floodwall structure to be raised to a level that will protect against a one in one hundred and fifty year flood event.

Storms

Cyclonic storms and very high winds can be experienced throughout the district. Storms in general can create problems with heavy localised rain causing surface flooding.

High Winds

The entire coastal area is prone to very high winds on occasions that can cause extensive damage to property and danger to life.

Tsunami

The western boundary of the District is the Tasman Sea. The concentration of residential, commercial, industrial and service areas in Greymouth (including Cobden, Blaketown and Karoro), on land along the sea boundary, is very popular with home buyers and the population has expanded, especially in the South Beach/Paroa area. The effects of a tsunami will not only be felt in coastal communities but could also affect communities along the banks of the Grey and Taramakau Rivers.

Human Induced Disasters

Transport Accidents

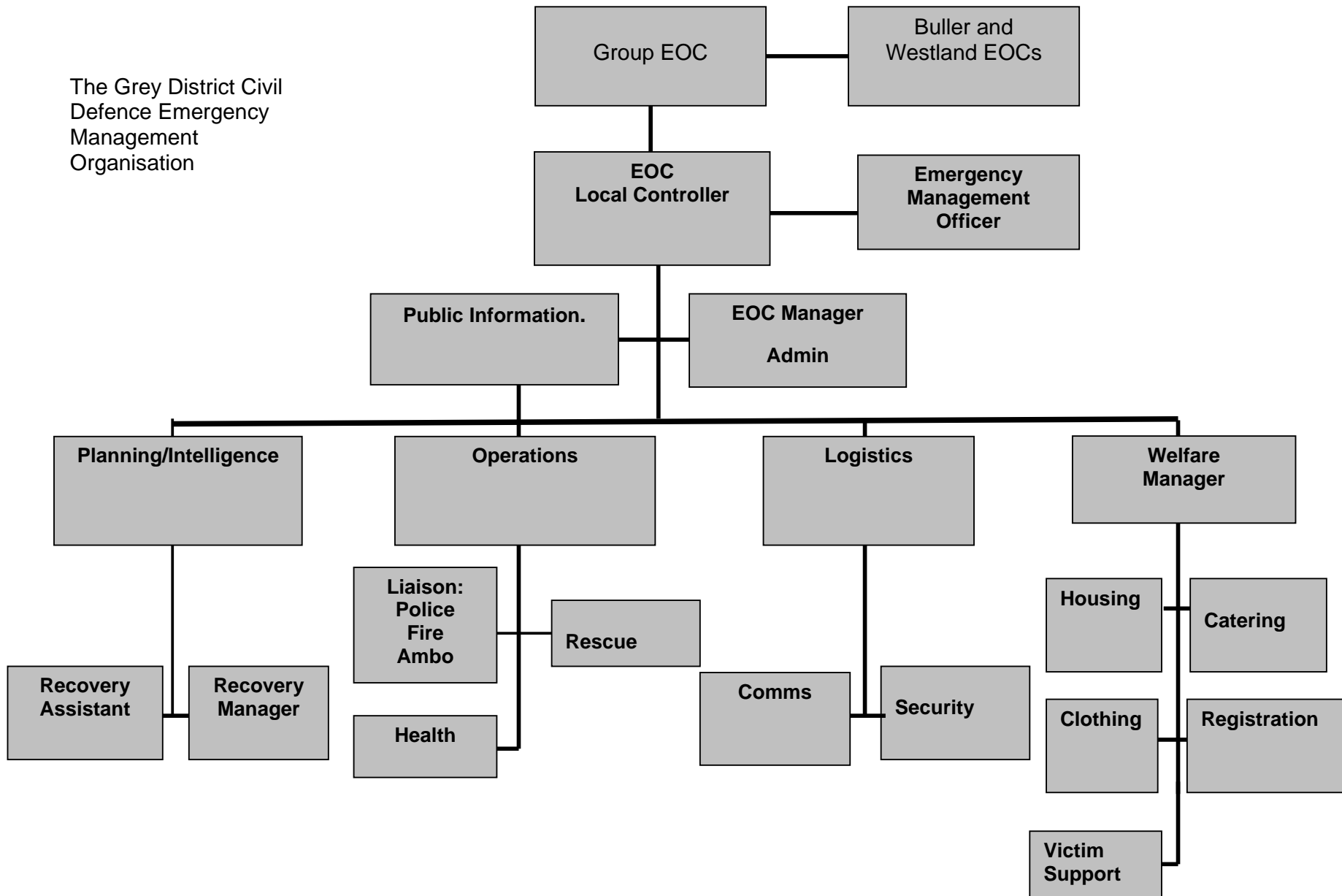
The possibility of air crash, mining disaster, rail disaster, hazardous chemical spillage, LPG incidents or a combination exists. Hazardous substances such as fossil fuels, bulk LPG, bulk resins, Dairy products and dangerous goods are transported through the District by rail and road. Accidents with these substances have occurred over the years.

Human Disease: www.westcoastdhb.org.nz

Animal Disease: www.maf.govt.nz

Refer to Annex II of the West Coast CDEM Group Plan for the risk descriptions associated with Natural, Technological/biological & Sociological hazards

The Grey District Civil
Defence Emergency
Management
Organisation



CDEM Emergency Management Committee

An Advisory Group of the Mayor, Councillor for CDEM, the CEO, Manager Support Services and the Civil Defence Officer will be formed as an initial response/advisory group when an emergency situation arises.

The Grey District has a Civil Defence Emergency Management Councillor who is responsible for the civil defence and emergency management portfolio and also a part time Civil Defence Officer.

Depending on the type of emergency event the Advisory Group may be expanded into Civil Defence and Emergency Management Group to deal with the emergency and it is likely that this group will be comprised of:

Composition

Chairman: Mayor or elected representative.
Members of the committee:
Local & Alternate Controllers
Manager: Support Services
Representative of each Emergency Service
Principal Rural Fire Officer
Welfare Manager
Environmental Health
Recovery Manager
Emergency Management Officer (CDO)
Elected representative – Cr for Civil Defence and EM
Lifeline utilities representative

Local Controller

Local Controller / Alternate Local Controller

Pursuant to Section 27 of the Civil Defence Emergency Management Act 2002 the followings appointments are made:

Local Controller for Grey District: Allan Wilson

Alternate Local Controller for Grey District: Doug Griffin/Kevin beams

Delegated authority

The Local Controller is delegated all powers conferred on the West Coast Emergency Management Group under sections 86 to 94 of the CDEM Act 2002. And the Emergency Powers under section 85 CDEM Act 2002

Appointment of representative to the West Coast CDEM Group

The Grey District Council has appointed the Mayor to be its representative on the West Coast Emergency Management Group. The Councillor for CDEM will be the Alternate Representative on the group.

Appointment of representative to the West Coast CDEM Group Coordinated Executive Group (CEG)

The District Council has appointed Kevin Beams, Manager of Support Services to be its representative on the CEG.

Declarations:

Declarations Guidelines

The West Coast CDCEM Group plan section 3.2.5 and Annex 9 gives guidelines and arrangements for declaring a local emergency. Persons authorised to declare a Civil Defence Emergency Under s.25 (5) of the CDEM Act 2002, the Mayor of the Grey District may declare a state of local emergency. By resolution of the Council passed on 13/09/2004, the following in order of precedence are authorised on behalf of the Mayor to declare a state of local emergency if the Mayor is absent or is otherwise indisposed.

- The Deputy Mayor.
- The Councillor for Civil Defence.

EOC Arrangements:

Introduction

The Emergency Operations Centre is activated in response to any incident or event, which requires coordination and additional support to the overall emergency response. Any activation of the Grey District EOC will also cause an activation of the West Coast Group EOC. Refer to table 3.2 in the WC Group plan and GEOC SOP (WC 103). The EOC will establish communications, administration and service facilities and is staffed by Council staff supported by other organisations within the Grey District including volunteers.

Incident Management Structure

The processes used at all levels of response will follow the principles of the NZ Co-ordinated Incident Management System (CIMS). The District EOC also follows this structure. Refer diagram on Page 11.

Location of Local Emergency Operations Centre

The Grey District Local EOC has been established in the Council Chambers at the Grey District Council Offices, If the EOC cannot be used due to serious damage, the West Coast Regional Council Offices at Main South Road, Paroa will be used as an alternate EOC and the reverse situation will apply if the Regional Council building is unusable.

Refer to map page x showing Fire stations, Police Stations, Welfare Centres

Relationship with other EOCs

In any local emergency, the Group EOC will be responsible for keeping other EOCs informed if it affects them directly or indirectly at all stages of the state of emergency and kept up to date on what actions are being taken and what assistance can be rendered. Refer to table 3.2 and Fig 3.4 in Group plan

Integration/Liaison with Emergency Services and other Organisations

Refer to section 3.2.6 of the group plan. Table 3.3 in Group plan outlines specific response issues and functions of response organisations.

Reference: The Grey District CDEM Plan has an associated Standard Operating Procedure Plan (SOP) that contains specific detail and guidelines on response methodologies including:-

- Declaration Procedures
- Emergency Operation Centre
- Sit Reps (Situation Reports)
- Response Cells responsibilities
- Incident Management Team: structure and responsibilities.
- Communications
- Warning systems
- Welfare.
- Communications – Operational

Introduction

Effective Emergency response relies on well planned and reliable communication at all levels between all agencies involved West Coast CDEM Group, Local Emergency Operations Centres, Civil Defence Sectors and Mobile Units throughout the District. Group Comms Plan Annex VII

Primary communications includes

- Phone and fax
- Email and www
- VHF radio
- HF radio

These may be supplemented by

- Sat phones
- Existing private radio networks
- Courier services

District Communications:

Grey District CDEM has a dedicated ES Band repeater network across the District operating from a repeater situated on Mt.Kakawa. The network is serviced by and operates on ES Band Frequency, RX 151.150, TX 155.33125 and RX 151.5250, TX 155.70625

There is also a dedicated ES band simplex network that operates on Frequency.140.72500 and 140 82500

Base station units are installed in the following locations:

- Grey District Council Offices
- Runanga Service Centre

In addition there are aerials network connected in the administration buildings of the following School Sector Posts:

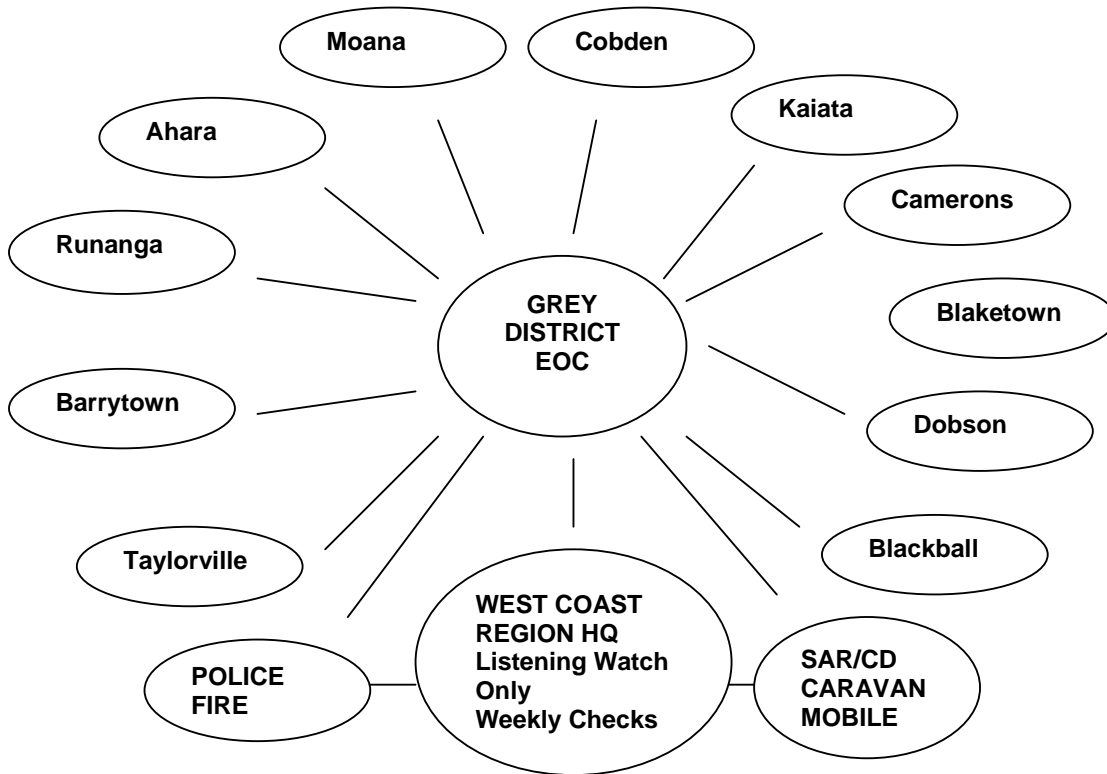
- Dobson
- Kaiata School (To be moved to Hall in Golf Links Road.)
- Cobden School
- Blaketown School
- Taylorville Hall (Temporarily relocated to Arthur Foster's residence, 2 County Road, Taylorville)

Each sector has the appropriate adaptor and leads to plug in a hand held radio.

In addition there are radios in all Grey Rural Fire District vehicles plus hand held radios with the frequencies installed.

There are approximately Six CDEM handheld radios located in the Civil Defence Emergency Management office.

Radio Locations and Call Signs



Most Council vehicles and its main Contractor's vehicles have VHF radio capability that can be utilised in an emergency.

The West Coast CDEM group operates a West Coast network using the ES band frequency RX and TX Details are found in Section 3.1.8 of the Group plan

AREC

The West Coast branch of AREC (Amateur Radio Emergency Communications) has agreed to provide radio operators to assist with communications as required within the x District.

Radio Frequencies

The three simplex frequencies allocated to the Grey District are :

GMCD CH 2 ESX 18 - 140.72500 Mhz (Simplex)

GMCD CH 5 ESX 26 - 140.82500 Mhz (Simplex)

GMCD CH 6 ESX 39 - 140.98750 Mhz (Simplex) Liaison only
(Police, Fire and Ambulance)

Repeater frequencies are:

Grey CD Ch 1 Repeater ES 7

GDC Rt Ch 1 Repeater RX 151.1500, TX 155.33125

GDC Rt Ch 7 Repeater RX 151.52500, TX 155.70625

Warning System:

Introduction

Systems exist within New Zealand, which can forecast storms, floods, and other natural threatening conditions. Warnings for Tsunamis generated outside New Zealand are issued by MCDEM. For group warning levels refer to section 3.1.7 of the West Coast CDEM Group plan.

Public Warnings System

Grey District has in place agreements with local media outlets to relay any emergency messages leading up to and following a declared emergency
Depending on event. Refer local SOP

Responsibility for issuing public warnings

Authority for issuing all public warnings lies with the Local Controller or the Incident Controller of the Lead Agency. Refer Group Plan section 3.1.6.

Public Enquiry

All telephone enquiries will be channelled through the dedicated Telephonist workstation of the Grey District Council. A front desk enquiry counter will be maintained by the Administration Cell in the EOC. A system of web based updates on the Grey District Council site www.greydc.govt.nz will be developed for emergency situations.

Local warning system

There are two standard signals to alert the public:

TV/Radio "sting" sound tape played before important civil defence messages; and the activation of fire sirens, hooters or any other available device.

Grey District has in place arrangements with Coast FM, Classic Hits (Scenicland) and Solid Gold FM to relay any emergency messages leading up to and following a declared state of emergency.

Refer to Group Plan for a list of agencies who are responsible for issuing warnings about particular risks/emergencies. eg. Tsunami, cyclones, storms etc

Community Awareness and Education

CDEM is committed to community education and awareness. Through the CDEM Group Targets and Action a programme involving all partners will be developed in conjunction with the Group Public Education Strategy.

Public Information & Media Liaison:

Introduction

The provision of information to the public cannot be underestimated. It is a vital role of Civil Defence Emergency Management. It works best if people know what is going on. The Public must receive full and accurate information as promptly as possible. Lack of information, uncertainty and rumour, damages morale and inhibits or even prevents recovery action.

Appointment of Public Information/Media relations Officer

Two community volunteers have been jointly appointed as media liaison personnel. These appointments are based in the Local EOC at all times prior to and during a declared local emergency. For a more detailed job description refer to the EOC SOPs.

Media Liaison

The spokes person for declared emergency is named in the Standard Operations Procedures. In a non declared emergency a spokesperson will be nominated from the lead agency or agreed to on the day

Authority for Public Information in an emergency

In the event of any multi agency response, a public information manager agreed by the agencies involved shall coordinate public information in relation to the emergency. Upon the declaration of a state of Local Emergency, authority for issuing all public information lies with the Local Controller and Group Controller.

Delivery of Public Information

Phone

During an emergency the Grey District Council will be the primary means of answering public telephone enquires. This will require excellent coordination between the GEOC, local EOC and each TA. The Grey District EOC will provide relevant and up to date information as the event develops.

Radio

Coast FM will be the public broadcast radio station used for immediate transmission of public messages, including information and warnings. Other local stations may also be used and may need to be supported by National stations operating out of Christchurch and Wellington.

Web

Public information and Sitreps will be posted on an emergency page on the District Council website. This will be done from the EOC and the Intelligence Section and/or Media Liaison personnel will be responsible for providing updates at sufficient frequency to ensure the information is current. The public will be encouraged to get information from this source in the first instance.

National Enquiry

See section 3.2.6 table 3.3: page 27 of the Group Plan.

Other

Public information will be supplied to Welfare Centres and One stop shops if established via the EOC. This may be by way of notice boards and flyers and other appropriate means for the circumstances. School and other public notice boards may also be utilised to give information to the public.

Welfare Related Enquiries

It is accepted that when people are being evacuated a heightened level of public enquiry can be expected. In the first instance the welfare management cell will manage these in cooperation with other relevant response cells. Where the demand is unable to be met locally the Group and National Enquiry arrangements will assist. See section 3.2.6 of the Group Plan.

Reference:
Standard Operating Procedure
Group Plan Section 3.2.6 Table 3.3

Welfare:

Introduction

"Welfare" is the organised effort to preserve or improve the physical and mental well being of people affected by a local emergency.

The Local Controller has an overall responsibility for emergency welfare, which forms an important part of disaster relief. Grey District Council has appointed a Welfare Manager who is responsible to the Controller for the direction of the activities of the Welfare section and for the co-ordination of all resources and services made available for welfare purposes in the District.

Role of Civil Defence Emergency Management in Welfare

It is the responsibility of the local CDEM Organisation to plan for welfare facilities in the District and to organise the provision of emergency welfare services. It is necessary to co-ordinate government departments and other agencies to achieve this role.

Roles of Government Departments

Government departments have specific responsibilities under the CDEM Act 2002 and particular roles as defined in Welfare Section of WC CDEM Group plan. Representatives from those Departments, contribute to the Welfare Management Committee.

Welfare function and proposed response agency below.

Function	Responsible Agency
Welfare Manager	Grey District CDEM
CDEM Officer	Grey District CDEM
Personal Services Coordinator	Child, Youth & Family Manager
Clothing Coordinator	Red Cross
Accommodation Coordinator	Housing NZ /Salvation Army
Registration & Enquiry Coordinator	Red Cross/Victim Support
Catering Coordinator	Salvation Army
Government Agency Coordinator	Work & Income N Z

Welfare Manager

The Welfare Manager named in Standard Operating Procedures will be responsible to the Controller for the control of emergency welfare measures using the organisations and resources provided for in the Plan. The Welfare Manager will be responsible to the Controller for the distribution of supplies and for the care of the evacuees.

Welfare Centres

A Welfare Centre is established by the Local EOC to cater for large numbers of displaced people and evacuees who cannot be catered for elsewhere. A Welfare Centre will utilise a large facility as indicated below. Welfare Centres will be activated on the instructions of the Controller

via the Welfare Manager. Lower levels of welfare may be provided at Sector Posts as required. This would consist of little more than shelter, limited catering and registration.

Location

Depending on the scale of the emergency the following locations will be used as Welfare Centres:

- Salvation Army Hall – (Small to medium events)
- Civic Centre Stadium “ (medium to large events)
- Greymouth High School - “ “ “ “ “ “

Mobile Welfare Units

All Welfare team members will report to the Welfare Manager at Local EOC for tasking. (recruitment of volunteers required!!)

Welfare Functions

During an emergency, some or all of the following emergency welfare functions may be required:

- Feeding and Catering
- Accommodation
- Clothing
- Personal Services
- Registration and Enquiry
- Evacuation

References

Grey District Council CDEM Welfare SOP
CDEM Group Welfare Plan
National Civil Defence Plan - Part 8
Finance

Financial Delegation

The Controller has legislative authority to incur expenditure during a declared state of emergency. In the Grey District this authority shall be exercised in conjunction with a member of the Grey District Council's management team or the Disaster Recovery Manager and the financial delegations applicable to these officials shall apply.

Finance outside an emergency

The Grey District Council finances the plan and delivery of Civil Defence Emergency Management. The Manager Support Services and/or the Civil Defence Officer will submit to the Manager Finance and IT an estimate of the expenditure for the ensuing year for inclusion in the Grey District Council's annual budget. The Grey District Council will operate and maintain the Civil Defence Emergency Management Account. The Manager Support Services and the management team are the authorising officers for all Civil Defence expenditure in conjunction with the legislative authority of the Controller. The Manager Support Services is responsible for the accounting of all moneys allocated for District Civil Defence purposes. All accounts will be maintained in accordance with the Grey District Council accounting procedures and will be subject to external audit. Expenditure incurred during an emergency (refer 4.9 sect(c) WC Group plan) The District Council is responsible for funding response activities during a declared emergency. Council may also incur costs outside declared emergency for public good type activities such as welfare and the like. Some of those costs may be eligible for reimbursement from Central Government as follows: -

Category A

Category A covers the full cost of accommodating, transporting, feeding and clothing people who can not continue to live in their usual place of residence as a result of an emergency.

Category B and Recovery costs

A 2:1: subsidy for other emergency expenditure (incurred by local authorities and/or CDEM Groups), which is in excess of a sum equivalent to 0.01% of the net, equalised rateable capital value (NERCV) of the district or districts for which the state of emergency was declared.

The Grey District Council currently has a disaster recovery reserve (balance \$90,000 at 30/6/05), which it funds annually to the value of \$10,000 to meet the excess on the loss of insured assets in the event of a major disaster.

Any expenditure shall be accounted for using Grey District Council normal accounting practices.

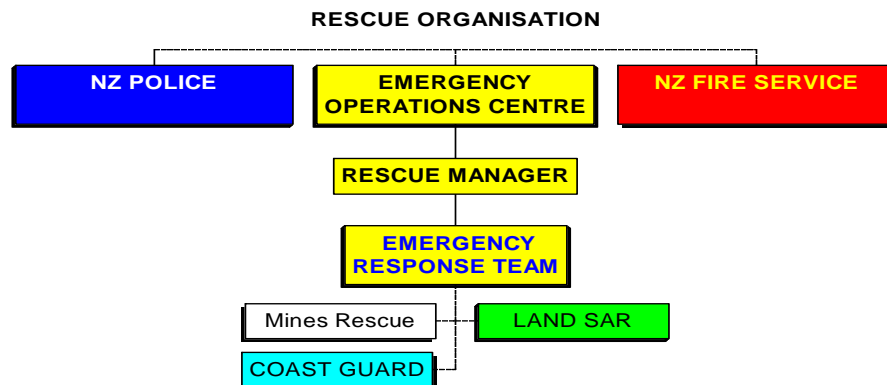
Rescue

Introduction

This section of the plan provides information on the organisation, responsibilities and tasks of the District Emergency Response Team. For Group details refer to the West Coast Civil Defence Emergency Management Group Plan

Team Structure

The Team's operational and command structure is flexible in order to meet the requirements of different incidents however the basic model will be:



Organisation

The Rescue Section is organised into three main divisions as follows:

Rescue Teams

Fire Brigades based at Greymouth and in surrounding areas are all trained in basic rescue.

There is a Land Search and rescue Team based in and is available on request through the NZ Police.

NZ Coast Guard also has a base near the Slipway in Eura Moana Lagoon

Mines Rescue will be available to assist as required. (Refer Part Five, page 21 - Directory) Is this reference correct?

National USAR Task Force Teams

Additional rescue resources may be requested through Group EOC. Specialist USAR capability is to be requested through the Group Controller or direct through the MCDEM Director.

References Lists of contractor plant and specialist equipment and contact details for Government Departments, State Owned Enterprises, power companies, Telecommunication companies, Transit New Zealand, Trans Rail and Local Authorities are listed in the SOP.

Grey District Emergency Response Team SOPs

Recovery:

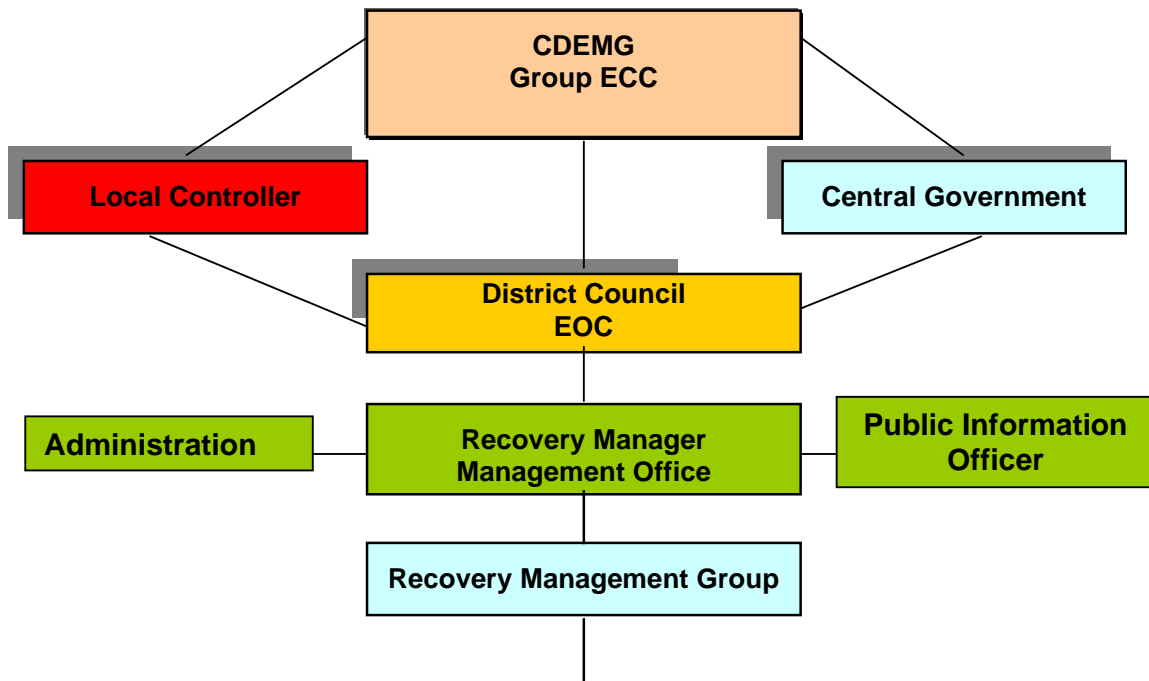
Introduction

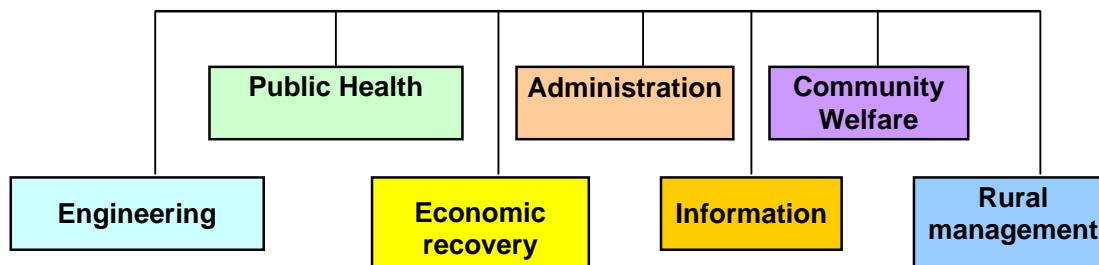
This part of the plan must be read in conjunction with other parts of the Grey District Local Plan, the Grey District Disaster Recovery Plan and The West Coast CDEM Group Plan.

Function

The purpose of Recovery is to allow the community to return to normal social and economic activities as soon as possible, at the same time taking action, which may relieve the future occurrence of disasters, and noting opportunities, which may arise to make improvements within the community.

Organisational structure





Priorities

Disaster recovery should acknowledge the following priorities:

a) Human Health and Safety of People

By ensuring the safety of the community through effective emergency response mechanisms

b) Social Restoration

After restoring the physical needs of the community, the psychological and social aspects should be addressed quickly and concurrently

c) Restoration of essential services and utilities

d) Economic Restoration

A balance must be achieved between the disaster recovery needs of the community and any long-term distortion of the local economy.

e) Physical Restoration

Usually accomplished as part of the social and economic restoration, but whatever remains will be of low priority and will be dealt with later

Appointment of a Disaster Recovery Manager

The Grey District Council has appointed a Disaster Recovery Manager (Mr A O'Connell)

Local Controller's function

During a state of local emergency, the Local Controller is to work closely with the Recovery Manager to help ensure a smooth transition from the response phase to the recovery phase.

Location of Disaster Recovery Coordination

Recovery coordination centre will be set up as close as practicable to the local Emergency Operations Centre. The operational side will operate at agency centre close to the affected community.

Recovery finances / Financial policies

The Grey District Council must ensure expenditure is recorded in detail by using its own ordering and payment systems. These means established systems that are used by people who are familiar with them.

The Grey District Council has accepted the responsibility to make financial provisions for recovery from a major emergency affecting the assets of the Council. A fund has been established to provide for these costs.

Termination of a State of emergency

Prior to the termination of a state of emergency, the Recovery Manager is to initiate a meeting with the District Controller and staff for a briefing on the current and future situation. Agreement

will be finalised on the transition of authority and what staff are required to move from response to recovery mode.

Refer to section 3.4.7 of the group plan.

References

Grey District Recovery Plan

National Civil Defence Plan, part 2, Recovery.

Partner Agencies:

Introduction

A serious disaster creates complex problems for the maintenance of law and order and the performance of recognised emergency service functions. The Group Plan Partner Agencies section covers the group planning in detail.

Integration/Liaison with Emergency Services and other Organisations

Strong liaison with the Emergency Services and other organisations with specific roles will be maintained throughout a Civil Defence emergency. Ideally, Liaison Officers will be seconded to the EOC where they can take part in planning activities. Where that is not feasible, regular and comprehensive reports and advice of what actions are being taken will be made.

NZ Police responsibilities, Powers and Functions

The Police will where appropriate:

- Participate in the dissemination of local emergency warning messages in accordance with the instructions for Local Warning Systems.
- Provide continuing representation to the Grey District CDEM organisation.
- Police Liaison
- The Police will continue to operate from the Police Station
- Police Liaison Officer will be deployed to the Local EOC to advise the Local Controller on matters of Law and Order

Specific Duties of Police

- The tactical control of access into and within the cordon of a disaster area for the purpose of facilitating rescue.
- The protection of property and security of evacuated areas.
- The prevention and suppression of disorder
- Acting in support of the Department of Social Welfare or other agencies in relation to the registration of evacuees and missing persons and notification to their next of kin.
- The identification and disposal of the dead in close liaison with:
 - The Department for Courts to expedite inquest requirements
 - Hospitals, health and local authorities to establish adequate and suitable mortuary facilities
 - The West Coast District Health Board to minimise any health hazard and assist with the disposal of human remains.
 - Undertaking appropriate inquiries in relation to the death of any person including the notification of next of kin.

NZ Fire Service: Roles, Functions and Responsibilities

During a state of Local Emergency, the New Zealand Fire Service continues to carry out their normal role of:

- Rescue - removal of entrapped persons from fire or other emergencies
- Fire fighting - to control, contain and extinguish fires
- Containment of hazardous materials, escapes and spillage
- Limitation of damage - salvage of essential resources from endangered locations
- Redistribution of water for specific needs i.e. health and hygiene requirements of stricken areas.

Note: - Water supplied through New Zealand Fire Service equipment may not be suitable for drinking without boiling, purifying or otherwise treating

- Temporary re-establishment of piped water supplies - use of Fire Service pumping equipment and hose lines
- Fire Safety - action essential to prevent fires and the protection of vital facilities and resources

Whilst the mode of operations will not alter, the priorities may. The Local Controller in consultation with the Senior Fire Officer could set these.

- Fire Liaison

The Fire Service will continue to operate from the Grey District Fire Stations of.

- Greymouth
- Cobden
- Runanga
- Dobson
- Blackball
- Ngahere
- Moana

A Liaison Officer will be deployed to local emergency operations centre to provide specialist advice to the Local Controller. Civil Defence Emergency Management Officer maintains ongoing contact with local Fire Service staff.

Communications

The New Zealand Fire Service will establish and maintain communications with the Local EOC during a declared Local Emergency.

Grey District Council Rural Fire Forces will establish communications with the Local EOC and the New Zealand Fire Service as is appropriate at the time.
Refer to Communications diagram

Rural Fire

The West Coast Principal Rural Fire Officer is responsible to the Local Controller for planning and implementation of Rural Fire activities during a local; emergency in the District.

Health

The health section of this plan should be read in conjunction with the operational component of the West Coast Emergency Management Group Plan. This plan, co-ordinates the Health Services response to major incidents and is compatible with West Coast District Health Board and Hospital and St John Ambulance plans. The plan covers links not only for declared local emergency but also a health services emergency.

During an emergency West Coast District Health Board is to make the best available use of the medical resources within their area such as medical practitioners, registered nurses, St John ambulance.

Communications

Separate systems will operate including telephone (including direct line and radio telephone).

Order of St John

St John will provide a liaison officer at Local EOC to communicate between its Regional Communications Centre and hospital services as may be required.
WC DHB has access to the emergency ambulance communications network as well as radio communication with the ambulance service.

Mortuary Facilities

Additional buildings may be requisitioned as necessary. Community and Public Health together with Police are to identify suitable locations for emergency mortuary services and the use of Refrigerated containers if necessary and available.

Medical

The Order of St John and the DHB will work together to coordinate delivery of medical services to the community using the local resources they have available. They will be included in the Incident Management Team so there are clear lines of communication to the Controller and others.

Where local medical resources are not available or not sufficient, a request will be made to the Health Coordination centre based in Christchurch.

Public Health

Community and Public Health (CPH), together with the Grey District Council's Environmental Health Contractor, will be responsible for public health "statements" and the circulation of advice in regard to: safe water, contamination from sewage and other wastes, disposal of human organic waste, disposal of dangerous chemicals, disposal of dead animals, safe food, health nuisances and housing standards relating to public health. (Note: all communications from the EOC need to be sanctioned by the controller)

In performing their duties the public health team will need to liaise with:

- Council Water unit - water control, treatment and safety
- Council Drainage and Solid Waste units - sewerage and other wastes disposal.
- Welfare - safety of food supplies, mass feeding facilities and sheltering of evacuees.
- NZ Fire Service - manage and make safe hazardous substances
- New Zealand Police - emergency disposal of the dead and mortuary facilities.
- Ministry of Agriculture and Forests (MAF) and WC Regional Council - disposal of animal carcasses.

The Ministry of Health, through the Medical Officer of Health will be responsible for immunisation decisions and procedures

Registration of Casualties

Registration of casualties will be the responsibility of the hospital where casualties are receiving health care. The local EOC will liaise with the hospital concerned to assist with registration if necessary and to ensure that the Registration section of CDEM is also sharing and compiling the relevant information.

Support Services

The Civil Defence Welfare Section will provide full welfare support including catering, as required, for any medical facility established during any major incident.

The Civil Defence Logistics Section will liaise with utility providers for: water supply, electrical supply, drainage, sewerage disposal, transport support, or other services as required.

References

St John Northern Regional (SI) Civil Defence and Health Services Plan
West Coast Group Plan GEOC activation Guideline and Fig 4.1

Appendices

Distribution List

Appendix (1)

Copy Holder

1-2	Ministry of Civil Defence Emergency Management South Island Office
3	West Coast Emergency Management Group
4	Chief Executive Officer
5- 6	Service Centre Managers
7-10	Service Centres (Public Display)
11	Manager: Essential Services
12	Manager: Resource Planning and Regulation
13	Emergency Management & Civil Defence Officer
14	Controller
15-	Alternate Controllers (3)
18	
19	Welfare Manager
20	Sector Coordinators/Manager
21	Communications Manager AREC
22	Operations Engineer
23	Public Information Officer
24	Logistics Manager

Emergency Services Liaison/Advisory Group

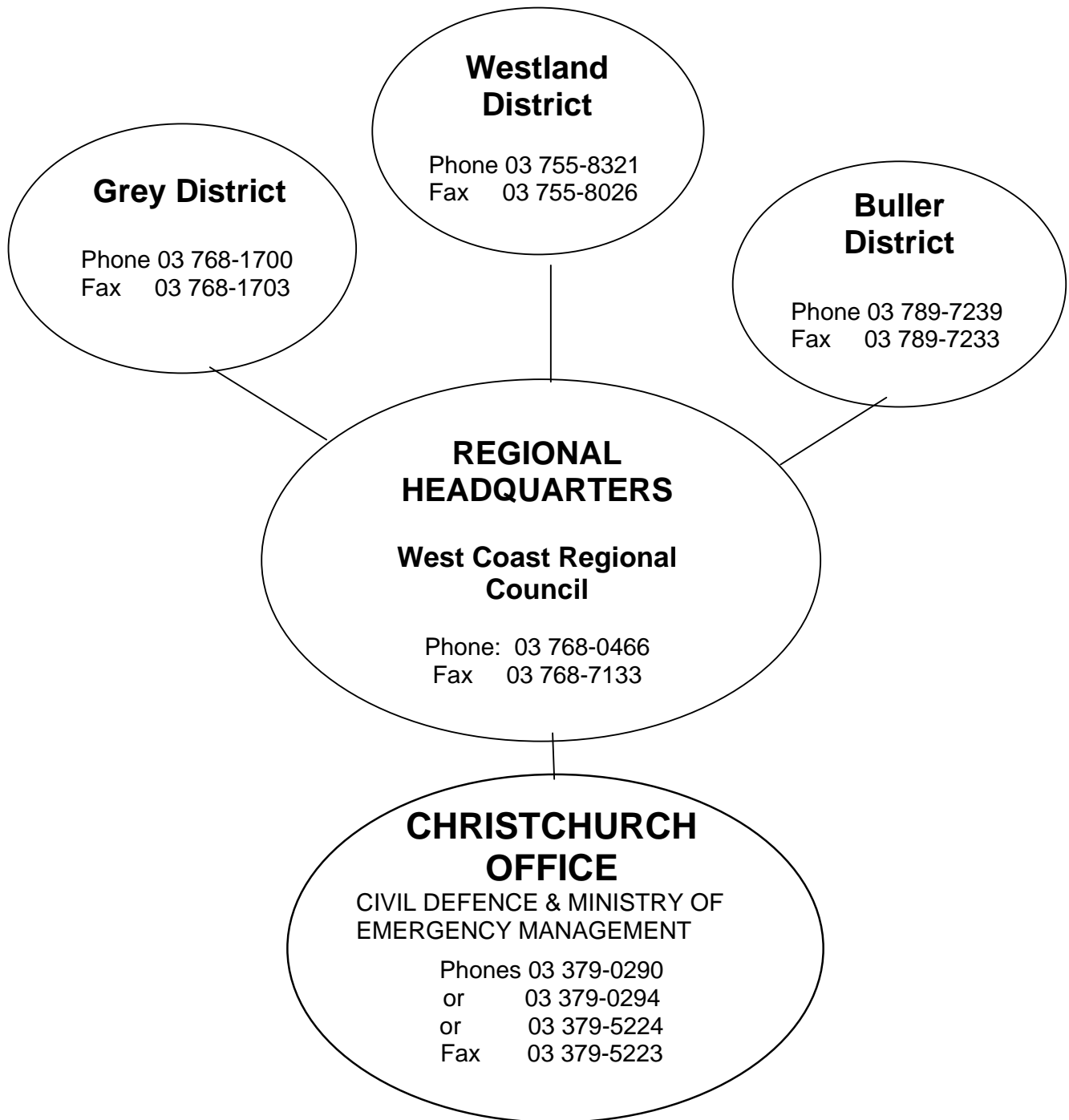
25-	New Zealand Police (Tasman District West Coast Area) 2 copies
26	
27-	New Zealand Fire Service (Transalpine Region) 8 copies
28	
29-	West Coast DHB 3 copies
32	
33-	ST John 3 copies
36	
38-	Extra Copies
43	

Amendment Record

Appendix (2)

The amendments listed below are operative from the effective date

No.	Amendment	Effective Date	Incorporated by	Date
1	Alternate controllers Pg 11	29 October 2008	Allan Wilson	29 October 2008
2	EOC Structure, Welfare, radio network structure	1 November 2009	Allan Wilson	1 November
3				
4				
5				
6				



Civil Defence Radio Frequency

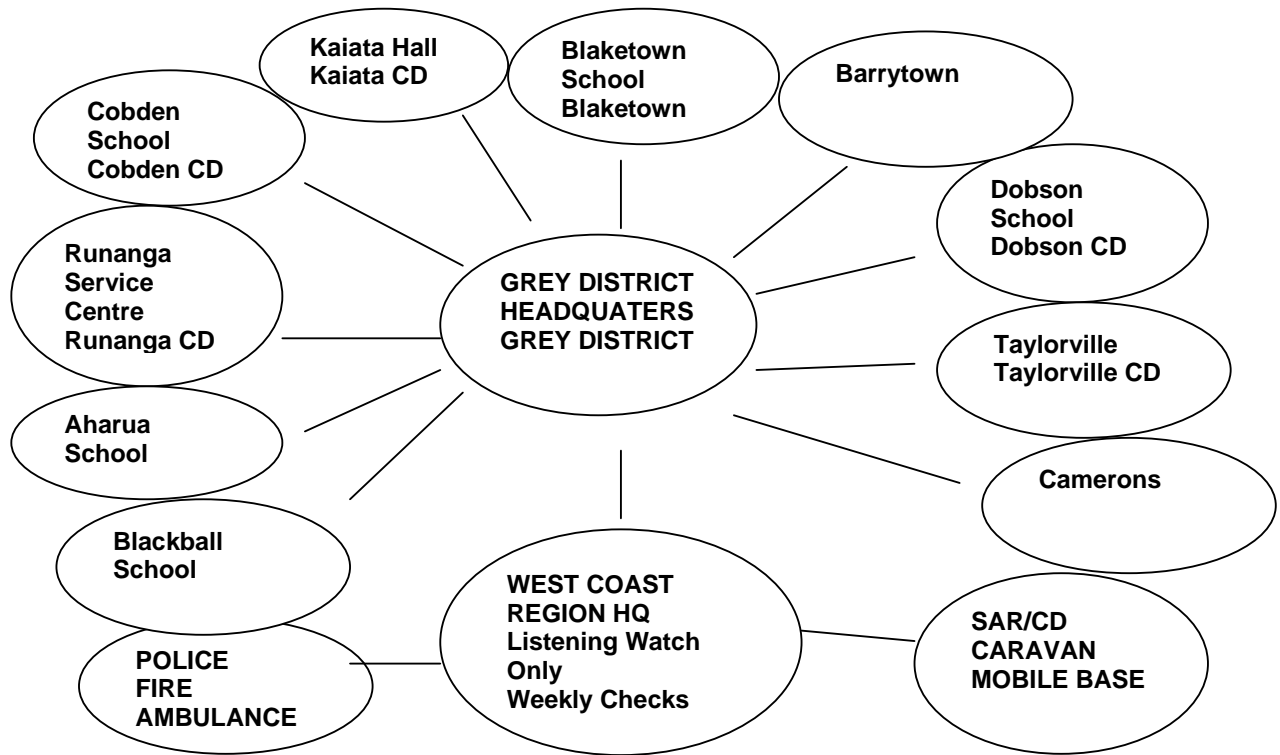
Chan #	Function	Name	Freq. TX	Freq. RX
1	GreyCD Kakawau R	ES7	138.0875	141.0875
2	Grey CD 1 S	ESX 18	140.72500	-
3	Grey CD 2 S	ESX 26	140.82500	-
4	ES Liaison S	ESX 39	140.98750	-
5	ES Liaison R	ES 164	143.05000	140.05000
6	WC CD 1 S	CD 1A	148.01250	-
7	WC CD 2 S	CD 19A	148.46250	-
8	Grey DC 1 R	EN 33	151.15000	155.33125
9	Grey DC 2 S	ENX 88	153.58125	-
10	Grey DC 3 R	EN 63	151.52500	155.70625
11	SAR 1 S	ESX 7	140.58750	-
12	SAR 2 S	ESX 53	143.66250	-
13	SAR 1 S	ES 57	141.71250	138.71250
14	SAR 2 R	ES 58	141.72500	138.72500
15	Marine 63 R	M 63	160.77500	156.17500
16	Marine 71 S	M 71	156.57500	-

SECTOR POSTS CHANNELS AND FREQUENCIES

Chan #	Function	Name	Freq. TX	Freq. RX
1	GreyCD Kakawau R	ES7	138.0875	141.0875
2	Grey CD 1 S	ESX 18	140.72500	-
3	Grey CD 2 S	ESX 26	140.82500	-
4	ES Liaison R	ES 164	143.05000	140.05000
5	WC CD 1 S	CD 1A	148.01250	-
6	Grey DC 3 R	EN 63	151.52500	155.70625
7	Grey DC 2 S	ENX 88	153.58125	-
8	Grey DC 3 R	EN 63	151.52500	155.70625

Headquarters	Call Sign	Phone	Fax
West Coast Regional Council	West Coast Regional Civil Defence	768 0466	768 7133
Grey District Council (Tainui Street)	Grey District Civil Defence	768 1700	768 1703
Grey District Council (Runanga)	Runanga Civil Defence	762 7813	Nil
Cobden School	Cobden Civil Defence	768-7465	768-7465
Kaiata Hall	Kaiata Civil Defence	768 7860	768 7860
Blaketown School	Blaketown Civil Defence	768 7302	768 7302
Dobson School	Dobson Civil Defence	762 5740	762 5740
Taylorville	Taylorville Civil Defence	762 5724	
Aharua	Aharua Civil Defence	732 5062	732 3839
Cameron's	Cameron's Civil Defence	762 6874	
Blackball	Blackball Civil defence	732 4464	732 4850
Greymouth Police Station	Grey Police	768-1600	768-1609
Greymouth Fire Station	Grey Fire	768-0313	768-5574
Greymouth St John Hall	Grey Ambulance	768-6705	

Radio Locations and Call Signs



Faultlines for Grey District

Annex 5

