

Joint Committee West Coast Emergency Management

Meeting Time: 9.30am – 11am Thursday, 20 February 2025
 Location: Westland District Council Chambers, Greymouth
 ZOOM Details: 837 4345 8512
 Passcode: 039656

Agenda

Joint Committee Chair – Mayor Jamie Cleine

1. Welcome and apologies.
~~SPECIAL GUESTS: Dave Gawn (Chief Executive NEMA), Stef Michie (DCE Assurance, NEMA)~~
~~Estimated arrival time 10.00am. Apologies Dave Gawn and Stef Michie are no longer able to attend. Instead they will be invited to the 30 May meeting.~~
2. Confirmation of the Minutes of last meeting held on Wednesday 6 November 2024 **Pg. 2-3**
 Matters arising.
3. WCEM Manager Report – Claire Brown **Pg. 4-7**
4. Capability Report – Cindy Fleming **Pg.8-9**
5. Critical Infrastructure Report – Paul Gurney **Pg. 10-13**
6. Resilience Westport and Enhanced Evacuation Planning – Henry Dowler **Pg. 14-16**
7. Tsunami Hazard Risk: Ta Tai O Poutini – Sharon Hornblow / Alice Evans *Presentation*
8. Local Controller Appointment – Claire brown **Pg. 17**
9. National Emergency Management Agency (NEMA) Update – Pat Waters **Pg. 18-19**
- ~~10. Comments from NEMA Chief Executive Dave Gawn and Deputy Chief Executive for Assurance, Stef Michie.~~
11. General Business
12. Meeting Close

Next Meeting:

Friday 30 May 2025 at West Coast Regional Council



DRAFT MINUTES OF THE WEST COAST EMERGENCY MANAGEMENT JOINT COMMITTEE

Joint Committee

West Coast Emergency Management

6 November 2024 – Buller District Council Chambers

Joint Committee Chair – Mayor Jamie Cleine and Simon Pickford (BDC), Mayor Tania Gibson and Joanne Soderlund (GDC), Mayor Helen Lash, Scoot Baxendale (WDC), Paul Madgwick, WCRC Deputy Chair Brett Cummings, Darryl Lew, Jo Field (WCRC), Pat Waters (NEMA), Apologies: Francois Tumahai, WCRC Chair Peter Haddock,		
1. Welcome and apologies.	a. Mayor Jamie welcomed everyone to the meeting. b. Apologies from Francois Tumahai, Peter Haddock	
Moved	Mayor Cleine / Mayor Lash	Carried
2. Confirmation of the Minutes of last meeting held on Thursday 8 May 2024.		
	a. No matters arising from the previous meeting.	
Moved	Mayor Lash / Mayor Gibson	Carried
3. WCEM Manager Report – Claire Brown. Report taken as read with the following points highlighted: <ul style="list-style-type: none">• A range of types of activations and support provided over this quarter including Manahau Barge stranding in September, deploying staff to support Otago flooding in October, and standing up both Grey and Buller Emergency Operation Centres in response to severe weather on 26 October 2024.• Introduce two initiatives to improve the use of volunteers including work with Taskforce Kiwi' and the NZ Defence Force standby reserves.• Willingness to align district and region council levels of service and performance measures relating to emergency management.• Ongoing work to enhance evacuation planning for Franz Josef and the recent visit from NEMA senior officials to the area. Mayor Lash expressed her concern and disappointment that she had not been made aware or involved in the NEMA visit to Franz. Mayor Gibson expressed her dissatisfaction with how the Grey Flood Committee was utilized in the most recent activation. Motion: Approved to receive the report.		
Moved	Mayor Lash / Mayor Gibson	Carried
4. Capability Reporting – Claire Brown <ul style="list-style-type: none">• Noted 136 training participants across the calendar year.• Exercise Pandora coming up tomorrow, includes efforts to stand up all three EOCs and the region's Emergency Coordination Centre (ECC). Planning extensive and involves investment from WCEM as well as many partner agencies. Mayor Gibson spoke about poor communications regarding the role of Governance in the Exercise and what was expected of her. Motion: Approved to receive the report.		
Moved	Mayor Cleine / Mayor Lash	Carried
5. Group Controller Appointments – Claire Brown		

<p>C Brown summarized the brief report that sought endorsement of the appointment of Kevin Hague and Claire Brown as primary and alternate Group Controllers, as approved by the Coordinating Executive Group on 23 October 2024.</p> <p>Motion: Endorse the appointment of Kevin Hague as Primary and Claire Brown as alternate Group Controllers under section 26 of the Civil Defence and Emergency Management Act 2002.</p> <p>Moved Mayor Gibson / Mayor Cleine Carried</p>		
<p>6. Revised Work Programme - Claire Brown</p> <p>C Brown summarized the revised work programme noting the new areas that had been added. She noted the addition of the national activities that WCEM staff also contribute to. Chair Madgwick referred to Communications work item and noted the importance of local print media to assist in public information management. Mayor Lask noted the range of other agencies that should be included in the 'Preparedness communications' in section 4.0. The discussion involved the inclusion of agencies such as Corrections, Ministry of Social Development, Ministry for Primary Industries, Ministry of Business Innovation and Employment and Kāinga Ora.</p> <p>Motion: Endorse the revised work programme as attached.</p> <p>Moved Mayor Lash / Mayor Gibson Carried</p>		
<p>7. Emergency Coordination Facilities – Claire Brown</p> <p>C Brown notes this report responds to the Joint Committee's request to provide a budget breakdown of the current and expected costs of relocating. The high-level budget demonstrated an anticipated lower annual lease cost of just over \$4,000.</p> <p>Motion: Approve progressing the co-location proposal with FENZ and provide progress reports as future Joint Committee meetings.</p> <p>Moved Mayor Cleine / Mayor Lash Carried</p>		
<p>8. NEMA Update – Pat Waters. The report was taken as read with the following points noted:</p> <ul style="list-style-type: none"> • The release of the Governments response to the North Island Severe Weather Event Inquiry on 10 October 2024. • Draft Tsunami Evacuation Director General Guidelines • Senior staffing changes at NEMA including Wendy Wright's appointment as National Controller, Magnus Latta as manager for Regional Partnerships and Dwain Hindriksen as manager for Planning and Sector Partnerships. <p>Chair Madgwick asked for further information on the risk of Tsunami to the region. It was agreed to explore this topic in more detail at a future meeting.</p> <p>Motion: Approved to receive the report.</p> <p>Moved Mayor Cleine / Mayor Lash Carried</p>		
<p>9. Meeting Closed by Mayor Cleine</p> <p>Meeting closed 10.53am</p>		

AGENDA ITEM THREE

Prepared for: West Coast Emergency Management Joint Committee
Prepared by: Claire Brown, Manager WCEM Group
Meeting Date: 20 February 2025
Subject: **WCEM** Group, Manager Report

PURPOSE

To update the West Coast Emergency Management (WCEM) Joint Committee on work progress, key projects, and highlights since the last meeting on 6 November 2024.

EMERGENCY RESPONSE MONITORING AND ACTIVATION

As a result of relatively stable weather over the last quarter only one activation occurred this quarter as follows:

- Severe Weather Westland 9 – 10 November 2024. A state of emergency was declared for Westland due to road closures and flooding especially in Haast, Hannah's Clearing. A number of residents and travelers were stranded for several days. Westland District Emergency Coordination Centre was fully activated, with support staff from the Otago Emergency Management team deployed to support Haast.

WCEM STAFFING

Katrina Renshaw joined WCEM in January filling the Westland District Emergency Management Officer position. She brings experience of working three years at NEMA as well as international deployments with Taskforce Kiwi.

PERFORMANCE MEASURES – ALIGNMENT AND CONSISTENCY ACROSS WEST COAST COUNCILS

Positive discussions are ongoing to work towards aligning levels of service and performance measures across three district and the regional councils. Discussions have included measures that support the following objectives:

- 1) The ability of each council to provide three shifts of trained staff in their respective emergency coordination or operating centres.
- 2) That there are fully functioning EOC / ECC facilities with alternate arrangements and resourcing if required.
- 3) That Council BCPs reflect the division of staffing to maintain council's critical functions as well as support the emergency management functions.

It is acknowledged this alignment may take several years to achieve given the different strengths and resource allocation across each council.

NEMA RESILIENCE FUND PROJECTS

Both current projects 'Enhanced Evacuation Planning' and 'Emergency Caches' are on track with six monthly reports submitted to NEMA.

One application was submitted for 2025-2026 financial year that seeks funding for the purchase of four power operated fuel pumps. The total cost of this application is \$28,400 (+ GST)

OPERATIONAL SUB-COMMITTEE

The Operational Sub-Committee, chaired by Myles Taylor (FENZ District Manager), now meets quarterly, a fortnight before each Coordinating Executive Group (CEG) meeting. OSC agreed to focus each meeting on a shared priority topic such as:

- Communications in emergencies (including alternate coms. what where and how?)

- Communication Interruption Planning (e.g. when the fibre cable across Cobden Bridge was replaced last year)
- Key Facilities – emergency services facilities and redundancies
- Mass Casualty Planning – Health
- D4H for Emergency Services and Partner Agencies
- Rapid Relief Team – who are they and how they help e.g. catering / sandbagging ...

PROGRESS ON FENZ AND WCEM CO-LOCATION UPDATE

FENZ provided the following update to CEG on 5 March on the progress on FENZ District / WCEM office co-location.

- The office plans have been resubmitted for building consent. The previous design which received a building consent was sent to a quantity surveyor. Unfortunately, the QS estimate was above the budgeted amount for the project. As a result the fire appliance display at the front of the building has been repurposed back into a car port and a business case sought for the amendment.
- With this alteration to the plan the QS estimate is approximately the budgeted amount and achievable. No changes have been made to the internal layout.
- A final business case is currently with the Chief Executive for signing and the property team are currently completing tender documents for the rebuild.
- The next step is to complete the tender process and select a successful contractor to complete the works.

WORK ON THE NEW WEST COAST EMERGENCY MANAGEMENT GROUP PLAN

Work on developing a new WCEM Group Plan continues in earnest. The following sets out the next steps and timeframes:

- Consultation process on-going with EM Staff, Coordinating Executive Group, Joint Committee, Mana whenua and CEG sub-groups (Welfare and Lifelines)
- Currently undertaking a risk assessment survey of remaining regional hazards to determine focus for last full assessment workshop prior to draft plan release
- Draft design, objectives and activities provided for initial consultation to CEG members this month
- Full draft plan content provided to CEG, Joint Committee and CDEM Partners in late March for review
- Plan provided to NEMA for technical review in late April 2025
- Public consultation and hearings (dates TBD) May – July 2025
- Minister’s review of plan by mid-2025

NATIONAL CDEM SPECIAL INTEREST GROUP (CDEM SIG)

The CDEM Special Interest Group (CDEM SIG) is one of a network of SIGs within ‘Te Uru Kahika – Regional and Unitary Council’s Aotearoa’. See the structure chart attached.

As convener of the CDEM Special Interest Group (SIG) I have been working with the other fifteen CDEM Group Managers to facilitate consolidated views and where possible a united CDEM SIG response to areas of critical interest. The CDEM SIG is working closely within the ‘Te Uru Kahika: Regional and Unitary Council’s Aotearoa’ framework to team up across relevant areas of work, for example the ‘National Flood Warning Steering Group (NFWSG)’, the ‘Climate Adaptation Programme’, and the Hazard Risk Management SIG.

Currently the two areas of critical interest are:

1. The Emergency Management Bill.
2. The Emergency Management System Improvement Programme.

In relation to both these areas of work NEMA has scheduled two engagements with CEG and Joint Committee Chairs. NEMA will present a high level 'Road Map' on the scope of a new system design in-line with the Government's response to the North Island Severe Weather Event Government Inquiry (the NISWE Inquiry) and seek input.

A second engagement is a one-hour online session on 5 March with Joint Committee Chairs. We understand this session will be led by the Minister for Emergency Management and Recovery.

The main concern CDEM SIG has had to date is the constrictive timeframes and the limited ability to engage. The CDEM SIG has noted the inherent risk of developing policy / legislation scope at such pace.

RECOMMENDATION

That the West Coast Emergency Management Joint Committee:
receive this report

Claire Brown
Manager, West Coast Emergency Management

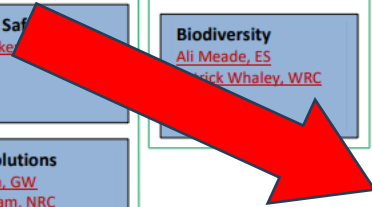
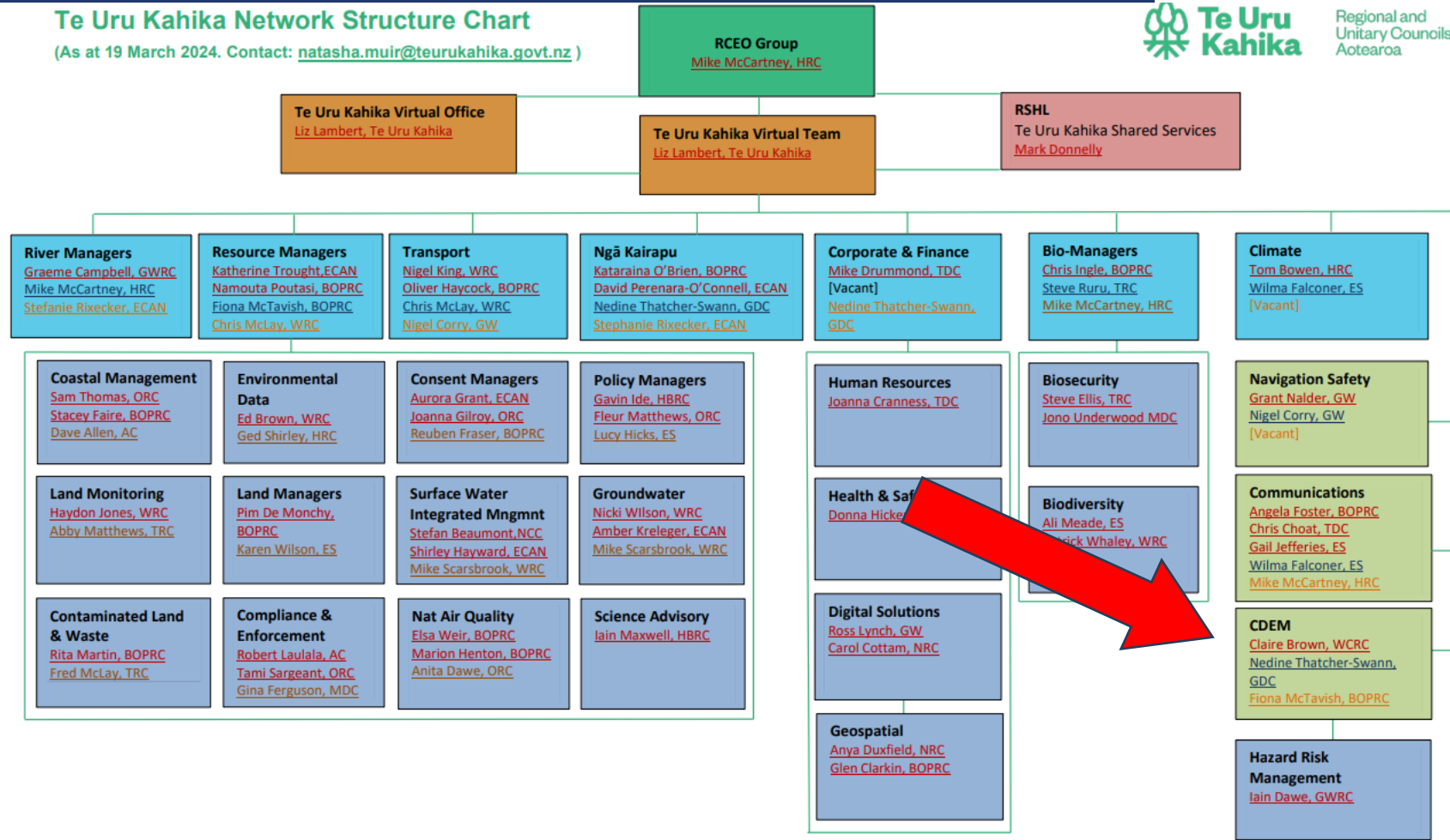


Te Uru Kahika Network Structure Chart

(As at 19 March 2024. Contact: natasha.muir@teurukahika.govt.nz)



Regional and
Unitary Councils
Aotearoa



Key:	Lead Groups reporting to RCEOs Group Convenor RCEO Sponsor/Alternate	Stand-alone Groups reporting to RCEOs Group Convenor RCEO Sponsor/Alternate	Sub-groups reporting to relevant Lead Group or Stand-alone Group Convenor RMG Link	Project/Working Groups Convenor Reports to	RM Reform Al Cross, Te Uru Kahika RMG	Freshwater Iain Maxwell, HBRC RMG	Environmental Monitoring & Reporting (EMaR) Abi Loughnan Tim Davie, ECAN RMG	National Flood Warning Mark Townsend, BOPRC Martin Doyle, TDC Fiona McTavish, BOPRC
					Three Waters Katrina Brunton, HBRC RMG	Geothermal Blair Dickie, WRC RMG		

AGENDA ITEM FOUR

Prepared for: West Coast Emergency Management Joint Committee
Prepared by: Cindy Fleming, Readiness and Response, WCEM
Meeting Date: 20 February 2025
Subject: Capability and Development Update

PURPOSE

To update you on the capability, training and exercise programme for 2025.

CAPABILITY PROGRAMME 2025

The training plan for 2025 was reviewed by CEG on 5 February 2025. A copy of the programme is attached for your information.

A 'cancellation policy' is being implemented this year to encourage those enrolled to make every effort to attend or to provide a substitute. Running courses with low numbers is not financially viable with a limited training budget.

REPORTING ON TRAINED STAFF ACROSS COUNCILS

CEG now receive regular reporting on relative staff numbers across each council. This provides a shared view of relative numbers of staff trained and able to fill rosters in a EOC / ECC and helps identify potential to cross utilize trained staff and areas that need strengthened.

INTRODUCING THE 'WC4' CONCEPT

Over recent years the consistent delivery of full annual training programme has improved. However, we have had discussions about whether this is the best way to work with our teams, and if there are models in other regions that we could benefit from. We are currently working on a training model called 'WC4'.

The basic concept is that there is a focus on a selected team of function leads in each of our four councils, and that this team are trained, networked to be deployed across any part of the region. This is a similar approach to the 'C10' programme that has been successfully delivered in Canterbury for several years. We will continue to develop this concept and business case over this year with input from our regional and national stakeholders.

RECOMMENDATION

That the West Coast Emergency Management Joint Committee:
receive this report

Cindy Fleming
Readiness and Response, WCEM



APPENDIX ONE

West Coast Emergency Management Training Programme 2025

	Date	Cut off date	Course	Location	
Mar	3 & 4	03-Feb	CIMS4	Westport	Moorebrook Ltd
	5 & 6	03-Feb	CIMS4	Greymouth	Moorebrook Ltd
			D4H Introduction	Westport	WCEM
			D4H Introduction	Greymouth	WCEM
			D4H Introduction	Hokitika	WCEM
			Planning day	WCRC	WCEM
			Planning day	Buller	WCEM
			Planning day	Grey	WCEM
			Westland	WCEM	
Apr	7	24-Mar	Intelligence	Westport	Moorebrook Ltd
	8	24-Mar	Planning	Westport	Moorebrook Ltd
	9	24-Mar	Response Decision Making	Greymouth	Moorebrook Ltd
		24-Mar	IMT Meetings	Greymouth	Moorebrook Ltd
	10	24-Mar	Intelligence	Greymouth	Moorebrook Ltd
	11	24-Mar	Planning	Greymouth	Moorebrook Ltd
28/4-2/5		Lifelines	Grey/Buller	Toa Training	
May			Rapid Deployment Exercise	WCRC	WCEM
			Rapid Deployment Exercise	Buller	WCEM
			Rapid Deployment Exercise	Grey	WCEM
			Rapid Deployment Exercise	Westland	WCEM
			PIM Hui	Greymouth	WCEM
Jun	16	03-Jun	Response Manager	Greymouth	Moorebrook Ltd
	17/18	16-May	CIMS4	Hokitika	Moorebrook Ltd
	19	03-Jun	Controller	Greymouth	Moorebrook Ltd
	30/6-4/7		Lifelines	Grey/Buller	Toa Training

	Date	Cut off date	Course	Location
Jul			D4H Introduction	Westport
			D4H Introduction	Greymouth
			D4H Introduction	Hokitika
			Individual ½ day exercise	WCRC
			Individual ½ day exercise	Buller
			Individual ½ day exercise	Grey
			Individual ½ day exercise	Westland
Aug	18/19	15-Jul	CIMS4	Westport
	20/21	15-Jul	CIMS4	Greymouth
Sep			Regional Exercise	WCRC/Buller/Grey Westland
Oct	21	06-Oct	Logistics	Westport
	22	06-Oct	Operations	Westport
	23	06-Oct	Welfare	Westport
Nov	24	10-Nov	Logistics	Greymouth
	25	10-Nov	Operations	Greymouth
	26	10-Nov	Welfare	Greymouth
			D4H Introduction	Westport
			D4H Introduction	Greymouth
			D4H Introduction	Hokitika
Dec			D4H Introduction	Westport
			D4H Introduction	Greymouth
			D4H Introduction	Hokitika

AGENDA ITEM FIVE

Prepared for: West Coast Emergency Management Joint Committee
Prepared by: Paul Gurney, Critical Infrastructure Partnerships, WCEM
Meeting Date: 20 February 2025
Subject: CRITICAL INFRASTRUCTURE WORK PROGRAMME UPDATE

PURPOSE

To update on the critical infrastructure related work programme activities.

BACKGROUND

The 'Partnerships' Emergency Management Officer (EMO) position focuses on the critical infrastructure work programme. I have been in this position since October 2024. CEG has asked for regular updates on this work as it features in the current work programme.

Work Programme Updates

The following is a brief update on the key areas of work. There is a short presentation (Appendix One) to demonstrate this work in more detail.

1. Build and strengthen the local, regional and national Lifeline's networks
 - Continued work in re-establishing contact with critical infrastructure on the coast. A 2025 updated contact list for local lifelines has been completed and will be updated every three to four months. Three Lifeline meetings are scheduled for 2025 with invites sent.
 - Connected with supermarkets (Progressive and Foodstuffs) and added them to regional Lifeline's network
 - Linked with South Island AF8 Lifeline's group attending regular meetings and influencing work programme
 - Building team of Lifeline Coordinators to support ECC / EOC activations
 - Connected to the national Lifeline's network, attend and contributing to regular meetings.



2. 15 Fuel Stations 'generator ready'

- Completed work with selected 15 fuel stations to be 'generator ready'.
- MOUs with each station currently being worked on over 2025.
- Trailered generators in secured locations with maintenance programme in place (see photos below)
- Generator power cables and toolkits procured and held with each trailered generator.
- Recent discussions with fuel station operators has lead to a current NEMA resilience fund application for portable fuel pumps in the event all power and internet is down.



3. Fuel storage

- Four 1,000l Fuel Cubes installed (see photos below)
- NEMA have gifted four large Fuel Chief, ex cyclone Gabrielle fuel tanks to the coast. 15,000L to 2,500L in size.
- Working on getting those transported to the region. KiwiRail has offered free transport across Cook Strait. In discussion with NZDF and other transport companies for the road portion of freight. Westport, Greymouth and Hokitika to be allocated these tanks to entities that will use them day to day.
- A Christchurch based fuel company made context with WCEM on proposal to have large fuel tank installed in Hokitika for general BAU use. We are facilitating their continued conversations with Development West Coast.

Below: The three trailered generator units delivered by TERRACAT (NB: the fourth unit showing was delivered to another agency). West Coast Emergency Management getting shown through the new assets by the TERRACAT team.



4. WC fuel plan and resources

- Explore options to review and update the existing West Coast fuel plan. Options include engaging a contractor for a standalone project that would require funding.

5. WCEM Resource Register and Maintenance Programme

- Working with Grey Emergency Management Officer on an geospatial asset register with support from WCRC It. A maintenance programme is in place for the trailered generators with TerraCat.

6. Pre-Planning with the Mining sector

- Building relationship with Mines Rescue, whose Chief Executive Trevor Watts is currently a West Coast Controller.
- Arranging WCEM team visit to the Runanga facility.
- Staff visit to Stockton in January 2025. This included the WCEM Joint Committee Chair, CEG Chair, two Controllers, and staff from both WCEM and BDC (see photo below and Buller District Media Release attached).
- Further contact with larger scale mining activities including those operating at Waiuta and Barrytown.
- Progress work on strengthening WCEM relationships with all mining companies.



Figure 1 Bathurst hosted WCEM with BDC Staff visit to Stockton Mine on 22 January 2025.

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7. Pre-Planning with Department of Conservation (DOC)

- Working with DOC on strengthening the connection with WCEM particularly around supporting EOC / ECC staffing.
- A meeting is being set-up with DOC's Regional Operations and area managers an in the next few weeks.
- The Regional Planning and Performance Manager is now attending the quarterly Operational Sub-Committee meeting
- We intend to identify activities including presenting to DOC staff about emergency management, their role in preparedness planning, response and recovery.

8. D4H: Digital Response Platform

- Current Lifelines contacts have been placed in D4H in January. It is a regularly updated document.

9. Improved process and systems for conducting 'Rapid Building assessments'

- Exploring ways to improve the connection between responses and the building consents teams across councils when Rapid Building Assessments are required to assess damage to buildings after events such as flooding.

RECOMMENDATION

That the West Coast Emergency Management Joint Committee:
receive this report

Paul Gurney

Critical Infrastructure Partnerships, WCEM



**Fuelchief
Supercube –
SC10CAB**

The Fuelchief Supercube SC10CAB is a 1,000L transportable tank that provides diesel storage for a variety of refuelling applications across various industries.

Above: The four FuelChief mobile fuel units being placed in position for West Coast Emergency Management.

AGENDA ITEM SIX

Prepared for: West Coast Emergency Management Joint Committee
Prepared by: Henry Dowler, Project Lead, Resilient Westport
Meeting Date: 20 February 2025
Subject: Resilient Westport – Emergency Management Project Update

PURPOSE

To provide the Committee with an update on Phase Two (Delivery) of the Resilient Westport Emergency Management Project.

PHASE TWO PROJECT AREAS

The project commenced in September 2024 and involves activities over the following four areas through to the first quarter of 2026:

1. Evacuation Planning
2. Preparedness and Response tools, systems and processes
3. Resources
4. Community Capability and Resilience

A summary description of each of these with allocated funding amounts is at Appendix One.

RECOMMENDATION

That West Coast Emergency Management Joint Committee:

Receives and Notes this update on the Resilient Westport Emergency Management Project.

Henry Dowler
Project Lead, Resilient Westport Emergency Management

APPENDIX ONE

Resilient Westport Emergency Management Project Update

EVACUATION PLANNING IS THE CURRENT PRIORITY

- The current focus of the project is on evacuation planning to:
- Identify key information and expertise required to support timely evacuation-related decision-making.
- Guide effective stakeholder engagement, community advice and communications about a flood-related evacuation.
- Provide estimates of the numbers of evacuees in different categories and the varying levels of information and support they will need including transport and accommodation support where they are unable to make their own arrangements.
- Describe the systems and locations that are necessary for collecting and processing information about evacuees and their immediate needs.
- Describe the process of evacuating all affected people to a place of safety, including those who are not able to self-evacuate or who may be reluctant to leave.
- Help ensure that people who need focused community support receive that support.

EVACUATION CONSIDERATIONS AND PROGRESS TO DATE

The evacuation plan must, as a minimum, be adequate for the most challenging scenario. That is a predicted flood event requiring the entire population of the Westport township to relocate to a place of safety. A plan that deals with this 'worst case' scenario must be scalable and flexible, as appropriate, for circumstances where only a partial evacuation of a smaller at-risk area is necessary (eg, a breach of the protection system affecting only part of the town).

Initial assumptions about evacuation categories and numbers for a total evacuation scenario are being developed to inform plan content relating to:

- transition facilities as a coordination and staging area for management of evacuees
- numbers of people requiring processing at transition hubs as opposed to those who can self-evacuate without specific support,
- local transport capacity and accommodation requirements for evacuees,
- staffing, including volunteers, for evacuation management, security, support and ongoing information collection and provision (to be determined once other details are settled), and
- post evacuation handover.

NEXT STEPS

A partially populated draft plan will shortly be used to inform discussions with key external stakeholders, including partner organisations that will be involved in maintaining and implementing the plan. Such discussions are seen as essential to test the validity and practicability of the planned approach and to identify any gaps that need to be filled.

LINKS TO OTHER NATIONAL AND REGIONAL ACTIVITIES

Engagements have occurred with the National Flood Warning Steering Group (NFWSG) and with National Emergency Management Agency (NEMA) advisors associated with the development of updated national evacuation planning guidelines.

The Westport flood warning system and information is generally good and should be effective in providing timely and reliable information for emergency management decision-making (including for the purposes of evacuation planning). However, the NFWSG outputs are expected to add further value to thinking around risk assessment and monitoring aspects critical to understanding events and their evolution – which is vital for warnings, evacuation and related purposes (eg, weather forecasts, flood sensors, river gauges etc).

The Project Lead and others will also be involved in the delivery of Resilience Fund work. That work will build on the Resilient Westport project to establish updated evacuation planning for Greymouth, Hokitika and Franz Joseph. This work is due to be completed by the end of June 2025.

AGENDA ITEM EIGHT

Prepared for: West Coast Emergency Management Joint Committee
Prepared by: Claire Brown, Manager, WCEM Group
Meeting Date: 20 February 2025
Subject: Local Controller Appointment

PURPOSE

To seek WCEM Joint Committee endorsement to the appointment Jess Curtis as local Controller for the West Coast region, as approved by WCEM Coordinating Executive Group (CEG) on 5 February 2025.

APPOINTMENT OF A NEW LOCAL CONTROLLER

Jess is a Buller District Council (BDC) employee as Manager for Capital Works. Prior to this role Jess was a project manager for Department of Conservation and has worked in the department since 2014. She has been involved with emergency response activations to support the Buller Emergency Operation Centre since 2022.

Most recently Jess took on the Controller role in Exercise Pandora in November 2024 and has supported the Controller function in several activations over that year. Jess has good knowledge of the district and the networks that support emergencies.

Jess's nomination as a local Controller has full support from her Manager as well as the BDC Chief Executive.

This nomination was approved by the Coordination Executive Group at their meeting on 5 February 2025.

RECOMMENDATION

That the West Coast Emergency Management Joint Committee:

Endorse the appointment of Jess Curtis as Local Controller under section 26 of the Civil Defence and Emergency Act 2002, as approved by WCEM Coordination Executive Group (CEG) on 5 February 2025.

Claire Brown
Manager, WCEM

AGENDA ITEM NINE

Prepared for: West Coast Emergency Management Joint Committee
Prepared by: Pat Waters
Meeting Date: 20 February 2025
Subject: National Emergency Management Agency (NEMA) Update

Government's Response to the Recommendations in the NISWE Inquiry

On 10 October 2024 the Government released its [long-term vision to strengthen New Zealand's emergency management system](#), in response to the recommendations in the Government Inquiry into the Response to the North Island Severe Weather Events (NISWE). The Emergency Management System Improvement Programme (EMSIP) has been set up to implement the 15 high-level recommendations.

Phase 1 of EMSIP is complete and produced the above-mentioned report. The Government response accepted all the high-level recommendations, identifying five focus areas with 15 high level actions. The government response was informed by the NISWE and by other events, reviews, and inquiries.

Phase 2 is underway with the preparation of an investment and implementation roadmap for Cabinet's consideration. NEMA intends to deliver this roadmap to Cabinet in early 2025. The roadmap will be very high level. Phase 2 is a scoping exercise, this is not about business cases and detailed design – that will follow Cabinet's decisions. While this process is moving quickly, NEMA are committed to testing their thinking with relevant partners where possible. NEMA will continue to work alongside the CDEM Groups through this process – we have scheduled engagements with EMLG on 13 February and CEG Chairs on 17 February.

Emergency Management Bill

At the end of November, Cabinet agreed to progress development of the new EM Bill. The Cabinet paper is now publicly available on our website: <https://www.civildefence.govt.nz/cdem-sector/legislation/emergency-management-bill>

- The body of the Cabinet paper sets out indicative issues the bill will seek to address, based on matters raised through submissions on the old bill and past inquiries/reviews.
- NEMA is analysing those issues and developing options to address them, working towards publicly consulting on options in the second quarter of 2025.
- We would be grateful for your input on the issues and options, to feed into development of the public consultation document.
- The EM Bill is closely linked to the Emergency Management System Improvement Programme (EMSIP), as the bill will support delivery of some of the EMSIP actions.

Catastrophic Event Handbook

The Catastrophic Event Handbook, V1.0 has now been signed off by NEMA's CE Dave Gawn and Director Emergency Management John Price. This represents a significant amount of mahi across the system to achieve this milestone, delivering Version 1.0 of the Handbook as promised. NEMA will present the Handbook to the Minister for Emergency Management and Recovery in the new year and will publish it on the NEMA website after this.

An electronic copy of the Handbook was sent to CDEM Group Managers on 23 December 2024.

Tsunami template NWS & EMA consultation

NEMA is seeking feedback on the content of draft land and marine tsunami warning National Warning System (NWS) AND Emergency Mobile Alert (EMA) templates. We are replacing the

current single National Warning: Tsunami Threat to land and Marine Areas template with two separate templates:

- National Warning: Tsunami Threat to Land and Marine Areas – prepare to evacuate
- National Warning: Tsunami Threat to Land and Marine Areas – immediate evacuation required

The current National Warning: Tsunami Threat to Land and Marine Areas message does not provide evacuation instructions beyond “Listen to local civil defence authorities and follow any instructions regarding evacuation of your area.” It is not consistent with and does not reinforce the messages that are issued via EMA. This can create confusion and may result in people delaying or not taking critical life safety actions.

NEMA currently issues short EMA messages (under 90 characters) for land and marine tsunami threats. The short EMA messages were used as some handsets experienced issues receiving longer alerts when the EMA system was first rolled out. Over time, as people have replaced their handsets, these issues have lessened. As such, NEMA replacing the current short EMAs messages for land and marine with longer EMA messages that provide more information about the threat and what people should do.

The new templates have been drafted in line with best practice for writing warning messages and lessons from past events and exercises. The templates have been written to be consistent with the existing CDEM Group EMAs for a land and marine tsunami threat and reinforce the message that local evacuation instructions will come from Civil Defence Emergency Management Groups.

Feedback period closes 14 February 2025.

Starlink

NEMA are still seeking internal approvals for the Starlink agreement to go-live. Given there is a debate on the legalities of the Public Finance Act to use of funds to provide this service, we are having to ensure additional contract details are correct. As such, we are not able to provide a definite date as and when the service will be available.

Too that end, for thoswe CDEM Groups and partner agencies that have funds available now and are wanting to procure hardware and connections on the service, we recommend they procure directly through Starlink or an approved third-party provider. They can then come onto the NEMA package at a date and time of their choosing. The process to do so will be laid out for them to make a smooth transition.

RECOMMENDATION

That the West Coast Emergency Management Joint Committee:
receive this report

Pat Waters | Regional Emergency Management Advisor

National Emergency Management Agency | Te Rākau Whakamarumarū.