

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE TEKAPO COMMUNITY BOARD HELD IN THE LAKE TEKAPO COMMUNITY HALL, TEKAPO, ON TUESDAY, OCTOBER 13, 2015, AT 7.03PM

PRESENT:

Peter Munro (Chair)
Murray Cox
Stella Sweney
Lyn Martin

IN ATTENDANCE:

Wayne Barnett, Chief Executive
Garth Nixon, Community Facilities Manager
Ray Gardner, Civil Defence
Arlene Goss, Committee Secretary
Helen Jack, Environment Canterbury
Marion Gadsby, Environment Canterbury
4 members of the public

OPENING:

The chairman welcomed everyone to the meeting.

APOLOGIES:

Resolved that apologies be received from community board member Alan Hayman and Mayor Claire Barlow.

Lyn Martin/Stella Sweney

DECLARATIONS OF INTEREST:

There were no declarations of interest.

VISITORS:

Helen Jack and Marion Gadsby from Environment Canterbury were at the meeting to speak on tsunami risk on Lake Tekapo. Their report is attached to the agenda, named "Tsunami and Seiche Hazard Scoping Study".

The chairman welcomed them to the meeting. Helen Jack gave a presentation on the study. A copy of this presentation is available as an attachment to these minutes.

This was followed by a second presentation from Marion Gadsby on the Lake Tekapo Mapping Project Plan, which will be carried out over the next year at Lake Tekapo by NIWA. This presentation is also available as an attachment to these minutes.

The chairman asked if the tsunami risk has been listed as a hazard in the civil defence emergency response plan. Yes, but there will be more come out of this study to include.

MINUTES:

Resolved that the minutes of the meeting of the Tekapo Community Board held on August 24, 2015, be confirmed and adopted as the correct record of the meeting.

Stella Sweney/Murray Cox

MATTERS ARISING

Stella Sweney asked to follow up the numbering of Rapuwai Lane. The chief executive says he believes the businesses on the lane have been given their numbers. They are the same numbers as what was there before. The chief executive said he will follow up on this and get an email sent out to the community board with an update.

TEKAPO COMMUNITY BOARD MATTERS UNDER ACTION:

1. **Tekapo Plantation: Murray Place/Section A:**

Planting will take place in the next two weeks.

2. **Freedom Camping:**

Garth Nixon said new signs have been installed. Council has engaged a warden to do some monitoring and write some tickets. This is Gavin Cox. Council has received some complaints about wardens writing tickets. Lyn Martin asked if volunteer wardens can issue tickets. Yes. Discussion was held on the need for better signage. Stella Sweney asked if it was possible to restrict freedom camping at Hamilton Drive due to health and safety reasons. She put forward the following resolution:

That Hamilton Drive be closed as a freedom camping site and strict enforcement measures be used to monitor this. Lyn Martin seconded this.

The chairman called for discussion. He was unsure if closure was needed when someone has been employed to enforce the rules and new signs have been made. Cr Cox said the area had been used by freedom campers for 12 months and Council had not been able to control the problem. It was noted that Gavin Cox has only been enforcing the rules for the last two weeks.

The chief executive talked through the process involved in preventing freedom camping at the Hamilton Drive site and whether it was possible to chain the area to stop them driving in. Chaining it shut would be unwise because it has an effluent dump station and people use the area for legitimate parking. Discussion was held on campers using the area as a toilet. Garth Nixon offered to investigate further whether a camping area could be closed for sanitary reasons.

Cr Cox suggested an alternative resolution "that the community board instructs Council staff to look into the options to close Hamilton Drive as a freedom camping site, with a report coming back to the community board on the options". Further discussion was held on this option and the resolution was re-worded to the following, which was passed unanimously:

Resolved that the Tekapo Community Board recommends to Council that they investigate stopping camping at Hamilton Drive.

Murray Cox/Stella Sweney

Enforcement by Gavin Cox will continue and the community board will be updated on this.

3. Future of Motuariki Island:

Nothing further to report.

4. Tekapo Squash Club:

The chief executive and Cr Cox have met with the Squash Club to discuss moving the club premises. The club representatives have agreed to go back to club members to discuss how this might happen. Discussion has been around opening up the squash club facilities to a wider section of the community.

5. Town Projects:

- a. Alps2Ocean Link between Tekapo and Canal Road.

Garth Nixon has spoken to all the residents who have put planting on council berm and all have agreed to co-operate. This cycle track is nearly ready to announce as officially open.

- b. Walkway on Lakeside Drive.

The timing of this will depend on when the footbridge goes in.

6. Tekapo Domain Playground:

The chairman said the community board had a productive afternoon walk to look at the site. Garth Nixon will meet with Whitestone to make a start on this.

7. 60Km Speed Limit Extension: The request has gone in to NZTA but no reply to date.

8. Civil Defence:

Ray Gardener presented the community board with the latest version of the draft document titled "Lake Tekapo Civil Defence Community Response Plan". He would like local organisations and people to contribute to the document so it becomes a community resource. This will give the community some ownership of the plan. A copy of this document is available as an attachment to these minutes.

Discussion was held on the roles of Civil Defence and the separate emergency event group that has been formed in the community. The relationship between the council civil defence officers/emergency management officer and the emergency event team in Tekapo, including emergency services, has broken down. There is a need to get people together to discuss roles and how they can work together in an emergency situation. The chief executive suggested sitting down with these groups and listening to them as a first step. It was agreed to initiate dialogue between the two groups.

9. New pathway from Hamilton Drive to Greig Street:

Complete. Remove from list.

FINANCIAL REPORT TO AUGUST, 2015:

This report is the financial report for the community board for the period to August, 2015, the purpose of which to update board members on the financial performance of the Tekapo Community as a whole for that period.

Garth Nixon took members through the report and noted some of the differentials. On page 20 the playground maintenance spend is to inspect the playgrounds and upgrade the bark mulch. Lyn Martin asked for a large tree to be inspected at the Scott Street playground as she was concerned it might fall. Garth Nixon agreed to look at this.

The litter bin collection figure is large and discussion was held on whether the costs of litter could be partly met by businesses.

The chairman reminded Garth Nixon that security lights need to be installed at the Tekapo Hall.

Cr Cox asked regarding projects money. The chief executive said a template to inform the community board about projects money has been developed and will be used at future community board meetings.

Resolved that the report be received.

Lyn Martin/Murray Cox

WARD MEMBER'S REPORT:

Cr Cox said he went to a smoke free conference and people there talked about government initiatives to get New Zealand smoke free by 2025. One thing likely to happen at some stage is that the Cancer Society will be doing a survey in Tekapo, over the summer, about business attitudes towards making more areas smoke free.

Regarding the Upper Waitaki water zone committee, there has been a delay on the plan change that will put into effect the nitrogen limits for farmers and require them to do farm environment plans. This will now be notified in January. This committee is talking about public toilets around the lakes and running a campaign to educate the public. One spot identified as a hot spot is a toilet at Lake Pukaki on LINZ land.

Regarding the Tekapo Property Group, one of the discussions is around the parking plan. The property group is currently looking into parking in the village and discussion was held on the difficulties of not having enough parking in busy times.

REPORTS FROM MEMBERS WHO REPRESENT THE COMMUNITY BOARD ON OTHER COMMITTEES:

Cr Cox said the park is open again after winter. Cr Cox will bring more information to the community board on a new trail that is planned.

The chairman reported from the Tekapo Footbridge Committee. He said the crane has been delayed a week for the installation of the footbridge. Hopefully it will only be two weeks work once it arrives. Things are coming together. The crane will cost \$198,000 for the work it does.

Lyn Martin reported on a great AGM for Tekapo Promotions which saw a new chairwoman appointed. They still need more committee members, with the first meeting due to be held on October 20.

The chairman reported from the white water trust. The next water release is the weekend of the 30th October. Some white water groups will be taking advantage of this.

He also reported from the search and rescue group who have been reasonably busy this week. The group is now affiliated with Twizel, rather than with groups in the Timaru area.

GENERAL BUSINESS:

1. Email from Pierre Montell requesting a skate park for Tekapo:

Lyn Martin questioned the cost, the need for maintenance and safety issues. She said people come to Tekapo for peace and quiet. It's not a financial priority for the community board and the village cannot provide everything for everyone. The chairman said this has been raised before by the playground group. They were keen, but received a similar reaction from the community board. Lyn Martin said the community board has so many priorities and she would rather see the playground done right. Stella Sweney asked if the concrete path from the campground was good enough for people to skateboard on. This walkway had been agreed to be sealed for disabled people in wheelchairs, pushchairs etc. to use. She suggested the path would be an ideal place to skateboard.

Resolved that the Tekapo Community Board instructs staff to respond to Pierre Montell that they are not inclined to support a skate park at this point in time.

Peter Munro/Lyn Martin

2. Freedom camping at Hamilton Drive lookout.
This has been discussed earlier in the meeting.
3. Emergency/civil defence plan for Tekapo.
This has been discussed earlier in the meeting.
4. Council/community board approval process for business to operate on the lake.

Stella Sweney said she had heard there was a proposal for a business to operate on the lake. She questioned whether the community board needed to do some preparation if a resource consent was applied for. She gave the example of kayakers on the lake and the requirements of maritime safety. The chief executive said he would talk to the planning and regulation manager about Council and community board's responsibilities regarding people operating on the lake surface, and get more information on this.

5. Garth Nixon requested to speak to the community board regarding a block of trees between the Lakeside Drive toilets and the control gates into the campground. Two or three trees in this area had blown down. The campground owner is keen to take the rest of the trees down. He would like approval to take down those trees that are on council land, with the campground owner suggesting the Lions Club could remove the ones on the campground land.
6. The chairman has received a letter from Steve Binns, from Mackenzie Rescue Coast guard, talking about the Lake Tekapo canal boat ramp. Cr Cox said the boat ramp is the only access in and out of the lake for the coast guard. This needs a joint discussion between council and Genesis to have a look at what can be done to widen the ramp and provide a turnaround area. The chief executive asked who was responsible for maintenance of the ramp. This ramp belongs to the community. Garth Nixon said he has cleared it in the past. Garth Nixon agreed to review the agreement between Genesis and the Council and discussing this further.
7. Stella Sweney asked if the meeting time should change to an earlier start time.
Following discussion no changes were made.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 9.46PM
CHAIRMAN: _____**

DATE: _____



LAKE TEKAPO

CIVIL DEFENCE

COMMUNITY RESPONSE PLAN

[INSERT AERIAL PHOTO]

DRAFT DOCUMENT

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Please delete when read:

You may wish to include:

- ▶ Calendar of events for the year (i.e. community events, course dates, training events...)
- ▶ Personnel check lists (as an appendix)
- ▶ Any other information

You may wish to delete:

- ▶ Appendix 9 which contains additional information on warnings.

1 Introduction

This plan has been prepared to provide a Civil Defence Community Response Plan for the LAKE TEKAPO COMMUNITY in the event that the community is required to respond to any community or civil defence emergency or take action in advance of any civil defence emergency to prevent potentially devastating effects.

When an emergency occurs, this plan may be activated by the community in response to the event. Other agencies will respond to the event by activating their own plans and coordinating their activities with other agencies to manage the impact on the community.

This plan has been prepared with the aim of providing an effective, planned civil defence emergency response that links the community with the Mackenzie District Council Civil Defence and the wider Civil Defence organisations in Canterbury

In preparation of surviving a civil defence emergency the community should undertake to be personally prepared with survival kits of water, food, lighting, heating, radios, spare batteries and medical supplies (see back page of the phone book for more detail on survival information or visit www.getthru.govt.nz).

2 Objectives

The purpose of this plan is to identify hazards that may impact on the LAKE TEKAPO COMMUNITY, and to provide a plan whereby the community within is able to respond and remain self-reliant for at least **3 Days** without any outside assistance if an emergency occurs. This plan is structured using the 4 “R”s approach of Reduction, Readiness, Response and Recovery

3 Community overview

Develop an over view of the community which covers but is not limited to:

- ▶ Resident population

The Tekapo area encompasses both a rural sector and a residential sector. Any plan needs to provide for both sectors.

Rural Sector – There are 12 Stations that surround Tekapo with each having several families that live on these properties. Communication with these families is vital during an emergency.

Residential Sector – There are approximately 400 houses in Tekapo with 100 of these being occupied by permanent residents. Residents are made up of a diverse range of people, old and young, retired and working. During the day many of these people may be working out of the immediate town area.

- ▶ Holiday population

The town is a tourist town and numbers change from day to day depending on the time of year. We know that the peak periods are Dec – Feb for Families holidaying, Feb – April for overseas visitors, mainly overnight. July – Aug for families Skiing and lesser numbers during other months

It is possible that there could be 1000-2000 people in the town at a peak period

- ▶ No. of permanent resident homes - 100 ~~Number of~~ Permanent residents either renting or own their own homes.

- ▶ No, of holiday homes - 300 ~~number of~~ holiday homes. Some of these homes are used for visitor accommodation during the year and may be occupied for a large part of the year. In an emergency we would need to assume these houses are occupied.
- ▶ Fishing Huts; Lake ~~Alexandria~~ Alexandrina adjacent to Lake Tekapo has two fishing Hut settlements, one at its southern end and another at the lakes outlet known as the Middle Huts on the eastern side. These are occupied predominantly during the fishing season, however some can be occupied at other times while maintenance is carried out.
- ▶ Visitor Accommodation – The village has a number of high density accommodation providers
 - Mantra - 29 Units (6 permeant)
 - Peppers Bluewater – 90 Unit Hotel
 - Godley Hotel -40 Rooms
 - YHA – 40 Beds
 - Scenic Resort Motel – 15 Units
 - Taylor Made Backpackers - 16 Beds
 - Camping Ground - 12 Units, Backpackers Lodge, 70 Campsites
- ▶ Identification of vulnerable members of the community (i.e. the elderly, people with mobility issues or medical conditions)
The village does have a number of elderly people.
- ▶ Special consideration for some sectors of the community (i.e. those living without power, telecommunications or transport) The rural sector may be ~~vulnerable~~ vulnerable to loss of power and isolation from snow.
- ▶ List the number of schools, elderly homes, day care centres, early child hood education centres (kindies, playcentres...), community centre buildings...
Primary School – Aorangi Cres
Playgroup – Aorangi Cres
Community Centre – Aorangi Cres

4 Geographical Map



5 Hazards and Risks

Hazards which pose a significant threat to LAKE TEKAPO COMMUNITY include:

- ▶ Snow
- ▶ Earthquake
- ▶ Cyclones/ High Wind
- ▶ Landslip
- ▶ Flooding
- ▶ Fire
- ▶ Influenza pandemic
- ▶ Seiches / Tsunami

A more detailed list of hazards and their effects on the community is contained in appendix 2.

Of the risks identified above which could affect LAKE TEKAPO COMMUNITY, **Snow, Earthquake, High Winds and Influenza Pandemic**, would have the greatest impact.

Refer to map in Appendix 1.

5 Alert and Warning Systems

For some natural events there are no pre-warnings, for example an earthquake. An earthquake can be a natural sign that a seiche/tsunami may follow if the Lake bed has been displaced. If an earthquake is longer than one minute, or so strong that you can't stand up, this natural warning should be heeded by the public who should make for higher ground.

▶ National Warnings

The Mackenzie District Council is a member of the Canterbury Regional Council Civil Defence Emergency Management Group and receives warning of adverse natural events from Central Government, the Meteorological Service, the Institute of Geological and Nuclear Sciences and from other agencies. See Appendix 3 for a description of warnings received and disseminated in New Zealand.

Warning systems in place for LAKE TEKAPO COMMUNITY are as follows:

▶ Local Warnings

MacKenzie District council uses Facebook and it's website for civil defence information before and during an event. Any warnings that need to be broadcast to the public will appear here. In addition media will be used, including radio and television. The key radio station for the Tekapo community is **Port FM on 89.8FM**

▶ Community Warnings

The LAKE TEKAPO COMMUNITY encompassed in this plan should have in place a phone tree method of contacting members of the community to warn them of an

impending event that may have a significant risk to life and property. The first calls will be to all low lying at risk areas to initiate evacuation of required.

Communities and individuals can evacuate when and if they want to at any time without direction if they wish to.

Response

7 Emergency Response Guidelines

Incidents of emergencies are categorised into five levels reflecting the intensity of scope of the event that has occurred.

The broad headings of the levels of response are:

- 1) Local incident declaration not required and emergency is dealt with by the Emergency Services
- 2) Local incident declaration not required, but some external support is necessary.
- 3) Imminent state of local emergency is being considered and if of local significance
- 4) Imminent state of local emergency that is regionally significant
- 5) Imminent or state of National emergency.

7 8 Mackenzie District Council Responsibilities

Mackenzie District Council, as a member of the Canterbury Civil Defence Emergency Management Group, has the responsibility of ensuring that a civil defence emergency is planned for under the CDEM Act. It does this in partnership with the community to ensure that the response to an emergency meets the needs of the community and that the community is empowered to look after itself where possible, and supported where needed.

The Mackenzie District Council responsibilities prior, during and after an emergency are listed below.

Prior to an emergency:

- ▶ Ensure that a civil defence arrangements are in place for Mackenzie District
- ▶ Exercise the arrangements at least once a year.
- ▶
- ▶ Act as the point of contact for the Tekapo Response Group.

During an emergency:

- ▶ Activate the Emergency Operations Centre for the Mackenzie District
- ▶ Liaise with the community based civil defence groups
- ▶ Liaise with the Emergency Coordination Centre for the Canterbury CDEM Group
- ▶ Ensure that critical warning and public information is communicated to the community as quickly and efficiently as possible
- ▶ Liaise with the emergency services if at all possible to get an overview of what is happening and what is required
- ▶ Provide Situation Reports for the stakeholders and partners
- ▶ Identify resources and tasks that are needed to respond to the situation
- ▶ Set up Civil Defence Centres, if required.
- ▶ Provide assistance if required by the emergency services to help evacuate the affected community

After an emergency has occurred the main avenue for the collection of information will be from local sources and those persons identified in this plan. The early collection of information is very important as it will assist in determining the scale of the response that is required.

After an emergency:

- ▶ Work in support of any recovery efforts in the LAKE TEKAPO Community
- ▶ Hold a de-brief of the groups response to see if there needs to be any improvements or there are things that worked really well that should be continued
- ▶ Arrange to get the plan updated with any improvements or new ideas that have come about as a result of the emergency

There is also the commitment of the Mackenzie District Council to provide the following in support of the LAKE TEKAPO Response Group:

- ▶ To maintain and ensure that early response warnings are being received by the Mackenzie District Council
- ▶ Ensure that vital information of any threat is forwarded to the LAKE TEKAPO Community Response Group without delay, where communication is possible
- ▶ Provide advice and guidance to local communities developing and testing their plans
- ▶ Provide opportunities for training and exercising as requested by the LAKE TEKAPO Response Group

The Emergency Management Officer from Mackenzie District Council will meet with the Tekapo response group at least once a year to ensure that plans are up to date and that people are adequately trained and resourced to fulfil the role of emergency response coordination in Tekapo.

Any requests for resources from outside of Tekapo need to be referred to the Mackenzie District Council Emergency Operations Centre. This includes resources from the New Zealand Army, as this is a national resource.

Declaration of a Civil Defence Emergency

Only the following persons may declare a state of Civil Defence Emergency within the Mackenzie District Council:

- 1) the Mayor of the Mackenzie District
- 2) An elected member of the Mackenzie District Council authorised to act on behalf of the mayor, if the mayor is absent

When a civil defence emergency is declared, the Civil Defence Emergency Management Act 2002 is invoked which gives Emergency Services and Police additional powers over and above their respective acts.

In a Civil Defence Emergency all instructions given by the Emergency Services and the Police must be followed without exception.

9 Response Group Committee

The role of this group is to assist in the initiation of an early response, disseminate warnings within the community covered by this plan, identify and set up a welfare centre or emergency control centre if required, situation reporting, plan review and updating.

The persons listed in Appendix 6 form the LAKE TEKAPO COMMUNITY Civil Defence Response Group. This group should meet three times and at least annually with the wider community to discuss and review the plan. Any changes should be made in conjunction with the Mackenzie District Council's Civil Defence Emergency Management Officer.

10 Emergency Response Group Responsibilities

The overall responsibility of the LAKE TEKAPO Community Response Group is to liaise with local police and emergency services to initiate and assist in response to a civil defence emergency.

The LAKE TEKAPO Response Group responsibilities prior, during and after an emergency are listed below.

Prior to an emergency:

- ▶ Develop a LAKE TEKAPO Community Response Plan
- ▶ Act as a point of contact for Civil Defence in the LAKE TEKAPO community
- ▶ Where possible communicate the plan to the greater community at every opportunity (i.e. community days, school events, community meetings...)
- ▶ Review the plan at least annually
- ▶ Test the plan when requested and participate in joint exercises if possible

During an emergency:

- ▶ Where possible establish contact with Civil Defence at the Mackenzie District Council. If requested activate the LAKE TEKAPO Community Response Plan
- ▶ If contact cannot be made with either the Mackenzie District Council or the emergency services and if required then activate (see section 12 for activation process)
- ▶ Ensure that critical warning information is communicated to the community as quickly and efficiently as possible
- ▶ Liaise with the emergency services if at all possible to get an overview of what is happening and what is required
- ▶ Relay information back to the Mackenzie District Council civil defence if possible about:
 - The plan of action taken
 - SITUATION REPORTING (i.e. overview of the situation, casualties, damage, other threats...)
 - Services and assistance required from civil defence
- ▶ If required set up an emergency control centre or a welfare centre if requested or if people have been evacuated or misplaced from their homes
- ▶ Provide assistance if required by the emergency services to help evacuate the affected community
- ▶ Record any expenditure

After an emergency has occurred the main avenue for the collection of information will be from local sources and those persons identified in this plan. The early collection of information is very important as it will assist in determining the scale of the response that is required.

After an emergency:

- ▶ Work in support of any recovery efforts in the LAKE TEKAPO Community
- ▶ Hold a de-brief of the groups response to see if there needs to be any improvements or there are things that worked really well that should be continued
- ▶ Arrange to get the plan updated with any improvements or new ideas that have come about as a result of the emergency

There is also the commitment of the Mackenzie District Council to provide the following in support of the LAKE TEKAPO Response Group:

- ▶ To maintain and ensure that early response warnings are being received by the Mackenzie District Council
- ▶ Ensure that vital information of any threat is forwarded to the LAKE TEKAPO Community Response Group without delay, where communication is possible
- ▶ Provide advice and guidance to local communities developing and testing their plans
- ▶ Provide opportunities for training and exercising as requested by the LAKE TEKAPO Response Group

11 Agency and other group responsibilities

The roles and responsibilities of the emergency services is clearly defined by legislation. In the event of this plan being activated due to an emergency occurring, the roles and responsibilities of the community groups are set out as below. However, it is intended that by agreement, it is acknowledged that these roles are intended to be flexible if required.

Police

- ▶ Maintain law and order
- ▶ Protect life and property
- ▶ Assist the coroner
- ▶ Co-ordinate movement control
- ▶ Search and rescue

Fire Service/Rural Fire

- ▶ Firefighting responsibilities
- ▶ Containment of releases and spillages of hazardous substances
- ▶ Urban search and rescue (NZFS only)
- ▶ Limitation of damage
- ▶ Redistribution of water for specific needs

St John Ambulance

- ▶ Provision of emergency medical care

Coastguard

- ▶ Coordination of marine rescue
- ▶ Provision of alternative communication if required via VHF and SSB

Community Groups

- ▶ Support individual community members
- ▶ Provision of information to civil defence
- ▶ Assisting, where possible, through volunteering to support the civil defence effort

12 Plan Activation

This plan may be activated by the following:

- ▶ Local emergency services personnel

- ▶ The LAKE TEKAPO Community Response Group chair in consultation with either of the above if contact can be made
- ▶ The LAKE TEKAPO Community Response Group chair in isolation only if contact cannot be made with either the Local Controller or local Emergency Services Personnel

There may be situations when an event has not occurred but the local community is concerned about the impact of a potential threat and this plan can be activated. For example an impending tsunami or cyclone may cause the activation of this plan.

This plan is also designed to be activated when there is limited or no contact with the Mackenzie District Council and it outlines the process the community will go through to work together to support themselves in an emergency.

The community may also be asked to activate the plan as part of a local, regional or national exercise to test its capability..

13 Emergency Centres

The Lake Tekapo Emergency Coordination Centre is located at the Lake Tekapo Fire Station State Highway 8 Lake Tekapo.

The Civil Defence Centre (CDC) is located at the Lake Tekapo Community Hall Aorangi Crescent Lake Tekapo

14 Communications

Communication is the critical component of this community response plan. People within the community must be alerted to an impending emergency or be contacted after an emergency or an event has occurred. Communication must also be made outside the community to relay the situation and request any assistance if required.

This plan must also be communicated to the community.

Communication within and between communities

Communication typically relies on the following communication pathways:

- ▶ Telephone
- ▶ Cell phone
- ▶ Fax

- ▶ E-mail
- ▶ Social Media
- ▶ Radio Networks
- ▶ Pagers
- ▶ Radio telephone
- ▶ Face to face (neighbours calling on neighbours)
- ▶ Camp ground information to campers (announcement/signage)

During emergencies there are often disruptions to these telecommunications pathways (i.e. with loss of power, cell phone towers and poor satellite coverage) and the following alternatives have been identified if traditional communication pathways have become interrupted to communicate with those outside the community:

- ▶ This could include VHF radio or satellite phone

VHF Radio ES2 [tx141.025/rx138.025]

Located; Lake Tekapo Fire Station

Tekapo Army Camp

CD/ HQ Fairlie [EOC]

Rural Fire Tanker [Lake Tekapo]

NZFS Simmco Radios

Alternative communication within the community when the normal means of communication has been disrupted:

COMMUNICATION PLAN

- ▶ Emergency Services and Civil Defence Staff meet at Civil Defence Coordination Centre (Fire Station)
- ▶ Gather information to date, Eyewitnesses, Community Coordinators
- ▶ Coordination centre and roles established
- ▶ Sector staff allocated
- ▶ Briefing given to staff on hand
- ▶ Radios issued
- ▶ Communication officer at coordination centre established
- ▶ Whiteboard set up within centre for notices/plan etc
- ▶ Whiteboard established with where emergency services crews dispatched to.
- ▶ Notice Board set up outside centre for Public notices
- ▶ Areas identified and signposted i.e. Welfare Centre, Volunteer waiting area, triage,
- ▶ Vehicle with loud haler prepared for town announcements
- ▶ Notices prepared for posting in public spaces , shop fronts etc with contact details and reporting areas.

Communication of this plan to the community

This plan needs to be communicated to the wider community if it is to be effective and representative of the entire community. The following have been identified as means of communicating this plan to the wider community:

For example:

- ▶ Presentation at community meetings
- ▶ Stands at community events
- ▶ Notices on community notice boards
- ▶ Notice or articles in community newsletters
- ▶ Training exercises

Appendix 1 Hazard Map

Appendix 2 Hazards

Significant threats to LAKE TEKAPO Community include but are not limited to:

Threat	Probability	Impact to Lake Tekapo
Flooding	Medium	<ul style="list-style-type: none"> ▶ Road Access denied ▶ Caused land-slips ▶ Community cut-off from outside ▶ Community may have to be self-sustainable ▶ Welfare Centre Location – Community Centre
Land Slips	Low	<ul style="list-style-type: none"> ▶ Road access denied ▶ Damage to property or homes ▶ Community may have to be self-sustainable
Cyclones / High Winds	High	<ul style="list-style-type: none"> ▶ Can be life-threatening ▶ Cause of panic & fear - in particular to elderly ▶ Loss of power affecting appliances ▶ Telephones not working properly ▶ Damage to property or homes ▶ Welfare Centre location – Community Centre ▶ Community may have to be self-sustainable
Forest Fires	Medium	<ul style="list-style-type: none"> ▶ Can be life-threatening ▶ Extreme risk at peak season due to dry weather ▶ Risk increased due to arrival of visitors in the area ▶ No Fire Service, equipment or resources at hand ▶ Road Access could be denied ▶ Damage to property or homes ▶ Welfare Centre location – Community Centre ▶ Community may have to be self-sustainable
Snow	High	<ul style="list-style-type: none"> ▶ Can Be life - threatening ▶ Risk in Winter with peak numbers in town ▶ Road access could be denied ▶ Possible loss of power and communications ▶ Damage to property or homes ▶ Welfare centre – Community Centre
Seiche/Tsunami	Medium	<ul style="list-style-type: none"> ▶ Definitely life-threatening ▶ Total evacuation of residents & visitors necessary ▶ Various options identified: ▶ Head for higher ground ▶ Best route out of community – State Highway 8 ▶ Welfare Centre location – Community Centre ▶ Evacuees have to be self-sustainable
Earthquake	Medium	<ul style="list-style-type: none"> ▶ Can be life-threatening ▶ Damage to property or homes ▶ Could cause fire ▶ Road access could be denied ▶ Community may have to be self-sustainable

Hazard identification determines which hazards threaten areas of the community and the probability identifies how likely it is that the disaster will occur.

Appendix 3 Warnings for New Zealand

The following table outlines risks and the monitoring agency responsible for issuing warnings:

Particular Risk or Hazard	Monitoring Agency	Comment
Severe Weather Outlook Watch or Warnings – Storms – Cyclones – Flooding – Wind	Meteorological Service of New Zealand (Met Service). www.metservice.com	National Weather Services (NWS), A division of the Met Service collects and analyses meteorological data from around New Zealand and the world, from which the many different types of weather forecasts are made. The NWS is responsible for the safeguarding of New Zealand lives and property through the issuing of Severe Weather Watches and Warnings.
Tsunami /Seiches	Ministry of Civil Defence Emergency Management	Due to the nature of the causes of any Tsunami / Seiches being locally generated time to issue a warning is limited
Earthquake	Institute of Geological and Nuclear Sciences	Monitored by the Institute of Geological and Nuclear Sciences who are responsible for alert bulletins issued to MCDEM and CDEM Groups.
Volcanic Eruption	Institute of Geological and Nuclear Sciences	Monitored by the Institute of Geological and Nuclear Sciences who are responsible for alert bulletins issued to MCDEM and CDEM Groups.
Public Health Warnings	Ministry of Health and District Health Boards	Develop and disseminate alerts and warnings to CDEM Groups and the general public.
Flood Warnings for major rivers	Canterbury Regional Council	Develop and disseminate river flood warnings to the public, emergency responders and pre-arranged landowners.
Wildfire	South Canterbury Rural Fire Authority	Adverse weather conditions likely to increase the possibility of wildfire are monitored by the rural fire authority, which will institute appropriate fire bans and if necessary disseminate warnings.
Animal Disease Outbreaks	Ministry of Agriculture and Forestry	Dissemination alerts and warnings to CDEM Groups and public.

Appendix 4 Plan activation process

The LAKE TEKAPO Response Group is responsible for the activation of this plan in the lead up to an event that is known to be likely to occur due to advance warning, or as a result of a sudden event. The community may also be asked to activate the plan as part of a local, regional or national exercise to test its capability.

Initial actions

Where advance warning of an event is received by Civil Defence or the responsible agency then:

DO THIS

Notify the Police, Fire Service, Ambulance and a response group member.

Police-	Brent Swanson	03 6806946 /027 4847205
Fire-	Craig Willis	111 or 021383365
St John-	Debbie- Kaye Gardner	111 or 03 6806877
Response Group Coordinator		

Once the above group receives advice of the event, they should:

DO THIS

- ▶ Liaise to determine what actions should be taken
- ▶ Notify all other members of the response group
- ▶ Brief them on the warning that has been received and current situation
- ▶ Consider who will be affected and where
- ▶ Consider a suitable location for an control centre if required
- ▶ Consider initial actions for the establishment of a Welfare Centre if required
- ▶ Notify the Civil Defence Controller with actions taken

Where an unexpected sudden event occurs:

REMEMBER

The person in charge of the lead agency or the community coordination group should activate this plan if required if at all possible.

Appendix 5 Evacuation Process

Evacuation Priorities- Lake Tekapo

Civil Defence warnings to this areas will be by the following methods [INSERT or DELETE AS REQUIRED:

- ▶ Warnings via radio
- ▶ PA systems on emergency services vehicles
- ▶ Text for subscribers to OPTN network
- ▶ Local procedures

If this happens

Do this:

- ▶ Listen to your local radio station and follow instructions
- ▶ Refer to the back of your telephone book as a guide on what to do
- ▶ Activate your pre-determined telephone tree to warn others
- ▶ Prepare to activate your household emergency plan

If you required to EVACUATE

For all emergencies

Assemble with your emergency survival kit as directed in order of priority to:

- ▶ **Community Centre**

THE CIVIL DEFENCE CONTROLLER HAS ABSOLUTE AUTHORITY OVER ALL PERSONNEL AFTER AN EMERGENCY HAS BEEN DECLARED.

All instructions given by the Emergency Services and the Police must be followed without exception.

Appendix 6 Priority Contacts

Fire	All emergencies	Dial 111
	Fire Station	03 680 6877
	Craig Willis	021 383 365
Police	All emergencies	Dial 111
	Tekapo Police Station	03 680 6855
	Brent Swanson	021 191 2320
Ambulance	All emergencies	Dial 111
	Ambulance Station	03 680 6877
	Debbie – Kaye Gardner	021 611 008
? Coast Guard Radio	? – VHF Channel ?	
	Steve Binns	021 280 0011
	Dene Madden	021 396 849
Local Civil Defence Contacts	Emergency Management Officer Ray Gardner	03 685 9010 027 431 8943 ray@mackenzie.govt.nz
	CONTROLLER Bernie Haar	03 685 9010 027 548 4815
	Alternate Controllers Rick Ramsay	03 435 0873 021 042 3265
	John McGartland	03 435 3243 022 038 1065
Welfare Manager	Catherine Johnson Rae	03 685 9010
		027 391 801 1526 2541
Lake Tekapo Welfare Coordinator	Sandra McCarthy Unit 8 1 Beauchamp Pl	03 680 6222 021 0282 1918
Assistant Welfare Coordinator	Chris McLaren Stephanie Hagan	sandramcc@me.com 03 680 6669
Department of Conservation	Emergencies only	0800 DOCHOT 0800 362 468
Mackenzie District Council	Call Centre	03 6859010
Elected Council Member	Murray Cox	03 6806224
Lake Tekapo Community Centre		03 680 6939
Community Coordinator(west)	Richard Herrick	03 680 6700 022 0468302
Community Coordinator (east)	Keith Payne keithpayne@gmail.com	03 680 6 021 135 4488
Area Coordinator	?	

Canterbury Regional Council	Regional Information and updates	www.ecan.govt.nz
Mackenzie District Council	Local area information	www.mackenzie.govt.nz https://www.facebook.com/mackenziedistrict

Appendix 7 Local Resources

Medical Assistance	St John	Emergencies only Dial 111	
Bus and coach transport	All emergencies	Dial 111	
	? Police Station	03 680 6855 021 191 2320	
Ambulance	Ambulance Com's	Dial 111	
	Debbie-Kaye Gardner	021 611 008	
? Coast Guard Radio	? – VHF Channel ?		
	Steve Binns	0212800011	
	[INSERT NAME]	[INSERT NUMBER]	
Local radio station	[INSERT NAME] [FREQUENCY]	[INSERT NUMBER]	
Generators	Tekapo Auto Centre	03 6806803	
	[]	[]	
Radio Comms	[INSERT ORG]	[INSERT NAME]	[INSERT NUMBER]
	[INSERT ORG]	[INSERT NAME]	[INSERT NUMBER]
	[INSERT ORG]	[INSERT NAME]	[INSERT NUMBER]
Air Transport Operators	Air Safaris	Tim Rayward	03 680 6880
	Tekapo Helicopters	Clint Miles	0800 35 98 35
Cool Storage	Tekapo Services	Russell	
	[INSERT ORG]		[INSERT NUMBER]
	[INSERT ORG]	[INSERT NAME]	[INSERT NUMBER]
Builders	Ron Brown Builders	Ron Brown	03 6806729
	Hunter Property Services	Colin Hunter	021680475
	Russell Milligan		
	BPW	Steve Binns Craig McKie	0122800011 021991862
Contractors	Peter Brass	680 6724	027 4622080
	Whitestone Contracting	03 685 9023	021 220 9964

Appendix 8 Welfare Centre Information

VILLAGE CENTRE	
Location	KOHAN/ALPINE HAVEN
Access	
Coordinator	
Centre Phone Number	
To open as a welfare centre contact	
Cater facilities	
Toilet facilities	
Parking	
Building capacity	
Alternative power supply	
Water supply	
Resources available	
Welfare kit on site?	
Notes	

ARMY CAMP	
Location	STATE HIGHWAY 8
Access	Off State HWY 8
Coordinator	Sam Stayley
Centre Phone Number	03 680 6891
To open as a welfare centre contact	Sam Stayley
Cater facilities	yes
Toilet facilities	yes
Parking	yes
Building capacity	350
Alternative power supply	limited
Water supply	yes
Resources available	
Welfare kit on site?	
Notes	3 Separate Kitchens, Multitude of accommodation buildings. Limited Bedding available

COMMUNITY CENTRE	
Location	Aorangi Crescent
Access	Aorangi Cresent
Coordinator	
Centre Phone Number	03 680 6939
To open as a welfare centre contact	
Cater facilities	yes
Toilet facilities	yes
Parking	Limited
Building capacity	
Alternative power supply	No
Water supply	yes

Operations;	Garth Nixon	03 685 9010 027 534 4834
Planning/ Intelligence;	Nathan Hole	03 685 9010 027 557 7071
Logistics;	Suzy Ratahi	03 685 9010 027 548 4823
Recovery;	Geoff Horler	03 685 9010 027 668 2002
Welfare;	David Rae	03 685 9010 027 8012541

Tsunami scoping study for Lakes Tekapo, Pukaki, Ohau, Alexandrina and Ruataniwha

Helen Jack
Hazard Analyst

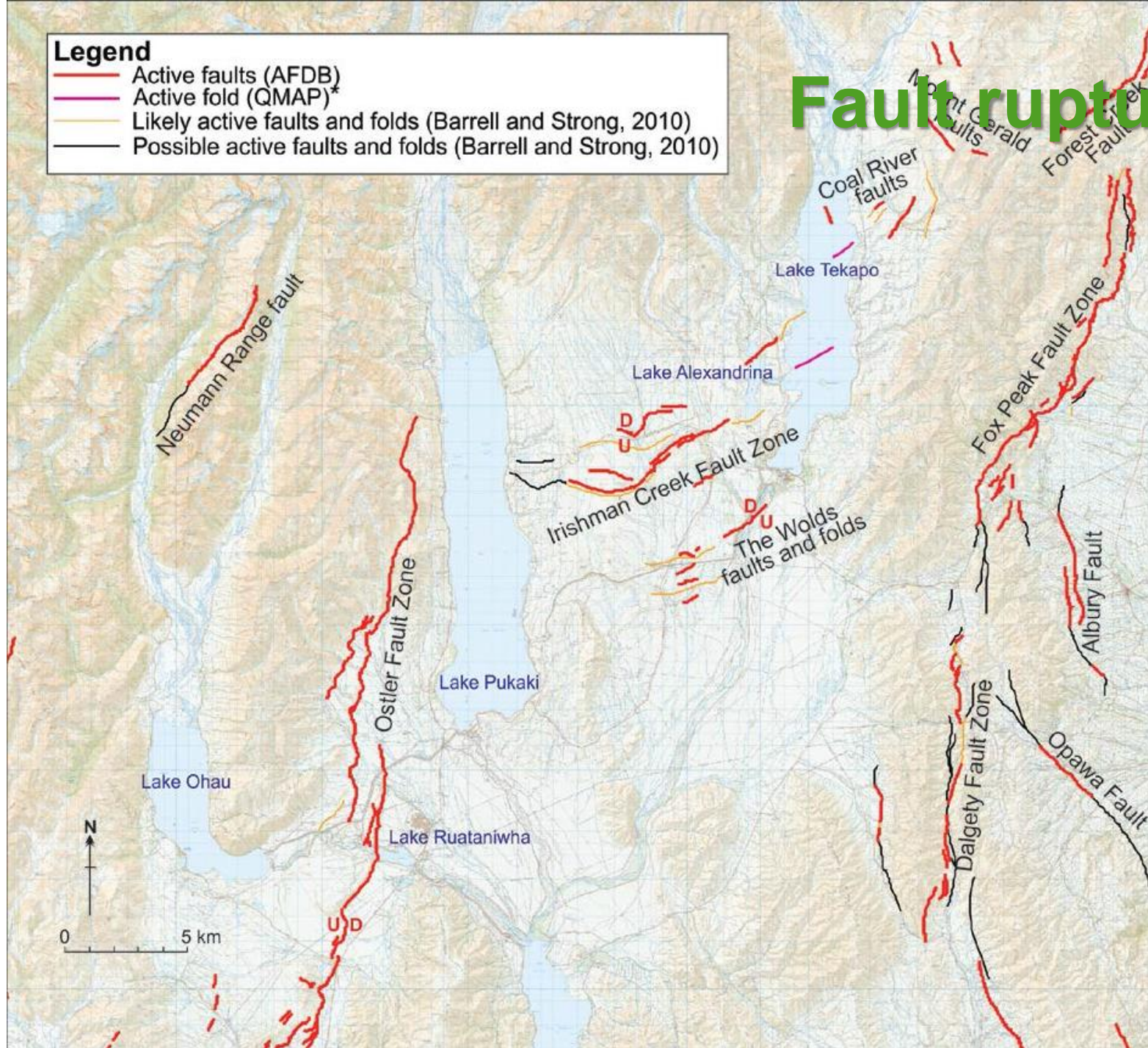
Four things that make tsunamis

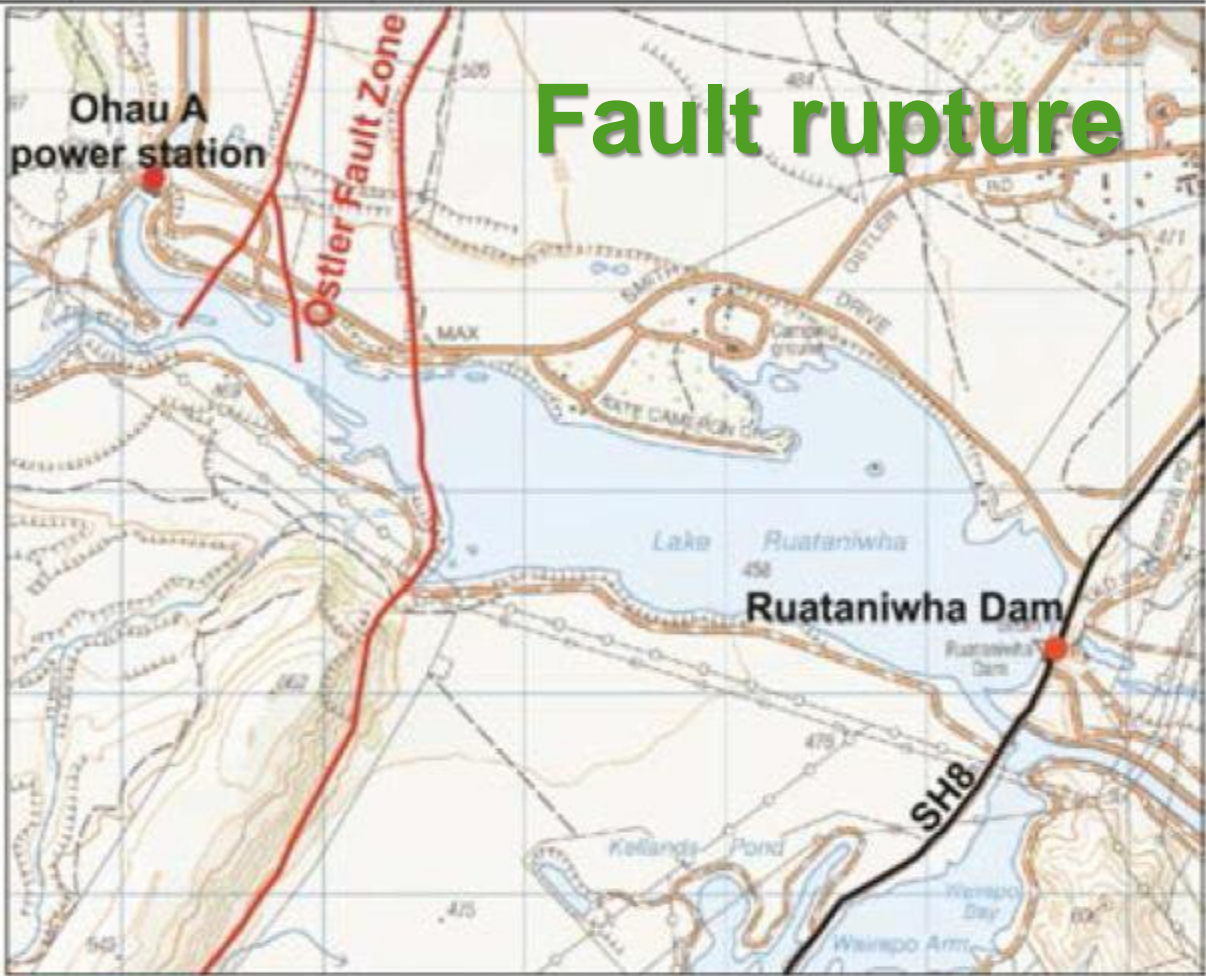
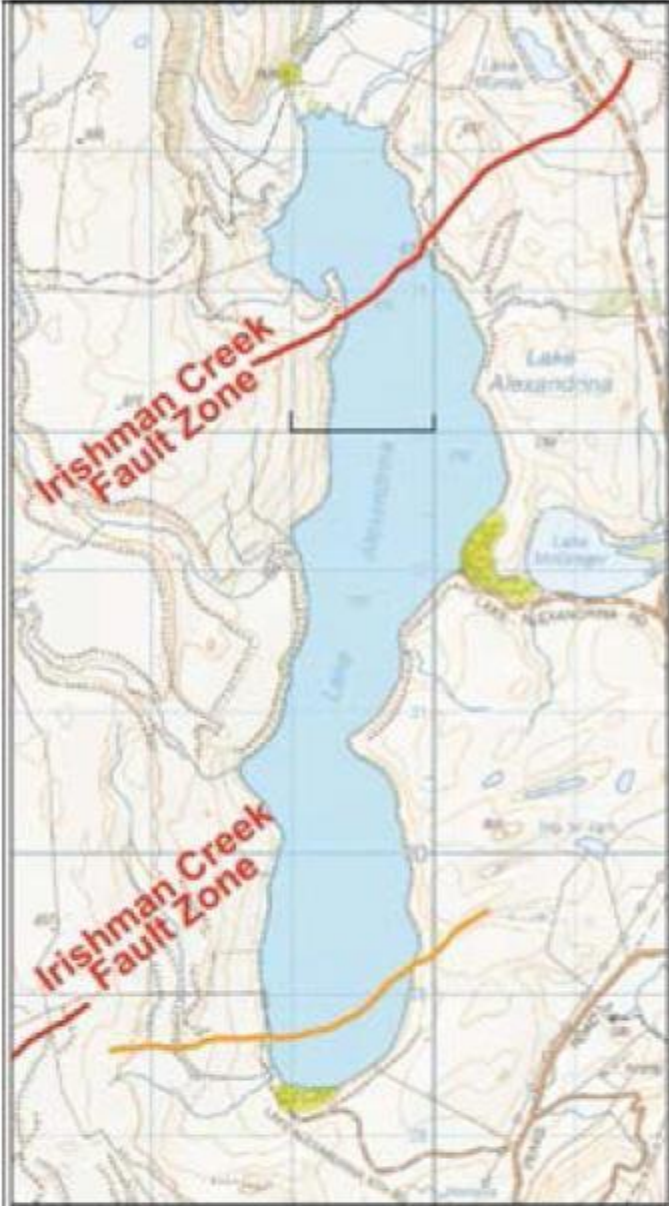
- Fault rupture under a lake
- Tilting of land during an earthquake or earthquake waves (seiche)
- Landslide into lake
- Underwater landslide (delta collapse)

Legend

- Active faults (AFDB)
- Active fold (QMAP)*
- Likely active faults and folds (Barrell and Strong, 2010)
- Possible active faults and folds (Barrell and Strong, 2010)

Fault rupture





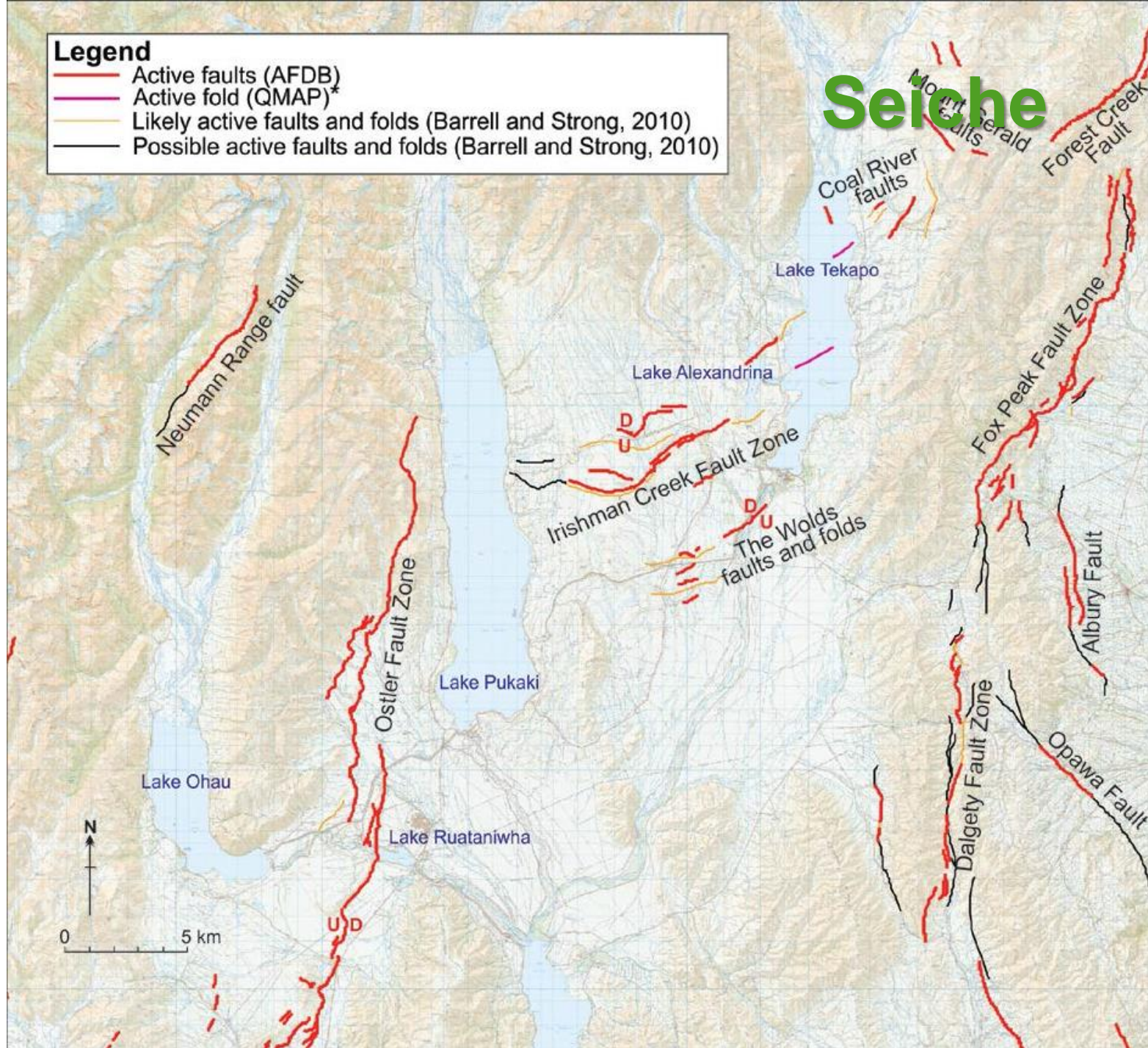
Fault rupture

- Active fault (AFBD, 2014)
- Likely active fold (Barrell and Strong, 2010)
- Settlement
- State Highway 8

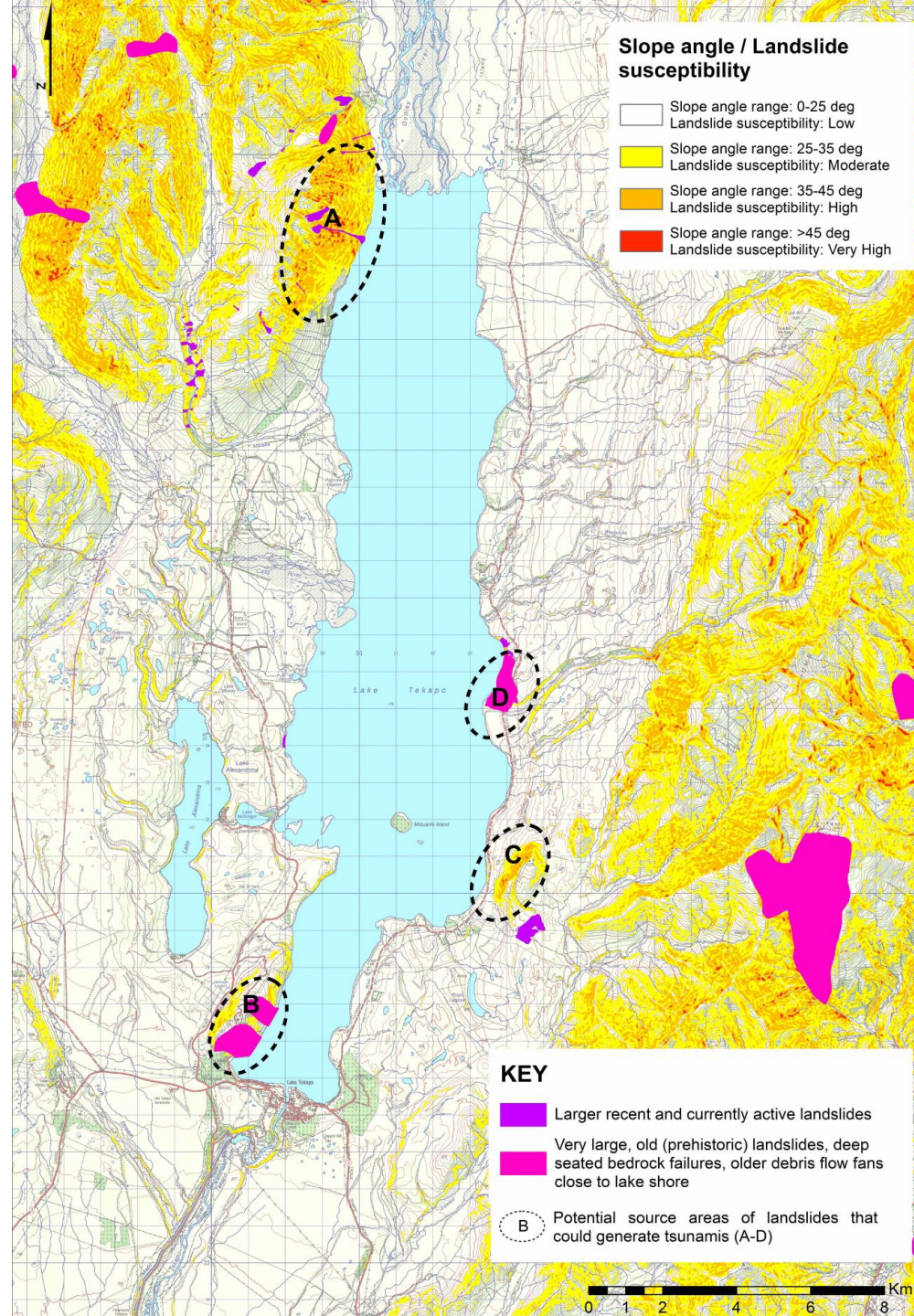
Legend

- Active faults (AFDB)
- Active fold (QMAP)*
- Likely active faults and folds (Barrell and Strong, 2010)
- Possible active faults and folds (Barrell and Strong, 2010)

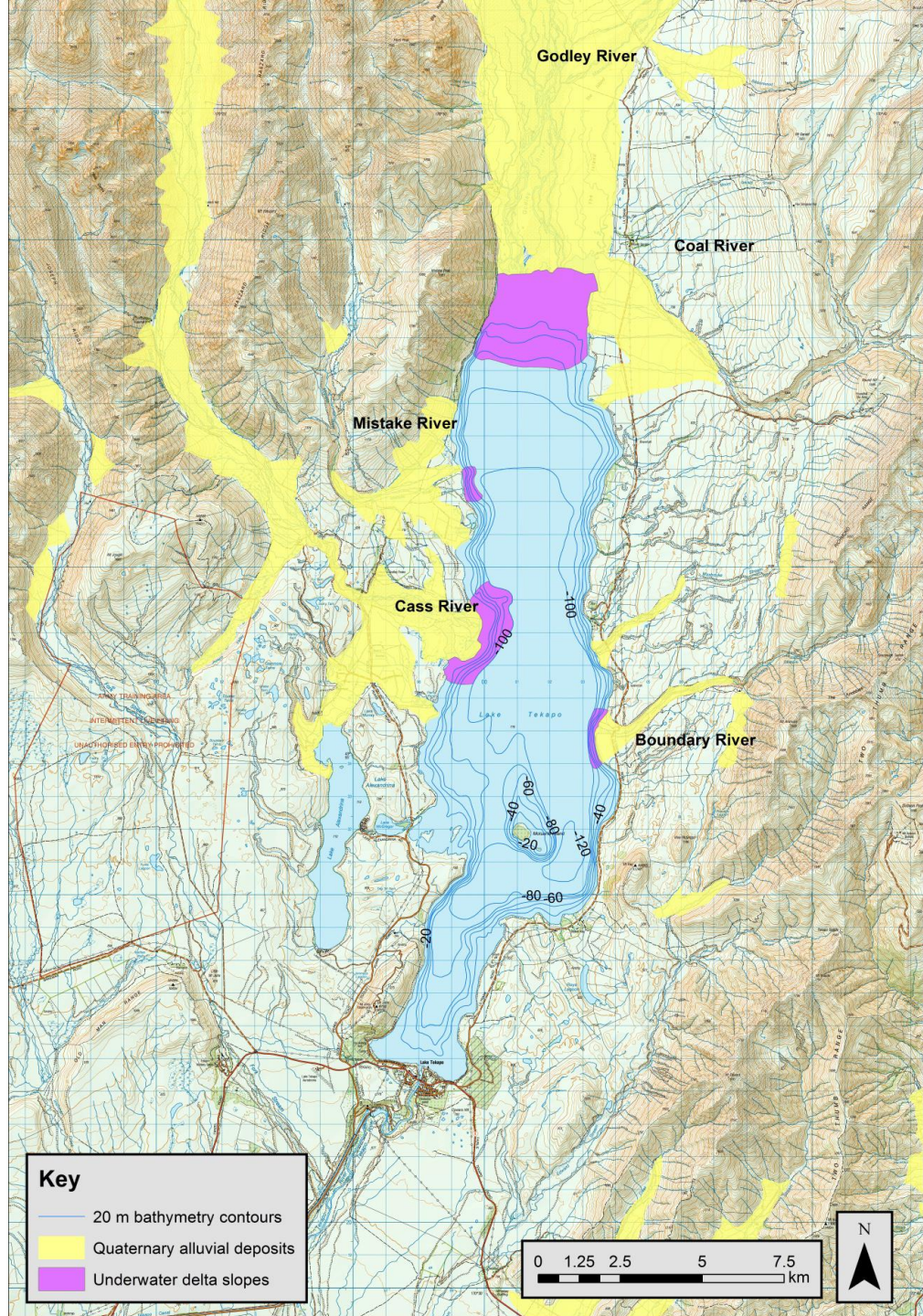
Seiche



Landslide into lake



Underwater landslide (delta collapse)



What now?

- Don't know how big risk is, but there is one
- Standard tsunami message

If you feel strong or long ground shaking, stay away from the lake shore
- Further work
 - Ruataniwha (Ostler Fault rupture)
 - Tekapo (Mt John 'landslides')
 - Ohau (Ben Ohau 'landslides')
 - Alexandrina (Irishman Creek Fault)
 - supporting other research