

Waikanae West Community Response Plan

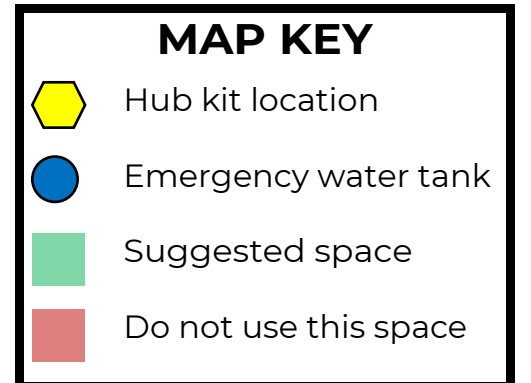
This is a living document that contains a list of information created by your community, for your community. It outlines the local resources, facilities, and people that can help in an emergency.

Sharing this information will help everyone in the community understand how to support one another when it matters most.



Facility map

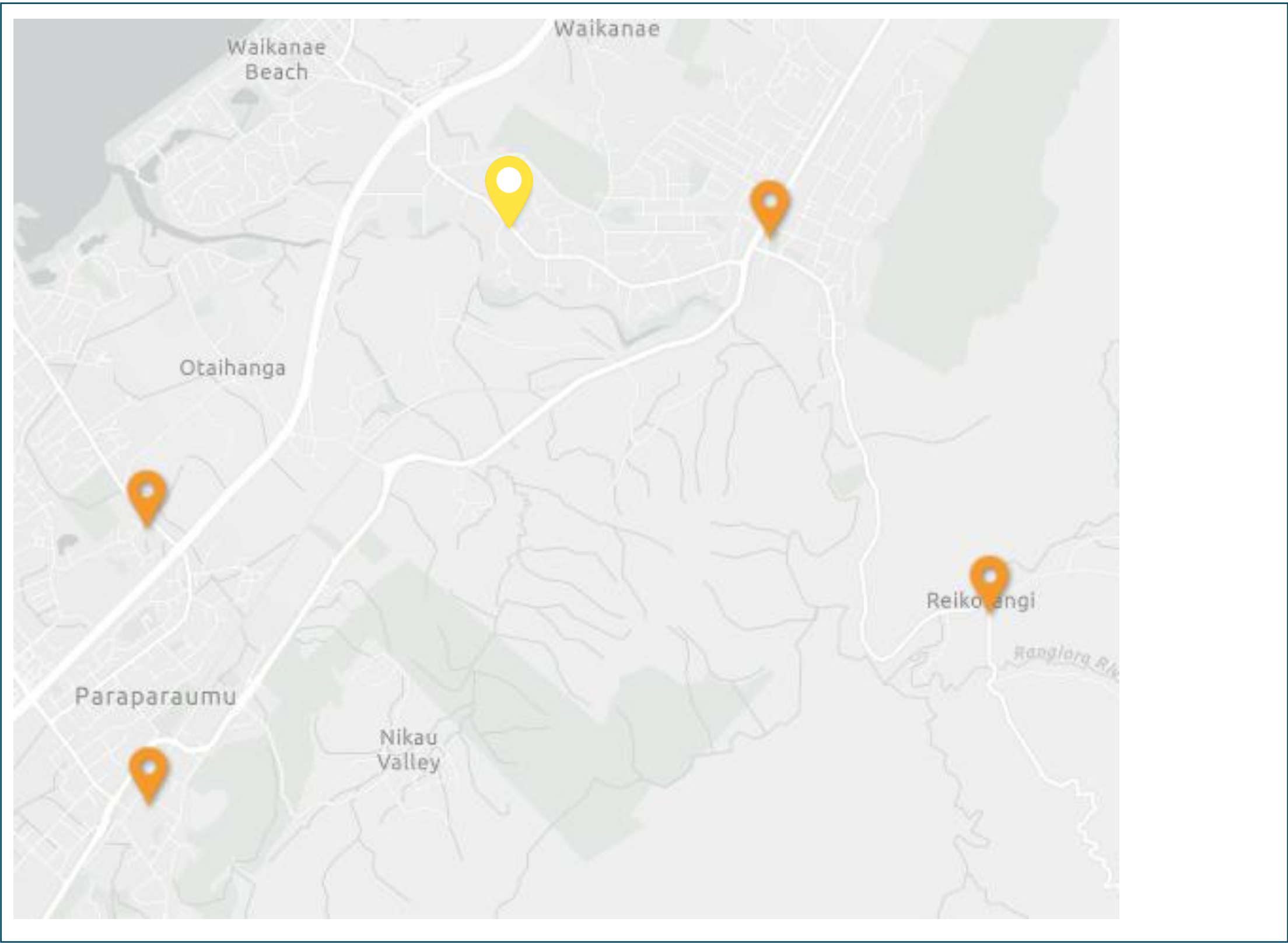
Waikanae Baptist Church, 286 Te Moana Road, Waikanae



Please respect this facility and the contents inside. This is a privately owned property that has been offered to the community for disaster response.

Coordinate with neighbouring Community Emergency Hubs

Local resources can be shared with nearby communities, so communicate with your neighbouring hubs to work out the most efficient use of the available resources.



 Your Hub

**Waikanae West
Community Emergency
Hub**

Waikanae Baptist Church,
286 Te Moana Road,
Waikanae

 Neighbouring Hubs

Waikanae East -
Waikanae Memorial Hall,
2 Pehi Kupa St, Waikanae

Paraparaumu North -
Connect Church,
1 Realm Dr, Paraparaumu

Paraparaumu East -
Kāpiti Impact,
6 Tongariro Street

Paraparaumu West -
St Paul’s Anglican Church,
1 Langdale Ave,
Paraparaumu

Te Horo -
Te Horo Community Hall,
School Rd, Te Horo



Document overview

The local resources and ideas outlined in this document were identified during community planning workshops. These were grouped into the categories listed below:

- > Local resources
- > Local vulnerabilities
- > Checking on who and what has been affected
- > Medical assistance
- > Shelter
- > Water
- > Food
- > Animal Welfare
- > *For Sanitation refer to Section 5 in the Hub Guide*

Community Response Plan and Emergency Hub Guide

This Community Response Plan works alongside the Community Emergency Hub Guide. The Hub Guide provides guidance on how your community can organise and support one another during an emergency. Use the Hub Guide and your Community Response Plan together to organise your community response. You will find the Hub Guide in the Hub kit along with Hub role lanyards, stationery, a map, an AM/FM radio, and a VHF radio.

Responding as a community

Your community has all the skills, resources, local knowledge and relationships to support one another during an emergency. You can utilise these by working together at your local Community Emergency Hub. Use this document as a starting point for solutions to community needs and your response as a community.

If you are opening a Hub it might pay to think about bringing some basics, such as:

- | | |
|------------------|----------------------|
| > First aid kits | > Tea, coffee, milk |
| > Blankets | > Food |
| > Torches | > Toilet paper |
| > Batteries | > Buckets |
| > Radio | > Rubbish bags |
| > Water | > BBQ/camping cooker |

Your Local Council

During a major emergency, your local council will coordinate the response from their Emergency Operations Centre. An Emergency Assistance Centre may also be set up to provide access to government and council support services.



Local resources

Your community has identified the following local resources that could be useful for various purposes during an emergency.

Ensure you have permission from the facility or resource owner before using.

Places and spaces

Community halls

- > Charles Flemming Retirement Village grounds, Parata St
- > Local hotels, motels, B&B
- > Whakarongotai Marae, Marae Ln

Groups and networks of people

School communities

- > Kapanui Primary School
- > Waikanae Primary School

Church communities

- > St Luke's Anglican Church
- > St Michael's Anglican Church
- > Waikanae Baptist Church
- > Waikanae Presbyterian Church
- > Waikanae Uniting Church

Sports clubs

- > Kapiti Lions Club
- > Kapiti MenzShed
- > Waikanae Beach Bowling Club
- > Waikanae Beach Residents Association
- > Waikanae Beach Tennis Club
- > Waikanae Bowling Club
- > Waikanae Chartered Club
- > Waikanae Community Patrol
- > Waikanae Neighbourhood Support
- > Waikanae Rugby Club
- > Waikanae Scouts

Retirement villages

- > Bupa Winara Retirement Village
- > Charles Flemming Retirement Village
- > Parkwood Retirement Home

Services in the community

- > Waikanae Baptist OpShop, Mahara Pl



- > Waikanae Fire Station, 353 Te Moana Rd – trained first aiders and rescue equipment
- > Waikanae Library, Mahara Pl

Supermarkets

- > Countdown Waikanae, Ngaio Rd
- > Four Square Waikanae Beach, 28 Tutere St
- > New World Waikanae 5 Parata St

Takeaways, cafés & restaurants

- > CJ's Seafood Waikanae, 36 Main Rd
- > Golden Nest Takeaways & Restaurant
- > Kuen Loong Takeaway, Main Rd
- > Long Beach Café, 40 Tutere St
- > Olde Beach Bakery, 3 Ono St
- > Pronto Pizza and Pasta, 80 Main Rd
- > Relish Café, 12 Elizabeth St
- > Salt and Wood Collective, 11 Ngaio Rd
- > Samrat Indian Restaurant, 7 Ngaio Rd
- > Subway, 76 Main Rd
- > The Pantry Waikanae, 17 Omahi St
- > Waikanae Beach Takeaways, 40 Rangihiroa St
- > Waikanae Chartered Club, 8 Elizabeth St
- > Waikanae Roast, 78 Main Rd

Medical services

- > Animal services
- > Unichem Waikanae Beach Pharmacy
- > Waikanae Medical Centre

- > Waikanae SPCA
- > Waikanae Unichem Pharmacy, Marae Ln
- > Waikanae Veterinary Centre
- > Westbury Pharmacy, 12 Mahara Pl

Childcare

- > BestStart Waikanae, 32 Winara Ave
- > Castle Kids Adventurers, 2 Queens Rd
- > Castle Kids Nursery, 352 Te Moana d
- > Castle Kids Pioneers, 7 Weggery Dr
- > Ruru Castle Kids, 15 Ruru St
- > Waikanae Beach Kids, 12 Waimea Rd
- > Waikanae Montessori Preschool, 1B Seddon St
- > Waikanae Playcentre, 2 Hira St

Hardware

- > Autoquick 2000, 11 Parata St
- > Geds Garage, 8 Parata St
- > John's Hardware, 18 Mahara Pl
- > Kapiti MenzShed, 24 Rangihiroa Street Mechanics
- > Local builders
- > Local Plumbers
- > Shaft Automotive, 6 Omahi St
- > Waikanae Bunnings, 8 Anne St
- > Waikanae Tyre & Lube, 2 Elizabeth St
- > Woodman Automotive, 10 Omahi St



Earthmoving

- > Coastal Landscape Supplies, 15 Omaha St
- > Goodman Contractors Ltd, 4 Anne St
- > Marty's Bobcat & Truck Hire, 62 Belvedere Ave
- > Waikanae Contracting Ltd, 305 Te Moana Rd
- > Winstone Aggregates, 15 Reikorangi Rd

Infrastructure

- > Good access with expressway
- > Waikanae Water Treatment Plant

Petrol stations

- > GAS, 68 Main Rd
- > Mobil, 24 Main Rd
- > New World Fuel, 82 Main Rd



Local vulnerabilities

Your community has identified the following potential vulnerabilities. These may need further attention or assistance.

Places and spaces

- > All of Waikanae Beach is in the tsunami evacuation zone (~3000 residents)
- > Liquefaction/ponding & sewage in public areas

Groups and networks of people

- > Elderly people
- > Housebound people
- > Mothers with young babies
- > People who are unable to get home (commuters stuck in Waikanae)
- > People with disabilities in supported accommodation
- > Playcentre children
- > School students
- > Stressed & lost pets
- > Tsunami evacuees - all of Waikanae Beach is in the tsunami evacuation zone (~3000 residents)

- > Young people home alone (parents working outside of Waikanae)

Services in the community

- > All of Waikanae Beach is in the tsunami evacuation zone (~3000 residents)
- > Food and consumer goods supply chain supplies will be disrupted if bridges fail
- > Large number of people in the community reliant on medication
- > Many aged care facilities
- > No emergency medical facilities/hospital

Infrastructure

- > All of Waikanae Beach is in the tsunami evacuation zone (~3000 residents)
- > Downed power lines
- > Limited east/west running roads may cause choke points
- > Liquefaction may make local roads impassable
- > Old SH1 bridge – vulnerable to earthquake
- > **All services likely to be disrupted for many weeks**
 - o No Electricity
 - o No mains water supply
 - o No reticulated gas supply
 - o No sewerage network
 - o Broken storm water pipes
 - o No telecommunications
 - o No internet
 - o No banking and eftpos



-
- o Local fuel stations unable to pump fuel without power



Checking on people and damage

Everyone in the community is checked on after an emergency – whether it's for rescue and medical assistance, or just basic support and information.

- > Contact everyone in the community as soon as possible.
- > Record and report information on people and damage back to the Hub.
- > Regularly check everyone in the days following the event as people's circumstances may change.



How can you make sure that everywhere has been checked?

- Start with known affected areas or groups that might need extra assistance.
- Draw upon any local lists and knowledge.
- Coordinate a street-by-street, house-by-house check. Use the area maps in the hub.
- Record any information on the impact to the community. For example, status of roads, building damage, and peoples unresolved needs.

Report the information back to the Information Coordination person at the Hub.

Staying in contact with people as outlined in task one should be done frequently, as peoples circumstances can change after an event.

If you can't give someone immediate assistance, collect information about their needs and bring that back to the Hub. See if you can find an answer to their needs with the resources available in your community.

What groups could be available to walk around the community to check on people and look for damage?

- > Ati Awa Iwi
- > Kapiti Coast Grey Power Association
- > Kapiti Lions Club
- > Kapiti MenzShed
- > Waikanae Beach Residents Association
- > Waikanae Community Patrol
- > Waikanae Neighbourhood Support

Where should we check first?



1. Self – 2. Home – 3. Neighbours – 4. Street – 5. Then at the hub
check on these priority groups

- > Check on your neighbours

- > Check whether Waikanae Beach has been affected by tsunami

- > Childcare facilities

- > Elderly living alone

- > Find out if the medical centres are able to open

- > Known earthquake-prone buildings

- > Major access routes through your community

- > Retirement homes

- > Schools

- > Worst affected areas & areas where hazards/damage are obvious

How would we coordinate this?

1. Assess – commission teams to assess in priority order to needs and resources available and then broker people's needs with available resources.

 2. Scope – define needs and resources

 3. Prioritise – needs with resources

 4. Meet – needs with resources

 5. Review – that needs are being met

 6. The Hub can set up street maps and coordinate searches, or checks by door knocks
-
- > Coordinate from the Hub

 - > Group volunteers with a mix of skills, physical capabilities, and leadership

 - > Keep a paper trail at the Hub so we know where has been checked, when. Then we know where needs to be rechecked over time.

 - > Send teams from the Hub to check on defined areas, record on Hub Map

 - > Use text messages to pass information back to the Hub, if working, or borrow walkie-talkies from people who have them

 - > Work with what and who we have at the time.



Medical Assistance

Community members who need medical assistance are directed to medical assistance.

- > Identify and coordinate community resources that can be used to assist and treat the injured.
- > Identify and check on people with day-to-day medical needs.
- > Direct the community to medical providers that are known to be open.
- > Identify and coordinate people in the community with medical skills who can help.



In all life-threatening situations, attempt to contact the emergency services by calling 111.

Injured and sick people should go to the nearest open medical centre first.

People with first aid skills should go to their nearest open medical centre or go to the Hub.

Check on your neighbours and people who may need extra help.

Look after your hygiene – wear gloves when touching body fluids.



Find out if the local medical providers are open and operational so that you can let the community know where to go.

Coordinate transportation for those who are in need and cannot get to the medical centre.

Where are the nearest medical providers?

> _____

> _____

> _____

> _____

> _____

> _____

> _____

> _____

> _____

> _____



Where else could we provide medical assistance if the above facilities are not available?

- > _____
- > _____
- > _____
- > _____
- > _____
- > _____
- > _____
- > _____

Who can help provide medical assistance?

- > Doctors and Nurses in the community
- > Lifeguards
- > People with First Aid certificates
- > Surf life savers
- > Vets and vet nurses

How do we get people to medical assistance or medical assistance to people?

- > Communicate using Text messages.
- > Use kids on bike as messengers.
- > Vehicles, 4-Wheel Drives, station wagons, scooters, motorbikes.
- > Wheelbarrows, stretchers, shopping trolleys, buggies, strollers.

Where can we get extra supplies?

- > First aid kits in businesses, houses and vehicles

Where are there Defibrillators?

- > _____
- > _____
- > _____
- > _____
- > _____
- > _____
- > _____
- > _____
- > _____
- > _____



Shelter

Ensure everyone in our community has somewhere safe and comfortable to stay.

- > Find places where people can shelter from the weather if they can't stay at home.
- > Find comfortable places where people can rest and sleep.



Small repairs may make homes safe enough to stay in.

If people need to leave their homes, encourage them to take as much bedding as possible.

Encourage people to stay with friends and family if possible. Ask neighbours or others in their street if they have a spare room.

People in the community may have spare beds, air mattresses, and couches available to offer people without a place to stay.

Check gas and electricity supplies are safe to use. Turn gas off at the meter/main if unsure. Turn electricity off at mains/switchboard and water at the tap on the footpath. Leaks including water, should be investigated.



Many people will be able to stay in their own homes, and this is ideal as people are much more comfortable in a home environment. Are there simple repairs that could be done to make a home safe enough for people to stay there.

You may have visitors to your community who don't live locally – commuters, shoppers, employees etc. These are the people most likely to need accommodation in your community.

Encourage people to make their spare beds and guest rooms available.

Don't wait for the perfect solution, shelter from the weather is a priority over comfort. Bad weather means the need for shelter is much more urgent than on a warm, sunny day.

Tell the Emergency Operations Centre (through the Communication desk) the number of people who need accommodation.

Who could help make people's homes safe, weatherproof, and comfortable?

- > electricians
- > Handy people/DIYers
- > Local builders,
- > plumbers
- > roofers and other tradespersons



Where can we get resources to make repairs?

- > (develop a generic region wide summary of solutions to accompany any local specific solutions)

Where could we get bedding and clothing supplies to keep people warm and comfortable?

- > People's homes

What open spaces could accommodate temporary shelter?

- > Encourage people to put up a tent in their own yards

What facilities could be used for temporary shelter if people can't stay at homes or with friends?

- > Cafes
 - > Motor homes / Caravans/Tents
-



Water

Our community has access to clean water for drinking and water for cooking and hygiene purposes.

- > Ensure everyone knows how to treat drinking water.
- > Coordinate community water sources for drinking, cooking and hygiene.
- > Arrange a place in the community where water can be distributed if needed.



Water reservoirs are all around the region but automatically seal if lines are damaged. Technicians must manually attend to the valves. This will take time so look for other sources of water within the community right away.

Some schools and community centres have large water tanks installed. If there is one in your community check to see what their plan is for using the water.



Local streams and open bodies of water are not reliable sources of clean water. Chemical pollution and heavy metal contamination is not removed by boiling water or adding bleach.

Treat any non-bottled water. Boil it if you can, if not use bleach to treat.

BEST CHOICE: BOIL. Boiling water will kill most types of disease-causing organisms. If water is cloudy, filter it through a clean cloth. Boil water for one minute, let it cool, and store it in clean containers with covers.

IF YOU CAN'T BOIL: ADD BLEACH. Bleach will kill some (not all) types of disease-causing organisms. Just like boiling, filter cloudy water through a clean cloth first. Use only regular, unscented, liquid household bleach. Add two drops of bleach per litre of water. Stir well, let stand for 30 minutes before using, then store in clean containers with covers.

Where can we find drinking water?

- > Cafes and restaurants
- > Home water cylinders
- > Home water tanks
- > Vending Machines



How do we get water to people who are unable to leave their homes?

- > Carry in bottles, containers, buckets
- > Cars, bikes, scooters, motorbikes
- > Volunteers walking or cycling around

Where can we find water for washing and cleaning?

- > Carry in bottles, containers, buckets
- > Cars, bikes, scooters, motorbikes
- > Volunteers walking or cycling around

What water supplies should be avoided or need treatment before drinking?

- > Do not drink pool water or sea water
- > Grey water
- > Pool water
- > Springs and waterfalls
- > Stagnant water
- > Stream water
- > Tank water

What places would be good distribution points?

- >
- >
- >
- >

- >
- >
- >
- >



Food

People in our community have enough food to sustain them.

- > Organise a way to feed large groups of people who are displaced or do not have food of their own.
- > Coordinate food supplies in the community.



Assist with the coordination of food supplies in the community where necessary.

Encourage people to share food with those who don't have access to it.

Tell people to use foods in the refrigerator first, then those in the freezer, and finally dried goods from the pantry.

Pool community resources to feed everyone

- Street BBQs
- Have places where excess food can be coordinated from

What food suppliers and providers are there?

- > _____
- > _____
- > _____
- > _____
- > _____
- > _____
- > _____
- > _____

Where else could we find food?

- > Bushes
- > Fishing
- > Fridges & freezers
- > Gardens
- > Pantries

How could we organise to feed large groups of people?

- > Café, school and playcentre kitchens
- > Chefs/staff from local cafes
- > Eat together, cook together
- > Hangi
- > Set up a volunteer cooking/preparation site
- > Use perishable food first



Where can we get cooking and catering supplies?

- > People's own supply

How do we get food to people who are unable to leave their homes?

- > Carry in boxes, containers, buckets

- > Cars, bikes, scooters, motorbikes

- > Organise teams to distribute

- > Volunteers walking or cycling around

- > Wheelbarrows, buggies, strollers, wheelie bins



Animal Welfare

Animals in our community have access to medical assistance, shelter, water, and food.

- > Identify and coordinate locations and people for medical assistance for animals
- > Identify locations for animal shelter
- > Identify potential sources of food and water
- > Keep a record of lost and found pets

What animal services are in the area? (e.g., veterinary clinics, animal control, shelters, stock agents, stock truck companies)

> _____

> _____

> _____

> _____

> _____

What facilities could be used for temporary shelter for animals?

> _____

> _____

> _____

> _____

Where could we find drinking water for animals?

> _____

> _____

> _____

> _____

Where could we find food for animals? (companion animals & production animals)

> _____

> _____

> _____

> _____

