

## Hibiscus and Bays Local Board Workshop Programme

**Date of Workshop:** Tuesday 10 September 2024  
**Time:** 9.45am – 1.30pm  
**Venue:** Local board office – 2 Glen Road, Browns Bay  
**Apologies:** **Gary Brown**

Item	Time	Workshop Item	Presenter	Governance role	Proposed Outcome(s)
		Welcome and apologies	<b>Alexis Poppelbaum</b> Chairperson		
1.	9.45am	Parks and Community Facilities update  <b>Attachment</b> <ul style="list-style-type: none"> <li>Monthly report</li> </ul>	<b>Sandra May</b> Area Operations Manager  <b>Prakash Thakur</b> Work Programme Lead	Keeping informed	Receive an update on Parks and Community Facilities activities.
2.	10.15am	Event Partnership Fund update  <b>Attachments</b> <ul style="list-style-type: none"> <li>Memo: Event Partnership Fund update – EOI applications</li> <li>EOI Event Partnership Fund applications and event budgets</li> </ul>	<b>Carl Ewen</b> Manager Event Facilitation	Keeping informed	Review the Event Partnership Fund applications received through the EOI process.
3.	11.00am	Play Plan  <b>Attachment</b> <ul style="list-style-type: none"> <li>Presentation: Play Plan – Hibiscus and Bays 10 September 2024</li> </ul>	<b>Jacquelyn Collins</b> Parks and Portfolio Lead  <b>Patricia Green</b> Play Lead – Harbour Sport	Keeping informed	Receive an overview of the play plan and discuss options for delivery in 2025.

	11.45am	<b>Admin time (NON-PUBLIC)</b>	<b>Saskia Coley</b> Local Board Advisor		
	12.00pm	<b>BREAK</b>			
4.	12.30pm	Hibiscus and Bays Local Board Emergency Readiness and Response Plan  <b>Attachments</b> <ul style="list-style-type: none"> <li>• Presentation: Hibiscus and Bays Local Board Emergency Readiness and Response Plan</li> <li>• Memo: Hibiscus and Bays Emergency Readiness and Response Plan</li> <li>• Final draft Hibiscus and Bays Local Board Emergency Readiness and Response Plan</li> <li>• Design proof of Devonport-Takapuna Local Board Emergency Readiness and Response Plan</li> <li>• Hazard Factsheets</li> </ul>	<b>Glenn Browne</b> Senior Community Planning and Readiness Advisor  <b>Zoe Marr</b> Community Planning and Readiness Manager	Keeping informed	Receive an update on the Hibiscus and Bays Local Board Emergency Readiness and Response Plan.
	1.30pm	Workshop concludes			

**Role of workshop:**

- (a) Workshops do not have decision-making authority.
- (b) Workshops are used to canvass issues, prepare local board members for upcoming decisions and to enable discussion between elected members and staff.
- (c) Workshops are not open to the public as decisions will be made at a formal, public local board business meeting.
- (d) Members are respectfully reminded of their Code of Conduct obligations with respect to conflicts of interest and confidentiality.
- (e) Workshops for groups of local boards can be held giving local boards the chance to work together on common interests or topics.





# HIBISCUS & BAYS

## Local Board Report – July 2024

MAKING  
GREAT PLACES  
AUCKLANDERS LOVE  
PARKS & COMMUNITY FACILITIES



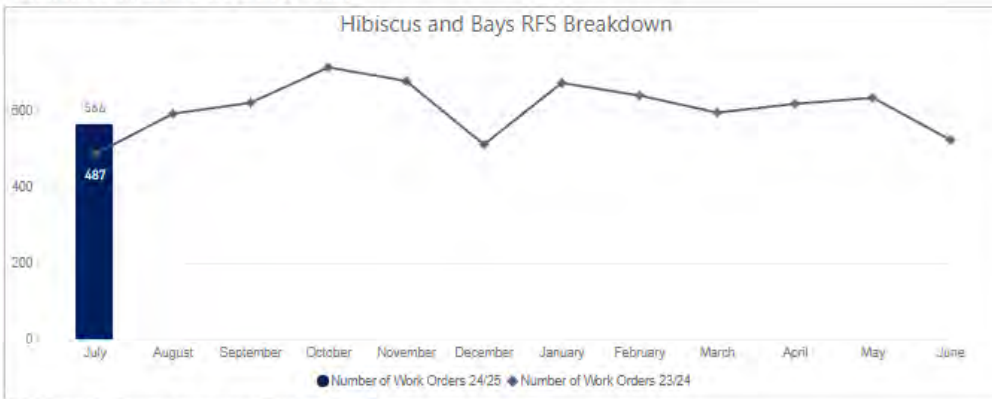
Toilet Renewal at Orewa Reserve –  
Facility open a of July 2024

Area Manager update by Sandra May

# PERFORMANCE REPORTING

## Request for Service Received

Total raised for FY24/25 YTD **566**



\*Only includes RFS that have resulted in a Work Order for action.

Breakdown of Top 5 Request for Service for July

Service Name	Number of Work Orders 24/25
Structure Maintenance and Repairs	115
Plumbing Maintenance Service	71
Tree Maintenance - General	62
Electrical Maintenance Service	54
Loose Litter Collection	39

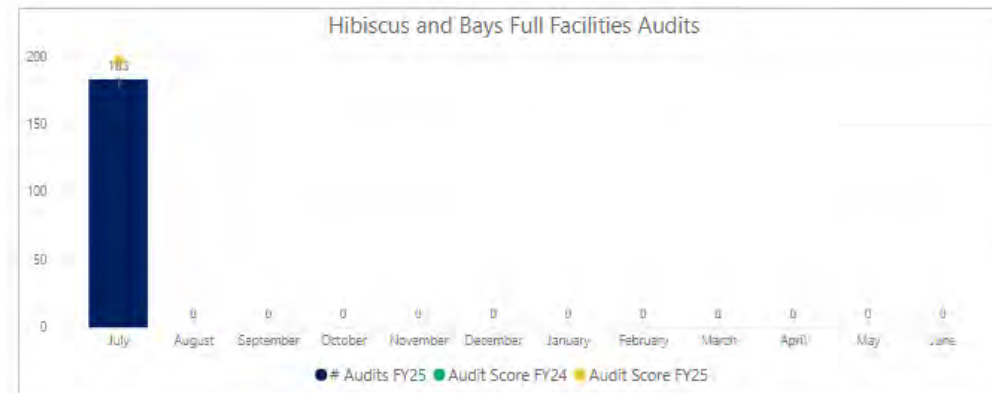
Breakdown of Top 5 Request for Service FY24/25 YTD

Service Name	Number of Work Orders 24/25
Structure Maintenance and Repairs	115
Plumbing Maintenance Service	71
Tree Maintenance - General	62
Electrical Maintenance Service	54
Loose Litter Collection	39

## COMMENTARY

The winter months have led to an increase in building related requests. Contractors have worked hard to ensure a high rate of completion of these requests within the SLA.

## Audit Results



The highlights and lowlights of audits undertaken FY24/25 YTD are:

Highlights YTD
Building Cleaning
Building Maintenance
Gardens & Plants
Hard Surfaces & Paths
Turf

Lowlights YTD
Response WO
Sportsfields

## COMMENTARY

Audit scores sit at 96.3%, which is a good start to the financial year. Sportsfields are the lowest scoring area with a total of 80% and building cleaning is scoring the highest, achieving a score of 97%.



# MAINTENANCE DELIVERY UPDATE

## Signage trial – Orewa skate park

Partnering with the bike and skate advocacy group within council we have put up trial signage around Orewa skate park. If successful we will install more permanent signage and possibly push this out to other parks around Auckland.

**Ngā ture haumarū  
i te papa eke wīra**  
Skate park safety rules

Our skate parks are not supervised.  
Follow these rules to keep yourself  
and others safe:

- Wear a well-fitting helmet and other protective gear.
- Skate to your ability – don't try new tricks until you're confident.
- Don't sit in or walk through the skating area.
- Skate parks are for everyone – take turns, be courteous and have fun!

Hei whāki raru mai, waea atu ki 09 301 0101, haere rānei ki [aucklandcouncil.govt.nz](http://aucklandcouncil.govt.nz)  
To report a problem, phone 09 301 0101 or visit [aucklandcouncil.govt.nz](http://aucklandcouncil.govt.nz)

Auckland Council  
The Auckland Region's Local Government







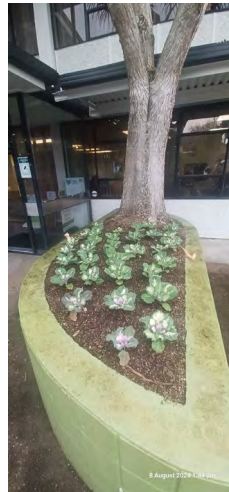
# MAINTENANCE DELIVERY UPDATE

**MAKING GREAT PLACES AUCKLANDERS LOVE**  
PARKS & COMMUNITY FACILITIES

## Planting

Flower bed planting around our town centres has been completed. While visiting the locations a few members of the public voiced their approval.

These photos are from Mairangi Bay, Browns Bay, East Coast Bays Road, Torbay and Orewa







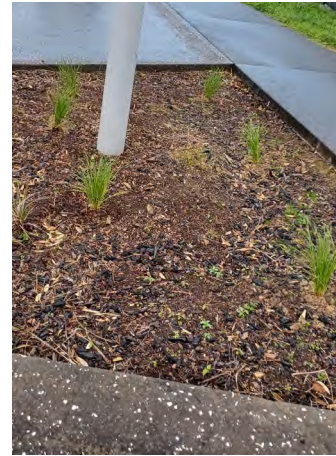
# MAINTENANCE DELIVERY UPDATE

MAKING  
GREAT PLACES  
AUCKLANDERS LOVE  
PARKS & COMMUNITY FACILITIES

## Infill planting

Infill planting is in full force this year, with over 50 locations already planted and another 60 are due to be planted in August/September 2024.

Pictures supplied are from locations around Orewa and Long Bay







# MAINTENANCE DELIVERY UPDATE

## Brown Bay Beach

A section of park roading/path was undercut on the large tides earlier this year, causing a section concrete to be hanging.

The concrete was cut back and road stops have been installed.





## Manly Park boat ramp



The boat ramp at Manly park has slowly become covered in sand and growth over the past few years, and more recently high tides and rain fall have increased the coverage, moved the storm water flow over the end of the ramp.

The ramp has now been fully cleaned off back down the whole length and width and the storm water flow has been redirected.





## Friends of Okura Reserve

There have been seven community plantings in the rohe over the past month. This included two sites with Friends of Okura Bush at Deborah Reserve (top photo below) and on the Okura Walkway at Stillwater (bottom photo below). Although turnout was fewer than previous years, we still planted 1000 plants at each site.



## Junior Rangers at Centennial Park



A fun filled and successful Junior Ranger session was held with Anna Baine, our Programme Ranger, at Centennial Park. Twenty-four parents and schoolkids made use of the school holidays to join us for an informative guided walk where we explored riparian and forest ecology, different types of conservations and the joys of working and adventuring in nature.



## Parks and Places Specialist

The Parks and Places Specialist has been working with Colin Chester and Ian Greenwood from the Hockey Hibiscus Trust, on their proposal to name the hockey turf at Metro Park East, the 'Merv Huxford Hockey & Sports Centre'

The turf is used by schools and the community for a variety of activities. It was the vision of Merv Huxford several years ago. He has been the driving force in creating the hockey facility we have today.

The name has been agreed in consultation with Parks and Community Facilities. An aluminium sign will be installed by Hockey Hibiscus as illustrated on the image to the right. The name change will be reflected in the turf booking system as 'MHHSC (Millwater)'.

The North Harbour Hockey Association have been consulted on the naming, and they are supportive.

The Hockey Hibiscus Trust propose to go live with the new name in September, as that is between hockey seasons and avoids any mid-season confusion.





## Arboriculture maintenance



At Orewa Holiday Park, trees identified by the campground manager were carefully attended to by two arborist teams. The teams focused on removing dead wood from the identified trees, enhancing both their health and safety.

As part of this process, they conducted thorough visual inspections of each tree to assess their overall condition. During these inspections, two dead trees were identified as significant hazards. The arborists promptly removed these trees to eliminate the risk they posed to the park's visitors and infrastructure. This proactive approach ensures a safer and more enjoyable environment within the Orewa Holiday Park, while also contributing to the long-term vitality of the remaining trees.



## Arboriculture maintenance



Our tree maintenance contractor carried out the maintenance of 38 Washingtonian and queen palm trees on Dan Tori Place, Orewa. The work involved a thorough pruning process, which included the removal of all dead fronds and seed pods from the palms. This meticulous care not only enhanced the appearance of the palms but also ensured their health and safety.

By removing the dead fronds and seed pods, the potential hazards of falling debris were minimized, contributing to a cleaner and safer environment for residents and visitors in the area. The maintenance of these palms plays a crucial role in preserving the aesthetic appeal and structural integrity of the urban forest.



## Weed of the Month

### **Kahili Ginger (*Hedychium gardnerianum*) & Yellow Ginger (*Hedychium flavescens*)**

Originally from the Himalayas, ginger grows in virtually every condition: shade, light, poorly drained or dry soils and is extremely difficult to kill. Its large, shiny green leaves and multiple showy flowers make it easily recognisable. Its seeds can disperse widely while its deep rhizomous roots can resprout from small fragments, survive in the sea and being crushed, and live for long periods without soil (<https://www.weedbusters.org.nz/what-are-weeds/weed-list/wild-ginger/>). The seeds are moved around by birds, roots continue to spread wider and dumped vegetation resprouts.

**Physical Control** – Cut stems and dig out rhizomes. Dispose of seeds and rhizomes in greenwaste or landfill.

**Chemical Control** – Cut at stem base and paint stump using picloram or metsulfuron gel (picloram not for near streams).

**Bio-Control** – None available.

Wild or Kahili ginger



Ginger roots



Yellow ginger





## Deep Creek

Some areas of concern from overuse on sports fields from clubs refusing to rotate training which is having a huge impact on condition of fields.

These areas will now take months to recover and extra renovation budget to support 100% coverage for the summer users.



## Stanmore Bay Pool & Leisure Centre - SPLC

Please take note of the following information:

### **Maintenance shutdown: 16th Sep to 13th Oct 2024.**

In addition to the regular annual maintenance of pool and plant equipment, the following projects will be undertaken during this shutdown:

- Renewal and remarking of Stadium 1 and 2 floors
- Installation of new carpet in Studio 1
- Creation of a safe crossing for accessible users
- Renewal of the reception desktop
- Renew café external area shades





# NOTIFICATIONS

## Community Leasing

### Community lease movements

•Awaiting lease application information and trust entity issues to be resolved between Metro Community Sports Charitable Trust and Metro Community Trust.

•Awaiting information from the Orewa Tennis Club regarding proposed new development and lease extension for padel tennis courts at the club.

•Stillwater Community Association wish to transfer management of the hall to a new entity. Staff have sent through lease application form and awaiting new entity details. Staff will progress this through a memo to the local board.

•Awaiting lease application information from Weiti Boating Club and YMCA (Metro Park East) under the 24/25 work programme.

## Land Advisory

Land-owner applications received are assessed by Land Use Advisory and reviewed by Community Facilities staff. The board will be contacted for feedback in due course.

There was one Landowner approval application **received** in the Hibiscus and Bays Local Board area during July 2024:

- An application by Watercare Services for the temporary occupation of Hatfield Beach Reserve to enable construction of the Waiwera to Hatfields Beach wastewater pipeline and the upgrade of the existing Hatfields Beach wastewater pump station within the reserve.

There was one Landowner approval application **approved** in the Hibiscus and Bays Local Board area during July 2024:



# PROJECT DELIVERY– Completed projects

## Orewa Reserve – Exeloo Renewal

The existing Exeloo toilet block at Orewa Reserve was end of life status and required urgent renewal. The original unit was out of action since late 2023, and so this renewal is timely, just in time for the spring and summer months ahead.

A quad cubicle unit was installed, with a slightly smaller footprint but updated fixtures, fittings and technological components. The new toilet can record total uses per cubicle, has many audio functions, electrical customisation of the lights as well as locking and unlocking customization capability. There is a built-in shower, foot and dog bowl tap, and adjacent drinking fountain included in this build.

The concrete footprint outside the building was also increased to allow improved pedestrian access to and from the beach.







# PROJECT DELIVERY– Completed projects

## Browns Bay Boat Ramp Renewal

The existing boat ramp at Browns Bay Boat Ramp suffered some severe damage throughout the storm events last year. Fluctuating sand levels also meant the Coastguard and local boaties were faced with a bumpy entry and exit onto and off the ramp for majority of last year.

In July this year construction began to renew the ramp. Ground water was a challenge here with most Mondays the contractors turning up to a pond, but after a slow start, the foundation work was completed and allowed a quick completion of the concrete pouring for the main slab components.

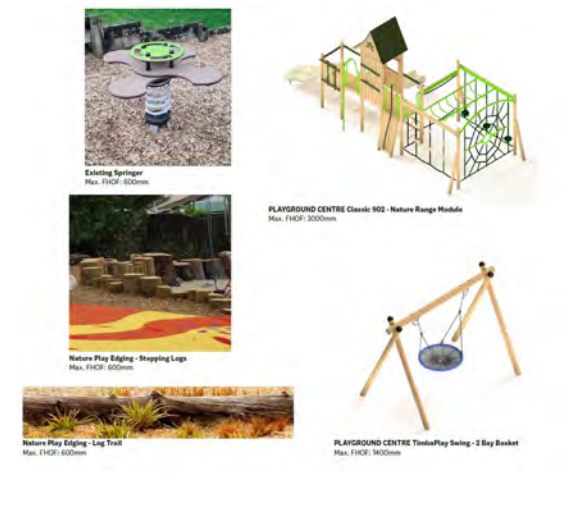
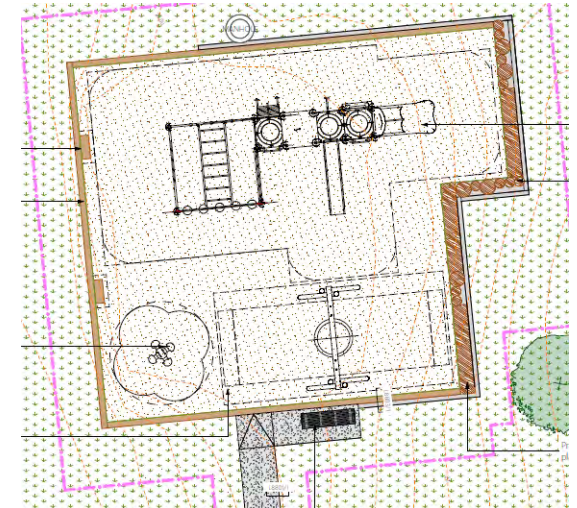




# PROJECT DELIVERY UPDATE

## Cranston Reserve – Renew play space

Works have just begun at Cranston Reserve with the removal of the existing playground and site prep underway.



Existing Spring rider  
Max. MFHF: 600mm



PLAYGROUND CENTRE Classic 902 - Nature Range Module  
Max. MFHF: 3000mm



Nature Play Edging - Stepping Logs  
Max. MFHF: 600mm



PLAYGROUND CENTRE TimberPlay Swing - 2 Bay Basket  
Max. MFHF: 3600mm

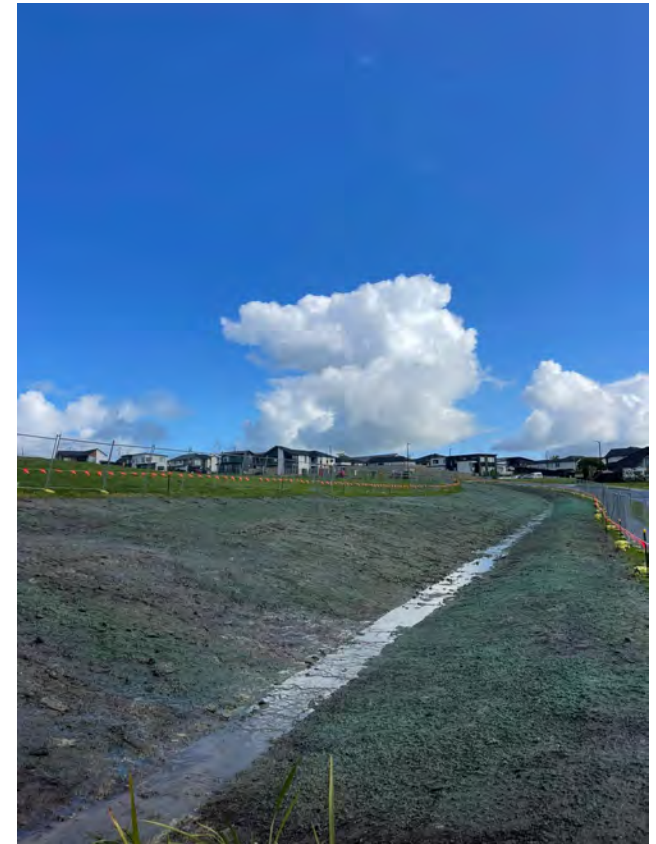


Nature Play Edging - Log Trail  
Max. MFHF: 600mm



## Metro Park West – Swale Drain Install

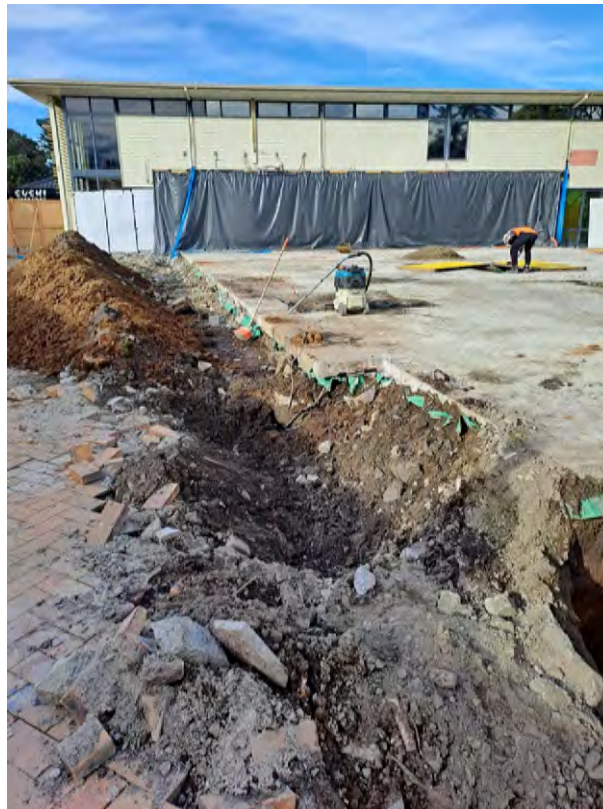
Works are nearly complete at Metro Park West – swale drain install. This swale was bought forward as part of the park master plan to deal with excessive surface water running over the footpath on Butler Stoney Crescent causing regular health and safety issues.





## Orewa Library - Renewal

Demolition work is complete, and excavation is underway for the footings. Water has been found in the lift pit excavation requiring special methodology for the construction and water proofing. It was found that existing air conditioning units were rusted and need to be replaced. The existing courtyard doors were not suitable for reuse and will now be replaced. Structural steel and concrete panel fabrication is underway off site. Construction is currently on program.





# PROJECT DELIVERY– Completed projects

## Waiwera Place Reserve Seawall Renewal.

The Seawall Renewal Project at Waiwera Place Reserve was initiated to address critical issues affecting the seawall, which included uneven alignment, poorly stacked rocks, and erosion at the reserve's edge due to wave overtopping. Additionally, the concrete foreshore access steps, damaged during Cyclone Gabriel, required urgent attention to prevent further deterioration and dislodgement of the rock revetment, which would compromise the reserve's protection against coastal processes.

Construction commenced in April 2024, and the project has successfully resolved these issues, delivering enhanced coastal protection and future-proofed infrastructure. The renewed seawall now provides improved resilience against erosion and extreme weather events, safeguarding valuable assets and infrastructure in the surrounding area. This project exemplifies a proactive approach to infrastructure management, maintaining the necessary service levels to protect the reserve while optimizing costs by ensuring medium-term reliability with reduced maintenance costs.

*Project is funded through the Regional Coastal Asset Renewals Work Programme and delivered by Coastal Management Team (Engineering, Asses & Technical Advisory) .*



Condition of Seawall before (July 2023): Rock migrated onto the beach.



Renewed Seawall at completion. (July 2024)



# PROJECT DELIVERY– Completed projects

## Orewa Beach (North-End) Seawall Renewal.

The significant storm events of 2023 caused significant erosion at the northern end of Orewa Beach, threatening the reserve between Kohu Street and Arundel Recreation Reserve. In response, the Coastal Management Team initiated a multi-stage project aimed at protecting the area from further erosion. The project addresses key issues such as progressive reserve edge erosion, risks to public safety, the stability of a large Norfolk Pine Tree, and the maintenance of access to private property from existing legal easements.

The works are staged across the coastal frontage as follows:

### Stage 1: (Completed in July 2023)

Emergency response with additional armouring near Puriri Avenue boat ramp and localized sand push-up.

### Stage 2: (Completed in August 2024)

Replenishment of the existing seawall with a rock armouring layer and full reinstatement of targeted sections between Kohu Street and Noel Avenue.

### Stage 3: (Construction began in August 2024, Ongoing).

Extending Seawall replenishment between Noel Avenue and Puriri Avenue including installing new timber accessway in front of 10 Marine Parade.

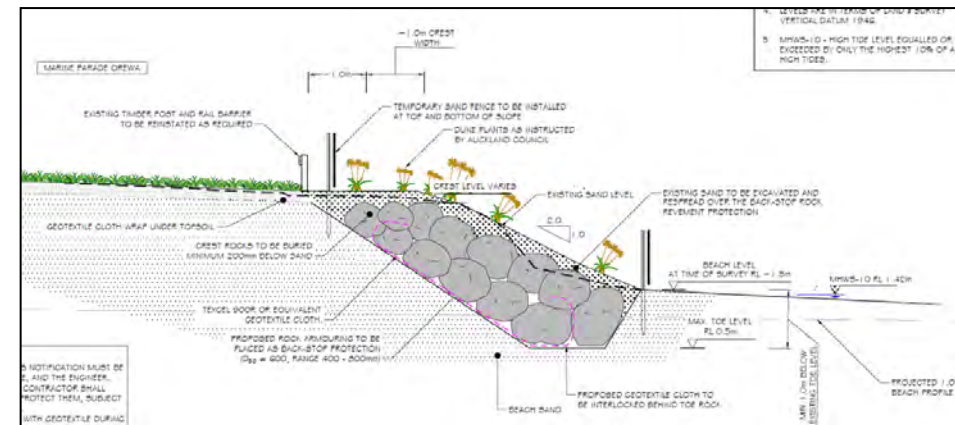
### Stage 4: (Construction work scheduled to begin in October 2024).

Seawall renewal north of Puriri Avenue, including construction of a buried backstop seawall, restacking/replenishing of existing rock armouring, and installation of a new timber accessway.

**Project is funded through the Regional Coastal Asset Renewals Work Programme and delivered by Coastal Management Team (Engineering, Asses & Technical Advisory).**



Renewed Seawall in Stage 2 at completion. (August 2024)



Cross section (Typical) of the proposed protection structure in Stage 4 works.



# PROJECT DELIVERY– Completed projects

## Foreshore Remediation works at Browns Bay.

The significant coastal storm event from 29 – 31 October 2023 resulted in considerable erosion of the beach at Browns Bay. This had exacerbated the public health & safety risk associated with the fall height from the reserve edge onto the beach, exposing a significant volume of legacy loose rock armouring, and making foreshore access routes unsafe.

In response, the Coastal Management Team implemented a phased approach to stabilize and restore the area.

### Stage 1: Completed in June 2024.

- Recovered exposed legacy rock material to build an improved rock revetment along the southern approximately 100m length of Browns Bay Beach Reserve, and for an approximately 30m length of reserve to the north.
- Created naturalised sandy face approximately 70m length of reserve edge between the two new sections of rock revetment. In June 2024, Coastal team planted native dune grasses in this section.
- Replaced failed concrete beach access stairs at the southern end with timber stairs, and three further foreshore access points along the reserve edge were reshaped and better defined.

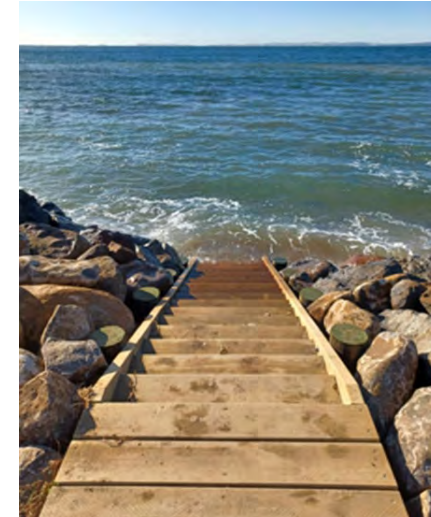
**The project has effectively mitigated the immediate safety risks and enhanced the resilience of the coastal reserve.**

*- Stage 2 &3 continued P.T.O.*

## Renewal work at completion of Stage 1. (June 2024)



Renewed Revetment structure near toilet block



New Stairs at Southern -end



Renewed Revetment structure at Southern-end.



Coastal Team Planting native dune grasses in Naturalised section



# PROJECT DELIVERY– Upcoming projects

## Upcoming Coastal Renewal Works at Browns Bay.

### Stage 2: Foreshore Remediation works.

Construction work scheduled to begin in September 2024.

In the second stage of emergency works, it is planned to

- Remove the affected approximately 35m long rock masonry seawall and replace this with a rock revetment seawall. This will adjoin the recently completed rock revetment sections and be more suitable in this location in terms of accommodating coastal processes.
- Add handrail to stairs at the southern end and Install new timber stairs near toilet block creating a new formal access for beachgoers.
- Remove abandoned Stormwater Chambers/Manholes.

### Stage 3: Foreshore Realignment along the Taiāotea Creek.

Design and Consent for this stage to begin in September 2024.

Following the 2023 storm events, foreshore has experienced a significant reduction in sand levels. Coastal Team undertook extensive remediation work by replenishing the seawall. However, a strong surge in June 2024 further decreased the sand levels at the southern end of the beach. Although the newly rehabilitated seawall remained unaffected, the remaining rock masonry walls on the beachfront and into the stream mouth have been significantly undermined and are now at risk of failure.

In the Third stage of works, it is planned to

- Change in wall design likely moving to rock revetment.
- Landward realignment of the armouring crest into the reserve area.
- Soften and realign the corner at the stream mouth

Tonkin and Taylor (Engineering consultant) have been to work on Engineering design and consenting. Project will go in construction phase after June 2025. Project will be funded through the Regional Coastal Asset Renewals Work Programme.



Stage 2: Failed rock masonry seawall to be replaced with a rock revetment seawall.



Stage 3: Undermined Rock masonry walls on the beachfront and into the stream mouth.

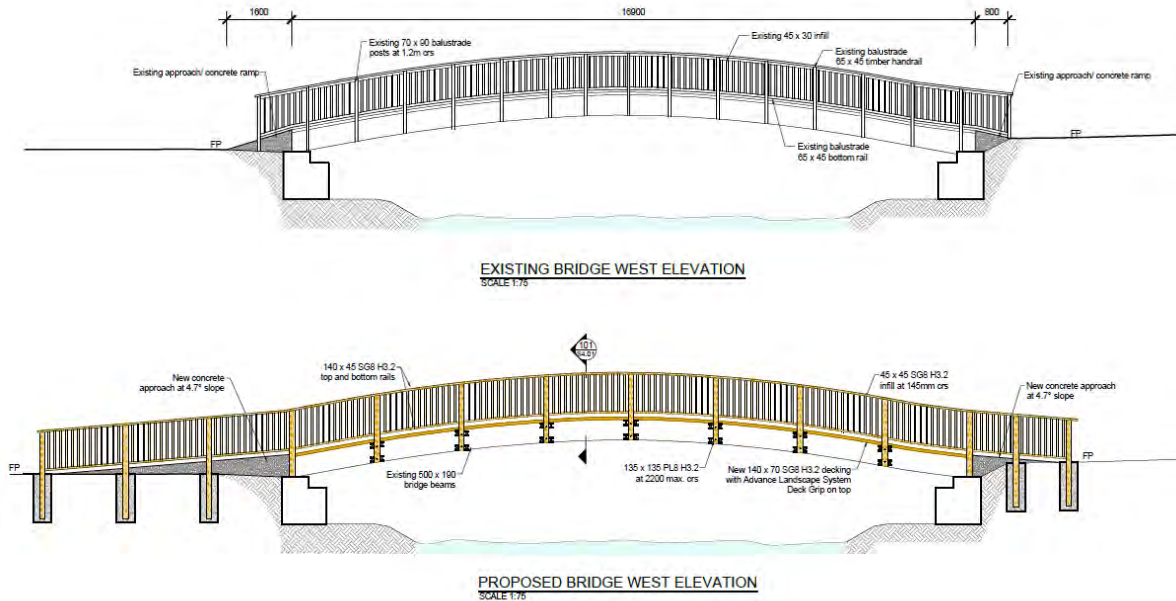


# NOTIFICATIONS

## PROJECT DELIVERY STATUS

### Upcoming Projects

Stanmore Bay Park has recently had 2 bridge upgrades with 1 more still to be completed. Bridge “C”, nearest to the scout hall at the eastern end of the park is due to begin renewal this month. Below are the existing west elevation and proposed new elevation of the renewed bridge. The programme of works is roughly 7 weeks, weather dependent.



### Notifications - Next Month

Edith Hopper Park – renew play space



## Memorandum

2 September 2024

**To:** Hibiscus and Bays Local Board

**Subject:** Event Partnership Fund Update - Expression of Interest Applications

**From:** Carl Ewen, Manager Event Facilitation, North-Central

**Contact information:** [carl.ewen@aucklandcouncil.govt.nz](mailto:carl.ewen@aucklandcouncil.govt.nz)

### Purpose

1. To provide supporting information for the 2024/2025 Hibiscus and Bays Work Programme Event Partnership Fund line, to assist the local board with making funding decisions for the fund.

### Summary

2. The Hibiscus and Bays Local Board previously funded 11 events through the non-contestable Event Partnership Fund (line 189).
3. The Event Partnership Fund has a total budget of \$121,300.00 for financial year 2024/2025.
4. The Hibiscus and Bays Local Board approved the Event Partnership Fund criteria for the 2024/2025, 2025,2026 and 2026/2027 financial years (Resolution Number HB/2024/92).
5. The local board approved the initiation of an Expression of Interest process with local event organisers to refresh the fund for the 2024/2025 financial year. This is to allow the opportunity to ensure the fund is aligned to the local board's plan and outcomes at the start of a new three year cycle.
6. With the refresh of the fund, any event organisers in the local board area were able to apply to be included in the fund. Current recipients will also need to re-apply, allowing them an opportunity to update the local board on their events and adjust their request for support for the next three-year term.
7. The Expression of Interest application was sent to previous event partners and other event organisers who had previously held permitted events within the Hibiscus and Bays Local Board area.
8. A total of nine applications were received for the Expression of Interest. These will be considered in the 2024/2025 Event Partnership Fund.

### Context

9. In the 2024/2025 Expression of Interest (EOI) round a total of 11 applications were received as noted below. Applications are included in Attachment A of the memo.

Event name	Organisation	Application amount
<b>Browns Bay Christmas Parade</b>	Browns Bay Business Association Incorporated	\$12,500.00
<b>Orewa Annual Signature Events/Christmas Parade</b>	Destination Orewa Beach	\$35,000.00
<b>H&amp;B Annual Art Awards</b>	Estuary Arts Charitable Trust	\$5,000.00
<b>Sir Peter Black Torbay Regatta</b>	Torbay Sailing Club Incorporated	\$5,000.00
<b>Rodders Beach Festival</b>	Hibiscus Rodders	\$20,000.00
<b>Summer Spectacular</b>	Browns Bay Business Association Incorporated	\$12,500.00
<b>Okura Forest Festival</b>	Friends of Okura Bush Incorporated	\$10,000.00
<b>Mairangi Bay Food and Wine Festival</b>	Mairangi Bay Business Association	\$12,000.00
<b>Christmas in Mairangi Bay</b>	Mairangi Bay Business Association	\$6,000.00
<b>Christmas Event - Santa Day</b>	Torbay Business Association	\$4,000.00
<b>Heart of the Bays Events (Multiple)</b>	Heart of the Bays	\$15,389.00

10. The total amount of applications submitted is \$137,839.00. This is currently \$16,539.00 over the allocated budget for financial year 2024/2025.
11. In previous financial years, the below recipient groups have been in the Event Partnership Fund for at least five years.

Event name	2023/2024	2022/2023	2021/2022	2020/2021	2019/2020	2018/2019
<b>Browns Bay Christmas Parade</b>	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
<b>Orewa Christmas Parade</b>	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
<b>Orewa Signature Events</b>	\$22,500	\$22,500	\$22,500	\$20,000	\$20,000	\$17,000
<b>Sir Peter Blake Regatta</b>	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
<b>Rodders Beach Festival</b>	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$10,000
<b>Mairangi Bay Food and Wine Festival</b>	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
<b>Torbay Santa Day</b>	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
<b>East Coast Bays Community Project Events (now applying as Heart of the Bays)</b>	\$20,500	\$20,5000	\$20,5000	\$20,500	\$20,500	\$17,000

## Discussion

12. The intended purpose of the Event Partnership Fund line is to support events that align well with the local board plan outcomes, or where the local board support the outcomes of the event.
13. Staff have assessed the applications recieved against the criteria. This is used when making the assessment and recommendations on the EOI applications.
14. The applications are being workshopped with the local board in September, and a formal decision-making report submitted to the nearest possible business meeting for resolution. This will then establish the Event Partnership fund for the next three years.
15. Staff have drafted provided the below recommendations for funding in the 2024/2025 Event Partnership Fund based on the criteria developed by the local board and including the following local board plan outcomes:

Town centres feel like a friendly village but operate like a bustling metropolis

Continue to support activities that promote vibrancy, diversity and showcases creativity in our area, such as events, festivals, and other shared experiences in our public spaces for all.

Event name	Organisation	Application amount	Recommendation
<b>Browns Bay Christmas Parade</b>	Browns Bay Business Association Inc	\$12,500.00	\$11,000
<b>Orewa Annual Signature Events/Christmas Parade</b>	Destination Orewa Beach	\$35,000.00	\$ 35,000.00
<b>HandB Annual Art Awards</b>	Estuary Arts Charitable Trust	\$5,000.00	\$ 5,000.00
<b>Sir Peter Black Torbay Regatta 2024</b>	Torbay Sailing Club Incorporated	\$5,000.00	\$ 5,000.00
<b>Rodders Beach Festival</b>	Hibiscus Rodders	\$20,000.00	\$ 15,000.00
<b>Summer Spectacular</b>	Browns Bay Business Association Inc	\$12,500.00	\$ 12,500.00
<b>Okura Forest Festival 2025</b>	Friends of Okura Bush Inc	\$10,000.00	\$ 0.00
<b>Mairangi Bay Food and Wine Festival</b>	Mairangi Bay Business Assn	\$12,000.00	\$ 12,000.00
<b>Christmas in Mairangi Bay</b>	Mairangi Bay Business Assn	\$6,000.00	\$ 6,000.00
<b>Christmas Event - Santa Day</b>	Torbay Business Association	\$4,000.00	\$ 4,000.00
<b>Heart of the Bays Events (Multiple)</b>	Heart of the Bays	\$15,389.00	\$ 15,000.00
<b>Total</b>		\$137,839.00	\$ 120,500.00

16. The above recommendations largely allow for slight increases on the grants awarded for the 2023/2024 financial year, if requested by the applicants. Due to the number of applications and levels of support requested, not all applicants will be able to receive their full desired funding amounts.
17. The recommendations regarding the recommended funding of the above applicants select priorities noted in the Hibiscus and Bays Local Board Event Partnership Guidelines 2024/2025 (Attachment B):
  - a) Hibiscus and Bays: a community of thousands that feels like a village, with strong connections and roots, with easy opportunities for participation: Support, fund and build the capacity of the community to continue to take a lead in making everyone feel welcome, building connections, and celebrating the growing diversity of our area, through placemaking, events, and other initiatives
  - b) Town centres feel like a friendly village but operate like a bustling metropolis: Continue to support activities that promote vibrancy, diversity and showcases creativity in our area, such as events, festivals, and other shared experiences in our public spaces for all
  - c) will get the community involved early on, by working collaboratively and creating opportunities to meet new people and share experiences.
  - d) is utilising and supporting volunteer groups through the delivery of an event.
  - e) The event organiser delivers a safe event.

18. The recommendation regarding the non-funding of the Okura Forest Festival is based on several factors:
  - a. This event is a ticketed event where all other Event Partnership applications are for free events for the public.
  - b. The last time the Okura Forest Festival was held in 2023, there was a considerably lower turn out of approximately 150 attendees compared to the proposed 1,500 attendees expected. The figures are based on Facilitation staff visiting the event site. The event did not proceed in 2024.

### **Next steps**

19. The Hibiscus and Bays Local Board are requested to consider recommendations provided by staff, and confirm the funding decisions for the Event Partnership Fund at the business meeting on 24 September 2024.
20. Once confirmed, staff will advise applicants of the outcomes of their application and will work with the Auckland Council Grants Team to action funding agreements for the 2024/2025 financial year fund.

### **Attachments**

21. Attachment A – EOI Event Partnership Fund Applications and Event Budgets
22. Attachment B - Hibiscus and Bays Local Board Event Partnership Guidelines 2024/2025

## Attachment A - EOI Event Partnership Fund Applications & Event Budgets

Page	Application Number	Applicant	Event
2	NCE250602	Browns Bay Business Association Inc	Browns Bay Christmas Parade
11	NCE250603	Destination Orewa Beach	Orewa Annual Signature Events/Christmas Parade
22	NCE250604	Estuary Arts Charitable Trust	H&B Annual Art Awards
31	NCE250606	Torbay Sailing Club Incorporated	Sir Peter Black Torbay Regatta 2024
40	NCE250607	Hibiscus Rodders	Rodders Beach Festival 2025
49	NCE250608	Browns Bay Business Association Inc	Summer Spectacular
58	NCE250609	Friends of Okura Bush Inc	Okura Forest Festival 2025
67	NCE250610	Mairangi Bay Business Assn	Mairangi Bay Food & Wine Festival
77	NCE250611	Mairangi Bay Business Assn	Christmas in Mairangi Bay
86	NCE250614	Torbay Business Association	Christmas Event - Santa Day
95	NCE250615	Heart of the Bays	Heart of the Bays Events (Multiple)



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250602 From Browns Bay Business Association Incorporated

Form Submitted 7 Aug 2024, 7:03PM NZST

## Welcome

### Important information

This is an expression of interest to apply for the Hibiscus and Bays Event Partnership Fund 2024-2025.

The Local Board Event Partnership Fund is a three-year (term) fund specifically targeted to support the growth and sustainability of community events in the Hibiscus and Bays Local Board area that align to the [Hibiscus and Bays Local Board's Plan 2023](#) and predetermined priorities.

In year one of the three-year process, all event organisers, including existing and new applicants, must submit an Expression of Interest (EOI) application. Upon a successful application, the event partner secures local board funding for a three-year period.

Unlike other grant options, there is no fixed monetary range of funding. The amount is at the discretion of the local board. The Hibiscus and Bays Local Board has set a maximum amount of \$15,000 per event delivered.

#### Branding

- If you are successful, it is important you include the local board's logo in promotional material. See the Brand Identity Guidelines around logo use (a copy of these guidelines and the logo will be emailed to you with your funding agreement). If you're unsure, email your local board office to check if you're on the right track.

#### Promotional support

- Council has a number of channels where your event can be promoted free of charge. A list will be emailed to you with your funding agreement.
- Providing full details of the event to the local board is important so they can support the event and spread the word locally.
- Start by visiting [ourauckland.aucklandcouncil.govt.nz/events](https://ourauckland.aucklandcouncil.govt.nz/events) and filling out a simple form to have your event listed on the Our Auckland website.

Contact us at [communityfunding@aucklandcouncil.govt.nz](mailto:communityfunding@aucklandcouncil.govt.nz) or phone 09 301 0101 if you need assistance with completing this form.

## Contact details

**\* indicates a required field**

### Organisation contact details

#### Organisation \*

The Browns Bay Business Association Incorporated

Must match the name on the bank account information supplied

#### Physical address \*

PO Box 35043

Browns Bay Auckland 0630

Must be a New Zealand postcode

Please click [here](#) for the postcode finder website



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250602 From Browns Bay Business Association Incorporated

Form Submitted 7 Aug 2024, 7:03PM NZST

**Is your postal address different from your physical address? \***

Yes  No

If yes, please complete below

#### Organisations website

<https://brownsbay.org.nz/>

Must be a URL.

#### Organisations Facebook page

<https://www.facebook.com/LoveBrownsBay>

Must be a URL.

#### What registration numbers apply to your organisation?

(Please provide all applicable numbers)

#### New Zealand Companies Office incorporated society number

221664

Must be a number

Please click [here](#) to visit the Societies and Trusts website

#### Charities NZ Registration

##### New Zealand Charities Register Information

Reg Number

Legal Name

Other Names

Reg Status

Charity's Street Address

Charity's Postal Address

Telephone

Fax

Email

Website

Reg Date

#### NZ Companies Register

##### New Zealand Companies Register Information

NZBN

Entity Name

Registration Date

Entity Status

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250602 From Browns Bay Business Association Incorporated

Form Submitted 7 Aug 2024, 7:03PM NZST

Entity Type  
Registered Address  
Office Address

## Primary contact details

### Primary contact \*

Mrs Kim Murdoch

### Position held in organisation

Town Centre Manager

### Office Phone Number \*

022 047 9740

Must be a New Zealand phone number.

### Mobile Phone Number \*

022 047 9740

Must be a New Zealand phone number.

### Primary Email \*

[manager@brownsbay.org.nz](mailto:manager@brownsbay.org.nz)

Must be an email address.

## Event Information

\* indicates a required field

## Local board grant details

### Amount requested from local board \*

\$12,500.00

## Event details

### Event title \*

Browns Bay Christmas Parade

### Event Venue \*

7 December 2024

This means the building name, street address, location of event or venue where the project will happen.

### Start date \*

07/12/2024

a date

### End date \*

07/12/2024

a date

**EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025**  
**EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025**  
**Application No. NCE250602 From Browns Bay Business Association**  
**Incorporated**

Form Submitted 7 Aug 2024, 7:03PM NZST

**Event start time \*** 2pm

**Estimated total attendance** 20000  
Must be a number.

**Estimated exhibitors participants** 1200  
Must be a number.

**Total estimated running cost \*** \$30,000.00  
Must be a dollar amount.

---

**Upload current event budget including full income and expenditure \***  
Filename: Budget-Christmas Parade 2024.pdf  
File size: 102.4 kB

**Please tick which of the following is attached \***  Pre printed bank deposit  Certified bank details slip

---

**Upload bank document \***  
Filename: Westpac00-31072024.pdf  
File size: 316.4 kB

**Are you GST registered? \***  Yes  No

**What is your GST number? \***  
46481496  
Must be a number

**IRD Donee status \***  
 Yes  No

## Event Funding Sustainability

### Other funding sources

This section tells us about any other funding that you hope to receive for this event, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards

<b>Funding organisation or individual</b>	<b>Amount</b>	<b>Pending / approved</b>
Safe Drive Vehicle Testing	\$5,000.00	Approved
	\$	
	Must be a dollar amount.	



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250602 From Browns Bay Business Association Incorporated

Form Submitted 7 Aug 2024, 7:03PM NZST

**What other actions have been taken to reduce the level of reliance on local board funding?**

## Local Board Details

**\* indicates a required field**

**Which of the following local boards are you applying to, for your project? \***

- Devonport-Takapuna
- Hibiscus and Bays
- Kaipātiki
- Rodney
- Upper Harbour

Please select all that apply

## Hibiscus and Bays Priorities

**Select the main Hibiscus and Bays priority your project supports \***

Hibiscus and Bays: a community of thousands that feels like a village, with strong connections and roots, but easy opportunities for participation

**How does your project support the selected priority? \***

The Browns Bay Christmas Parade is the biggest event in our calendar year that brings local businesses, community organisations and groups, schools, preschools, church groups and individuals together for a celebration of the festive season. Many of the parade participants connect with each other through this event and build lasting relationships. There is no charge to have a float in the parade as we want to make it as accessible as possible to everyone in our community. It's a lot more than excitement on just one day of the year. Many of the participants start planning, designing and constructing their floats months in advance so the event provides added value to the wider community for several months in advance. For example the Scouts and Girl Guides include float preparation in their annual programmes.

## Smoke-free and zero waste Auckland

**Please tell us how you will promote smoke-free messages with your project**

Smoke free messages/logo will be contained on all promotional material - posters, signage, banners, social media tiles.

Must be no more than 120 words.

**Will your project include waste minimisation (zero waste) messages? if so please describe.**

Very little waste is produced by this event. A donation is made to our local scout group in return for them cleaning up litter (lollie wrappers) that is left behind after the parade. We

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250602 From Browns Bay Business Association Incorporated

Form Submitted 7 Aug 2024, 7:03PM NZST

will, however, include messages in our social media promotions asking that spectators take their rubbish home with them.

Please click [here](#) to find more information on zero waste events.

## Māori Outcomes

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve outcomes with Māori.

Consider the Māori outcomes in the [Hibiscus and Bays Local Board Plan 2023](#) or [Kia Ora Tāmaki Makaurau Plan](#).

### Will your event target Māori or Māori outcomes?

Yes  No

### Please select which Māori outcome applies to your project?

Māori led - either a Māori organisation that is applying or Māori directed (came about as a request from Māori)  Māori involvement in the design/concept  Māori focus - tikanga (practices), mātauranga (knowledge), reo (language)  Māori participation - Māori priority group, target group, high representation or Māori staff delivering

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Marae, Improving Maori social, economic, and cultural well-being. Uses matauranga and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

### Please explain how your project/activity will achieve the above Māori outcomes

Must be no more than 120 words.

Must be no more than 120 words

## Declaration and Privacy

**\* indicates a required field**

### Declaration

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

**I/We certify that to the best of our/my knowledge the information contained in this application is correct \***

Yes  No

**I/We confirm that any funds granted will only be used for the activity described in this application \***

Yes  No

**I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity \***



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250602 From Browns Bay Business Association Incorporated

Form Submitted 7 Aug 2024, 7:03PM NZST

Yes  No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example:

- If you are an Auckland Council employee/local board member or a member
- If your organisations committee or board member is an Auckland Council employee/local board member.
- Personal or family relationships that you have
  - with council employees
  - with council contractors
  - organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - eg investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - eg you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

**I/We confirm that to the best of our/my knowledge I/we have no perceived , potential or actual conflict of interest in applying for or using any grant funding \***

Yes  No

**If you have answered no to any of the above, please provide details below:**

Must be no more than 100 words

- **I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987**
- **I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material**
- **I/We understand that I/we have the right to have access to this information**
- **I/We undertake that I/we have obtained the consent of all people involved to provide these details.**

\*

Accept  Decline

**Date:**

07/08/2024

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

**EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025**  
**EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025**  
**Application No. NCE250602 From Browns Bay Business Association**  
**Incorporated**

Form Submitted 7 Aug 2024, 7:03PM NZST

## **Privacy**

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our [privacy policy](#) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.



## BUDGET FOR BROWNS BAY CHRISTMAS PARADE, 7 DECEMBER 2024

	Income excl GST	Expenditure excl GST
Naming Rights - Safe Drive Vehicle Testing	\$ 5,000	
Traffic Management		\$ 11,441
Advertising & Social Media		\$ 3,750
Bands - stage & parade		\$ 2,500
Event Management		\$ 2,200
Street Entertainers		\$ 1,650
Posters & Promotional Collateral		\$ 1,500
Sound Equipment & Music		\$ 800
Photographer		\$ 750
Koha volunteers		\$ 575
Prize - Best Float		\$ 435
Event Signage		\$ 200
Website event updates		\$ 100
Ezi-up hire		\$ 90
General bits 'n bobs		\$ 50
	\$ 5,000	\$ 26,041
<b>Net Cost</b>		<b>\$ 21,041</b>

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250603 From Destination Orewa Beach

Form Submitted 9 Aug 2024, 10:32AM NZST

## Welcome

### Important information

This is an expression of interest to apply for the Hibiscus and Bays Event Partnership Fund 2024-2025.

The Local Board Event Partnership Fund is a three-year (term) fund specifically targeted to support the growth and sustainability of community events in the Hibiscus and Bays Local Board area that align to the [Hibiscus and Bays Local Board's Plan 2023](#) and predetermined priorities.

In year one of the three-year process, all event organisers, including existing and new applicants, must submit an Expression of Interest (EOI) application. Upon a successful application, the event partner secures local board funding for a three-year period.

Unlike other grant options, there is no fixed monetary range of funding. The amount is at the discretion of the local board. The Hibiscus and Bays Local Board has set a maximum amount of \$15,000 per event delivered.

#### Branding

- If you are successful, it is important you include the local board's logo in promotional material. See the Brand Identity Guidelines around logo use (a copy of these guidelines and the logo will be emailed to you with your funding agreement). If you're unsure, email your local board office to check if you're on the right track.

#### Promotional support

- Council has a number of channels where your event can be promoted free of charge. A list will be emailed to you with your funding agreement.
- Providing full details of the event to the local board is important so they can support the event and spread the word locally.
- Start by visiting [ouraukland.aucklandcouncil.govt.nz/events](https://ouraukland.aucklandcouncil.govt.nz/events) and filling out a simple form to have your event listed on the Our Auckland website.

Contact us at [communityfunding@aucklandcouncil.govt.nz](mailto:communityfunding@aucklandcouncil.govt.nz) or phone 09 301 0101 if you need assistance with completing this form.

## Contact details

**\* indicates a required field**

### Organisation contact details

#### Organisation \*

Destination Orewa Beach

Must match the name on the bank account information supplied

#### Physical address \*

350 Hibiscus Coast Hwy

Orewa Auckland 0931

Must be a New Zealand postcode

Please click [here](#) for the postcode finder website



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250603 From Destination Orewa Beach

Form Submitted 9 Aug 2024, 10:32AM NZST

**Is your postal address different from your physical address? \***

Yes  No

If yes, please complete below

#### Organisations website

<http://www.orewabeach.co.nz>

Must be a URL.

#### Organisations Facebook page

<http://www.facebook.com/orewabeach>

Must be a URL.

#### What registration numbers apply to your organisation?

(Please provide all applicable numbers)

#### New Zealand Companies Office incorporated society number

868387

Must be a number

Please click [here](#) to visit the Societies and Trusts website

#### Charities NZ Registration

##### New Zealand Charities Register Information

Reg Number

Legal Name

Other Names

Reg Status

Charity's Street Address

Charity's Postal Address

Telephone

Fax

Email

Website

Reg Date

#### NZ Companies Register

9429043029747

##### New Zealand Companies Register Information

NZBN 9429043029747

Entity Name MAINSTREET OREWA INCORPORATED

Registration Date 12:00am on 8 Sep 1997

Entity Status Registered

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250603 From Destination Orewa Beach

Form Submitted 9 Aug 2024, 10:32AM NZST

<b>Entity Type</b>	Incorporated Society
<b>Registered Address</b>	350 Hibiscus Coast Highway, Orewa, 0931, NZ
<b>Office Address</b>	

Information retrieved at 10:06am on 26 Aug

## Primary contact details

### Primary contact \*

Mrs Hellen Wilkins

### Position held in organisation

Business Association Manager

### Office Phone Number \*

021 412 613

Must be a New Zealand phone number.

### Mobile Phone Number \*

021 412 613

Must be a New Zealand phone number.

### Primary Email \*

[hellen@orewabeach.co.nz](mailto:hellen@orewabeach.co.nz)

Must be an email address.

## Event Information

\* indicates a required field

## Local board grant details

### Amount requested from local board \*

\$35,000.00

## Event details

### Event title \*

Orewa Annual Signature Events

### Event Venue \*

Various

This means the building name, street address, location of event or venue where the project will happen.

### Start date \*

22/09/2024

a date

### End date \*

22/03/2025

a date



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250603 From Destination Orewa Beach

Form Submitted 9 Aug 2024, 10:32AM NZST

<b>Event start time *</b>	12:00pm
<b>Estimated total attendance</b>	50000 Must be a number.
<b>Estimated exhibitors participants</b>	250 Must be a number.
<b>Total estimated running cost *</b>	\$143,000.00 Must be a dollar amount.
<b>Upload current event budget including full income and expenditure *</b>	<hr/> Filename: 2024 2025 event cost split DOB HBBLB Grants.xlsx File size: 16.2 kB
<b>Please tick which of the following is attached *</b>	<input type="checkbox"/> Pre printed bank deposit <input checked="" type="checkbox"/> Certified bank details slip
<b>Upload bank document *</b>	<hr/> Filename: 2024 bank account certification.pdf File size: 883.6 kB <hr/> Filename: Bank statement pdf for Local Board.pdf File size: 91.5 kB
<b>Are you GST registered? *</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<b>What is your GST number? *</b>	689017292 Must be a number
<b>IRD Donee status *</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## Event Funding Sustainability

### Other funding sources

This section tells us about any other funding that you hope to receive for this event, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards

<b>Funding organisation or individual</b>	<b>Amount</b>	<b>Pending / approved</b>
---	---------------	---------------------------

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250603 From Destination Orewa Beach

Form Submitted 9 Aug 2024, 10:32AM NZST

Destination Orewa Beach Events fund	\$52,300.00	Approved
Business sponsorship across the event year	\$51,200.00	Pending
Anticipated Food truck commissions from events	\$7,500.00	Pending
Foundation North - not yet applied for (too early)	\$5,000.00	Pending
	Must be a dollar amount.	

### What other actions have been taken to reduce the level of reliance on local board funding?

Of the \$143,000 total event costs, Destination Orewa Beach fund \$52,300 of this so we are the largest single source funder of the events. We appreciate it is our responsibility to be so.

Two events have been removed from the 2024 / 2025 schedule (The Asian Cultural Festival and the Orewa Bike Cruise) to enable budgets to be spread farther cross other (higher Orewa economic benefit) events.

No HBB LB funds are put toward the Orewa Beach Fashion Show event as this is a ticketed event - refer to the attached summary of events / costs and funding allocations.

As event costs are increasing exponentially - aspects will be deleted from events as needed to ensure the costs meet the final \$\$ available.

### Local Board Details

**\* indicates a required field**

**Which of the following local boards are you applying to, for your project? \***

- Devonport-Takapuna
- Hibiscus and Bays
- Kaipātiki
- Rodney
- Upper Harbour

Please select all that apply

### Hibiscus and Bays Priorities

**Select the main Hibiscus and Bays priority your project supports \***

A vibrant and thriving community with places to celebrate, learn and enjoy culture and arts

**How does your project support the selected priority? \***

Using perfect green spaces within Orewa, events ensure the town is vibrant and appealing for locals and visitors.



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250603 From Destination Orewa Beach

Form Submitted 9 Aug 2024, 10:32AM NZST

Energy, foot traffic, spend increases tall raise exponentially on event days enabling the town to thrive.

Events attract visitors from out of town, who will hopefully, want to return again and again.

With the wide demographic audience attending events - the community feeling of inclusivity and connectivity is highly evident.

The high cultural diversity in the HBC area from the wider Asian, African, Australasian and European nations bring all nations to one central point to enjoy the event benefits and atmosphere.

The Santa Parade is one of the largest Santa parades north of the harbour bridge and celebrates Christmas with not only Christian based groups but Indian Groups, Japanese, Korean and Japanese groups (plus more) who bring their own celebrations to the parade.

For the Boulevard Arts Fiesta celebrates art of all genres - performing arts, live arts, static art, Maori jade polishing / flax weaving, give it a go art and activity centres take place across events - usually for no cost to the attendees.

The Sandcastle competition celebrates Orewa biggest asset - it's beach.

Sandcastle creations within the competition year after year which depict Taniwha, Tiki, Waka, flax baskets etc

Free aspects of the events enable the community to connect with the event, the town and the community for no cost at all. Perfect for the current economic times.

Events bring families and generations together, enhance a sense of belonging, and attract locals and visitors to Orewa showcasing all that the town has to offer, and the beauty of its biggest asset - its beach.

Businesses thrive through a) additional income generated on the day and b) brand awareness appealing to customers to come back

Local suppliers and performers are used as much as possible.

Approx 7 community groups each year actively participate (and benefit from) our events by providing manpower and or services on the day. Such as (but not limited to): HBC Cricket Club, HBC Sea Scouts, Hibiscus Coast Girl Guides, Orewa Surf Club, Orewa College Orewa Lions, Orewa/Millwater Rotary, Orewa Baptist Church

Marketview reports via Paymark quantify financial outcomes on event days and quantify the economic impact from the event - all adding to the financial vibrancy of the Orewa businesses.

## Smoke-free and zero waste Auckland

### **Please tell us how you will promote smoke-free messages with your project**

I am not sure if Auckland Council have implemented smoke free public spaces and parks within the Hibiscus Coast ?

Smoking / vaping is not encouraged at any event, and is not permitted at all within the Hospitality areas adjacent our events sites.

MC and public announcements encourage audience to be considerate with their smoking / vaping and discouraged from partaking at events.

Must be no more than 120 words.

### **Will your project include waste minimisation (zero waste) messages? if so please describe.**

ALL our events are run as Zero Waste events in conjunction with HBC Zero Waste. Reports

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250603 From Destination Orewa Beach

Form Submitted 9 Aug 2024, 10:32AM NZST

of all waste deflection rates are provided after each event.

Please click [here](#) to find more information on zero waste events.

## Māori Outcomes

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve outcomes with Māori.

Consider the Māori outcomes in the [Hibiscus and Bays Local Board Plan 2023](#) or [Kia Ora Tāmaki Makaurau Plan](#).

**Will your event target Māori or Māori outcomes?**

Yes

No

**Please select which Māori outcome applies to your project?**

Māori led - either a Māori organisation that is applying or Māori directed (came about as a request from Māori)  Māori involvement in the design/concept  Māori focus - tikanga (practices), mātauranga (knowledge), reo (language)  Māori participation - Māori priority group, target group, high representation or Māori staff delivering

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Marae, Improving Maori social, economic, and cultural well-being. Uses matauranga and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

**Please explain how your project/activity will achieve the above Māori outcomes**

Te Herenga Waka O Orewa Marae provide performance groups for the Arts Fiesta and demonstration / give it a go sessions take place with activities such as poi making, flax flower making or flax kite making sessions.

At the sandcastle competition creations of Maori culture are created by families, every year

Must be no more than 120 words.

Must be no more than 120 words

## Declaration and Privacy

**\* indicates a required field**

### Declaration

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

**I/We certify that to the best of our/my knowledge the information contained in this application is correct \***

Yes  No

**I/We confirm that any funds granted will only be used for the activity described in this application \***

Yes  No



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250603 From Destination Orewa Beach

Form Submitted 9 Aug 2024, 10:32AM NZST

**I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity \***

Yes  No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example:

- If you are an Auckland Council employee/local board member or a member
- If your organisations committee or board member is an Auckland Council employee/local board member.
- Personal or family relationships that you have
  - with council employees
  - with council contractors
  - organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - eg investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - eg you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

**I/We confirm that to the best of our/my knowledge I/we have no perceived , potential or actual conflict of interest in applying for or using any grant funding \***

Yes  No

**If you have answered no to any of the above, please provide details below:**

Must be no more than 100 words

- **I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987**
- **I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material**
- **I/We understand that I/we have the right to have access to this information**
- **I/We undertake that I/we have obtained the consent of all people involved to provide these details.**

\*

Accept  Decline

**Date:**

08/08/2024

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250603 From Destination Orewa Beach

Form Submitted 9 Aug 2024, 10:32AM NZST

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

## Privacy

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our [privacy policy](#) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.





<b>TOTAL</b>	\$ 149,000.00	\$ 53,500.00	\$ 32,200.00	\$ 51,200.00	\$ 6,390.00	\$ 7,500.00	\$ 147,790.00
Over / Under		-\$1,000	\$500				

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250604 From Estuary Arts Charitable Trust

Form Submitted 9 Aug 2024, 11:34AM NZST

## Welcome

### Important information

This is an expression of interest to apply for the Hibiscus and Bays Event Partnership Fund 2024-2025.

The Local Board Event Partnership Fund is a three-year (term) fund specifically targeted to support the growth and sustainability of community events in the Hibiscus and Bays Local Board area that align to the [Hibiscus and Bays Local Board's Plan 2023](#) and predetermined priorities.

In year one of the three-year process, all event organisers, including existing and new applicants, must submit an Expression of Interest (EOI) application. Upon a successful application, the event partner secures local board funding for a three-year period.

Unlike other grant options, there is no fixed monetary range of funding. The amount is at the discretion of the local board. The Hibiscus and Bays Local Board has set a maximum amount of \$15,000 per event delivered.

#### Branding

- If you are successful, it is important you include the local board's logo in promotional material. See the Brand Identity Guidelines around logo use (a copy of these guidelines and the logo will be emailed to you with your funding agreement). If you're unsure, email your local board office to check if you're on the right track.

#### Promotional support

- Council has a number of channels where your event can be promoted free of charge. A list will be emailed to you with your funding agreement.
- Providing full details of the event to the local board is important so they can support the event and spread the word locally.
- Start by visiting [ourauckland.aucklandcouncil.govt.nz/events](https://ourauckland.aucklandcouncil.govt.nz/events) and filling out a simple form to have your event listed on the Our Auckland website.

Contact us at [communityfunding@aucklandcouncil.govt.nz](mailto:communityfunding@aucklandcouncil.govt.nz) or phone 09 301 0101 if you need assistance with completing this form.

## Contact details

**\* indicates a required field**

### Organisation contact details

#### Organisation \*

Estuary Arts Charitable Trust

Must match the name on the bank account information supplied

#### Physical address \*

214B Hibiscus Coast Hwy

Orewa Orewa 0931

Must be a New Zealand postcode

Please click [here](#) for the postcode finder website

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250604 From Estuary Arts Charitable Trust

Form Submitted 9 Aug 2024, 11:34AM NZST

**Is your postal address different from your physical address? \***

Yes  No

If yes, please complete below

#### Organisations website

<https://www.estuaryarts.org/>

Must be a URL.

#### Organisations Facebook page

<https://www.facebook.com/Estuaryartscentre>

Must be a URL.

#### What registration numbers apply to your organisation?

(Please provide all applicable numbers)

#### New Zealand Companies Office incorporated society number

1851213

Must be a number

Please click [here](#) to visit the Societies and Trusts website

#### Charities NZ Registration

CC35965

New Zealand Charities Register Information	
<b>Reg Number</b>	CC35965
<b>Legal Name</b>	Estuary Arts Charitable Trust
<b>Other Names</b>	Estuary Arts Centre
<b>Reg Status</b>	Registered
<b>Charity's Street Address</b>	214B Hibiscus Coast Highway Orewa 0931
<b>Charity's Postal Address</b>	214B Hibiscus Coast Highway Orewa 0931
<b>Telephone</b>	09 426 5570
<b>Fax</b>	
<b>Email</b>	manager@estuaryarts.org
<b>Website</b>	<a href="http://www.estuaryarts.org">http://www.estuaryarts.org</a>
<b>Reg Date</b>	12:00am on 30 Jun 2008

*Information retrieved at 10:06am on 26 Aug*

#### NZ Companies Register

9429043169313

New Zealand Companies Register Information	
<b>NZBN</b>	9429043169313
<b>Entity Name</b>	ESTUARY ARTS CHARITABLE TRUST
<b>Registration Date</b>	12:00am on 3 Aug 2006
<b>Entity Status</b>	Registered



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250604 From Estuary Arts Charitable Trust

Form Submitted 9 Aug 2024, 11:34AM NZST

<b>Entity Type</b>	Charitable Trust
<b>Registered Address</b>	Estuary Arts Centre 214b Hibiscus Coast Highway Orewa Rodney District, Orewa, 0931, NZ
<b>Office Address</b>	

Information retrieved at 10:06am on 26 Aug

## Primary contact details

### Primary contact \*

Mrs Kim Boyd

### Position held in organisation

General Manager

### Office Phone Number \*

09 426 5570

Must be a New Zealand phone number.

### Mobile Phone Number \*

021 172 4113

Must be a New Zealand phone number.

### Primary Email \*

[manager@estuaryarts.org](mailto:manager@estuaryarts.org)

Must be an email address.

## Event Information

\* indicates a required field

## Local board grant details

### Amount requested from local board \*

\$5,000.00

## Event details

### Event title \*

Hibiscus and Bays Annual Art Awards

### Event Venue \*

Estuary Arts Centre and Mairangi Arts Centre

This means the building name, street address, location of event or venue where the project will happen.

### Start date \*

31/03/2025

a date

### End date \*

27/04/2025

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250604 From Estuary Arts Charitable Trust

Form Submitted 9 Aug 2024, 11:34AM NZST

a date

**Event start time \***

9am

**Estimated total attendance**

8000  
Must be a number.

**Estimated exhibitors participants**

150  
Must be a number.

**Total estimated running cost \***

\$5,000.00  
Must be a dollar amount.

**Upload current event budget including full income and expenditure \***

---

Filename: Art Awards budget 2025.pdf  
File size: 57.6 kB

**Please tick which of the following is attached \***

Pre printed bank deposit slip  Certified bank details slip

**Upload bank document \***

---

Filename: Deposit slip ASB.pdf  
File size: 19.7 kB

**Are you GST registered? \***

Yes  No

**What is your GST number? \***

94880092  
Must be a number

**IRD Donee status \***

Yes  No

## Event Funding Sustainability

### Other funding sources

This section tells us about any other funding that you hope to receive for this event, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards

Funding organisation or individual	Amount	Pending / approved
Creative Communities Scheme	\$3,000.00	Pending

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250604 From Estuary Arts Charitable Trust

Form Submitted 9 Aug 2024, 11:34AM NZST

	\$	
	Must be a dollar amount.	

### What other actions have been taken to reduce the level of reliance on local board funding?

To enter the Hibiscus and Bays Art Awards there is an entry fee, user pay system. We also try very hard to sell the artwork and gain a commission on the sale of works. However this is an unknown quantity.

## Local Board Details

**\* indicates a required field**

### Which of the following local boards are you applying to, for your project? \*

- Devonport-Takapuna
- Hibiscus and Bays
- Kaipātiki
- Rodney
- Upper Harbour

Please select all that apply

## Hibiscus and Bays Priorities

### Select the main Hibiscus and Bays priority your project supports \*

A vibrant and thriving community with places to celebrate, learn and enjoy culture and arts

### How does your project support the selected priority? \*

The annual Art Awards is a celebration of our arts and culture. There is a dedicated prize category for a Māori Award supported by te Herenga Waka o Orewa marae - an artwork that reflects our local space and Māori identity.

This exhibition reflects the very best selection of artworks from visual artists who are both local but also from around Auckland.

Free to visit, the exhibition is open 7 days a week for a month-long period, with grateful assistance from our volunteers. There is a People's Choice award which visitors to the exhibition are encouraged to take part in.

## Smoke-free and zero waste Auckland

### Please tell us how you will promote smoke-free messages with your project

The Centre and the area and gardens around the Centre are smoke free with smoke free signage.

Must be no more than 120 words.



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250604 From Estuary Arts Charitable Trust

Form Submitted 9 Aug 2024, 11:34AM NZST

#### Will your project include waste minimisation (zero waste) messages? if so please describe.

Estuary Arts Centre is committed to generating zero waste and has the three-bin system to separate waste into recycling, organic and landfill. We will be initiating a paperless voting station for the People's Choice.

Please click [here](#) to find more information on zero waste events.

## Māori Outcomes

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve outcomes with Māori.

Consider the Māori outcomes in the [Hibiscus and Bays Local Board Plan 2023](#) or [Kia Ora Tāmaki Makaurau Plan](#).

#### Will your event target Māori or Māori outcomes?

Yes  No

#### Please select which Māori outcome applies to your project?

Māori led - either a Māori organisation that is applying or Māori directed (came about as a request from Māori)  Māori involvement in the design/concept  Māori focus - tikanga (practices), mātauranga (knowledge), reo (language)  Māori participation - Māori priority group, target group, high representation or Māori staff delivering

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Marae, Improving Maori social, economic, and cultural well-being. Uses matauranga and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

#### Please explain how your project/activity will achieve the above Māori outcomes

There will be a dedicated Māori art category for art entrants whose arts practice / tikanga fit the criteria of this category. This category is supported by our local Marae te herenge Waka o Orewa and will be judged by one or more of their representatives.

Must be no more than 120 words.

Must be no more than 120 words

## Declaration and Privacy

**\* indicates a required field**

### Declaration

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

**I/We certify that to the best of our/my knowledge the information contained in this application is correct \***

Yes  No

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250604 From Estuary Arts Charitable Trust

Form Submitted 9 Aug 2024, 11:34AM NZST

**I/We confirm that any funds granted will only be used for the activity described in this application \***

Yes  No

**I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity \***

Yes  No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example:

- If you are an Auckland Council employee/local board member or a member
- If your organisations committee or board member is an Auckland Council employee/local board member.
- Personal or family relationships that you have
  - with council employees
  - with council contractors
  - organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - eg investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - eg you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

**I/We confirm that to the best of our/my knowledge I/we have no perceived , potential or actual conflict of interest in applying for or using any grant funding \***

Yes  No

**If you have answered no to any of the above, please provide details below:**

Must be no more than 100 words

- **I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987**
- **I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material**
- **I/We understand that I/we have the right to have access to this information**
- **I/We undertake that I/we have obtained the consent of all people involved to provide these details.**

\*

Accept  Decline

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250604 From Estuary Arts Charitable Trust

Form Submitted 9 Aug 2024, 11:34AM NZST

**Date:**

08/08/2024

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

## Privacy

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our [privacy policy](#) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.



<b>Hibiscus and Bays Art Awards 2025</b>		
<b>Expenses</b>		
Curator/administration	1200.00	
Posters	100.00	
Marketing	3780.00	
Judges koha	300.00	
Entertainers koha	100.00	
Powhiri Koha	300.00	
Supreme Awards	3000.00	
Resident's Award	500.00	
Youth award	250.00	
Emerging Artist Award	250.00	
Catering- judges & opening	600.00	
Opening photographer	250.00	
<b>Total expenses</b>	<b>10630.00</b>	
<b>Income</b>		
<i>Applied grant funding</i>		
CCS	3000.00	Not confirmed
H & B Local Board	5000.00	
<i>Non-grant funding</i>		
Entry Fees	2000.00	Best guess
Commission on sales	600.00	Bess guess
<b>Total income</b>	<b>10600.00</b>	

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250606 From Torbay Sailing Club Incorporated

Form Submitted 13 Aug 2024, 5:34PM NZST

## Welcome

### Important information

This is an expression of interest to apply for the Hibiscus and Bays Event Partnership Fund 2024-2025.

The Local Board Event Partnership Fund is a three-year (term) fund specifically targeted to support the growth and sustainability of community events in the Hibiscus and Bays Local Board area that align to the [Hibiscus and Bays Local Board's Plan 2023](#) and predetermined priorities.

In year one of the three-year process, all event organisers, including existing and new applicants, must submit an Expression of Interest (EOI) application. Upon a successful application, the event partner secures local board funding for a three-year period.

Unlike other grant options, there is no fixed monetary range of funding. The amount is at the discretion of the local board. The Hibiscus and Bays Local Board has set a maximum amount of \$15,000 per event delivered.

#### Branding

- If you are successful, it is important you include the local board's logo in promotional material. See the Brand Identity Guidelines around logo use (a copy of these guidelines and the logo will be emailed to you with your funding agreement). If you're unsure, email your local board office to check if you're on the right track.

#### Promotional support

- Council has a number of channels where your event can be promoted free of charge. A list will be emailed to you with your funding agreement.
- Providing full details of the event to the local board is important so they can support the event and spread the word locally.
- Start by visiting [ourauckland.aucklandcouncil.govt.nz/events](https://ourauckland.aucklandcouncil.govt.nz/events) and filling out a simple form to have your event listed on the Our Auckland website.

Contact us at [communityfunding@aucklandcouncil.govt.nz](mailto:communityfunding@aucklandcouncil.govt.nz) or phone 09 301 0101 if you need assistance with completing this form.

## Contact details

**\* indicates a required field**

### Organisation contact details

#### Organisation \*

Torbay Sailing Club Incorporated

Must match the name on the bank account information supplied

#### Physical address \*

948 Beach Rd

Waiake Auckland 0630

Must be a New Zealand postcode

Please click [here](#) for the postcode finder website

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250606 From Torbay Sailing Club Incorporated

Form Submitted 13 Aug 2024, 5:34PM NZST

#### Is your postal address different from your physical address? \*

Yes  No

If yes, please complete below

#### Organisation Postal Address \*

PO Box 35170

Browns Bay Auckland 0753 New Zealand

Must be a New Zealand postcode

Please click [here](#) for the postcode finder website

#### Organisations website

<https://www.torbaysailing.club/>

Must be a URL.

#### Organisations Facebook page

<https://www.facebook.com/SirPeterBlakeRegatta/>

Must be a URL.

#### What registration numbers apply to your organisation?

(Please provide all applicable numbers)

#### New Zealand Companies Office incorporated society number

223416

Must be a number

Please click [here](#) to visit the Societies and Trusts website

#### Charities NZ Registration

CC42184

#### New Zealand Charities Register Information

<b>Reg Number</b>	CC42184
<b>Legal Name</b>	Torbay Sailing Club Incorporated
<b>Other Names</b>	TSC
<b>Reg Status</b>	Registered
<b>Charity's Street Address</b>	948 Beach Road Torbay Waiake Auckland
<b>Charity's Postal Address</b>	PO Box 35170 Browns Bay Auckland 753 0630
<b>Telephone</b>	0274545094
<b>Fax</b>	
<b>Email</b>	treasurer@torbaysailingclub.org.nz
<b>Website</b>	<a href="http://www.torbaysailingclub.org.nz">http://www.torbaysailingclub.org.nz</a>
<b>Reg Date</b>	12:00am on 30 Jun 2008

Information retrieved at 10:06am on 26 Aug



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250606 From Torbay Sailing Club Incorporated

Form Submitted 13 Aug 2024, 5:34PM NZST

#### NZ Companies Register

9429042981398

#### New Zealand Companies Register Information

<b>NZBN</b>	9429042981398
<b>Entity Name</b>	TORBAY SAILING CLUB INCORPORATED
<b>Registration Date</b>	12:00am on 21 Aug 1959
<b>Entity Status</b>	Registered
<b>Entity Type</b>	Incorporated Society
<b>Registered Address</b>	948 Beach Road, Waiake, Auckland, 0630, NZ
<b>Office Address</b>	

Information retrieved at 10:06am on 26 Aug

## Primary contact details

#### Primary contact \*

Mr Glen Wright

#### Position held in organisation

Sir Peter Blake Torbay Regatta Committee

#### Office Phone Number \*

021 801 398

Must be a New Zealand phone number.

#### Mobile Phone Number \*

021 801 398

Must be a New Zealand phone number.

#### Primary Email \*

[glen@portglen.co.nz](mailto:glen@portglen.co.nz)

Must be an email address.

## Event Information

\* indicates a required field

## Local board grant details

#### Amount requested from local board \*

\$5,000.00

## Event details

#### Event title \*

Sir Peter Blake Torbay Regatta 2024

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250606 From Torbay Sailing Club Incorporated

Form Submitted 13 Aug 2024, 5:34PM NZST

<b>Event Venue *</b>	Torbay Sailing Club This means the building name, street address, location of event or venue where the project will happen.
<b>Start date *</b>	30/11/2024 a date
<b>End date *</b>	01/12/2024 a date
<b>Event start time *</b>	0800
<b>Estimated total attendance</b>	800 Must be a number.
<b>Estimated exhibitors participants</b>	4 Must be a number.
<b>Total estimated running cost *</b>	\$42,000.00 Must be a dollar amount.
<b>Upload current event budget including full income and expenditure *</b>	_____ Filename: Blake Budget 2024 as at August 2024.pdf File size: 81.4 kB
<b>Please tick which of the following is attached *</b>	<input checked="" type="checkbox"/> Pre printed bank deposit <input type="checkbox"/> Certified bank details slip
<b>Upload bank document *</b>	_____ Filename: TSC Deposit Slip.pdf File size: 162.8 kB
<b>Are you GST registered? *</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<b>What is your GST number? *</b>	51943899 Must be a number
<b>IRD Donee status *</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## Event Funding Sustainability

### Other funding sources

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250606 From Torbay Sailing Club Incorporated

Form Submitted 13 Aug 2024, 5:34PM NZST

This section tells us about any other funding that you hope to receive for this event, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards

Funding organisation or individual	Amount	Pending / approved
Barfoot and Thompson	\$9,000.00	Approved
Realtech	\$2,500.00	Pending
	Must be a dollar amount.	

### What other actions have been taken to reduce the level of reliance on local board funding?

Traffic plan being reviewed to keep cost escalations limited, however this is closer to \$10,000 than previous \$5,000 that the original funding was predicated on. This grant gratefully accepted to offset AT/Council requirements for traffic which has become our largest single cost.

### Local Board Details

**\* indicates a required field**

#### Which of the following local boards are you applying to, for your project? \*

- Devonport-Takapuna
- Hibiscus and Bays
- Kaipātiki
- Rodney
- Upper Harbour

Please select all that apply

### Hibiscus and Bays Priorities

#### Select the main Hibiscus and Bays priority your project supports \*

Hibiscus and Bays: a community of thousands that feels like a village, with strong connections and roots, but easy opportunities for participation

#### How does your project support the selected priority? \*

The premiere youth oriented sailing regatta in NZ. Very often is the first major sailing regatta for sailors as young as 10. Pathway to elite sports for those that want up to and including olympic sports. Showcases Torbay as a fantastic sailing destination and is the most visible opportunity to show accessibility of our harbour and that all can participate in water sport. Strong participation from all sailing clubs in the Auckland region coming together, especially from local Murrays Bay and Many Sailing Clubs.



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250606 From Torbay Sailing Club Incorporated

Form Submitted 13 Aug 2024, 5:34PM NZST

## Smoke-free and zero waste Auckland

### Please tell us how you will promote smoke-free messages with your project

Permanent smoke free signs are up around the club. All areas, marquees etc. will be smoke free.

Must be no more than 120 words.

### Will your project include waste minimisation (zero waste) messages? if so please describe.

Zero waste is a key value of the Blake foundation and the Blake regatta following the leadership of Sir Peter Blake. The environmental message is key to opening and closing messaging. We provide refill stations in place of single use plastic bottles. Gold accreditation for Sailors for the Sea programme.

Please click [here](#) to find more information on zero waste events.

## Māori Outcomes

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve outcomes with Māori.

Consider the Māori outcomes in the [Hibiscus and Bays Local Board Plan 2023](#) or [Kia Ora Tāmaki Makaurau Plan](#).

### Will your event target Māori or Māori outcomes?

Yes  No

### Please select which Māori outcome applies to your project?

Māori led - either a Māori organisation that is applying or Māori directed (came about as a request from Māori)  Māori involvement in the design/concept  Māori focus - tikanga (practices), mātauranga (knowledge), reo (language)  Māori participation - Māori priority group, target group, high representation or Māori staff delivering

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Marae, Improving Maori social, economic, and cultural well-being. Uses matauranga and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

### Please explain how your project/activity will achieve the above Māori outcomes

Must be no more than 120 words.

Must be no more than 120 words

## Declaration and Privacy

**\* indicates a required field**

### Declaration

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250606 From Torbay Sailing Club Incorporated

Form Submitted 13 Aug 2024, 5:34PM NZST

**I/We certify that to the best of our/my knowledge the information contained in this application is correct \***

Yes  No

**I/We confirm that any funds granted will only be used for the activity described in this application \***

Yes  No

**I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity \***

Yes  No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example:

- If you are an Auckland Council employee/local board member or a member
- If your organisations committee or board member is an Auckland Council employee/local board member.
- Personal or family relationships that you have
  - with council employees
  - with council contractors
  - organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - eg investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - eg you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

**I/We confirm that to the best of our/my knowledge I/we have no perceived , potential or actual conflict of interest in applying for or using any grant funding \***

Yes  No

**If you have answered no to any of the above, please provide details below:**

Must be no more than 100 words

- **I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987**
- **I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material**
- **I/We understand that I/we have the right to have access to this information**
- **I/We undertake that I/we have obtained the consent of all people involved to provide these details.**

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250606 From Torbay Sailing Club Incorporated

Form Submitted 13 Aug 2024, 5:34PM NZST

\*

Accept  Decline

#### **Date:**

13/08/2024

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

## **Privacy**

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our [privacy policy](#) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.



# Sir Peter Blake Torbay Regatta

Actuals 2024 Budget 2024

## INCOME

Realtech Sponsorship	\$	2,500.00
B & T Sponsorship	\$	9,000.00
Entries		34,495.76
Merchandise		2,363.49
Lunch Orders	\$	499.17
Eftpos	\$	9,164.79
Cash	\$	1,786.53
Council Grant	\$	5,000.00
<b>TOTAL INCOME</b>	<b>\$</b>	<b>- \$ 64,809.74</b>

## OUTGOINGS

### AIR DISPLAY

First Aid	\$	100.89
Council Fees	\$	508.75
coaching	\$	1,320.00
Traffic management	\$	8,800.00
Light Board at Torbay end		
Public Notice (mail & newspaper)	\$	486.00
Marque, Tables		7456.35
Sound System	\$	541.74
Food		
Food and Drink	\$	5,484.45
Bakery Lunches	\$	427.83
Bakery		
BBQ/Deep fryer	\$	460.60
Chiller		
Merchant fees	\$	1,213.47
IT Stuff (incl App, Soft- & Hardware)	\$	1,686.91
Clubhub / Angus system	\$	1,595.00
Eftpos Handset	\$	310.00
Boat Stickers	\$	216.50
Security	\$	820.00
Rubbish Bins	\$	400.00
Photos		3108.60
Zhik gear	\$	1,704.20
Import duties	\$	335.83
Bib & Volunteer Zhik printing	\$	519.55
Merchandise printing	\$	155.00
Boat Ramp Scaffolding	\$	1,000.00
Power Connection		
Water		150.83
Novelty marks - Course A	\$	140.00
Traffic new signs	\$	500.00
	<b>\$</b>	<b>- \$ 39,442.50</b>

### BOAT BITS

Boat Tags		348.86
4x 9kg gas bottles		
Fuel	\$	1,349.42
12 v battery		
	<b>\$</b>	<b>- \$ 1,698.28</b>

### PRIZES AND THANK YOUS

Medals & Trophies	\$	460.44
Other Thank Yous	\$	79.55
Sails		
Zhik		
waterproof paper		
Oldsie	\$	150.00
Coffee man / Barrista	\$	210.00
Pizza (Club After Party)	\$	256.58
	<b>\$</b>	<b>- \$ 1,156.57</b>

<b>TOTAL OUTGOINGS</b>	<b>\$</b>	<b>- \$ 42,297.35</b>
------------------------	-----------	-----------------------

<b>Profit Excluding GST</b>	<b>\$</b>	<b>- \$ 22,512.39</b>
-----------------------------	-----------	-----------------------

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250607 From HIBISCUS RODDERS

Form Submitted 28 Aug 2024, 2:24PM NZST

## Welcome

### Important information

This is an expression of interest to apply for the Hibiscus and Bays Event Partnership Fund 2024-2025.

The Local Board Event Partnership Fund is a three-year (term) fund specifically targeted to support the growth and sustainability of community events in the Hibiscus and Bays Local Board area that align to the [Hibiscus and Bays Local Board's Plan 2023](#) and predetermined priorities.

In year one of the three-year process, all event organisers, including existing and new applicants, must submit an Expression of Interest (EOI) application. Upon a successful application, the event partner secures local board funding for a three-year period.

Unlike other grant options, there is no fixed monetary range of funding. The amount is at the discretion of the local board. The Hibiscus and Bays Local Board has set a maximum amount of \$15,000 per event delivered.

#### Branding

- If you are successful, it is important you include the local board's logo in promotional material. See the Brand Identity Guidelines around logo use (a copy of these guidelines and the logo will be emailed to you with your funding agreement). If you're unsure, email your local board office to check if you're on the right track.

#### Promotional support

- Council has a number of channels where your event can be promoted free of charge. A list will be emailed to you with your funding agreement.
- Providing full details of the event to the local board is important so they can support the event and spread the word locally.
- Start by visiting [ourauckland.aucklandcouncil.govt.nz/events](https://ourauckland.aucklandcouncil.govt.nz/events) and filling out a simple form to have your event listed on the Our Auckland website.

Contact us at [communityfunding@aucklandcouncil.govt.nz](mailto:communityfunding@aucklandcouncil.govt.nz) or phone 09 301 0101 if you need assistance with completing this form.

## Contact details

**\* indicates a required field**

### Organisation contact details

#### Organisation \*

HIBISCUS RODDERS

Must match the name on the bank account information supplied

#### Physical address \*

33 Crampton Ct

Orewa Orewa 0931

Must be a New Zealand postcode

Please click [here](#) for the postcode finder website

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250607 From HIBISCUS RODDERS

Form Submitted 28 Aug 2024, 2:24PM NZST

**Is your postal address different from your physical address? \***

Yes  No

If yes, please complete below

#### Organisations website

<https://www.roddersbeachfestival.co.nz/general-5>

Must be a URL.

#### Organisations Facebook page

<https://www.facebook.com/roddersbeachfestival?mibextid=LQQJ4d>

Must be a URL.

#### What registration numbers apply to your organisation?

(Please provide all applicable numbers)

#### New Zealand Companies Office incorporated society number

222750

Must be a number

Please click [here](#) to visit the Societies and Trusts website

#### Charities NZ Registration

##### New Zealand Charities Register Information

Reg Number

Legal Name

Other Names

Reg Status

Charity's Street Address

Charity's Postal Address

Telephone

Fax

Email

Website

Reg Date

#### NZ Companies Register

##### New Zealand Companies Register Information

NZBN

Entity Name

Registration Date

Entity Status



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250607 From HIBISCUS RODDERS

Form Submitted 28 Aug 2024, 2:24PM NZST

Entity Type  
Registered Address  
Office Address

## Primary contact details

### Primary contact \*

Ms SHARON MORRIS

### Position held in organisation

LIFE MEMBER

### Office Phone Number \*

0274 578 712

Must be a New Zealand phone number.

### Mobile Phone Number \*

0274 578 712

Must be a New Zealand phone number.

### Primary Email \*

[sharonmorris.pink@gmail.com](mailto:sharonmorris.pink@gmail.com)

Must be an email address.

## Event Information

\* indicates a required field

## Local board grant details

### Amount requested from local board \*

\$20,000.00

## Event details

### Event title \*

RODDERS BEACH FESTIVAL 2025

### Event Venue \*

OREWA RESERVE & BOULEVARD

This means the building name, street address, location of event or venue where the project will happen.

### Start date \*

24/01/2025

a date

### End date \*

26/01/2025

a date

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250607 From HIBISCUS RODDERS

Form Submitted 28 Aug 2024, 2:24PM NZST

<b>Event start time *</b>	3PM
<b>Estimated total attendance</b>	1000 Must be a number.
<b>Estimated exhibitors participants</b>	20 Must be a number.
<b>Total estimated running cost *</b>	\$82,749.35 Must be a dollar amount.
<b>Upload current event budget including full income and expenditure *</b>	_____ Filename: RBF Budget 2025.pdf File size: 374.2 kB
<b>Please tick which of the following is attached *</b>	<input checked="" type="checkbox"/> Pre printed bank deposit <input type="checkbox"/> Certified bank details slip
<b>Upload bank document *</b>	_____ Filename: Deposit Slip Rodders.jpg File size: 30.6 kB
<b>Are you GST registered? *</b>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>IRD Donee status *</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## Event Funding Sustainability

### Other funding sources

This section tells us about any other funding that you hope to receive for this event, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards

<b>Funding organisation or individual</b>	<b>Amount</b>	<b>Pending / approved</b>
sponsors	\$43,500.00	Approved
	\$	
	Must be a dollar amount.	

**What other actions have been taken to reduce the level of reliance on local board funding?**

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250607 From HIBISCUS RODDERS

Form Submitted 28 Aug 2024, 2:24PM NZST

We have spent many hours on getting sponsors together to help run this event, We have built relationships over the years and worked on putting packages together with sponsors.

## Local Board Details

**\* indicates a required field**

**Which of the following local boards are you applying to, for your project? \***

- Devonport-Takapuna
- Hibiscus and Bays
- Kaipātiki
- Rodney
- Upper Harbour

Please select all that apply

## Hibiscus and Bays Priorities

**Select the main Hibiscus and Bays priority your project supports \***

Hibiscus and Bays: a community of thousands that feels like a village, with strong connections and roots, but easy opportunities for participation

**How does your project support the selected priority? \***

We support and fund and build the community every year in making a difference with bringing an event that appeals to all ages and cultures to make them all feel welcome, enjoy our passion, we build relationships in our community and celebrate growing diversity in our area thru our event. Our event brings hundreds of people together from all over and promotes our local hibiscus coast and rodney. We are one of the top 5 Hot Rod events in the country.

## Smoke-free and zero waste Auckland

**Please tell us how you will promote smoke-free messages with your project**

We will promote it in our programme and signage in our marquee that we are a smoke free and zero waste event.

Must be no more than 120 words.

**Will your project include waste minimisation (zero waste) messages? if so please describe.**

yes and we will promote zero waste to all our vendors and public attending. We will encourage all vendors to use the correct utensils and napkins and to sort their own rubbish.

Please click [here](#) to find more information on zero waste events.

## Māori Outcomes

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250607 From HIBISCUS RODDERS

Form Submitted 28 Aug 2024, 2:24PM NZST

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve outcomes with Māori.

Consider the Māori outcomes in the [Hibiscus and Bays Local Board Plan 2023](#) or [Kia Ora Tāmaki Makaurau Plan](#).

#### Will your event target Māori or Māori outcomes?

Yes  No

#### Please select which Māori outcome applies to your project?

Māori led - either a Māori organisation that is applying or Māori directed (came about as a request from Māori)  Māori involvement in the design/concept  Māori focus - tikanga (practices), mātauranga (knowledge), reo (language)  Māori participation - Māori priority group, target group, high representation or Māori staff delivering

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Marae, Improving Maori social, economic, and cultural well-being. Uses matauranga and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

#### Please explain how your project/activity will achieve the above Māori outcomes

Must be no more than 120 words.

Must be no more than 120 words

## Declaration and Privacy

**\* indicates a required field**

### Declaration

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

**I/We certify that to the best of our/my knowledge the information contained in this application is correct \***

Yes  No

**I/We confirm that any funds granted will only be used for the activity described in this application \***

Yes  No

**I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity \***

Yes  No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250607 From HIBISCUS RODDERS

Form Submitted 28 Aug 2024, 2:24PM NZST

For example:

- If you are an Auckland Council employee/local board member or a member
- If your organisations committee or board member is an Auckland Council employee/local board member.
- Personal or family relationships that you have
  - with council employees
  - with council contractors
  - organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - eg investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - eg you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

**I/We confirm that to the best of our/my knowledge I/we have no perceived , potential or actual conflict of interest in applying for or using any grant funding \***

Yes  No

**If you have answered no to any of the above, please provide details below:**

Must be no more than 100 words

- **I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987**
- **I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material**
- **I/We understand that I/we have the right to have access to this information**
- **I/We undertake that I/we have obtained the consent of all people involved to provide these details.**

\*

Accept  Decline

**Date:**

14/08/2024

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

## Privacy

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our [privacy policy](#) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.

**EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025**  
**EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025**  
**Application No. NCE250607 From HIBISCUS RODDERS**

Form Submitted 28 Aug 2024, 2:24PM NZST



## Rodders Beach Festival 24-26th January 2025

### BUDGET:

ROAD CLOSURE	\$10,981.35
SECURITY	\$ 2700.00
RUBBISH	\$ 1800.00
STAGES	\$ 7568.00
ENTERTAINMENT	\$ 10,000.00
MARQUE	\$ 3000.00
PORTALOOS	\$ 2500.00
HIRE TABLES/CHAIRS	\$ 3500.00
PROGRAMMES	\$ 2200.00
WEBSITE DESIGN	\$ 5000.00
SIGNAGE	\$ 18000.00
VIP MARQUE FOOD	\$ 1500.00
ADVERTISING	\$ 1500.00
SOUND SYSTEM	\$ 2000.00
ENTRANTS BAGS	\$ 7500.00
TROPHIES,ROSETTES	\$ 1800.00
POSTAGE ETC	\$ 1000.00
LICENSE	\$ 575.00
MISC	\$ 5000.00
TOTAL	\$ 82749.35

Rodders Beach Festival

Sharon Morris  
Ph 0274578712

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250608 From Browns Bay Business Association Incorporated

Form Submitted 19 Aug 2024, 8:51PM NZST

## Welcome

### Important information

This is an expression of interest to apply for the Hibiscus and Bays Event Partnership Fund 2024-2025.

The Local Board Event Partnership Fund is a three-year (term) fund specifically targeted to support the growth and sustainability of community events in the Hibiscus and Bays Local Board area that align to the [Hibiscus and Bays Local Board's Plan 2023](#) and predetermined priorities.

In year one of the three-year process, all event organisers, including existing and new applicants, must submit an Expression of Interest (EOI) application. Upon a successful application, the event partner secures local board funding for a three-year period.

Unlike other grant options, there is no fixed monetary range of funding. The amount is at the discretion of the local board. The Hibiscus and Bays Local Board has set a maximum amount of \$15,000 per event delivered.

#### Branding

- If you are successful, it is important you include the local board's logo in promotional material. See the Brand Identity Guidelines around logo use (a copy of these guidelines and the logo will be emailed to you with your funding agreement). If you're unsure, email your local board office to check if you're on the right track.

#### Promotional support

- Council has a number of channels where your event can be promoted free of charge. A list will be emailed to you with your funding agreement.
- Providing full details of the event to the local board is important so they can support the event and spread the word locally.
- Start by visiting [ouraukland.aucklandcouncil.govt.nz/events](https://ouraukland.aucklandcouncil.govt.nz/events) and filling out a simple form to have your event listed on the Our Auckland website.

Contact us at [communityfunding@aucklandcouncil.govt.nz](mailto:communityfunding@aucklandcouncil.govt.nz) or phone 09 301 0101 if you need assistance with completing this form.

## Contact details

**\* indicates a required field**

### Organisation contact details

#### Organisation \*

The Browns Bay Business Association Incorporated

Must match the name on the bank account information supplied

#### Physical address \*

7 Anzac Rd

Browns Bay Auckland 0630

Must be a New Zealand postcode

Please click [here](#) for the postcode finder website



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250608 From Browns Bay Business Association Incorporated

Form Submitted 19 Aug 2024, 8:51PM NZST

**Is your postal address different from your physical address? \***

Yes  No

If yes, please complete below

**Organisation Postal Address \***

PO Box 35043

Browns Bay Auckland 0753 New Zealand

Must be a New Zealand postcode

Please click [here](#) for the postcode finder website

**Organisations website**

<https://brownsbay.org.nz/>

Must be a URL.

**Organisations Facebook page**

<https://www.facebook.com/LoveBrownsBay>

Must be a URL.

**What registration numbers apply to your organisation?**

(Please provide all applicable numbers)

**New Zealand Companies Office incorporated society number**

221664

Must be a number

Please click [here](#) to visit the Societies and Trusts website

**Charities NZ Registration**

**New Zealand Charities Register Information**

**Reg Number**

**Legal Name**

**Other Names**

**Reg Status**

**Charity's Street Address**

**Charity's Postal Address**

**Telephone**

**Fax**

**Email**

**Website**

**Reg Date**

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250608 From Browns Bay Business Association Incorporated

Form Submitted 19 Aug 2024, 8:51PM NZST

#### NZ Companies Register

New Zealand Companies Register Information
NZBN
Entity Name
Registration Date
Entity Status
Entity Type
Registered Address
Office Address

#### Primary contact details

**Primary contact \***

Mrs Kim Murdoch

**Position held in organisation**

Town Centre Manager

**Office Phone Number \***

022 047 9740

Must be a New Zealand phone number.

**Mobile Phone Number \***

022 047 9740

Must be a New Zealand phone number.

**Primary Email \***

[manager@brownsbay.org.nz](mailto:manager@brownsbay.org.nz)

Must be an email address.

#### Event Information

**\* indicates a required field**

#### Local board grant details

**Amount requested from local board \***

\$12,500.00

#### Event details

**Event title \***

Summer Spectacular

**Event Venue \***

Browns Bay Beach Reserve & Phoenix Plaza

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250608 From Browns Bay Business Association Incorporated

Form Submitted 19 Aug 2024, 8:51PM NZST

This means the building name, street address, location of event or venue where the project will happen.

**Start date \*** 01/03/2025  
a date

**End date \*** 01/03/2025  
a date

**Event start time \*** 10am

**Estimated total attendance** 5000  
Must be a number.

**Estimated exhibitors participants** 100  
Must be a number.

**Total estimated running cost \*** \$22,000.00  
Must be a dollar amount.

---

**Upload current event budget including full income and expenditure \***  
Filename: Budget-Summer Spectacular 2025.pdf  
File size: 100.3 kB

**Please tick which of the following is attached \***  Pre printed bank deposit  Certified bank details slip

---

**Upload bank document \***  
Filename: Westpac00-31072024.pdf  
File size: 316.4 kB

**Are you GST registered? \***  Yes  No

**What is your GST number? \***  
46481496  
Must be a number

**IRD Donee status \***  
 Yes  No

## Event Funding Sustainability

### Other funding sources

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250608 From Browns Bay Business Association Incorporated

Form Submitted 19 Aug 2024, 8:51PM NZST

This section tells us about any other funding that you hope to receive for this event, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards

Funding organisation or individual	Amount	Pending / approved
	\$	
	\$	
	Must be a dollar amount.	

### What other actions have been taken to reduce the level of reliance on local board funding?

Donated materials and services are being sought to keep the costs of delivering the event down:

- Local organisations are being approached to provide entertainment free of charge on the stage on the beach reserve and in Phoenix Plaza, giving them an opportunity to engage with people outside of their work environments
- Local community groups will be given space for stalls at the event to engage with the public and promote their visions

### Local Board Details

**\* indicates a required field**

**Which of the following local boards are you applying to, for your project? \***

- Devonport-Takapuna
- Hibiscus and Bays
- Kaipātiki
- Rodney
- Upper Harbour

Please select all that apply

### Hibiscus and Bays Priorities

**Select the main Hibiscus and Bays priority your project supports \***

There is nowhere better than our local parks and reserves for a picnic, a sports game or meeting friends

**How does your project support the selected priority? \***

We are very spoilt in New Zealand with having so many beautiful parks and reserves. It's really only when we go overseas that we realise how incredibly fortunate we are, relative to many other countries, to have so many open green spaces.

We have a duty to showcase these beautiful spaces, and to ensure that they are preserved



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250608 From Browns Bay Business Association Incorporated

Form Submitted 19 Aug 2024, 8:51PM NZST

while being appreciated. We are extremely lucky to have such a wonderful beach reserve in Browns Bay on which to hold events. It brings people to the venue to enjoy, and also shows how close the beach and reserve are to the town centre with its shopping and extensive assortment of eateries. It showcases Browns Bay's unique layout of having a beach, reserve and shopping centre within an easily walkable area.

Summer Spectacular is designed to show off the beach, reserve and shops/eateries with the reserve being the central point for having fun. And hopefully participants will see many ways to make their own summer fun with their families, friends and colleagues on days when special events are not being held. We have a rich culture of outdoor living at the seaside, and finding opportunities to share that culture with others is very important.

## Smoke-free and zero waste Auckland

### Please tell us how you will promote smoke-free messages with your project

'We support Smoke Free' will be on our promotional collateral. Event signage will contain 'thank you for not smoking or vaping at this event' messages.

Must be no more than 120 words.

### Will your project include waste minimisation (zero waste) messages? if so please describe.

This will be a zero waste event which will be promoted in our event promotions - 'we support zero waste' and 'please take your rubbish home with you'

Please click [here](#) to find more information on zero waste events.

## Māori Outcomes

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve outcomes with Māori.

Consider the Māori outcomes in the [Hibiscus and Bays Local Board Plan 2023](#) or [Kia Ora Tāmaki Makaurau Plan](#).

### Will your event target Māori or Māori outcomes?

Yes  No

### Please select which Māori outcome applies to your project?

Māori led - either a Māori organisation that is applying or Māori directed (came about as a request from Māori)  Māori involvement in the design/concept  Māori focus - tikanga (practices), mātauranga (knowledge), reo (language)  Māori participation - Māori priority group, target group, high representation or Māori staff delivering

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Marae, Improving Maori social, economic, and cultural well-being. Uses matauranga and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

### Please explain how your project/activity will achieve the above Māori outcomes

Must be no more than 120 words.

Must be no more than 120 words

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250608 From Browns Bay Business Association Incorporated

Form Submitted 19 Aug 2024, 8:51PM NZST

## Declaration and Privacy

**\* indicates a required field**

### Declaration

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

**I/We certify that to the best of our/my knowledge the information contained in this application is correct \***

Yes  No

**I/We confirm that any funds granted will only be used for the activity described in this application \***

Yes  No

**I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity \***

Yes  No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example:

- If you are an Auckland Council employee/local board member or a member
- If your organisations committee or board member is an Auckland Council employee/local board member.
- Personal or family relationships that you have
  - with council employees
  - with council contractors
  - organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - eg investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - eg you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

**I/We confirm that to the best of our/my knowledge I/we have no perceived , potential or actual conflict of interest in applying for or using any grant funding \***

Yes  No

**If you have answered no to any of the above, please provide details below:**

Must be no more than 100 words

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250608 From Browns Bay Business Association Incorporated

Form Submitted 19 Aug 2024, 8:51PM NZST

- I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987
- I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material
- I/We understand that I/we have the right to have access to this information
- I/We undertake that I/we have obtained the consent of all people involved to provide these details.

\*

Accept  Decline

#### **Date:**

19/08/2024

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

## **Privacy**

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our [privacy policy](#) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.

## BUDGET FOR SUMMER SPECTACULAR, 1 MARCH 2025

	Income excl GST	Expenditure excl GST
Kiddies' rides entry fee	\$ 5,220	
Kiddies' rides hireage		\$ 8,000
Pony rides		\$ 3,000
Bands		\$ 2,250
Event Management		\$ 2,000
Face Painters hireage		\$ 1,500
Portaloos		\$ 1,100
Zero Waste Management		\$ 2,000
Stage + construction		\$ 1,750
Marquee, chairs, tables, umbrellas hireage		\$ 1,800
Print advertising		\$ 1,515
Social media boosted advertising		\$ 150
Event signage & promotional collateral		\$ 1,500
Decorations		\$ 250
Giveaways		\$ 500
Website		\$ 50
Eventfinda		\$ 35
	\$ 5,220	\$ 27,400
<b>Net Cost</b>		<b>\$ 22,180</b>



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250609 From Friends of Okura Bush Inc

Form Submitted 22 Aug 2024, 12:18PM NZST

## Welcome

### Important information

This is an expression of interest to apply for the Hibiscus and Bays Event Partnership Fund 2024-2025.

The Local Board Event Partnership Fund is a three-year (term) fund specifically targeted to support the growth and sustainability of community events in the Hibiscus and Bays Local Board area that align to the [Hibiscus and Bays Local Board's Plan 2023](#) and predetermined priorities.

In year one of the three-year process, all event organisers, including existing and new applicants, must submit an Expression of Interest (EOI) application. Upon a successful application, the event partner secures local board funding for a three-year period.

Unlike other grant options, there is no fixed monetary range of funding. The amount is at the discretion of the local board. The Hibiscus and Bays Local Board has set a maximum amount of \$15,000 per event delivered.

#### Branding

- If you are successful, it is important you include the local board's logo in promotional material. See the Brand Identity Guidelines around logo use (a copy of these guidelines and the logo will be emailed to you with your funding agreement). If you're unsure, email your local board office to check if you're on the right track.

#### Promotional support

- Council has a number of channels where your event can be promoted free of charge. A list will be emailed to you with your funding agreement.
- Providing full details of the event to the local board is important so they can support the event and spread the word locally.
- Start by visiting [ourauckland.aucklandcouncil.govt.nz/events](https://ourauckland.aucklandcouncil.govt.nz/events) and filling out a simple form to have your event listed on the Our Auckland website.

Contact us at [communityfunding@aucklandcouncil.govt.nz](mailto:communityfunding@aucklandcouncil.govt.nz) or phone 09 301 0101 if you need assistance with completing this form.

## Contact details

**\* indicates a required field**

### Organisation contact details

#### Organisation \*

Friends of Okura Bush Inc

Must match the name on the bank account information supplied

#### Physical address \*

109 Haigh Access Rd

Redvale Auckland 0794

Must be a New Zealand postcode

Please click [here](#) for the postcode finder website

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250609 From Friends of Okura Bush Inc

Form Submitted 22 Aug 2024, 12:18PM NZST

**Is your postal address different from your physical address? \***

Yes  No

If yes, please complete below

#### Organisations website

<http://www.okurabush.org>

Must be a URL.

#### Organisations Facebook page

<http://facebook.com/okurabush/>

Must be a URL.

#### What registration numbers apply to your organisation?

(Please provide all applicable numbers)

#### New Zealand Companies Office incorporated society number

574538

Must be a number

Please click [here](#) to visit the Societies and Trusts website

#### Charities NZ Registration

CC51234

New Zealand Charities Register Information	
Reg Number	CC51234
Legal Name	Friends of Okura Bush Incorporated
Other Names	East Coast Bays Coastal Protection Society
Reg Status	Registered
Charity's Street Address	109 Haigh Access Road RD 4 Redvale Albany
Charity's Postal Address	0794 109 Haigh Access Road RD 4 Redvale Albany
Telephone	0794 021 872 222
Fax	
Email	info@okurabush.org.nz
Website	https://okurabush.org.nz
Reg Date	12:00am on 22 Oct 2014

*Information retrieved at 11:17am on 22 Aug*

#### NZ Companies Register

9429042717935

New Zealand Companies Register Information	
NZBN	9429042717935
Entity Name	FRIENDS OF OKURA BUSH INCORPORATED
Registration Date	12:00am on 11 Jan 1993
Entity Status	Registered

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250609 From Friends of Okura Bush Inc

Form Submitted 22 Aug 2024, 12:18PM NZST

<b>Entity Type</b>	Incorporated Society
<b>Registered Address</b>	109 Haigh Access Road, Redvale, Auckland, 0794, NZ
<b>Office Address</b>	

Information retrieved at 2:17pm yesterday

## Primary contact details

### Primary contact \*

Ms Christina Bettany

### Position held in organisation

Co-ordinator

### Office Phone Number \*

0210 204 0435

Must be a New Zealand phone number.

### Mobile Phone Number \*

0210 204 0435

Must be a New Zealand phone number.

### Primary Email \*

[chris.bettany@xtra.co.nz](mailto:chris.bettany@xtra.co.nz)

Must be an email address.

## Event Information

\* indicates a required field

## Local board grant details

### Amount requested from local board \*

\$10,000.00

## Event details

### Event title \*

Okura Forest Festival 2025

### Event Venue \*

Okura Domain, 81 Okura River Road, Okura

This means the building name, street address, location of event or venue where the project will happen.

### Start date \*

22/03/2025

a date

### End date \*

22/03/2025

a date

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250609 From Friends of Okura Bush Inc

Form Submitted 22 Aug 2024, 12:18PM NZST

<b>Event start time *</b>	2 pm
<b>Estimated total attendance</b>	1000 Must be a number.
<b>Estimated exhibitors participants</b>	30 Must be a number.
<b>Total estimated running cost *</b>	\$67,900.00 Must be a dollar amount.
<b>Upload current event budget including full income and expenditure *</b>	_____ Filename: Budget - OFF 2025.xlsx File size: 11.7 kB
<b>Please tick which of the following is attached *</b>	<input type="checkbox"/> Pre printed bank deposit <input checked="" type="checkbox"/> Certified bank details slip
<b>Upload bank document *</b>	_____ Filename: Kiwibank Account Confirmation Letter 240228.pdf File size: 299.2 kB
<b>Are you GST registered? *</b>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>IRD Donee status *</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

## Event Funding Sustainability

### Other funding sources

This section tells us about any other funding that you hope to receive for this event, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards

<b>Funding organisation or individual</b>	<b>Amount</b>	<b>Pending / approved</b>
Ticket sales	\$35,000.00	Pending
Bands waiving playing fees	\$25,000.00	Pending
Donations of food from supermarkets	\$600.00	
	Must be a dollar amount.	



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250609 From Friends of Okura Bush Inc

Form Submitted 22 Aug 2024, 12:18PM NZST

## What other actions have been taken to reduce the level of reliance on local board funding?

We negotiate with providers of services such as fencing, hire of toilets and generators, security, stage sound and lighting, road safety cones for the lowest price possible with as high as discount as possible. Our drinking water is supplied free of charge. Our workshop facilitators and performers provide their services free of charge.

Volunteers provide time for preparation and organisation of the festival, preparing food, drinks, erecting stage and stage equipment, arranging and assisting environmental and craft & wellbeing stalls, acting as parking wardens, monitoring toilets, rubbish oversight etc etc.

## Local Board Details

**\* indicates a required field**

**Which of the following local boards are you applying to, for your project? \***

- Devonport-Takapuna
- Hibiscus and Bays
- Kaipātiki
- Rodney
- Upper Harbour

Please select all that apply

## Hibiscus and Bays Priorities

**Select the main Hibiscus and Bays priority your project supports \***

Hibiscus and Bays: where native birds and plants flourish, and the water is pure and clean through education, advocacy and restoration work

**How does your project support the selected priority? \***

Our event actually ticks several of the boxes.

Our event is known as Auckland's largest one day music-environmental awareness festival. We provide 10-15 stalls and 10 - 12 workshops with educational focus on valuing and protecting the environment, The themes include ways of mitigating climate change. For environmental groups, it is an opportunity to attract new volunteers.

The event is held on a local park (Okura Domain) and provides opportunity for local residents (as well as people from across Auckland) to get together for a fun, healthy day, and for youth from the Hibiscus and Bays Board area to enjoy an affordable night listening and dancing to well-known popular NZ bands who play their own music. (FOOB prefers to support bands who play their own music.)

## Smoke-free and zero waste Auckland

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250609 From Friends of Okura Bush Inc

Form Submitted 22 Aug 2024, 12:18PM NZST

#### **Please tell us how you will promote smoke-free messages with your project**

We will display notices saying this is a smoke-free event. Also include the smoke free message in our promotional material.

Must be no more than 120 words.

#### **Will your project include waste minimisation (zero waste) messages? if so please describe.**

We will include the zero-waste message in our promotional material for the event. We will engage with Hibiscus Coast Zero Waste for management of our waste minimisation responsibilities.

Please click [here](#) to find more information on zero waste events.

## Māori Outcomes

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve outcomes with Māori.

Consider the Māori outcomes in the [Hibiscus and Bays Local Board Plan 2023](#) or [Kia Ora Tāmaki Makaurau Plan](#).

#### **Will your event target Māori or Māori outcomes?**

Yes  No

#### **Please select which Māori outcome applies to your project?**

Māori led - either a Māori organisation that is applying or Māori directed (came about as a request from Māori)  Māori involvement in the design/concept  Māori focus - tikanga (practices), mātauranga (knowledge), reo (language)  Māori participation - Māori priority group, target group, high representation or Māori staff delivering

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Marae, Improving Maori social, economic, and cultural well-being. Uses mātauranga and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

#### **Please explain how your project/activity will achieve the above Māori outcomes**

FOOB has a close working relationship with Te Kawerau a Maki, and through them, Ngati Manuhiri, the iwi groups with particular interest in our area. The festival promotes kaitiakitangi o te taiao, which is extremely important to Te Kawerau a Maki and Ngati Manuhiri.

Must be no more than 120 words.

Must be no more than 120 words

## Declaration and Privacy

**\* indicates a required field**

### Declaration

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250609 From Friends of Okura Bush Inc

Form Submitted 22 Aug 2024, 12:18PM NZST

**I/We certify that to the best of our/my knowledge the information contained in this application is correct \***

Yes  No

**I/We confirm that any funds granted will only be used for the activity described in this application \***

Yes  No

**I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity \***

Yes  No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example:

- If you are an Auckland Council employee/local board member or a member
- If your organisations committee or board member is an Auckland Council employee/local board member.
- Personal or family relationships that you have
  - with council employees
  - with council contractors
  - organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - eg investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - eg you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

**I/We confirm that to the best of our/my knowledge I/we have no perceived , potential or actual conflict of interest in applying for or using any grant funding \***

Yes  No

**If you have answered no to any of the above, please provide details below:**

Must be no more than 100 words

- **I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987**
- **I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material**
- **I/We understand that I/we have the right to have access to this information**
- **I/We undertake that I/we have obtained the consent of all people involved to provide these details.**

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250609 From Friends of Okura Bush Inc

Form Submitted 22 Aug 2024, 12:18PM NZST

\*

Accept  Decline

#### **Date:**

22/08/2024

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

#### **Privacy**

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our [privacy policy](#) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.



## Projected Budget for Okura Forest Festival 2025

**NB - this budget does not include volunteer time of 1000 hrs X \$23.15 = \$23,150.**

**Nor donations of food, drinking water and other services, eg, play equipment, workshop facilitation, conservation education stalls, festival activities etc**

### Outwards

Morgan Holmes Security Ltd	\$	500.00
Rapid Renta Fence, 95m Event Fencing	\$	800.00
Kennards Hire, 6 Portalooos, 4 generators	\$	1,850.00
Hibiscus Coast Zero Waste, covering event	\$	500.00
Active Audio & Lighting Ltd, Stage/Sound/Lights	\$	4,000.00
D. Holdaway, Web Hosting	\$	300.00
Inkredible, Tee Shirts & Visors	\$	1,400.00
Signs, warratahs, petrol for volunteers	\$	500.00
The Rock Factory, backline/guitar amps	\$	800.00
Sussed Events – stage cover	\$	1,500.00
Kiwibank Eftpos Terminal Hire	\$	250.00
Scanners	\$	150.00
TicketRiver Wristbands	\$	300.00
Gilmours	\$	1,500.00
Pak n Save	\$	200.00
Fruit World	\$	400.00
Eco – recyclable plates, cutlery	\$	550.00
Co-ordination	\$	10,000.00
Social media	\$	3,000.00
APRA band royalties	\$	600.00
<i>Engagement of bands</i>	\$	30,000.00 *
Hammock Station	\$	600.00
Bouncy Castle	\$	600.00
Truck Rental – Franklin Trucks (3 day)	\$	1,500.00
Mileage for placing signs, picking up things	\$	500.00
Headline Bands:travel costs (incl air), accommodation		
	Band 1	\$ 3,000.00
	Band 2	\$ 1,400.00
	Band 3	\$ 1,200.00
	<b>Total</b>	<b>\$ 67,900.00</b>

### Inwards

Hibiscus and Bays Local Board Payment	\$	10,000.00
Ticket sales	\$	35,000.00
Band playing time contribution/donation	\$	25,000.00 *
New World – Long Bay	\$	100.00
New World – Browns Bay	\$	100.00
New World – Albany	\$	100.00
PaknSave – Silverdale	\$	100.00
PaknSave – Albany	\$	200.00
	<b>Total</b>	<b>\$ 70,600.00</b>

**Please note volunteer time of 1000 hrs X \$23.15 \$ 23,150.00**

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250610 From Mairangi Bay Business Assn

Form Submitted 21 Aug 2024, 5:01PM NZST

## Welcome

### Important information

This is an expression of interest to apply for the Hibiscus and Bays Event Partnership Fund 2024-2025.

The Local Board Event Partnership Fund is a three-year (term) fund specifically targeted to support the growth and sustainability of community events in the Hibiscus and Bays Local Board area that align to the [Hibiscus and Bays Local Board's Plan 2023](#) and predetermined priorities.

In year one of the three-year process, all event organisers, including existing and new applicants, must submit an Expression of Interest (EOI) application. Upon a successful application, the event partner secures local board funding for a three-year period.

Unlike other grant options, there is no fixed monetary range of funding. The amount is at the discretion of the local board. The Hibiscus and Bays Local Board has set a maximum amount of \$15,000 per event delivered.

#### Branding

- If you are successful, it is important you include the local board's logo in promotional material. See the Brand Identity Guidelines around logo use (a copy of these guidelines and the logo will be emailed to you with your funding agreement). If you're unsure, email your local board office to check if you're on the right track.

#### Promotional support

- Council has a number of channels where your event can be promoted free of charge. A list will be emailed to you with your funding agreement.
- Providing full details of the event to the local board is important so they can support the event and spread the word locally.
- Start by visiting [ourauckland.aucklandcouncil.govt.nz/events](https://ourauckland.aucklandcouncil.govt.nz/events) and filling out a simple form to have your event listed on the Our Auckland website.

Contact us at [communityfunding@aucklandcouncil.govt.nz](mailto:communityfunding@aucklandcouncil.govt.nz) or phone 09 301 0101 if you need assistance with completing this form.

## Contact details

**\* indicates a required field**

### Organisation contact details

#### Organisation \*

Mairangi Bay Business Assn

Must match the name on the bank account information supplied

#### Physical address \*

3/378 Beach Rd

Mairangi Bay

Mairangi Bay Auckland 0630

Must be a New Zealand postcode

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250610 From Mairangi Bay Business Assn

Form Submitted 21 Aug 2024, 5:01PM NZST

Please click [here](#) for the postcode finder website

**Is your postal address different from your physical address? \***

Yes  No

If yes, please complete below

**Organisations website**

<http://www.mairangibayvillage.co.nz>

Must be a URL.

**Organisations Facebook page**

Must be a URL.

**What registration numbers apply to your organisation?**

(Please provide all applicable numbers)

**New Zealand Companies Office incorporated society number**

1475579

Must be a number

Please click [here](#) to visit the Societies and Trusts website

**Charities NZ Registration**

#### New Zealand Charities Register Information

**Reg Number**

**Legal Name**

**Other Names**

**Reg Status**

**Charity's Street Address**

**Charity's Postal Address**

**Telephone**

**Fax**

**Email**

**Website**

**Reg Date**

**NZ Companies Register**

9429043109517

#### New Zealand Companies Register Information

**NZBN** 9429043109517

**Entity Name** MAIRANGI BAY BUSINESS ASSOCIATION

**Registration Date** INCORPORATED  
12:00am on 16 Jan 2004

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250610 From Mairangi Bay Business Assn

Form Submitted 21 Aug 2024, 5:01PM NZST

<b>Entity Status</b>	Registered
<b>Entity Type</b>	Incorporated Society
<b>Registered Address</b>	Shop 3, 378 Beach Road, Mairangi Bay, Auckland, 0630, NZ
<b>Office Address</b>	

Information retrieved at 1:11pm on 27 Aug

## Primary contact details

### Primary contact \*

Ms Sally Cargill

### Position held in organisation

Coordinator

### Office Phone Number \*

021 137 3385

Must be a New Zealand phone number.

### Mobile Phone Number \*

021 137 3385

Must be a New Zealand phone number.

### Primary Email \*

[coordinator@mairangibayvillage.co.nz](mailto:coordinator@mairangibayvillage.co.nz)

Must be an email address.

## Event Information

**\* indicates a required field**

## Local board grant details

### Amount requested from local board \*

\$12,000.00

## Event details

### Event title \*

Mairangi Bay Food and Wine Festival

### Event Venue \*

Mairangi Bay beachfront reserve

This means the building name, street address, location of event or venue where the project will happen.

### Start date \*

15/03/2025

a date



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250610 From Mairangi Bay Business Assn

Form Submitted 21 Aug 2024, 5:01PM NZST

**End date \*** 15/03/2025  
a date

**Event start time \*** 12pm

**Estimated total attendance** 5000  
Must be a number.

**Estimated exhibitors participants** 100  
Must be a number.

**Total estimated running cost \*** \$70,000.00  
Must be a dollar amount.

---

**Upload current event budget including full income and expenditure \***  
Filename: Budget 2025.xlsx  
File size: 12.3 kB

**Please tick which of the following is attached \***  Pre printed bank deposit  Certified bank details slip

---

**Upload bank document \***  
Filename: bank details large.png  
File size: 131.5 kB

**Are you GST registered? \***  Yes  No

**What is your GST number? \***  
99910402  
Must be a number

**IRD Donee status \***  Yes  No

## Event Funding Sustainability

### Other funding sources

This section tells us about any other funding that you hope to receive for this event, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards

Funding organisation or individual	Amount	Pending / approved
	\$	

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250610 From Mairangi Bay Business Assn

Form Submitted 21 Aug 2024, 5:01PM NZST

	\$	
	Must be a dollar amount.	

### What other actions have been taken to reduce the level of reliance on local board funding?

We receive sponsorship from Barfoot & Thompson.  
Funding also comes from the sale of glasses, stallholders' fees and big screen advertising.

## Local Board Details

**\* indicates a required field**

### Which of the following local boards are you applying to, for your project? \*

- Devonport-Takapuna
- Hibiscus and Bays
- Kaipātiki
- Rodney
- Upper Harbour

Please select all that apply

## Hibiscus and Bays Priorities

### Select the main Hibiscus and Bays priority your project supports \*

Hibiscus and Bays: a community of thousands that feels like a village, with strong connections and roots, but easy opportunities for participation

### How does your project support the selected priority? \*

From the Local Board Plan: 'Continue to support activities that promote vibrancy, diversity and showcase creativity in our area, such as events, festivals, and other shared experiences in our public spaces for all'. The Mairangi Bay Food and Wine Festival is a long-established event that is keenly anticipated by the community, who have supported it over 10 years. The festival brings thousands of visitors and locals together and provides economic benefit to the businesses in the Village as well as community cohesion.

## Smoke-free and zero waste Auckland

### Please tell us how you will promote smoke-free messages with your project

All of our advertising will promote this as a smoke-free event.

Must be no more than 120 words.

**Will your project include waste minimisation (zero waste) messages? if so please describe.**

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250610 From Mairangi Bay Business Assn

Form Submitted 21 Aug 2024, 5:01PM NZST

Yes. It will be a Zero Waste event and there will be volunteers manning bins and educating attendees about waste minimisation.

Please click [here](#) to find more information on zero waste events.

## Māori Outcomes

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve outcomes with Māori.

Consider the Māori outcomes in the [Hibiscus and Bays Local Board Plan 2023](#) or [Kia Ora Tāmaki Makaurau Plan](#).

### Will your event target Māori or Māori outcomes?

Yes  No

### Please select which Māori outcome applies to your project?

Māori led - either a Māori organisation that is applying or Māori directed (came about as a request from Māori)  Māori involvement in the design/concept  Māori focus - tikanga (practices), mātauranga (knowledge), reo (language)  Māori participation - Māori priority group, target group, high representation or Māori staff delivering

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Marae, Improving Maori social, economic, and cultural well-being. Uses matauranga and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

### Please explain how your project/activity will achieve the above Māori outcomes

Must be no more than 120 words.

Must be no more than 120 words

## Declaration and Privacy

**\* indicates a required field**

### Declaration

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

**I/We certify that to the best of our/my knowledge the information contained in this application is correct \***

Yes  No

**I/We confirm that any funds granted will only be used for the activity described in this application \***

Yes  No

**I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity \***

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250610 From Mairangi Bay Business Assn

Form Submitted 21 Aug 2024, 5:01PM NZST

Yes  No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example:

- If you are an Auckland Council employee/local board member or a member
- If your organisations committee or board member is an Auckland Council employee/local board member.
- Personal or family relationships that you have
  - with council employees
  - with council contractors
  - organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - eg investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - eg you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

**I/We confirm that to the best of our/my knowledge I/we have no perceived , potential or actual conflict of interest in applying for or using any grant funding \***

Yes  No

**If you have answered no to any of the above, please provide details below:**

Must be no more than 100 words

- **I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987**
- **I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material**
- **I/We understand that I/we have the right to have access to this information**
- **I/We undertake that I/we have obtained the consent of all people involved to provide these details.**

\*

Accept  Decline

**Date:**

21/08/2024

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".



**EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025**  
**EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025**  
**Application No. NCE250610 From Mairangi Bay Business Assn**

Form Submitted 21 Aug 2024, 5:01PM NZST

## **Privacy**

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our [privacy policy](#) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.



		\$70,198.18

	\$ 69,500.00

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250611 From Mairangi Bay Business Assn

Form Submitted 22 Aug 2024, 10:34AM NZST

## Welcome

### Important information

This is an expression of interest to apply for the Hibiscus and Bays Event Partnership Fund 2024-2025.

The Local Board Event Partnership Fund is a three-year (term) fund specifically targeted to support the growth and sustainability of community events in the Hibiscus and Bays Local Board area that align to the [Hibiscus and Bays Local Board's Plan 2023](#) and predetermined priorities.

In year one of the three-year process, all event organisers, including existing and new applicants, must submit an Expression of Interest (EOI) application. Upon a successful application, the event partner secures local board funding for a three-year period.

Unlike other grant options, there is no fixed monetary range of funding. The amount is at the discretion of the local board. The Hibiscus and Bays Local Board has set a maximum amount of \$15,000 per event delivered.

#### Branding

- If you are successful, it is important you include the local board's logo in promotional material. See the Brand Identity Guidelines around logo use (a copy of these guidelines and the logo will be emailed to you with your funding agreement). If you're unsure, email your local board office to check if you're on the right track.

#### Promotional support

- Council has a number of channels where your event can be promoted free of charge. A list will be emailed to you with your funding agreement.
- Providing full details of the event to the local board is important so they can support the event and spread the word locally.
- Start by visiting [ouraukland.aucklandcouncil.govt.nz/events](https://ouraukland.aucklandcouncil.govt.nz/events) and filling out a simple form to have your event listed on the Our Auckland website.

Contact us at [communityfunding@aucklandcouncil.govt.nz](mailto:communityfunding@aucklandcouncil.govt.nz) or phone 09 301 0101 if you need assistance with completing this form.

## Contact details

**\* indicates a required field**

### Organisation contact details

#### Organisation \*

Mairangi Bay Business Assn

Must match the name on the bank account information supplied

#### Physical address \*

3/378 Beach Rd

Mairangi Bay

Mairangi Bay Auckland 0630

Must be a New Zealand postcode



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250611 From Mairangi Bay Business Assn

Form Submitted 22 Aug 2024, 10:34AM NZST

Please click [here](#) for the postcode finder website

**Is your postal address different from your physical address? \***

Yes  No

If yes, please complete below

**Organisations website**

<http://www.mairangibayvillage.co>

Must be a URL.

**Organisations Facebook page**

Must be a URL.

**What registration numbers apply to your organisation?**

(Please provide all applicable numbers)

**New Zealand Companies Office incorporated society number**

1475579

Must be a number

Please click [here](#) to visit the Societies and Trusts website

**Charities NZ Registration**

#### New Zealand Charities Register Information

**Reg Number**

**Legal Name**

**Other Names**

**Reg Status**

**Charity's Street Address**

**Charity's Postal Address**

**Telephone**

**Fax**

**Email**

**Website**

**Reg Date**

**NZ Companies Register**

9429043109517

#### New Zealand Companies Register Information

**NZBN** 9429043109517

**Entity Name** MAIRANGI BAY BUSINESS ASSOCIATION

**Registration Date** INCORPORATED  
12:00am on 16 Jan 2004

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250611 From Mairangi Bay Business Assn

Form Submitted 22 Aug 2024, 10:34AM NZST

<b>Entity Status</b>	Registered
<b>Entity Type</b>	Incorporated Society
<b>Registered Address</b>	Shop 3, 378 Beach Road, Mairangi Bay, Auckland, 0630, NZ
<b>Office Address</b>	

Information retrieved at 1:11pm on 27 Aug

## Primary contact details

### Primary contact \*

Ms Sally Cargill

### Position held in organisation

Coordinator

### Office Phone Number \*

021 137 3385

Must be a New Zealand phone number.

### Mobile Phone Number \*

021 137 3385

Must be a New Zealand phone number.

### Primary Email \*

[fcoordinator@mairangibayvillage.co.nz](mailto:fcoordinator@mairangibayvillage.co.nz)

Must be an email address.

## Event Information

\* indicates a required field

## Local board grant details

### Amount requested from local board \*

\$6,000.00

## Event details

### Event title \*

Christmas in Mairangi Bay

### Event Venue \*

Mairangi Bay beachfront reserve, Mairangi Bay Village Green, Mairangi Bay shopping centre

This means the building name, street address, location of event or venue where the project will happen.

### Start date \*

30/11/2024

a date

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250611 From Mairangi Bay Business Assn

Form Submitted 22 Aug 2024, 10:34AM NZST

<b>End date *</b>	21/12/2024 a date
<b>Event start time *</b>	12pm
<b>Estimated total attendance</b>	10000 Must be a number.
<b>Estimated exhibitors participants</b>	Must be a number.
<b>Total estimated running cost *</b>	\$8,632.00 Must be a dollar amount.
<b>Upload current event budget including full income and expenditure *</b>	Filename: Christmas budget.xlsx File size: 11.0 kB
<b>Please tick which of the following is attached *</b>	<input type="checkbox"/> Pre printed bank deposit <input checked="" type="checkbox"/> Certified bank details slip
<b>Upload bank document *</b>	Filename: bank details large.png File size: 131.5 kB
<b>Are you GST registered? *</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<b>What is your GST number? *</b>	99910402 Must be a number
<b>IRD Donee status *</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## Event Funding Sustainability

### Other funding sources

This section tells us about any other funding that you hope to receive for this event, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards

Funding organisation or individual	Amount	Pending / approved
	\$	

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250611 From Mairangi Bay Business Assn

Form Submitted 22 Aug 2024, 10:34AM NZST

	\$	
	Must be a dollar amount.	

### What other actions have been taken to reduce the level of reliance on local board funding?

There is no income available for our Christmas events. We will be trying to secure sponsorship for 2025.

## Local Board Details

**\* indicates a required field**

### Which of the following local boards are you applying to, for your project? \*

- Devonport-Takapuna
- Hibiscus and Bays
- Kaipātiki
- Rodney
- Upper Harbour

Please select all that apply

## Hibiscus and Bays Priorities

### Select the main Hibiscus and Bays priority your project supports \*

Hibiscus and Bays: a community of thousands that feels like a village, with strong connections and roots, but easy opportunities for participation

### How does your project support the selected priority? \*

From the Local Board Plan: 'Continue to support activities that promote vibrancy, diversity and showcase creativity in our area, such as events, festivals and other shared experiences in our public spaces for all'. Mairangi Bay held a Christmas parade for 60 years until the cost of Traffic Management became prohibitive. Our local families love coming together in their local community to celebrate Christmas. We hope to fill the Village with music on Saturdays in December to encourage the community to shop locally for the economic benefit of our businesses.

## Smoke-free and zero waste Auckland

### Please tell us how you will promote smoke-free messages with your project

All of our promotional material will state that the events are smoke-free

Must be no more than 120 words.

**Will your project include waste minimisation (zero waste) messages? if so please describe.**

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250611 From Mairangi Bay Business Assn

Form Submitted 22 Aug 2024, 10:34AM NZST

We will encourage the use of a 3-bin system for the carnival; we do not anticipate generating rubbish at the other events.

Please click [here](#) to find more information on zero waste events.

## Māori Outcomes

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve outcomes with Māori.

Consider the Māori outcomes in the [Hibiscus and Bays Local Board Plan 2023](#) or [Kia Ora Tāmaki Makaurau Plan](#).

### Will your event target Māori or Māori outcomes?

Yes  No

### Please select which Māori outcome applies to your project?

Māori led - either a Māori organisation that is applying or Māori directed (came about as a request from Māori)  Māori involvement in the design/concept  Māori focus - tikanga (practices), mātauranga (knowledge), reo (language)  Māori participation - Māori priority group, target group, high representation or Māori staff delivering

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Marae, Improving Maori social, economic, and cultural well-being. Uses matauranga and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

### Please explain how your project/activity will achieve the above Māori outcomes

Must be no more than 120 words.

Must be no more than 120 words

## Declaration and Privacy

**\* indicates a required field**

### Declaration

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

**I/We certify that to the best of our/my knowledge the information contained in this application is correct \***

Yes  No

**I/We confirm that any funds granted will only be used for the activity described in this application \***

Yes  No

**I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity \***



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250611 From Mairangi Bay Business Assn

Form Submitted 22 Aug 2024, 10:34AM NZST

Yes  No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example:

- If you are an Auckland Council employee/local board member or a member
- If your organisations committee or board member is an Auckland Council employee/local board member.
- Personal or family relationships that you have
  - with council employees
  - with council contractors
  - organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - eg investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - eg you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

**I/We confirm that to the best of our/my knowledge I/we have no perceived , potential or actual conflict of interest in applying for or using any grant funding \***

Yes  No

**If you have answered no to any of the above, please provide details below:**

Must be no more than 100 words

- **I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987**
- **I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material**
- **I/We understand that I/we have the right to have access to this information**
- **I/We undertake that I/we have obtained the consent of all people involved to provide these details.**

\*

Accept  Decline

**Date:**

22/08/2024

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

**EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025**  
**EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025**  
**Application No. NCE250611 From Mairangi Bay Business Assn**

Form Submitted 22 Aug 2024, 10:34AM NZST

## **Privacy**

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our [privacy policy](#) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.

**Mairangi Bay Christmas Carnival 2024**

**Budget**

<b>Carnival 30 Nov</b>		
Sealegs	deliver Santa	\$1,000.00
Face painting	2 hours	\$ 480.00
Enchanted party	2 hours	\$1,300.00
Entertainer Green Gables		\$ 250.00
Entertainer Paper Moon		\$ 300.00
Entertainer North Mall		\$ 250.00
Signs		\$ 200.00
Advertising Village News		\$ 600.00
Advertising Shorelines		\$ 400.00
Portaloos		\$ 360.00
Posters		\$ 50.00
<b>Total carnival</b>		<b>#####</b>
<b>Carols in the Park 13 Dec</b>		
Sound system		\$1,542.00
Photocopying		\$ 100.00
<b>Total Carols</b>		<b>#####</b>
<b>Music in the Village</b>		
7-Dec		\$ 600.00
14-Dec		\$ 600.00
21-Dec		\$ 600.00
<b>Total Music in the Village</b>		<b>\$1,800</b>

<b>Total Christmas events</b>		<b>#####</b>

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250614 From Torbay Business Association

Form Submitted 30 Aug 2024, 1:32PM NZST

## Welcome

### Important information

This is an expression of interest to apply for the Hibiscus and Bays Event Partnership Fund 2024-2025.

The Local Board Event Partnership Fund is a three-year (term) fund specifically targeted to support the growth and sustainability of community events in the Hibiscus and Bays Local Board area that align to the [Hibiscus and Bays Local Board's Plan 2023](#) and predetermined priorities.

In year one of the three-year process, all event organisers, including existing and new applicants, must submit an Expression of Interest (EOI) application. Upon a successful application, the event partner secures local board funding for a three-year period.

Unlike other grant options, there is no fixed monetary range of funding. The amount is at the discretion of the local board. The Hibiscus and Bays Local Board has set a maximum amount of \$15,000 per event delivered.

#### Branding

- If you are successful, it is important you include the local board's logo in promotional material. See the Brand Identity Guidelines around logo use (a copy of these guidelines and the logo will be emailed to you with your funding agreement). If you're unsure, email your local board office to check if you're on the right track.

#### Promotional support

- Council has a number of channels where your event can be promoted free of charge. A list will be emailed to you with your funding agreement.
- Providing full details of the event to the local board is important so they can support the event and spread the word locally.
- Start by visiting [ouraukland.aucklandcouncil.govt.nz/events](https://ouraukland.aucklandcouncil.govt.nz/events) and filling out a simple form to have your event listed on the Our Auckland website.

Contact us at [communityfunding@aucklandcouncil.govt.nz](mailto:communityfunding@aucklandcouncil.govt.nz) or phone 09 301 0101 if you need assistance with completing this form.

## Contact details

**\* indicates a required field**

### Organisation contact details

#### Organisation \*

Torbay Business Association

Must match the name on the bank account information supplied

#### Physical address \*

8 Toroa St

Torbay Auckland 0630

Must be a New Zealand postcode

Please click [here](#) for the postcode finder website

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250614 From Torbay Business Association

Form Submitted 30 Aug 2024, 1:32PM NZST

**Is your postal address different from your physical address? \***

Yes  No

If yes, please complete below

#### Organisations website

<http://torbay.co.nz>

Must be a URL.

#### Organisations Facebook page

<http://facebook.com/Torbay-Village-New-Zealand>

Must be a URL.

#### What registration numbers apply to your organisation?

(Please provide all applicable numbers)

#### New Zealand Companies Office incorporated society number

1982916

Must be a number

Please click [here](#) to visit the Societies and Trusts website

#### Charities NZ Registration

##### New Zealand Charities Register Information

Reg Number

Legal Name

Other Names

Reg Status

Charity's Street Address

Charity's Postal Address

Telephone

Fax

Email

Website

Reg Date

#### NZ Companies Register

9429043138159

##### New Zealand Companies Register Information

NZBN 9429043138159

Entity Name TORBAY BUSINESS ASSOCIATION

Registration Date INCORPORATED  
12:00am on 5 Sep 2007

Entity Status Registered



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250614 From Torbay Business Association

Form Submitted 30 Aug 2024, 1:32PM NZST

<b>Entity Type</b>	Incorporated Society
<b>Registered Address</b>	8 Toroa Street, Torbay, Auckland, 0630, NZ
<b>Office Address</b>	

Information retrieved at 12:03pm today

## Primary contact details

### Primary contact \*

Dr Marewa Glover

### Position held in organisation

Secretary

### Office Phone Number \*

+64 27 275 7852

Must be a New Zealand phone number.

### Mobile Phone Number \*

+64 27 275 7852

Must be a New Zealand phone number.

### Primary Email \*

[chairperson@torbay.co.nz](mailto:chairperson@torbay.co.nz)

Must be an email address.

## Event Information

\* indicates a required field

## Local board grant details

### Amount requested from local board \*

\$4,000.00

## Event details

### Event title \*

Christmas Event - Santa Day

### Event Venue \*

Torbay Village

This means the building name, street address, location of event or venue where the project will happen.

### Start date \*

07/12/2024

a date

### End date \*

08/12/2024

a date

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250614 From Torbay Business Association

Form Submitted 30 Aug 2024, 1:32PM NZST

**Event start time \*** 9am

**Estimated total attendance** 350  
Must be a number.

**Estimated exhibitors participants** 30  
Must be a number.

**Total estimated running cost \*** \$4,115.00  
Must be a dollar amount.

**Upload current event budget including full income and expenditure \***  
Filename: Budget - Santa Day 2024 HBL \$4K.xlsx  
File size: 12.0 kB

**Please tick which of the following is attached \***  
 Pre printed bank deposit  Certified bank details slip

**Upload bank document \***  
Filename: BID Proof-of-Account-06-0122-0811127-02.pdf  
File size: 45.1 kB

**Are you GST registered? \***  
 Yes  No

**What is your GST number? \***  
70424223  
Must be a number

**IRD Donee status \***  
 Yes  No

## Event Funding Sustainability

### Other funding sources

This section tells us about any other funding that you hope to receive for this event, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards

Funding organisation or individual	Amount	Pending / approved
	\$	
	\$	
	Must be a dollar amount.	

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250614 From Torbay Business Association

Form Submitted 30 Aug 2024, 1:32PM NZST

## What other actions have been taken to reduce the level of reliance on local board funding?

We will as always need to rely on substantial contribution from local volunteers in both areas of admin and labour. We will also seek best price from all suppliers as we are a not-for-profit organisation. We are looking to purchase an artificial Christmas tree that can be reused over many years which will reduce future spending on the Christmas event.

## Local Board Details

**\* indicates a required field**

**Which of the following local boards are you applying to, for your project? \***

- Devonport-Takapuna
- Hibiscus and Bays
- Kaipātiki
- Rodney
- Upper Harbour

Please select all that apply

## Hibiscus and Bays Priorities

**Select the main Hibiscus and Bays priority your project supports \***

Hibiscus and Bays: a community of thousands that feels like a village, with strong connections and roots, but easy opportunities for participation

**How does your project support the selected priority? \***

There is a public expectation among the local population for a Christmas event in Torbay Village because the event has been running for many years. This will draw in people from the surrounding area and promote Torbay Village Businesses by allowing them to present their goods and services to people who might not otherwise come to the Torbay Village.

## Smoke-free and zero waste Auckland

**Please tell us how you will promote smoke-free messages with your project**

N/A This is an outdoor event

Must be no more than 120 words.

**Will your project include waste minimisation (zero waste) messages? if so please describe.**

We will be conscious of the need to minimise waste.

Please click [here](#) to find more information on zero waste events.

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250614 From Torbay Business Association

Form Submitted 30 Aug 2024, 1:32PM NZST

## Māori Outcomes

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve outcomes with Māori.

Consider the Māori outcomes in the [Hibiscus and Bays Local Board Plan 2023](#) or [Kia Ora Tāmaki Makaurau Plan](#).

### Will your event target Māori or Māori outcomes?

Yes  No

### Please select which Māori outcome applies to your project?

Māori led - either a Māori organisation that is applying or Māori directed (came about as a request from Māori)  Māori involvement in the design/concept  Māori focus - tikanga (practices), mātauranga (knowledge), reo (language)  Māori participation - Māori priority group, target group, high representation or Māori staff delivering

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Marae, Improving Maori social, economic, and cultural well-being. Uses matauranga and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

### Please explain how your project/activity will achieve the above Māori outcomes

Must be no more than 120 words.

Must be no more than 120 words

## Declaration and Privacy

**\* indicates a required field**

### Declaration

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

**I/We certify that to the best of our/my knowledge the information contained in this application is correct \***

Yes  No

**I/We confirm that any funds granted will only be used for the activity described in this application \***

Yes  No

**I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity \***

Yes  No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250614 From Torbay Business Association

Form Submitted 30 Aug 2024, 1:32PM NZST

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example:

- If you are an Auckland Council employee/local board member or a member
- If your organisations committee or board member is an Auckland Council employee/local board member.
- Personal or family relationships that you have
  - with council employees
  - with council contractors
  - organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - eg investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - eg you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

**I/We confirm that to the best of our/my knowledge I/we have no perceived , potential or actual conflict of interest in applying for or using any grant funding \***

Yes  No

**If you have answered no to any of the above, please provide details below:**

Must be no more than 100 words

- **I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987**
- **I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material**
- **I/We understand that I/we have the right to have access to this information**
- **I/We undertake that I/we have obtained the consent of all people involved to provide these details.**

\*

Accept  Decline

**Date:**

30/08/2024

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

## Privacy



**EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025**  
**EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025**  
**Application No. NCE250614 From Torbay Business Association**

Form Submitted 30 Aug 2024, 1:32PM NZST

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our [privacy policy](#) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.

<b>TBA Budget for 2024 Santa Day Event Sat 7th December 2024</b>	
<b>Description</b>	<b>Amount excl GST</b>
Artificial Christmas Tree 12ft	\$1,850.00
Magician	\$400.00
Face Painter	\$480.00
Musician	\$300.00
Torbay Butcher - Sausages for Sausage Sizzle	\$200.00
Torbay Fruitshop - Fruit to be given out on the day	\$50.00
Staples for sausage sizzle = Bread, Sauces, napkins etc	\$100.00
Candy Canes	\$60.00
Lucky Dip Prizes	\$200.00
Vouchers from Dairy / Butcher / Fruitshop	\$100.00
Miscellaneous for mounting supplies/cable ties/cable covers	\$50.00
Advertising - Half page in magazine + F/Book boosts etc	\$265.00
Printing of outdoor corflutes, posters etc	\$600.00
<b>Total</b>	<b>\$4,655.00</b>
Source of Funds	
Hibiscus and Local Bays Event Partnership Fund 2024	\$4,000.00
Local contributors	\$655.00
<b>Total</b>	<b>\$4,655.00</b>

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250615 From Heart of the Bays

Form Submitted 2 Sep 2024, 11:05AM NZST

## Welcome

### Important information

This is an expression of interest to apply for the Hibiscus and Bays Event Partnership Fund 2024-2025.

The Local Board Event Partnership Fund is a three-year (term) fund specifically targeted to support the growth and sustainability of community events in the Hibiscus and Bays Local Board area that align to the [Hibiscus and Bays Local Board's Plan 2023](#) and predetermined priorities.

In year one of the three-year process, all event organisers, including existing and new applicants, must submit an Expression of Interest (EOI) application. Upon a successful application, the event partner secures local board funding for a three-year period.

Unlike other grant options, there is no fixed monetary range of funding. The amount is at the discretion of the local board. The Hibiscus and Bays Local Board has set a maximum amount of \$15,000 per event delivered.

#### Branding

- If you are successful, it is important you include the local board's logo in promotional material. See the Brand Identity Guidelines around logo use (a copy of these guidelines and the logo will be emailed to you with your funding agreement). If you're unsure, email your local board office to check if you're on the right track.

#### Promotional support

- Council has a number of channels where your event can be promoted free of charge. A list will be emailed to you with your funding agreement.
- Providing full details of the event to the local board is important so they can support the event and spread the word locally.
- Start by visiting [ouraukland.aucklandcouncil.govt.nz/events](https://ouraukland.aucklandcouncil.govt.nz/events) and filling out a simple form to have your event listed on the Our Auckland website.

Contact us at [communityfunding@aucklandcouncil.govt.nz](mailto:communityfunding@aucklandcouncil.govt.nz) or phone 09 301 0101 if you need assistance with completing this form.

## Contact details

**\* indicates a required field**

### Organisation contact details

#### Organisation \*

Heart of the Bays

Must match the name on the bank account information supplied

#### Physical address \*

2 Glen Rd

Browns Bay Auckland 0630

Must be a New Zealand postcode

Please click [here](#) for the postcode finder website

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250615 From Heart of the Bays

Form Submitted 2 Sep 2024, 11:05AM NZST

**Is your postal address different from your physical address? \***

Yes  No

If yes, please complete below

#### Organisations website

<http://www.hotb.co.nz>

Must be a URL.

#### Organisations Facebook page

<https://www.facebook.com/Heartofthebays>

Must be a URL.

#### What registration numbers apply to your organisation?

(Please provide all applicable numbers)

#### New Zealand Companies Office incorporated society number

541400

Must be a number

Please click [here](#) to visit the Societies and Trusts website

#### Charities NZ Registration

CC21150

New Zealand Charities Register Information	
<b>Reg Number</b>	CC21150
<b>Legal Name</b>	Heart of the Bays Incorporated
<b>Other Names</b>	Formerly named "East Coast Bays Community Project Inc"
<b>Reg Status</b>	Registered
<b>Charity's Street Address</b>	2 Glen Road Browns Bay Auckland 0630
<b>Charity's Postal Address</b>	2 Glen Road Browns Bay Auckland 0630
<b>Telephone</b>	
<b>Fax</b>	
<b>Email</b>	info@hotb.co.nz
<b>Website</b>	<a href="http://www.HOTB.co.nz">http://www.HOTB.co.nz</a>
<b>Reg Date</b>	12:00am on 14 Feb 2008

*Information retrieved at 8:40am today*

#### NZ Companies Register

9429042717959

New Zealand Companies Register Information	
<b>NZBN</b>	9429042717959
<b>Entity Name</b>	HEART OF THE BAYS INCORPORATED
<b>Registration Date</b>	12:00am on 24 Apr 1992
<b>Entity Status</b>	Registered

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250615 From Heart of the Bays

Form Submitted 2 Sep 2024, 11:05AM NZST

<b>Entity Type</b>	Incorporated Society
<b>Registered Address</b>	2 Glen Road, Browns Bay, 0630, NZ
<b>Office Address</b>	

Information retrieved at 8:41am today

## Primary contact details

### Primary contact \*

Jesse Leonard

### Position held in organisation

Funding and Community Development Lead

### Office Phone Number \*

09 478 4091

Must be a New Zealand phone number.

### Mobile Phone Number \*

021 160 1957

Must be a New Zealand phone number.

### Primary Email \*

[jesse@hotb.co.nz](mailto:jesse@hotb.co.nz)

Must be an email address.

## Event Information

\* indicates a required field

## Local board grant details

### Amount requested from local board \*

\$15,839.00

## Event details

### Event title \*

Multiple Events

### Event Venue \*

Multiple but mostly our facilities

This means the building name, street address, location of event or venue where the project will happen.

### Start date \*

11/09/2023

a date

### End date \*

31/08/2025

a date



# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250615 From Heart of the Bays

Form Submitted 2 Sep 2024, 11:05AM NZST

<b>Event start time *</b>	Varied
<b>Estimated total attendance</b>	1000 Must be a number.
<b>Estimated exhibitors participants</b>	60 Must be a number.
<b>Total estimated running cost *</b>	\$15,839.00 Must be a dollar amount.
<b>Upload current event budget including full income and expenditure *</b>	<hr/> Filename: Draft Events budget 24 25 01092024 (1).pdf File size: 100.9 kB
<b>Please tick which of the following is attached *</b>	<input type="checkbox"/> Pre printed bank deposit <input checked="" type="checkbox"/> Certified bank details slip
<b>Upload bank document *</b>	<hr/> Filename: Bank account proof.pdf File size: 183.7 kB
<b>Are you GST registered? *</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<b>What is your GST number? *</b>	56059644 Must be a number

**IRD Donee status \***

Yes  No

## Event Funding Sustainability

### Other funding sources

This section tells us about any other funding that you hope to receive for this event, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards

Funding organisation or individual	Amount	Pending / approved
	\$	
	\$	
	Must be a dollar amount.	

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250615 From Heart of the Bays

Form Submitted 2 Sep 2024, 11:05AM NZST

## What other actions have been taken to reduce the level of reliance on local board funding?

Following our restructure we are in the process of looking for other sources of funding. We have now employed a member of staff, Jesse Leonard, who is tasked with finding alternative funding.

Our events plan compliments our goal to empower the community and we are running educational activations which we are self funding or working with organizations such as ASB.

## Local Board Details

**\* indicates a required field**

**Which of the following local boards are you applying to, for your project? \***

- Devonport-Takapuna
- Hibiscus and Bays
- Kaipātiki
- Rodney
- Upper Harbour

Please select all that apply

## Hibiscus and Bays Priorities

**Select the main Hibiscus and Bays priority your project supports \***

Hibiscus and Bays: a community of thousands that feels like a village, with strong connections and roots, but easy opportunities for participation

**How does your project support the selected priority? \***

We are working to connect our community through providing a welcoming place for them to come for help, advice and fun.

Our events are expanding to cover a wider range of ages and nationalities etc.

We are expanding our profile so that more people understand what we do and how we can help them.

Building relationships and encouraging collaboration is something that we are passionate about. Our Active Aging Expo was a huge success bringing over 40 different organizations together. Many of these were our center users who had not connected previously.

We had over 350 attendees and expect an even higher number this year.

We are part of the Resilience projects, Community Pantry and Bays in Action for youth.

Our events plan also compliments this work.

## Smoke-free and zero waste Auckland

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250615 From Heart of the Bays

Form Submitted 2 Sep 2024, 11:05AM NZST

#### **Please tell us how you will promote smoke-free messages with your project**

All of our events are smoke free mainly because we will be holding most events indoors.  
Must be no more than 120 words.

#### **Will your project include waste minimisation (zero waste) messages? if so please describe.**

We will have recycling bins at all events and use recyclable cups and serviettes etc. or china for some of our high teas.

Please click [here](#) to find more information on zero waste events.

## Māori Outcomes

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve outcomes with Māori.

Consider the Māori outcomes in the [Hibiscus and Bays Local Board Plan 2023](#) or [Kia Ora Tāmaki Makaurau Plan](#).

#### **Will your event target Māori or Māori outcomes?**

Yes  No

#### **Please select which Māori outcome applies to your project?**

Māori led - either a Māori organisation that is applying or Māori directed (came about as a request from Māori)  Māori involvement in the design/concept  Māori focus - tikanga (practices), mātauranga (knowledge), reo (language)  Māori participation - Māori priority group, target group, high representation or Māori staff delivering

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Marae, Improving Maori social, economic, and cultural well-being. Uses matauranga and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

#### **Please explain how your project/activity will achieve the above Māori outcomes**

While only our Matariki event has a Maori focus we do acknowledge our responsibilities under the Treaty of Waitangi.

We are looking for further opportunities to extend this involvement.

Must be no more than 120 words.

Must be no more than 120 words

## Declaration and Privacy

**\* indicates a required field**

### Declaration

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

**I/We certify that to the best of our/my knowledge the information contained in this application is correct \***

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250615 From Heart of the Bays

Form Submitted 2 Sep 2024, 11:05AM NZST

Yes  No

**I/We confirm that any funds granted will only be used for the activity described in this application \***

Yes  No

**I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity \***

Yes  No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example:

- If you are an Auckland Council employee/local board member or a member
- If your organisations committee or board member is an Auckland Council employee/local board member.
- Personal or family relationships that you have
  - with council employees
  - with council contractors
  - organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - eg investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - eg you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

**I/We confirm that to the best of our/my knowledge I/we have no perceived , potential or actual conflict of interest in applying for or using any grant funding \***

Yes  No

**If you have answered no to any of the above, please provide details below:**

Must be no more than 100 words

- **I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987**
- **I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material**
- **I/We understand that I/we have the right to have access to this information**
- **I/We undertake that I/we have obtained the consent of all people involved to provide these details.**

# EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

## EOI for the Hibiscus and Bays Event Partnership Fund 2024-2025

### Application No. NCE250615 From Heart of the Bays

Form Submitted 2 Sep 2024, 11:05AM NZST

\*

Accept  Decline

**Date:**

02/09/2024

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

## Privacy

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our [privacy policy](#) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.





# **Hibiscus and Bays Local Board Event Partnership Guidelines**

**2024/2025**

## **Purpose**

The Local Board Event Partnership Fund is a three-year (term) fund specifically targeted to support the growth and sustainability of community events in the Hibiscus and Bays Local Board area that align to the Hibiscus and Bays Local Board's Plan 2023 and predetermined priorities - outlined below.

The goal is that upon completion of the third year the event will have grown to become sustainable and can operate without the need of the Event Partnership Fund.

In year one of the three-year process, all event organisers, including existing and new applicants, must submit an Expression of Interest (EOI) application. Upon a successful application, the event partner secures local board funding for a three-year period.

These guidelines are to be in place for the three-year period of financial years; 2024/2025, 2025/2026, 2026/2027.

Unlike other grant options, there is no fixed monetary range of funding. The amount is at the discretion of the local board. The Hibiscus and Bays Local Board has set a maximum amount of \$15,000 per event delivered.

Organisers will be granted an amount agreed by the local board for year one. Upon receipt of a yearly accountability report, the Event Facilitation team will advise the local board of their feedback on whether the amount granted for the remainder of the term is appropriate and has been used appropriately.

## **Process:**

1. This process is managed and facilitated by the Event Facilitation team with support from the Grants team at Auckland Council.
2. Event Partnership (Non-Contestable) Round opens.
  - The Grants team generate the EOI forms/grants application link and send to the Event Facilitation team.
3. Once the funding round closes, staff will present all options to the local board at their workshop with recommendations, and a final decision will be made at a local board business meeting.
4. Upon approval of the event partnership funding, the Event Facilitation will notify all applicants of the outcome.
5. The Event Facilitation team will supply successful applicants a funding agreement to be signed and returned for funding to be paid out.
6. An event permit application will need to be submitted and standard process followed ensuring the minimum 6-week timeframe for processing.
7. The Event Facilitation team will attend a workshop to present accountability reports, submitted by the event partners, on an annual basis.

## **Signature Events**

Events that are funded and delivered on behalf of the local board cannot be funded by the Event Partnership Fund.

## **Underpinning documents/ policies/ guidelines:**

If there is a question, situation, definition, or process that is not covered in these guidelines, the following will be referred to and applied:

[Hibiscus and Bays Local Board Plan](#)

[Hibiscus and Bays Local Board Community Grants Programme](#)

[Community Grants Policy](#)

[Auckland Council Events Policy](#)

# **Hibiscus and Bays Local Board Event Partnership Guidelines**

## **2024/2025 - Community Version**

### **Important Advice Provided to Applicants**

Applicants are encouraged to read the [Hibiscus and Bays Local Board Plan](#) before submitting an application.

You, the applicant, will be asked to identify how your event aligns with one or more of the local board plan priorities/outcomes and show how the event will benefit the community.

Ensure that you clearly outline the contribution you are making to the event within the local board area.

The Hibiscus and Bays Local Board would like to see applicants demonstrate that they are working collaboratively with other community groups and have identified alternative funding partnerships/avenues. It is important for the event organisers to be sustainable and deliver good community outcomes.

It is preferable for the supported event organiser to have been running successful events for a minimum of three (3) years to show capability to deliver event(s). Where this is not the case, the applicant will need to demonstrate the ability to deliver the event.

A change of event organiser during the partnership is at the local board's discretion as to whether they commit to funding the remaining term. The event organiser taking over the funded event must be experienced with a relevant track record of successful delivery in line with the original organiser.

### **Higher Priorities**

The Hibiscus and Bays Local Board has a set of specific priorities and outcomes in its Local Board Plan 2023. In particular:

Objectives	Key initiatives
Hibiscus and Bays: a community of thousands that feels like a village, with strong connections and roots, with easy opportunities for participation	Support, fund and build the capacity of the community to continue to take a lead in making everyone feel welcome, building connections, and celebrating the growing diversity of our area, through placemaking, events, and other initiatives
Town centres feel like a friendly village but operate like a bustling metropolis	Continue to support activities that promote vibrancy, diversity and showcases creativity in our area, such as events, festivals, and other shared experiences in our public spaces for all

In your application, identify how your event/s will contribute to one or more of these priorities and meeting other key factors.

### **Other key factors (where appropriate to a proposed event):**

The Hibiscus and Bays Local Board will also consider the following, which are not requirements but rather suggestions:

- is contributing to the event (financial, volunteer time etc.).
- has identified collaboration and working with other groups to deliver an event and is seeking funding collaboratively. Any other funding that you hope to receive for the event e.g., contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts.
- is utilising and supporting volunteer groups through the delivery of an event.
- will get the community involved early on, by working collaboratively and creating opportunities to meet new people and share experiences.
- The event organiser delivers a safe event.
- That the event has a positive economic benefit for local business and service providers.
- How your event will achieve Māori outcomes e.g., considering the Māori outcomes in the Hibiscus and Bays Local Board Plan 2023 or Kia Ora Tāmaki Makaurau Plan’.
- Event funding will be prioritised to those who applying and receive additional funding, grants or sponsorship from external parties, please ensure events show evidence of this during the application process.
- If an event is a ticketed event, the event must outline what the ticketing fee is being used for in their application, i.e. fundraising, event costs, charity donations, to manage numbers, etc. The Hibiscus and Bays Local Board wants these events to be accessible to all, and the ticket price needs to reflect accessibility.



## **Obligations if you receive funding**

- To ensure that the Hibiscus and Bays Local Board Event Partnership Fund achieves positive results, recipients will be obligated to provide evidence that the assistance has been used for the agreed purpose and the stated outcomes have been achieved. Obligations will be outlined in a funding agreement that the applicant will be required to enter.
- The following accountability measures are required:
  - The completion and submission of accountability forms (including receipts), proving that funds have been used for the right purpose within two months after the event date.
  - Any money that is unspent and not used for the project must be returned to the local board.
  - Recognition of the Hibiscus and Bays Local Board's support of your event (e.g., using the specific local board logos on promotional material).
- A strategic plan is to be submitted by the event organiser including a least three key point indicators (KPIs) around what success looks like for the event for the local board to consider and agree on with the event. This will then be reported on each year.

At the end of the three-year period, events should provide a strategic review to show how far they have come with meeting their KPIs.

## **Event Cancellation**

If the event cannot occur during one or more of the partnership years, the event organiser must do the following:

- First and foremost, advise the Event Facilitation team of cancellation and an explanation as to why the event cannot occur so this can be communicated to the board.
- If there is no alternative to utilise the funds within that financial year, then funds must be refunded.
- If the organiser wishes to carry the amount over to the next year this is at the board's discretion and an amount of \$0 will be marked for the next financial year.

## **Insurance**

The recipient is required to hold public liability insurance for the event as per the standard Auckland Council event permit requirements.

## **Event Permit:**

- The recipient is required to apply to Auckland Council for an event permit if the event is held on an Auckland Council public open space.
- The recipient will need to agree to comply with all the conditions set out in that permit and abide by the event permitting timeframes.

## **Other conditions or Compliance with other Auckland Council Policies**

Healthy Eating at Events and Community Places Policy

The Recipient agrees to use all reasonable endeavours that all food and beverages provided as part of the activity/event aligns with the Ministry of Health National Healthy Food and Drink Policy available on the Ministry of Health [website](#).

## **Smokefree Policy**

The Recipient agrees to comply with Council's [Smoke-Free Policy](#) on the Auckland Council web site, and to ensure that its employees, members, contractors, guests, visitors and all other persons attending the activity/event are made aware of and comply with the Policy.

## **Reasons for decline**

- **The event does not align with local board priorities:** There is a low alignment with the local board's priorities and/or community outcome(s).
- **Funding round oversubscribed:** Limited funding available in the current funding period.
- **Other funding sources are available:** There are other funding sources available that would be more suitable for the event.
- **Application insufficiently developed:** The event is not fully defined or developed. The applicant may be invited to submit an application to a future funding rounds.
- **Limited community benefit(s):** Insufficient evidence of specific benefits to the community.
- **Event outside of local board area:** The project is not benefiting the local board area.
- **Not eligible:** The applicant or event is not eligible under the terms of the Community Grants Policy 2014 or the local board grants programme.

## **Exclusions**

As per standard policy for local board grants, the below will not be considered for event partnership funding:

Events that are ticketed for commercial gain.	Events outside of the Hibiscus and Bays Local Board area.
Applicants who have not previously submitted accountability forms (including receipts), proving that funds have been used for the right purpose within two months after the event date.	Ongoing administrative costs.
Applicants who have previously breached event permit conditions.	Events that do not relate to one or more of the local board plan initiatives.
Churches and Educational Institutions, except where these groups can demonstrate the wider community benefit.	Prizes for sports and other events (except trophies).
Events where the funding responsibility lies with another organisation or central government.	Applications to fund events run by Auckland Council or its employees.
Commercial business enterprises and educational institutions in accordance with the Council's Community Grants Policy (Scope and Eligibility, Page 20).	Applications that include support for promotion of extreme political views, activism, or religious ministry.
Auckland Council CCO's or organisations who receive funding from the Auckland Regional Amenities Fund.	Applications to subsidise rentals, reduce debt or payment of rates.
Commitment to ongoing funding or financial support.	Funding for the sole purpose of an individual.
Applications for the purchase or subsidy of alcohol or costs associated with staging after - match functions.	Debt servicing.
Family reunions.	Activities whose purpose serves to promote religious, political, or contentious messages.
Legal expenses.	Wages/Koha
Medical expenses	

## **Waste Minimisation**

Auckland Council's waste management and minimisation plan has an aspirational goal of Zero Waste by 2040. The plan has an action to move all events on Council properties to be run as Zero Waste events.

A Zero Waste Event is one where careful consideration is given to the products used on site and where these end up post event. Planning in this manner may result in items being recycled, composted, or avoided altogether. This approach encourages organisers and stallholders to design an event that generates less waste, and/or the right kind of waste for reuse. It also involves educating patrons and raising environmental awareness about waste production and disposal.

The following site [www.zerowasteevents.nz](http://www.zerowasteevents.nz) has all the resources needed to implement a Zero Waste Event.

The Recipient agrees to use its best endeavours to reduce all waste produced during the activity/event in line with Council's recommended approach to Zero Waste Events, as outlined at [www.zerowasteevents.nz](http://www.zerowasteevents.nz).

## **Recognition**

Recipient shall give fair and proper public acknowledgement of the Hibiscus and Bays Local Board's support, including as follows:

**Promotional materials:** Placement of Funder's name and logo on advertising and promotional material (e.g., print advertising, posters, newsletters, signage).

**Website:** Acknowledgement of Funder on Recipient's website, including a link to Funder's website using Funder's logo.

**Communications:** Acknowledgement of Funder as a supporter, wherever possible, in press conferences, news releases, speeches, launches, articles sent to any publications, magazines, editorial and annual reports.

**Opportunities:** Recipient shall advise Funder of any marketing and promotional opportunities for Funder to promote its role as a supporter of Recipient.

The acknowledgements above shall be commensurate with the amount of the Funding (including placement and prominence relative to acknowledgements by Recipient of its other supporters). Use by Recipient of Funder's name and logo must be in accordance with Funder's brand guidelines, as notified by Funder from time to time, and Recipient shall copy all such promotional material to Funder's Representative.

# Play plan

Hibiscus and Bays Local Board – 10 September 2024

Jacquelyn Collins – Play Portfolio Lead – Community Wellbeing



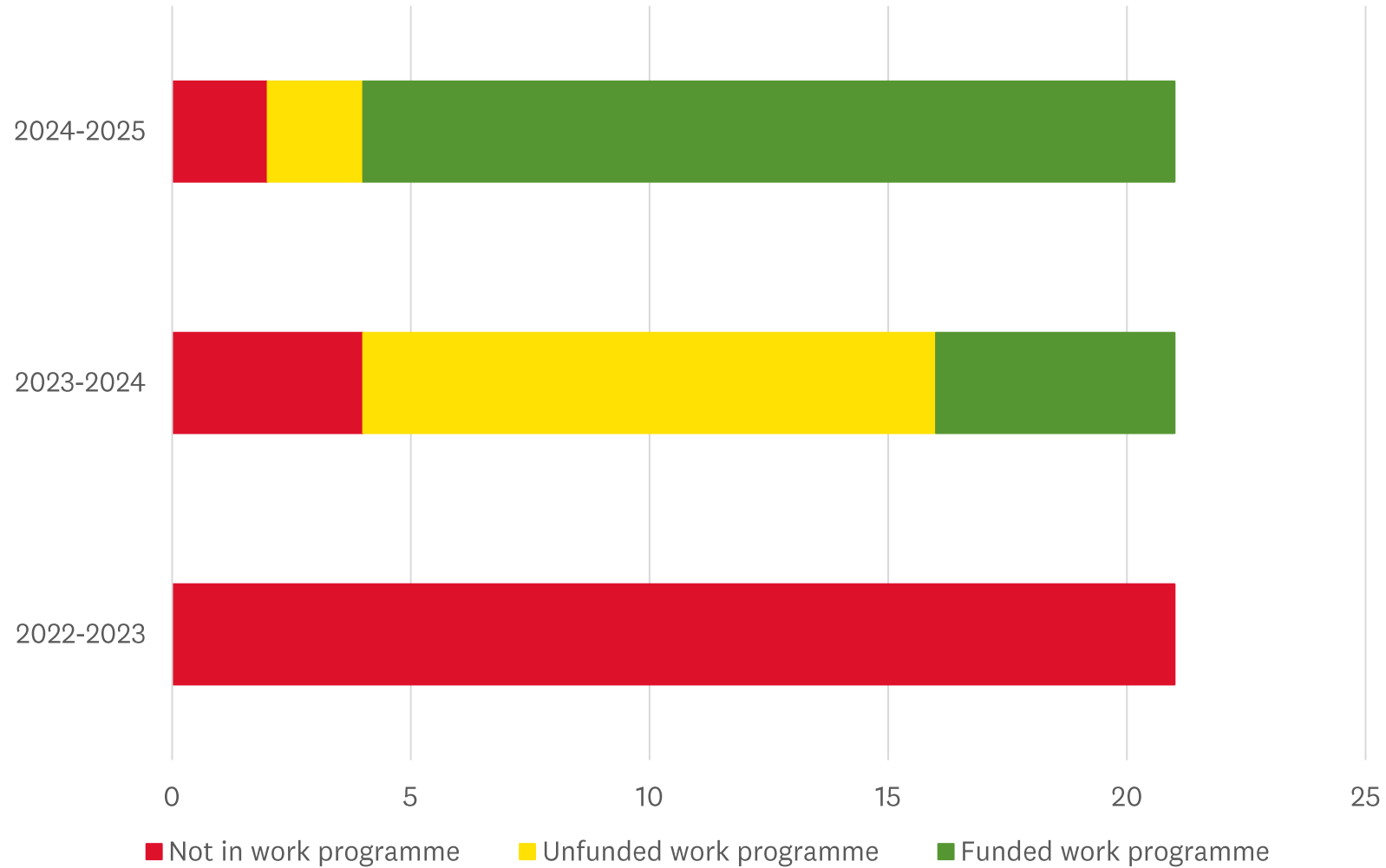


# Today's workshop

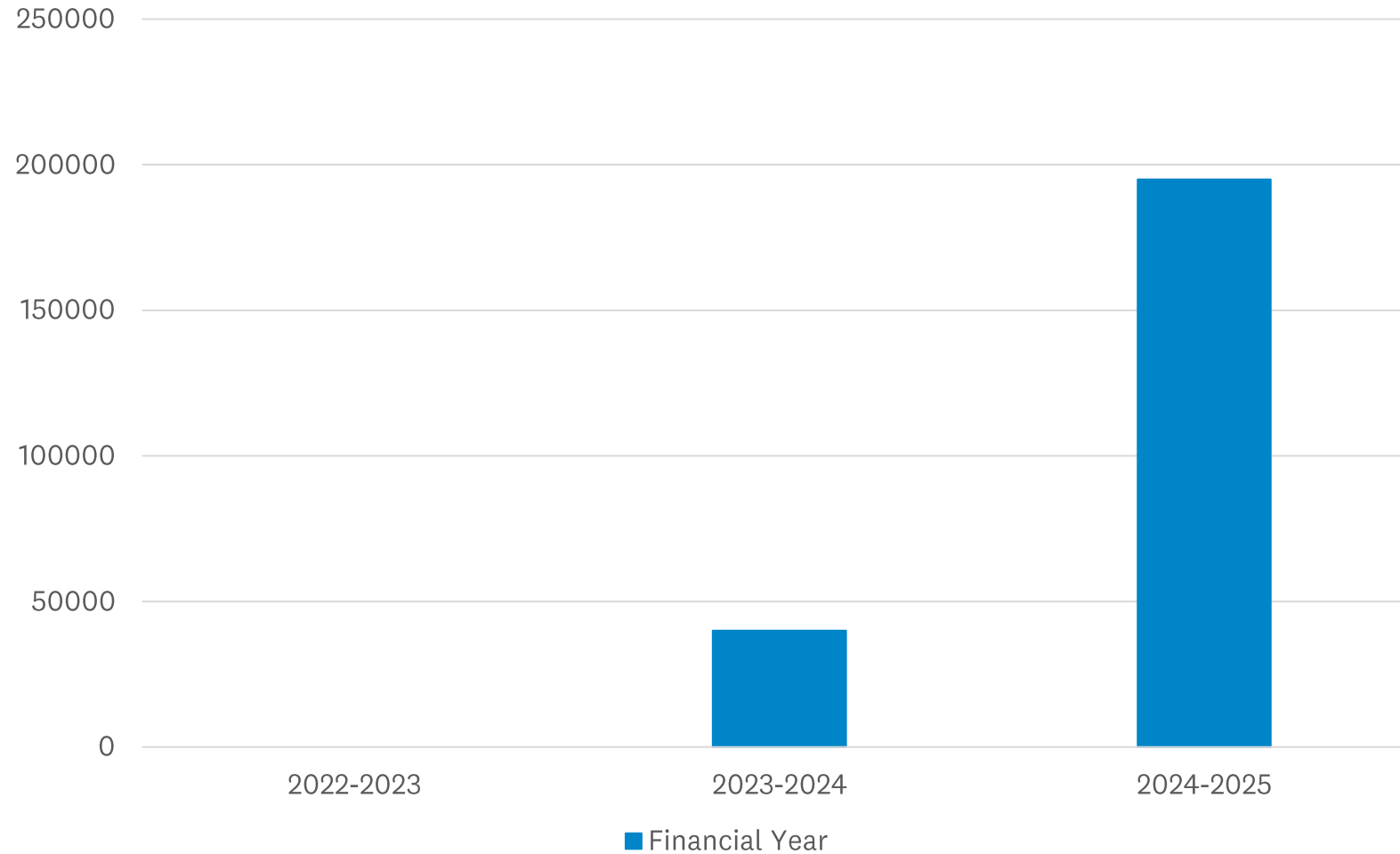
1. Play advocacy – general update
2. Update from Harbour Sport
3. Workshopping the play plan
  - Purpose
  - Contents
  - Elected members' feedback
4. Financial year 2024/2025 play advocacy projects
  - Staff recommendation
  - Elected members' feedback



# Local board support of play advocacy



# Local board investment in play advocacy



# Financial year 2023/2024 funded projects

Project	Local Board	Delivery notes
Tree swings	Devonport-Takapuna	Four swings installed in July 2024; two more swings to be installed
Community House play activation	Devonport-Takapuna	To be delivered in September 2024 at Devonport Community House
Library play investment	Henderson-Massey Rodney	Three libraries equipped with play equipment for on-site use (Rānui Library, Waitākere Central Library, Wellsford Library)
Girls' skate activations	Rodney	Activating two skate parks for local girls – improving the diversity of skate park users, encouraging participation
Fairy village	Kaipātiki	Partnering with a community group, community-led project to install fairy houses on a local reserve
Adventurous nature space	Upper Harbour	New play provision created on a drainage reserve for local tamariki – installed in Whenuapai in June 2024
Nature Play for Adventurers sessions	Henderson-Massey Upper Harbour	Facilitated sessions with delivery partners, scheduled for July and August 2024
Play event	Rodney	Creative play event for Kumeū and Huapai tamariki, to be delivered by a local community partner in September 2024





# Adventurous nature space





# Tree swings



# Harbour Sport update





Hibiscus and Bays Local Board



Te Māhere-ā-tākaro o  
Hibiscus and Bays 2024

# Play Plan 2024

Celebrating and enabling play  
in Hibiscus and Bays



[aucklandcouncil.govt.nz](http://aucklandcouncil.govt.nz)



# Why write a Play plan?

- Formalise the play advocacy approach and explain how it complements other play investments by Hibiscus and Bays Local Board
- Acknowledge and celebrate existing play provision
- Provide a blueprint to enable diverse play opportunities
- Develop and nurture productive stakeholder partnerships
- Build a culture of insight-led decision-making that actively involves tamariki and rangatahi
- Streamline the annual work programme planning process by providing elected members with a menu of projects to consider
- Create a document that can be refreshed with each new local board plan and provide guidance to any new elected members



# The Hibiscus and Bays Play Plan 2024 will..

**Codify play  
advocacy**

**Celebrate  
existing play**

**Enable  
more play**

**Reflect local  
board plan**

**Encourage  
integration**

**Reflect  
insights**





# Play plan content

## Codify play advocacy approach

- Play advocacy 101
- Legislation
- Sport New Zealand Play Principles
- Strategic alignment
- Māori outcomes

## Celebrate existing play provision

- Playgrounds
- Play in council-owned spaces
- Planned capital expenditure (CAPEX) play investments

## Enable diverse play projects

- Specific play project proposals
- Accessible play
- Financial years 2024/2025, 2025/2026 and 2026/2027



# Play plan content

## Reflect current local board plan

- All projects linked to local board plan objectives
- Goal: a 'shopping list' of projects that the local board can choose from during work programme planning

## Encourage integration

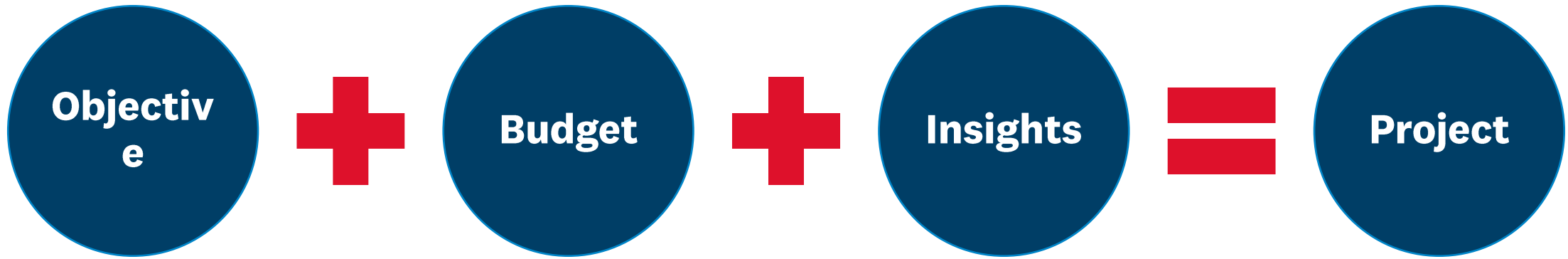
- Play proposals that reflect specialist advice council wide
- Play outcome opportunities in other council work programmes
- Partnering with Harbour Sport

## Reflect insights

- Engage with iwi
- Engage regularly with council Advisory Panels
- Engage with the wider community
- Learn from Harbour Sport work
- Advocate for the pilot Children's Panel to be made permanent



# Play advocacy project development



# Creating a play project for financial year 2024/2025

## Objective

- 2023HB3.3 – We have more opportunities to connect for recreation, play and to help others in our community than ever before

## Budget

- \$20,000

## Insights


- Draw on insights from Children's Panel pilot
- Draw on Harbour Sport insights from tamariki and rangatahi
- Seek guidance from council staff (brokers, activators, etc.)
- Seek elected member feedback





**Pātai?**





# Hibiscus and Bay Local Board Emergency Readiness & Response Plan

## Workshop 3

**Glenn Browne**

**Senior Community & Planning Readiness Advisor**

Sept 2024



**Auckland  
Emergency  
Management**  
Tokonga Mate Ohotata o Tamaki Makaurau



# Local Board ER&R Plan development process

**April**

## Workshop 1:

Introductory workshop with Local Board

### Purpose:

- To agree approach.
- To nominate working group.

**14 May**

## Workshop 2: August

### Purpose:

- To workshop elements of draft plan (hazards, CDCs and CEHs) and receive feedback.
- To identify key community groups to test plan with.

**10 Sept**

## Workshop 3:

### Purpose:

- To agree final draft Local Board Plan.
- To agree communication and launch plan.

**26 November**

## Business meeting:

### Purpose:

- To adopt plan.
- Commence communication and launch activities.

**Drafting of Local Board Emergency Readiness & Response Plan**

*Local Board Working Group (or representative(s)),  
Senior AEM Advisor,*



**Auckland  
Emergency  
Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau



# Workshop purpose

- To present the final draft Hibiscus and Bays Local Board Emergency Readiness and Response Plan
- To propose the launch strategy, including a soft launch post adoption and a full public launch during February and March 2025.



**Auckland  
Emergency  
Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau



# Community group engagement

Mixed model engagement process: Community group presentations, individual email feedback, face-to-face meetings.

Out of the nine identified groups, six provided feedback\*

- Te Herenga Waka o Ōrewa Marae\*
- Mid Bays Resilient Communities\*
- Heart of the Bays Community Readiness Group\*
- Whangaparāoa Community Resilience Group\*
- Mairangi Presbyterian Church\*
- Hibiscus North Community Resilience Group\*
- The Salvation Army Hibiscus Coast
- St Chad's Church Ōrewa
- Browns Bay Presbyterian Church



**Auckland  
Emergency  
Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau



# Community group feedback:

The community's feedback on the plan:

- Overwhelmingly positive.
- Aligned with emergency readiness initiatives groups are currently pursuing.

*“A tremendous amount of work has gone into this document! It looks fantastic, with clear and helpful information, especially around the four Rs. The layout is intuitive and makes perfect sense.”*

- Usability of the hazard maps during an emergency.
- Specific feedback regarding Community Emergency Hub information

Community feedback has been reviewed and implemented into the plan.



**Auckland  
Emergency  
Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau





# Auckland Council demographic panels

Ethnic, Pacific Peoples, Youth, Seniors, Disability and Rainbow Communities.  
Feedback centered around:

- communication of the plan post-adoption
- images within the plan to be representative of Auckland's diversity
- training opportunities for Community Emergency Hubs to be inclusive of diversity
- the plans being condensed
- including advice for apartment dwellers
- diverse life experiences and input from one panel is also relevant to circumstances of other communities.



**Auckland  
Emergency  
Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau



# Final draft Emergency Readiness and Response Plan

As a result of feedback, the ER&RP layout:

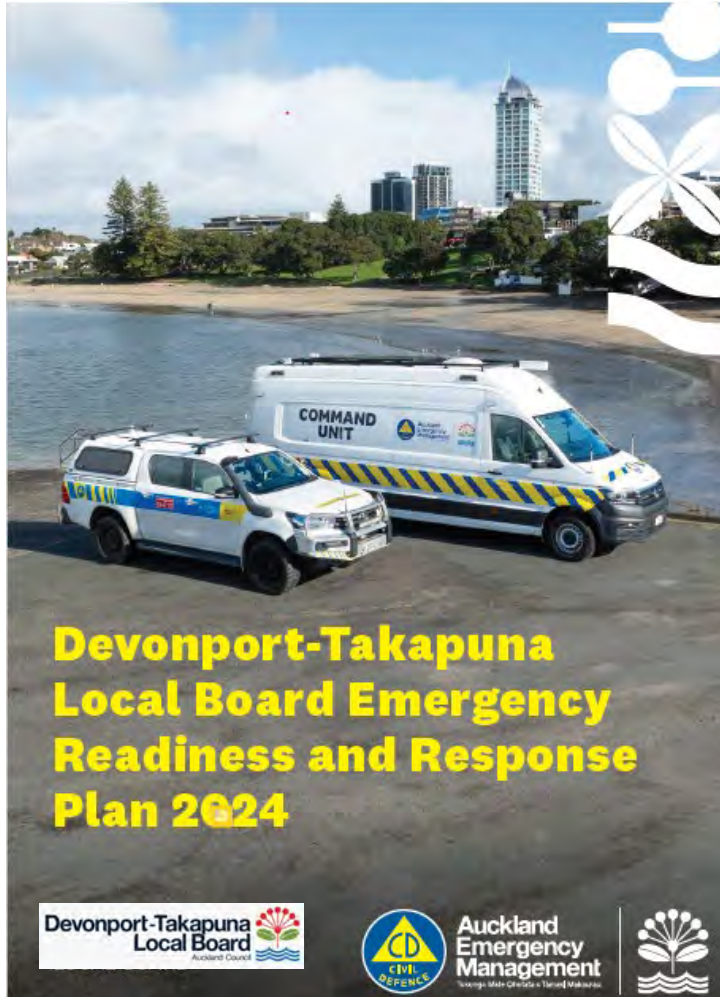
- Two 'pull out' sections in the front and back of the plan.
- Front pull-out section holds critical information: key contacts, emergency information, if you need to evacuate, top tips to get ready.
- Back pull-out section has hazard factsheets and hazard maps, power outage, sever storm, flooding, thunderstorms and tornados, landslides, earthquakes, tsunami, pandemic, wildfire and volcanic eruption.
- The body of the plan has been crafted around the 4Rs of Emergency Management: reduction, readiness, response and recovery.
- Final design will be ready for adoption at the 26 November business meeting.



**Auckland  
Emergency  
Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau



# Final ERRP layout and design: Key contacts and information



## Key contacts & emergency information

**1** Dial **111** for emergencies where there is serious, immediate, or imminent risk to life or property and request Police, Fire or Ambulance.

*\*If you have difficulty hearing or talking on the phone, register to use '111 TXT', the emergency texting service at [police.govt.nz/111-txt](http://police.govt.nz/111-txt) or [fire.govt.nz/111-txt](http://fire.govt.nz/111-txt)*

*\*For urgent marine assistance, contact the Coastguard Marine Assistance on VHF Channel 16*

**Report a problem**  
**If life is at risk dial 111.**

**Electricity and gas**  
If you can smell gas, dial 111 and ask for Fire and Vector on 0800 764 764.  
For outages and faults, report online at [vector.co.nz/personal/outages-faults](http://vector.co.nz/personal/outages-faults). Also report outages to your electricity provider.

**Internet**  
To report a problem with your broadband, contact Chorus on 0800 600 100. For internet outages go to [chorus.co.nz/outages](http://chorus.co.nz/outages)

**Flooding**  
To report flooding to Auckland Council call (09) 201 0101.

**Water supply and wastewater**  
To report a problem, contact Watercare via Live Chat at [watercare.co.nz](http://watercare.co.nz) or call (09) 442 2222 and press 1.  
For outages or faults go to [watercare.co.nz/Faults-outages/Current-outages-and-upcoming-shutdowns](http://watercare.co.nz/Faults-outages/Current-outages-and-upcoming-shutdowns)

**Fallen trees or debris**  
To report fallen trees or debris, go to Auckland Council's 'Report a Problem' tool: [aucklandcouncil.govt.nz/report-problem/Pages/report-a-problem.aspx](http://aucklandcouncil.govt.nz/report-problem/Pages/report-a-problem.aspx)

**Roads**  
To report an urgent State Highway issue, call NZ Transport Agency Waka Kotahi on 0800 44 44 49.  
To report a non-urgent issue, go to [nzta.govt.nz/contact-us/email-us/state-highway-issue-or-feedback](http://nzta.govt.nz/contact-us/email-us/state-highway-issue-or-feedback)  
To report an urgent Auckland arterial road issue, call Auckland Transport on (09) 255 2552.  
To report a non-urgent issue, go to Auckland Transport's website [contact.at.govt.nz](http://contact.at.govt.nz)  
Access NZ Transport Agency's Waka Kotahi journey planner at [journeys.nzta.govt.nz/journey-planner](http://journeys.nzta.govt.nz/journey-planner) to see disruption on State Highways.  
Access Auckland Transport's roadworks and disruptions at [at.govt.nz/projects/initiatives/roadworks-and-disruptions](http://at.govt.nz/projects/initiatives/roadworks-and-disruptions) to see disruption on arterial roads.

**Auckland Emergency Management**  
Dial 0800 222 200  
[aucklandemergencymanagement.org.nz](http://aucklandemergencymanagement.org.nz)  
[aeminfo@aucklandcouncil.govt.nz](mailto:aeminfo@aucklandcouncil.govt.nz)  
Social media: @aekdodem @AucklandCDEM  
Dial (09) 201 0101 for Auckland Council  
[aucklandcouncil.govt.nz](http://aucklandcouncil.govt.nz)

**Radio Stations for emergency information**

- Radio New Zealand 756 AM or 101.4 FM
- Newstalk ZB 894 FM
- The Hits 97.4 FM
- Mare FM 91.8 FM
- Radio Samoa 169.0 AM
- Radio Waatea 603AM
- Radio Spice 88FM
- Hamm 106.2FM
- Radio Tarana 1306AM
- Planet FM 104.8FM

**Local accident and urgent care clinics**

- North Shore Hospital Emergency Department open 24 hours | phone (09) 486 8900.
- Shorocare Urgent Care Smales Farm open 24 hours | phone (09) 486 7777.
- Northern Accident & Medical open daily from 8am-6.30pm | phone (09) 479 7770.
- White Cross Glenfield Urgent Care and GP services open daily from 8am - 8pm | phone (09) 444 4244.



**Auckland Emergency Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau





# Final ERRP layout and design













## If you need to evacuate

If possible, stay with whānau/family or friends who are safe. Then check which Civil Defence Centres or Community Emergency Hubs are open on social media channels, websites or radio.

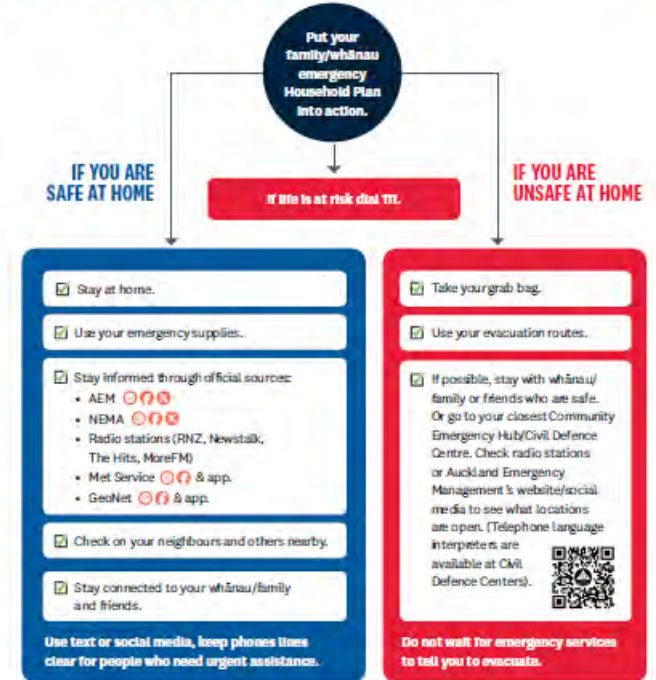


Map demonstrating places to receive support or evacuate to around Devonport-Takapuna.

## Top tips to get ready for an emergency

 Know your hazards. Check Auckland Emergency Management's <b>Hazard Viewer</b> for your whare/home, work & school.		 Learn where you can go if you need to evacuate.
 Create a <b>household plan</b> including evacuation.		 Prepare a <b>grab bag</b> in case you have to evacuate.
 Keep <b>emergency supplies</b> in your whare/home and car.		 Get ready with your community and know your community's emergency plan.
 Keep spare cash.		 Know your neighbours and look out for each other.
 Check your insurance and keep electronic & hard copies.		 Get your business ready.
 Plan your evacuation routes.		 Get prepared for <b>specific hazards</b> , including storms, floods, earthquakes and volcanoes.

## Emergency actions



**Interested in volunteering during an emergency?**

Reach out to your local Community Emergency Hub or go to Auckland Emergency Management's website for volunteering opportunities.




**Auckland Emergency Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau





# Final ERRP design layout: 4 Rs of emergency management

## Reduction

### What is reduction?

Risk reduction involves analysing risks to life and property from hazards, taking steps to eliminate those risks if practicable, and, if not, reducing the magnitude of their impact and the likelihood of their occurrence to an acceptable level.

### Why is reduction important?

Reduction saves lives and property. If we know of a risk and it has not been acted on, one of the first questions asked after an incident is - why did we let this happen?

Many things can be rebuilt or restored, but some losses are irreplaceable and can have a deep and lasting impact on communities, businesses and people's wellbeing.

Effective reduction and hazard risk management can help reduce long-term impacts and support recovery after an emergency is over.

### Roles in reduction - who does what?

<b>Whānau &amp; Individuals</b>	<ul style="list-style-type: none"> <li>Understand the hazards and risks in your local area, place of work, school and anywhere else you regularly visit.</li> <li>Reduce the risk of landslides by ensuring areas within your property are stable, and retaining walls are maintained.</li> <li>Reduce flooding on your property by making keeping your drains clear.</li> </ul>
<b>Communities</b>	<ul style="list-style-type: none"> <li>Understand and help communicate the hazards and risks of their local area.</li> <li>Host local events to increase public awareness of hazards and preparedness.</li> <li>Help those not able to clear drains on or near their property.</li> <li>Get involved in a community planting event.</li> </ul>
<b>The Local Board</b>	<ul style="list-style-type: none"> <li>Educate and support the community through preparedness measures.</li> <li>Provide community activities and events to increase public awareness of hazards and preparedness such as stream plantings, food security projects, active transport initiatives.</li> </ul>
<b>Auckland Emergency Management</b>	<ul style="list-style-type: none"> <li>Work with partners to promote region-wide hazard information to improve knowledge and understanding of hazards.</li> <li>Provide warnings and alerting tools to stakeholders and the public.</li> </ul>
<b>Auckland Council</b>	<ul style="list-style-type: none"> <li>Undertake risk reduction initiatives across council departments, such as the Making Space for Water programme led by Healthy Waters.</li> <li>Ensure planning for the built environment is consistent with national policy, and informed of current and future hazards.</li> </ul>

## Readiness

### What is readiness?

Readiness means having a plan in place that supports a fast and effective response to an emergency that will minimise the risk to life and property. This means everyone knows what they need to do in an emergency.

Being emergency ready includes:

- understanding the hazards and risks
- designating roles and responsibilities
- identifying resources that are available
- creating plans and procedures
- organising activities, initiatives and education that improve emergency readiness in the wider community
- knowing where to evacuate to
- knowing how to keep informed.

### Why is readiness important?

Readiness is about knowing what to do when an emergency happens. It involves understanding the risks of hazards and making plans to address and minimise them during an emergency.

Being ready also reduces the impact on life and property of an emergency situation and enables a faster and stronger recovery.

### Roles in readiness - who does what?

<b>Whānau &amp; Individuals</b>	<ul style="list-style-type: none"> <li>Develop plans for your household, whānau/family and friends.</li> <li>Keep enough emergency supplies to last three days.</li> <li>Know where the nearest Civil Defence Centres are.</li> <li>Connect with neighbours.</li> <li>Understand your local hazard risks.</li> <li>Identify local resources and support networks.</li> </ul>
<b>Communities</b>	<ul style="list-style-type: none"> <li>Host getting to know your neighbours days and discuss support in an emergency.</li> <li>Develop Community Response Plans.</li> <li>Establish Community Emergency Hubs as a place of shelter, connection and information during an emergency.</li> </ul>
<b>Devonport-Takapuna Local Board</b>	<ul style="list-style-type: none"> <li>Encourage communities to prepare for emergencies</li> <li>Support networking agencies involved in emergency management.</li> <li>Promote events that support emergency planning and readiness.</li> <li>Identify who in the local community might be disproportionately affected by an emergency and support them.</li> </ul>
<b>Auckland Emergency Management</b>	<ul style="list-style-type: none"> <li>Develop and refine contingency plans for dealing with high priority hazards.</li> <li>Train staff and partners.</li> <li>Identify and mitigate gaps within lifeline utilities.</li> <li>Assist community readiness through training, scenario-exercising, preparedness information and helping community planning.</li> </ul>
<b>Auckland Council</b>	<ul style="list-style-type: none"> <li>Train council staff to assist Auckland Emergency Management in responding to an emergency.</li> <li>Healthy Waters provides information regarding risks of flooding on property.</li> </ul>

## Response

### What is response?

Response is the action taken immediately before, during or directly after an emergency that saves lives and protects property.

### Why is response important?

The quicker we respond to events and the more coordinated the approach, the less the community will be impacted.

Working together in a coordinated way can save time and resources, which in turn, can save lives and money.

### Roles in response - who does what?

<b>Whānau &amp; Individuals</b>	<ul style="list-style-type: none"> <li>Check that whānau/family are safe. Use social media and text to free phone lines for emergency services.</li> <li>Check in with neighbours and offer support to each other.</li> </ul>
<b>Communities</b>	<ul style="list-style-type: none"> <li>Contact Auckland Emergency Management regarding needs in the community.</li> <li>Set up Community Emergency Hubs.</li> <li>Connect with organisations that have trained volunteers to help meet community needs.</li> </ul>
<b>The Local Board</b>	<ul style="list-style-type: none"> <li>Identify high-level needs of the community and communicate this to Auckland Emergency Management.</li> <li>Direct community members towards the right place to get the support they need.</li> <li>Act as a conduit for information as requested by the Emergency Coordination Centre.</li> <li>Facilitate and help the community work together.</li> </ul>
<b>Auckland Emergency Management</b>	<ul style="list-style-type: none"> <li>Monitor potential emergencies through the 24-hour Duty Team.</li> <li>Activate the Emergency Coordination Centre to coordinate the response to an emergency.</li> <li>Lead the coordination of response activities for geological, meteorological, and infrastructure hazards.</li> <li>Liaise with stakeholders and communities to prioritise response efforts.</li> <li>Set up Civil Defence Centres.</li> </ul>
<b>The Mayor &amp; Auckland Council</b>	<ul style="list-style-type: none"> <li>If needed, the mayor declares a state of local emergency.</li> <li>The mayor is the principal spokesperson for an emergency to the public.</li> <li>Auckland Council consistent and accurate information to communities and the media.</li> <li>Council staff deployed from their normal roles as resource for response effort.</li> </ul>

## Recovery

### What is recovery?

During recovery from an emergency, arrangements are made to address its impacts and consequences. The length of time varies for each recovery, which may be weeks, months or years depending on the emergency.

Community is at the centre of recovery and their values and priorities must be considered. This is done by:

- supporting cultural and physical well-being of individuals and communities
- minimising the escalation of the consequences of the disaster
- reducing future exposure to hazards and their associated risks
- regenerating communities in ways that will meet future needs.

### Why is recovery important?

The recovery process is about supporting people to rebuild their lives and restore their emotional, social, economic and physical wellbeing. It is more than simply building back infrastructure.<sup>4</sup>

Recovery can be an opportunity for positive change. Lessons can be learned, vulnerabilities reduced, and action can be taken to be more resilient in future emergency events.

Recovery is complex. Achieving a recovery's intended outcome requires communication, coordination, collaboration and time.

### Roles in response - who does what?

<b>Whānau &amp; Individuals</b>	<ul style="list-style-type: none"> <li>Stay informed, share recovery information for those impacted, and find creative ways to support those who have been impacted.</li> <li>Attend training, such as psychological first aid, to learn how to assist those that are struggling.</li> </ul>
<b>Communities</b>	<ul style="list-style-type: none"> <li>Host events, such as coffee mornings, to foster continued connection.</li> <li>Review and refine community response or resilience plans, identifying what did and what did not work, and what can be improved.</li> </ul>
<b>The Local Board</b>	<ul style="list-style-type: none"> <li>Contribute to local awareness and help identify problems and vulnerabilities.</li> <li>Help set up support recovery efforts and ongoing recovery teams.</li> <li>Provide political leadership and champion the issues the community is facing.</li> </ul>
<b>Auckland Emergency Management</b>	<ul style="list-style-type: none"> <li>Undertake debriefs incorporating lessons learned into future work programmes.</li> <li>May lead a local recovery response.</li> </ul>
<b>Auckland Council</b>	<ul style="list-style-type: none"> <li>If needed, establish a Recovery Office to coordinate recovery efforts.</li> <li>Liaising with other recovery support agencies on behalf of communities.</li> </ul>

Whānau & Individuals

Communities

The Local Board

Auckland Emergency Management

Auckland Council



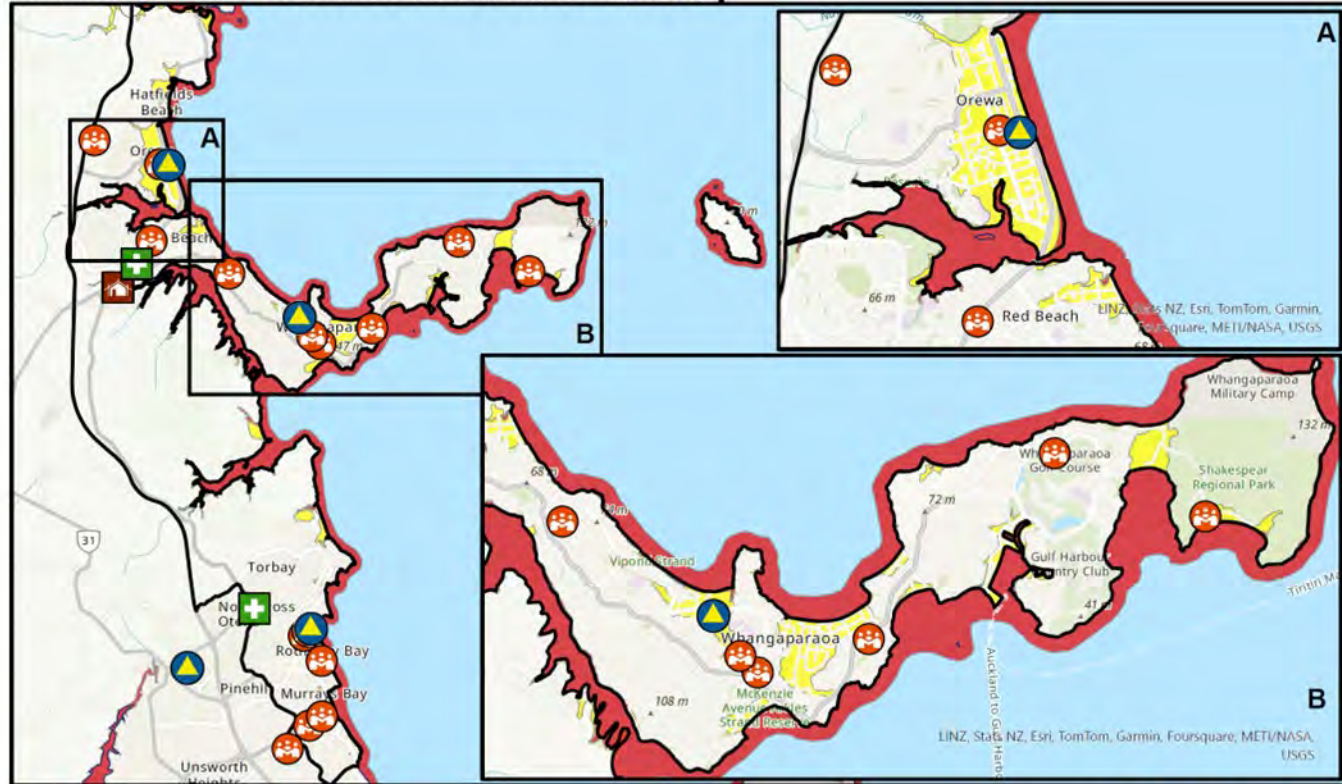
**Auckland Emergency Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau





# Mapping layout and design: Call to Action

## Hibiscus Coast Tsunami Evacuation Zone Map



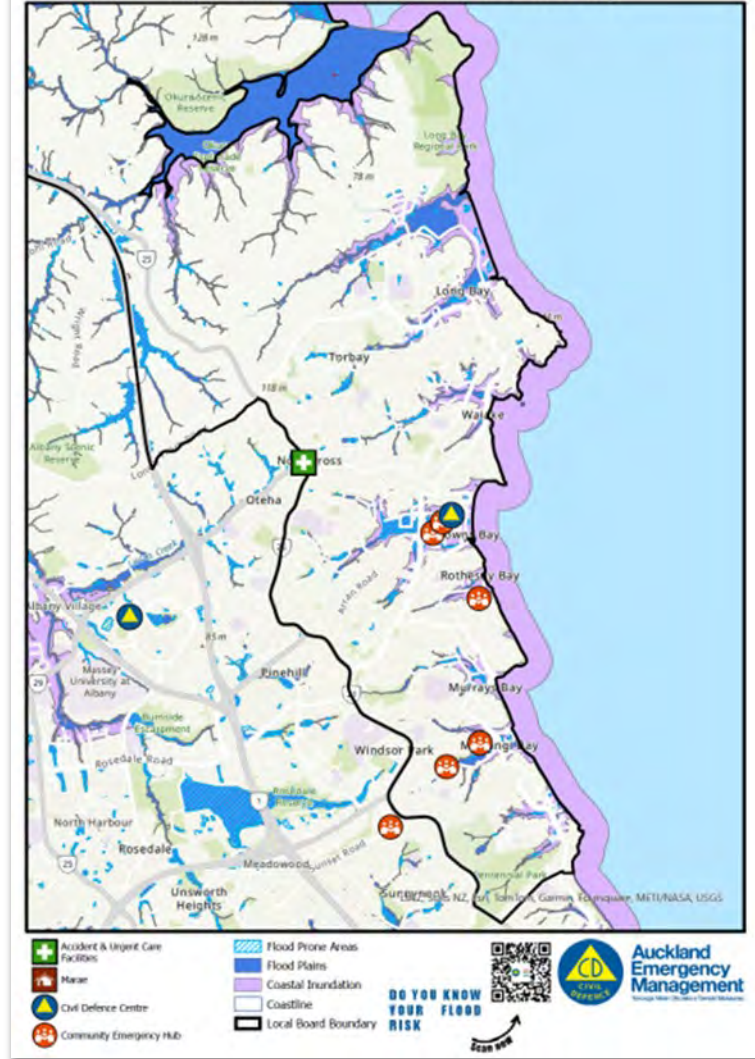
- Civil Defence Centre
- Accident & Urgent Care Facilities
- Marae
- Community Emergency Hub
- Yellow land threat zone
- Red shore and marine threat zone
- Coastline

**DO YOU LIVE, WORK OR PLAY IN A TSUNAMI EVACUATION ZONE?**

Scan now

**Auckland Emergency Management**  
 Tokonga Mate Ohotata o Tāmaki Makaurau

## East Coast Bays Flood and Coastal Inundation Map



**Auckland Emergency Management**  
 Tokonga Mate Ohotata o Tāmaki Makaurau



# Future updates/maintenance of Emergency Readiness and Response Plan

The ER&R Plan will be updated as part of the FY25/26 Local Board work programme, then three yearly thereafter to align with the Local Board Plans.



**Auckland  
Emergency  
Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau



# Launch strategy for Response Plan

Soft Launch: Following plan adoption 26 November – 13 December.

- Joint acknowledgement from Local Board and Auckland Emergency Management to the community groups, businesses and members of the community who have been involved in the development of the plans.
- Uploading of the ER&R Plan and associated documents to Local Board website with links to AEM website.
- AEM and Local Board communications teams to work together to share the ER&R Plan on Local Board social media platforms.
- AEM support for proactive local media where requested.
- Provision of a printed copy of the ER&R Plan to key community groups.

Public Launch February - March 2025

- AEM and Local Board to receive bulk order of ER&R plans.
- Social media campaign across the Auckland Emergency Management and Auckland council social media (Facebook and X (formerly Twitter)) pages.
- Proactive media interviews across different radio and news programmes.
- Print media, newspapers, Our Auckland and local media newsprint.
- Distribution of printed copies of both the full ER&R Plans and fact sheets, Citizen Advice Bureaux and Auckland Council libraries.



**Auckland  
Emergency  
Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau



# Next steps

- Senior Advisor Community Planning and Readiness to finalise the Final Draft plan and recommend for adoption at a business meeting 26 November.
- Soft launch activities in accordance with launch strategy.
- Public launch activities in accordance with launch strategy.



**Auckland  
Emergency  
Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau





# Patai?



**Auckland  
Emergency  
Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau





## Memorandum

Date (03/09/24)

**To:** Hibiscus and Bays Local Board

**Subject:** Hibiscus and Bays Emergency Readiness and Response Plan

**From:** Glenn Browne, Senior Community Planning and Readiness Advisor, Auckland Emergency Management

**Contact information:** Glenn.browne@aucklandcouncil.govt.nz

### Purpose

- 1 To present the final draft Hibiscus and Bays Local Board Emergency Readiness and Response Plan, and proposed communication and launch strategy.

### Summary

- (i) The Hibiscus and Bays Local Board supported the development of the Local Board Emergency Readiness and Response (ER&R) Plan at a workshop on 09 April 2024.
- (ii) The purpose of the plan is to provide information for people living and working in Hibiscus and Bays to assist them prepare for emergencies, provide information on what to do and where to go during an emergency, and to identify localised hazards and procedures specific to the Hibiscus and Bays Local Board area.
- (iii) The Auckland Council Demographic Panels (Ethnic Communities, Pacific Peoples, Youth, Seniors, Disability and Rainbow Communities) and a number of community groups have provided feedback on the draft plan which has been incorporated into the final draft.
- (iv) The finalised draft Emergency Readiness and Response Plan will be recommended for adoption at a business meeting on 26 November. Following adoption the plan will be uploaded onto the [Hibiscus and Bays plans, agreements and reports](#) webpage, with a link on the Auckland Emergency Management website.
- (v) A formal campaign to launch the ER&R Plan will be conducted in February and March 2025, once all ER&R local board plans have been adopted. The formal launch will include promoting the plans in traditional media, social media platforms, at community events and distributing hard copies of the document to key locations.

### Context

- 2 Two workshops have been undertaken with Hibiscus and Bay Local Board during the development of the Emergency Readiness and Response (ER&R) Plan. Workshop one, held on 9 April 2024, was an introduction to the ER&R Plan and agreed the development process and timeframes. Workshop two, held on 14 May 2024, sought feedback on the draft plan with a specific focus on localised hazards, provisional Civil Defence Centres and potential Community Emergency Hubs. The local board also provided suggestions on community groups to engage with to seek feedback into the plan.
- 3 A working group was formed to provide input and feedback during the drafting of the plan. This group included representatives from the Hibiscus and Bays Local Board, Connected Communities, and Auckland Emergency Management. The group met three times throughout the development process.

## Discussion

### Summary of feedback from the working group and local board workshops

- 4 Feedback was received at workshop two regarding specific Civil Defence Centres. The Civil Defence Centre feedback has been collated for all local board areas and will be fed into the wider review of Civil Defence Centres currently underway by the Business and Welfare Unit at Auckland Emergency Management. Feedback was also received regarding potential Community Emergency Hubs and community groups recommended for engagement, and a summary of this work is provided below.
- 5 The working group emphasised the importance of making the plan user-friendly and community-focused. Specific feedback from the group has been incorporated, such as making the front section removable so it can be placed on the fridge or in the pantry - a design feature present in all plans. The group also suggested including past events in the narrative, so we have incorporated the 2011 Rothesay Bay rockfall, the 2017 cliff collapses, the 2020 water shortages, and the 2023 Anniversary flooding events.
- 6 The working group provided significant feedback on the importance of including strong "calls to action," which will be featured on all maps. For example:  
Flood Map: DO YOU KNOW YOUR FLOOD RISK? SCAN NOW.  
Tsunami Map: DO YOU LIVE, WORK, OR PLAY IN A TSUNAMI EVACUATION ZONE
- 7 The working group was highly focused on sharing community engagement ideas to inform the launch strategy. Their suggestions included using the Swim Safe digital screen to share messaging, installing large roadside signage, utilising community notice boards, creating videos, advertising in supermarkets, and encouraging real estate agents to include the plans in welcome packs.

### Summary of feedback from community groups

- 8 The Senior Community Planning and Readiness Advisor has engaged with community groups and organisations (listed below), as recommended by the local board in workshop two. The purpose of this was to seek feedback and input into the ER&R Plan to ensure the plan meets the needs of the local community and to ensure specific needs of the Hibiscus and Bays Local Board area are addressed. The engagement process used a mixed model approach, including community group presentations, opportunities for individual email feedback, and face-to-face meetings. Out of the nine identified groups, six provided feedback (as indicated by the 'asterix \*' below)

- Te Herenga Waka o Ōrewa Marae \*
- Mid Bays Resilient Communities \*
- Heart of the Bays Community Readiness Group \*
- Whangaparāoa Community Resilience Group \*
- Hibiscus North Community Resilience Group \*
- Mairangi Presbyterian Church\*
- The Salvation Army Hibiscus Coast
- St Chad's Church Ōrewa
- Browns Bay Presbyterian Church

The feedback received from the six community groups was overwhelmingly positive, aligning well with the emergency readiness initiatives they are currently pursuing. One community member commented, "A tremendous amount of work has gone into this document! It looks fantastic, with clear and helpful information, especially around the four Rs. The layout is intuitive and makes perfect sense." Most of the feedback focused on specific information about the Community

Emergency Hubs, particularly regarding the accuracy and usability of the location maps during an emergency. This feedback has been compiled, and updates to the maps are in progress.

### **Summary of feedback from the Auckland Council demographic panels**

- 9 Over June and July, Auckland Emergency Management presented a draft ER&R Plan for the six Auckland Council demographic panels which represent Ethnic Communities, Pacific Peoples, Youth, Seniors, Disability and Rainbow Communities. Feedback centred around:
- communication of the plan post-adoption
  - images within the plan to be representative of Auckland's diversity
  - training opportunities for Community Emergency Hubs to be inclusive of diversity
  - the plans being condensed
  - including advice for apartment dwellers
  - diverse life experiences and input from one panel is also relevant to circumstances of other communities.
- 10 Particular attention has been given to making the ER&R Plans representative of Auckland's diverse communities as a result of the feedback received including ensuring that images are inclusive and representative, that the plan is concise and accompanied by easier to read summary documents and fact sheets. Separate to the ER&R Plan Auckland Emergency Management is developing guidance for apartment dwellers and will build inclusiveness into future Community Emergency Hub guidance documentation.

### **Final draft Emergency Readiness and Response Plan**

- 11 As a result of feedback received, the layout of the ER&R Plan has two 'pull out' sections in the front and back of the plan. The front pull-out section holds critical information such as key contacts, how to keep up updated on emergency information, where to go if you need to evacuate and tips on how to get ready for an emergency. The back pull-out section has hazard factsheets on power outages, flooding, severe storms, thunderstorms and tornados, landslides, earthquakes, tsunmai, pandemic, wildfire, and volcanic eruption.
- 12 The body of the plan has been crafted around the 4Rs of Emergency Management: reduction, readiness, response and recovery. Each section provides an outline of the roles we all play as whānau and individuals, communities, local boards, Auckland Emergency Management and Auckland Council, and how we all work together as Civil Defence.
- 13 To ensure that the plan is reflective of the local context, the plan discusses the hazards specific to Hibiscus and Bays, including past events, local radio stations, Community Emergency Hubs and potential Civil Defence Centres.
- 14 The final draft text of the Hibiscus and Bays ER&R Plan is at Attachment 1. Included at Attachment 3 is the final design proofs received for the Devonport-Takapuna Local Board, which the Hibiscus and Bays Local Board ER&R Plan will mirror in design.

### **Future updates/maintenance of Emergency Readiness and Response Plan**

- 15 As the ER&R Plan is a new local board and community resource, the Community Planning and Readiness Team will conduct a first review of the ER&R Plan as part of the FY25/26 local board work programme. Whilst much of the content within the plan will remain unchanged, the initial review is a good opportunity to update any changes to contact information or identified Civil Defence Centre and/ or Community Emergency Hub locations. Following this initial review, reviews will then occur on a three yearly basis (or as required) to align with the Hibiscus and Bays Local Board Plan cycle.

## Launch strategy for plans

16 A two stage launch strategy is proposed for the release of the ER&R Plan. The two stages include a 'soft launch' post ER&R Plan adoption at the 26 November local board business meeting, and a full, public launch commencing February 2025. The two stage launch strategy allows for a celebration and acknowledgement of the completion of the plan with those closely involved in its development, whilst allowing time for the printing and publication of the Plan and supporting promotional documentation, the preparation of translated and accessible versions of the document and hand outs, and the organising of any public events to support a more fulsome public launch.

### Soft launch (26 November – 13 December)

17 Once the ER&R plans have been adopted at the 26 November business meeting, Auckland Emergency Management will provide support to each local board to release their ER&R plans. Activities that will occur include:

- Joint acknowledgement from local board and Auckland Emergency Management to the community groups, businesses and members of the community who have been involved in the development of the plans.
- Uploading of the ER&R Plan and associated documents to local board website with links to AEM website.
- AEM and local board communications teams to work together to share the ER&R Plan on local board social media platforms.
- AEM support for proactive local media where requested.
- Provision of a printed copy of the ER&R Plan to key community groups, with a particular focus of those involved in the development of the document. Messaging to use on social media can be provided.

### Public launch (February and March 2025)

18 A comprehensive public launch will take place over February and March 2025. The public launch of the ER&R Plan will involve:

- AEM and local board to receive bulk order of ER&R plans, fact sheets and promotional posters, including translated documents.
- Social media campaign across the Auckland Emergency Management and Auckland council social media (Facebook and X (formerly Twitter)) pages, tagging each local board in these posts.
- Proactive media interviews across different radio and news programmes including targeted diverse and multi-lingual radio promotion.
- Print media, newspapers, Our Auckland and local media newsprint where appropriate.
- Distribution of printed copies of both the full ER&R Plans and fact sheets Citizen Advice Bureau and Auckland Council libraries and community groups, Neighbourhood Support and other interested stakeholders.
- Promotion of the ER&R Plan on an ongoing basis at local community events
- Internal communications campaign across the council group.

## Next steps

- 19 Senior Advisor Community Planning and Readiness to finalise the draft plan and recommend for adoption at a business meeting on 26 November.
- 20 Following the recommended 26 November adoption of the ER&R Plan, soft launch activities will commence as per launch strategy.
- 21 February/March 2025 – Full, public launch activities commence as per Launch Strategy

**Attachment 1:** Final draft Hibiscus and Bays Local Board Emergency Readiness and Response Plan

**Attachment 2:** Design proof of Devonport-Takapuna Local Board ER&R Plan





# DRAFT Hibiscus & Bays Local Board Emergency Readiness and Response Plan DRAFT

# Chair Foreword

I am pleased to present this Hibiscus and Bays Emergency Readiness and Response Plan, which supports emergency preparedness in our area.

The flooding events of 2023 devastated many regions, including Auckland, and resulted in significant damage to people's homes in pockets of our local board area. It has been a brutal wake-up call and we need to ensure we are all better prepared for any future emergency event.



This plan ensures that the Hibiscus and Bays Local Board area is prepared for a range of possible emergency events. Use this plan to better understand what your local hazards are, and what you can do before, during, and after an emergency event to prepare, stay safe and recover. You will find helpful and practical guides on how you can prepare your household.

The reality of emergency preparedness is that the response will be different depending on the type and scale of the event. Having plans prepared, and your household and neighbourhood connected, can make all the difference.

*“It’s essential that as a household you agree on your plans for a range of emergency situations, such as where you would meet if you couldn’t get home. This Hibiscus and Bays Emergency Readiness and Response Plan will help you and your household be prepared for an emergency.”*

I want to acknowledge the incredible work of Auckland Emergency Management in coordinating this plan with our local board. I also want to acknowledge the time and effort that local people have put in to building localised Community Response Groups. We have been pleased to support the work of these groups who are working hard to prepare our local communities for a range of different emergency situations.

Add signature

Alexis Poppelbaum Chairperson

# Key contacts & emergency information

**Dial 111 for emergencies where there is serious, immediate, or imminent risk to life or property and request Police, Fire or Ambulance.**

**\*If you have difficulty hearing or talking on the phone, register to use '111 TXT', the emergency texting service at <https://www.police.govt.nz/111-txt/how-register-111-txt>.**

\*For urgent marine assistance, contact the Coastguard Marine Assistance on VHF Channel 16.

## Auckland Emergency Management

Dial 0800 222 200 (emergencies only)	Website: <a href="http://www.aucklandemergencymanagement.org.nz">www.aucklandemergencymanagement.org.nz</a> Email: <a href="mailto:aeminfo@aucklandcouncil.govt.nz">aeminfo@aucklandcouncil.govt.nz</a> Social media: <a href="#">Facebook @akludem</a>   <a href="#">X (formerly Twitter) @AucklandCDEM</a>
Dial (09) 301 0101 (other queries for Auckland Council)	Website: <a href="http://www.aucklandcouncil.govt.nz">www.aucklandcouncil.govt.nz</a>

## Radio Stations (for emergency information)

- Radio New Zealand 756 AM or 101.4 FM
- Newstalk ZB 894 FM
- The Hits 97.4 FM
- More FM 91.8 FM
- Planet FM FM104.6 Ethnic radio
- Pacific Media Network (PMN) 531pi or 531AM
- Radio Spice Punjabi 88FM
- Radio Samoa 1593AM
- Radio Tama-Ohi 87.7FM
- New Zealand Chinese Radio 90.6FM
- Radio Tarana 1386AM
- Humm FM (104.2FM or 702AM)



## Accident and urgent care clinics in the area

Emergency Department (ED) - North Shore Hospital  
Shakespeare Road, Takapuna  
Open 24 hours,  
Services: Urgent care  
Contact (09) 486 8900  
Website: <https://www.waitematadhb.govt.nz/>

Silverdale Medical Centre  
7 Polarity Rise, Silverdale  
Open: 8:00 AM - 8:00 PM daily  
Services: Urgent care  
Contact: (09) 427 9997  
Website: <https://www.silverdalemedical.co.nz/urgent-care/>

Shorecare Urgent Care Greville Road  
50 Greville Road, Pinehill  
Open 8am-8pm, 365 days  
Services: Urgent care  
Contact: 09 486 7777 ext 2  
Website: <https://www.shorecare.co.nz/>

Shorecare Urgent Care Smales Farm  
74 Taharoto Road, Takapuna  
Open: 24/7 365 days  
Services: Urgent care  
Contact: (09) 486 7777 ext 1, Website: <https://www.shorecare.co.nz/>

## To report a problem

### Electricity and gas

**In life-threatening situations always contact 111**

If you can smell gas, dial 111 Fire and Emergency NZ and then Vector on 0800 764 764.

For outages and faults go to website <https://www.vector.co.nz/personal/outages-faults>. Also report outages to your electricity provider.

### Flooding

Report public stormwater network or private property flooding to Auckland Council's Healthy Waters department by phoning (09) 301 0101.

### Water supply and wastewater

Contact Watercare via Live Chat on their website <https://www.watercare.co.nz/> or call (09) 442 2222 and press 1.

For outages or faults go to <https://www.watercare.co.nz/Faults-outages/Current-outages-and-upcoming-shutdowns>.

### Roads

For urgent State Highway issues call NZ Transport Agency | Waka Kotahi on 0800 44 44 49 or for non-urgent issues go to <https://www.nzta.govt.nz/contact-us/email-us/state-highway-issue-or-feedback/>

For urgent Auckland road issues call Auckland Transport on (09) 355 3553, or for non-urgent issues, go to Auckland Transport's website <https://contact.at.govt.nz/?cid=cc9a9258-7450-ec11-8f8e-002248181b18>.

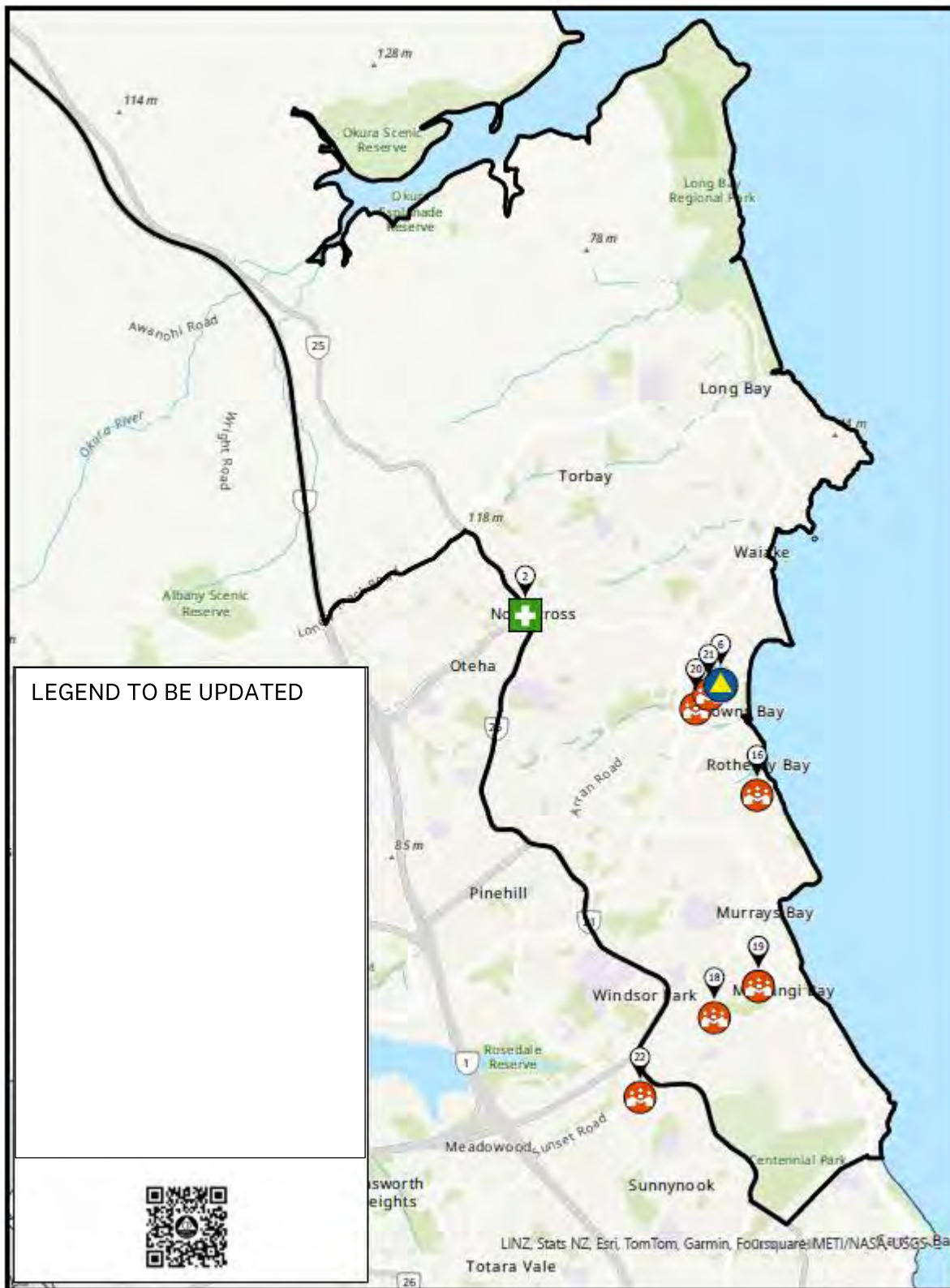
Access NZ Transport Agency | Waka Kotahi journey planner on their website to see if your journey may be disrupted from incidents on any roads.

## If you need to evacuate or require information

Stay with whānau/family or friends or check which Civil Defence Centres (run by Auckland Emergency Management) or Community Emergency Hubs (run by community) are open on social media channels, websites or radio.







**Provisional Community Emergency Hubs in and around the Hibiscus and Bays area (address and contact details on the back of each map)**

\*Please check if your local Community Emergency Hub is open before visiting. Remember these Community Emergency Hubs are run by community volunteers and will only open when required.

Location <b>ADD ID NUMBER TO EACH LOCATION AS PER MAP</b>	Contact details to check if open.
<p>Saint Chad’s Church Ōrewa 117 Centreway Road, Orewa</p>	<p>Hibiscus North Community Resilience Group (HNCRG) <a href="https://www.facebook.com/profile.php?id=61561299764414">https://www.facebook.com/profile.php?id=61561299764414</a> St Chad’s, Ōrewa (09) 426 4952 <a href="https://aucklandanglican.org.nz/">https://aucklandanglican.org.nz/</a></p>
<p>Nukumea Primary School 9 Crozier Place, Ōrewa</p>	<p>Hibiscus North Community Resilience Group (HNCRG) <a href="https://www.facebook.com/profile.php?id=61561299764414">https://www.facebook.com/profile.php?id=61561299764414</a> Nukumea Primary School <a href="https://www.nukumea.school.nz/">https://www.nukumea.school.nz/</a></p>
<p>Hibiscus Coast Community RSA 43a Vipond Road, Stanmore Bay, Whangaparāoa</p>	<p>Whangaparāoa Community Resilience Group (WCRG) <a href="https://www.facebook.com/profile.php?id=61563902026199">https://www.facebook.com/profile.php?id=61563902026199</a> Hibiscus Coast Community RSA (09) 4249026 <a href="https://www.hbcrsa.org.nz/">https://www.hbcrsa.org.nz/</a></p>
<p>St Stephen’s Anglican Church (Primary Hub) 3 Stanmore Bay Rd, Stanmore Bay, Whangaparāoa</p>	<p>Whangaparāoa Community Resilience Group (WCRG) <a href="https://www.facebook.com/profile.php?id=61563902026199">https://www.facebook.com/profile.php?id=61563902026199</a> St Stephen’s Anglican Church (09) 554 0747 <a href="https://www.facebook.com/StStephenswgp">https://www.facebook.com/StStephenswgp</a> <a href="https://www.ststephenswgp.org.nz/">https://www.ststephenswgp.org.nz/</a></p>
<p>Manly Methodist Church 1 Walbrook Rd, (cnr Whangaparaoa Rd) Little Manly, Whangaparāoa ,</p>	<p>Whangaparāoa Community Resilience Group (WCRG) <a href="https://www.facebook.com/profile.php?id=61563902026199">https://www.facebook.com/profile.php?id=61563902026199</a> Manly Methodist Church (09) 424 1397 <a href="http://www.whangamethparish.org.nz/">http://www.whangamethparish.org.nz/</a></p>
<p>YMCA Shakespear Lodge Camp 1503 Whangaparaoa Road, Shakespear Regional Park</p>	<p>Whangaparāoa Community Resilience Group (WCRG)</p>

<p>Army Bay, Whangaparāoa</p>	<p><a href="https://www.facebook.com/profile.php?id=61563902026199">https://www.facebook.com/profile.php?id=61563902026199</a></p> <p>YMCA Shakespear Lodge Camp (09) 424 7111</p> <p><a href="https://www.ymcanorth.org.nz/find-your-local/shakespear-lodge/">https://www.ymcanorth.org.nz/find-your-local/shakespear-lodge/</a></p>
<p>Whangaparāoa College 8 Stanmore Bay Rd, Stanmore Bay, Whangaparāoa</p>	<p>Whangaparāoa Community Resilience Group (WCRG)</p> <p><a href="https://www.facebook.com/profile.php?id=61563902026199">https://www.facebook.com/profile.php?id=61563902026199</a></p> <p>Whangaparāoa College 09 424 9177</p> <p><a href="https://www.wgpcollege.school.nz/">https://www.wgpcollege.school.nz/</a></p> <p><a href="https://www.facebook.com/whangaparaoacollege/">https://www.facebook.com/whangaparaoacollege/</a></p>
<p>Whangaparāoa Golf Club 1337 Whangaparāoa Road, Army Bay, Whangaparāoa</p>	<p>Whangaparāoa Community Resilience Group (WCRG)</p> <p><a href="https://www.facebook.com/profile.php?id=61563902026199">https://www.facebook.com/profile.php?id=61563902026199</a></p> <p>Whangaparāoa Golf Club (09) 424 5441</p> <p><a href="https://www.wgcgolf.net/">https://www.wgcgolf.net/</a></p>
<p>Hibiscus Coast Salvation Army 32 Greenview Lane, Red Beach, Hibiscus Coast</p>	<p>Hibiscus North Community Resilience Group (HNCRG)</p> <p><a href="https://www.facebook.com/profile.php?id=61561299764414">https://www.facebook.com/profile.php?id=61561299764414</a></p> <p>Hibiscus Coast Salvation Army (09) 426 0239</p> <p><a href="https://www.facebook.com/HibiscusCoastSalvationArmy/">https://www.facebook.com/HibiscusCoastSalvationArmy/</a></p> <p><a href="https://www.salvationarmy.org.nz/centres/nz/auckland/hibiscus-coast/hibiscus-coast-corps">https://www.salvationarmy.org.nz/centres/nz/auckland/hibiscus-coast/hibiscus-coast-corps</a></p>
<p>Heart of the Bays Community Centre 2 Glen Road, Browns Bay</p>	<p>Heart of the Bays Community Readiness Group</p> <p><a href="https://www.facebook.com/profile.php?id=61552281369912">https://www.facebook.com/profile.php?id=61552281369912</a></p> <p>Heart of the Bays (09) 478 4091</p> <p><a href="https://hotb.co.nz/">https://hotb.co.nz/</a></p> <p><a href="https://www.facebook.com/Heartofthebays">https://www.facebook.com/Heartofthebays</a></p>
<p>Browns Bay Presbyterian Church 45 Anzac Road, Browns Bay</p>	<p>Heart of the Bays Community Readiness Group</p> <p><a href="https://www.facebook.com/profile.php?id=6155228136991">https://www.facebook.com/profile.php?id=6155228136991</a></p> <p>Browns Bay Presbyterian Church (09) 4782441</p> <p><a href="https://www.bbp.org.nz/">https://www.bbp.org.nz/</a></p>

	<a href="https://www.facebook.com/profile.php?id=100068613814451">https://www.facebook.com/profile.php?id=100068613814451</a>
Mairangi & Castor Bays Presbyterian Church 10 Penzance Road Mairangi Bay	Mid Bays Resilient Communities <a href="https://www.facebook.com/profile.php?id=61551507774860">https://www.facebook.com/profile.php?id=61551507774860</a>  Mairangi Castor Bays Presbyterian Church (09) 478 6180 <a href="https://bayspresbyterian.org.nz/">https://bayspresbyterian.org.nz/</a> <a href="https://www.facebook.com/bayspresbyterian/">https://www.facebook.com/bayspresbyterian/</a>
Rothesay Bay Community Hall Corner of Rothesay Bay Road and Beulah Ave, Rothesay Bay	Heart of the Bays Community Readiness Group <a href="https://www.facebook.com/profile.php?id=61552281369912">https://www.facebook.com/profile.php?id=61552281369912</a>
The Church of Jesus Christ of Latter-day Saints 313 Sunset Road, Mairangi Bay	Mid Bays Resilient Communities <a href="https://www.facebook.com/profile.php?id=61551507774860">https://www.facebook.com/profile.php?id=61551507774860</a>  The Church of Jesus Christ of Latter-day Saints 022 016 2445 <a href="https://local.churchofjesuschrist.org/en/nz/auckland/313-sunset-road?utm_source=gmb&amp;utm_medium=yext&amp;y_source=1_MzAwNjIwODQ0tNzE1LWxvY2F0aW9uLndIYnNpdGU%3D">https://local.churchofjesuschrist.org/en/nz/auckland/313-sunset-road?utm_source=gmb&amp;utm_medium=yext&amp;y_source=1_MzAwNjIwODQ0tNzE1LWxvY2F0aW9uLndIYnNpdGU%3D</a>
Mairangi Arts Centre (back up hub) 20 Hastings Rd, Mairangi Bay	Mid Bays Resilient Communities <a href="https://www.facebook.com/profile.php?id=61551507774860">https://www.facebook.com/profile.php?id=61551507774860</a>  Mairangi Arts Centre (09) 478 2237 <a href="https://www.facebook.com/MairangiArts/">https://www.facebook.com/MairangiArts/</a> <a href="https://mairangiarts.co.nz/">https://mairangiarts.co.nz/</a>

### Provisional Civil Defence Centres in and around the Hibiscus and Bays area

The following table provides a list of the provisional Civil Defence Centres that maybe available in the Hibiscus and Bays area. It is important to check if they are open before evacuating by checking through official sources of information <https://www.aucklandemergencymanagement.org.nz/> and radio stations.

Location	Services provided	Accessibility
Ōrewa Community Centre	<ul style="list-style-type: none"> <li>shelter</li> <li>food and drink</li> <li>access to information</li> </ul>	<ul style="list-style-type: none"> <li>accessible toilet</li> <li>wheelchair friendly</li> </ul>






40-46 Ōrewa Square, Ōrewa		
Stanmore Bay Pool & Leisure Centre 159 Brightside Road, Stanmore Bay, Whangaparāoa	<ul style="list-style-type: none"> <li>• shelter</li> <li>• food and drink</li> <li>• access to information</li> </ul>	<ul style="list-style-type: none"> <li>• accessible toilet</li> <li>• wheelchair friendly</li> </ul>
East Coast Bays Leisure Centre 12 Bute Road, Browns Bay	<ul style="list-style-type: none"> <li>• shelter</li> <li>• food and drink</li> <li>• access to information</li> </ul>	<ul style="list-style-type: none"> <li>• accessible toilet</li> <li>• wheelchair friendly</li> </ul>

### **Marae in and around the Hibiscus and Bays area**

Location	Contact details
Te Herenga Waka Ōrewa Marae 2A Blue Gum Avenue, Stanmore Bay, Silverdale	Te Herenga Waka Ōrewa Marae (09) 427 8958 <a href="https://www.teherengawakaorewa.co.nz/">https://www.teherengawakaorewa.co.nz/</a> <a href="https://www.facebook.com/THWmarae/">https://www.facebook.com/THWmarae/</a>



# Top tips to get ready for an emergency

- ✓ **Know your hazards (check Auckland Emergency Management's Hazard Viewer for your whare/home, work & school)** 
- ✓ **Create a Household Plan (including evacuation plans)** 
- ✓ **Plan your evacuation routes**
- ✓ **Learn where you can go if you need to leave home for a while**
- ✓ **Keep emergency supplies (in your home and car)** 
- ✓ **Keep spare cash (for when the electricity is down, and ATMs/card readers cannot be used)**
- ✓ **Check your insurance (keep electronic & hard copies)**
- ✓ **Prepare a Grab Bag (in case you have to evacuate)** 
- ✓ **Know your neighbours (look out for each other)**
- ✓ **Get connected to your community (know your community's emergency plan)**
- ✓ **Learn & get prepared for specific hazards (e.g. storms and floods, landslides, earthquakes & volcanoes)** 

\*mini diagrams to be added for each top tip

# Steps to take in an emergency

→ Put your family/whānau emergency Household Plan into action.

**In life threatening situations, contact emergency services on 111**

## If you are safe at home

→ Stay at home.

→ Use your emergency supplies.

→ Stay informed through official sources:

- AEM website/Facebook/X
- NEMA website/Facebook/X
- Radio stations (RNZ, Newstalk, The Hits, MoreFM)
- Met Service website/Facebook/app.

→ Check in on neighbours and others nearby.

→ Stay connected to your whānau/family and friends.

**Use text/social media, keep phones lines clear for people who need urgent assistance**

## If you are unsafe at home

→ Take your Grab Bag.

→ Use your evacuation routes.

→ Go to family/whānau, friends or your closest Community Emergency Hub/Civil Defence Centre for support. Check radio stations and Auckland Emergency Management website/social media to see what locations are open. (\*Language interpreters via phone are available at Civil Defence Centers).



**Do not wait for emergency services to tell you to evacuate**

### Interested in volunteering during an emergency?

Reach out to your local Community Emergency Hub or go to AEM's website for volunteering opportunities



# MAKE A PLAN



## MY HOUSEHOLD PLAN

### Your household members details

Name:	Telephone Number:
Name:	Telephone Number:
Name:	Telephone Number:

### IF WE CAN'T GET HOME

**Our meeting place:** Where will we meet if we can't get home (local and out of town)?

Add an address and instructions:

**Who will pick up the kids?** If you are not able to pick the kids up, who will?

Name:	Telephone Number:
Name:	Telephone Number:

### IF WE CAN'T GET HOLD OF EACH OTHER

**We will leave a message with:** Who will we check in with (someone out of town in case local phone lines are down)?

Name:	Telephone Number:
Name:	Telephone Number:

**Where to get updates:** How will we find the latest news/alerts (which radio stations, websites, social media pages)?

Radio station/websites/social media:

**WHO MIGHT NEED OUR HELP?** Think about friends and neighbours who may need our help or who can help us

Name:	Telephone Number:
Name:	Telephone Number:

# MAKE A PLAN



## MY HOUSEHOLD PLAN

### Your household members details

Name:	Telephone Number:
Name:	Telephone Number:
Name:	Telephone Number:

### IF WE CAN'T GET HOME

**Our meeting place:** Where will we meet if we can't get home (local and out of town)?

Add an address and instructions:

**Who will pick up the kids?** If you are not able to pick the kids up, who will?

Name:	Telephone Number:
Name:	Telephone Number:

### IF WE CAN'T GET HOLD OF EACH OTHER

**We will leave a message with:** Who will we check in with (someone out of town in case local phone lines are down)?

Name:	Telephone Number:
Name:	Telephone Number:

**Where to get updates:** How will we find the latest news/alerts (which radio stations, websites, social media pages)?

Radio station/websites/social media:

**WHO MIGHT NEED OUR HELP?** Think about friends and neighbours who may need our help or who can help us

Name:	Telephone Number:
Name:	Telephone Number:

# Contents **NOTE WILL BE UPDATED WHEN FINAL DRAFT IS READY FOR DESIGN**

<b>Key contacts &amp; emergency information</b>	<b>2</b>
<a href="#">Auckland Emergency Management</a>	3
<a href="#">Radio Stations (for emergency information)</a>	3
<a href="#">Accident and urgent care clinics in the area</a>	4
<a href="#">To report a problem</a>	4
<a href="#">If you need to evacuate</a>	5
<b>Top tips to get ready for an emergency</b>	<b>11</b>
<b>Steps to take in an emergency</b>	<b>12</b>
<a href="#">If you are safe at home</a>	12
<a href="#">If you are unsafe at home</a>	12
<b>Introduction</b>	<b>17</b>
<a href="#">The Hibiscus and Bays area / community</a>	17
<a href="#">Auckland Civil Defence and Emergency Management (CDEM) Group</a>	19
<a href="#">The role of Auckland Emergency Management (AEM)</a>	20
<a href="#">The role of mana whenua and marae</a>	20
<a href="#">Emergency management plans</a>	21
<b>Reduction</b>	<b>24</b>
<a href="#">What is reduction?</a>	24
<a href="#">Why is reduction important?</a>	24
<a href="#">Roles in reduction – Who does what?</a>	24
<b>Readiness</b>	<b>25</b>
<a href="#">What is readiness?</a>	25
<a href="#">Why is readiness important?</a>	25
<a href="#">Roles in readiness – Who does what?</a>	26
<a href="#">How to be ready for an emergency</a>	26
<a href="#">What communities can do to be ready for an emergency</a>	32
<a href="#">Steps businesses / work can do to be ready for an emergency</a>	33
<a href="#">How to be ready for specific hazards / emergencies</a>	33
<b>Response</b>	<b>38</b>
<a href="#">What is response?</a>	38
<a href="#">Why is response important?</a>	38
<a href="#">Roles in response – Who does what?</a>	38
<a href="#">If you are safe at home</a>	39
<a href="#">If you are unsafe at home</a>	39
<a href="#">Stay informed before, during and after an emergency</a>	39
<a href="#">How to evacuate and where to go</a>	41



.....	47
<b><u>Recovery</u></b> .....	<b>50</b>
<u>What is recovery?</u> .....	50
<u>Why is recovery important?</u> .....	50
<u>Roles in recovery – Who does what?</u> .....	50
<u>Stay Informed</u> .....	51
<u>Medical help and advice</u> .....	51
<u>Housing assistance</u> .....	51
<u>Financial assistance</u> .....	51
<u>Insurance</u> .....	51
<u>Disposal of waste</u> .....	53
<u>Replacement of household items</u> .....	53
<b><u>References</u></b> .....	<b>55</b>
<b><u>Appendix 1 - Useful Links</u></b> .....	<b>56</b>
<b><u>Appendix 2 – Make A Plan</u></b> .....	<b>60</b>
<b><u>Appendix 3 - Hazard Factsheets</u></b> <b><u>Electricity Outage</u></b> .....	<b>62</b>
<u>Flooding</u> .....	63
<u>Severe Storms</u> .....	68
<u>Thunderstorms and Tornados</u> .....	69
<u>Landslides</u> .....	70
<u>Volcano Eruption</u> .....	72
<u>Earthquakes</u> .....	76
<u>Tsunami</u> .....	78
<u>Fact sheet on wildfires</u> .....	81
<u>Fact sheet on a biological emergency (Outbreaks, Epidemics, Pandemics)</u> .....	83

# Introduction

This plan provides information and advice for people living and working in the Hibiscus and Bays Local Board area to get ready for and respond to an emergency.

Tāmaki Makaurau Auckland is exposed to numerous potential hazards. A hazard is something that may cause, or contribute substantially, to an emergency. A hazard has the potential to adversely affect people, property, the economy, the environment or other assets that we value. Climate change is increasing the frequency and impact of severe weather events that create an emergency in our communities.

This plan has been prepared in collaboration between Auckland Council's Auckland Emergency Management department and the Hibiscus and Bays Local Board as a guide for:

- how to reduce the impact of a hazard
- how to be ready for an emergency situation
- how to respond during an emergency.

This plan also includes tips that will help an individual, a whānau/family, a community or a business start the recovery journey after an emergency.

## The Hibiscus and Bays area / community

The Hibiscus and Bays Local Board area stretches from Waiwera in the north to Campbells Bay in the south, encompassing the scenic Whangaparāoa Peninsula and Tiritiri Matangi Island. It is split into two subdivisions: Hibiscus Coast Subdivision and East Coast Bays Subdivision. Both are known for their stunning beaches and vibrant parks, this region blends natural beauty with a lively community atmosphere.

The character of our town centres and coastal villages is unique and makes them attractive places to shop and meet



As one of the fastest growing areas in Auckland, we passionately protect our stunning natural environment and strong communities. Most of the town centres are beach-facing, from Ōrewa down to Mairangi Bay meaning coastal inundation and tsunami are particular natural hazards to prepare for.

## Our population

The Hibiscus and Bays Local Board area rohe / region has approximately <sup>2</sup>

Hibiscus and Bays Local Board area rohe/ region 114,033 residents

	2023 percentage
Under 15 years	19%
65 years or older	19%
European	76%
Māori	7%
Pacific People	2%
Asian	21%

## Auckland region

	2023 percentage
Under 15 years	20%
65 years or older	12%
European	53%
Māori	11%
Pacific People	15%
Asian	28%

Figure: Two diagrams demonstrating ethnicity percentages in the Hibiscus & Bays

The area faces significant environmental challenges, notably from coastal erosion and the impacts of climate change, which have led to increased risks of coastal inundation and flooding. The North Island Severe Weather Events of 2023 highlighted vulnerabilities in many of our coastal communities, particularly in areas such as Mairangi Bay, Browns Bay, Ōrewa and Manly beachfront settlements. Additionally, the coastline is at risk of tsunami, so tsunami hīkoi practise and household preparedness for evacuation are important. Coastal erosion can be seen along much of our coast and was particularly evident by the 2011 rockfall near Rothesay Bay, which tragically claimed a life, while large cliff collapses in 2017 damaged properties. Storms during the same year caused extensive damage to coastal walkways, including the Lotus Track. The 2020 water shortages, resulting from unusually low rainfall, led to record-low water levels in supply dams. In response, Auckland Council established temporary water collection points and open community centres for public showers.

The 2023 Auckland Anniversary flooding showcased the resilience and supportive nature of the Hibiscus and Bays communities, with residents coming together to assist each other in clean-up efforts and recovery. This spirit of collaboration not only strengthened community bonds but also prepared neighbours for future emergencies. As one of Auckland's fastest-growing areas, Hibiscus and Bays is committed to preserving its unique environment while fostering strong connections among residents. By preparing for future emergencies and enhancing community resilience, the area strives to maintain its reputation as a safe and welcoming haven for all.

<sup>2</sup> Research and Evaluation Unit [RIMU]. (2019). 2018 Census Results: Local board and special area information sheets. Auckland Council.



The types of hazards that might be experienced in the area include, but are not limited to:

- flooding
- landslides / slips
- severe storms, thunderstorms and tornadoes
- coastal inundation
- tsunami
- wildfires
- drought, including water shortage

While disasters impact all individuals, they frequently highlight enduring inequalities faced by refugees, asylum seekers, tourists, international students, migrants with limited English or English as a second language, those with limited financial means, females, seniors and marginalised communities lacking sufficient power and resources. Auckland Emergency Management endeavours to support these communities by offering resources in various languages, promoting accessibility of preparedness through essential messaging, access to phone interpreters at Civil Defence Centres, culturally and linguistically diverse representation within our Emergency Coordination Centre and engagement with a diverse array of community leaders to further identify strategies to reduce inequalities for those disproportionately affected by disasters.

## **Auckland Civil Defence and Emergency Management (CDEM) Group**

Auckland Council is the administering authority for the Auckland Civil Defence and Emergency Management (CDEM) Group. Auckland Emergency Management is the Auckland CDEM Group Emergency Management Office responsible for day-to-day planning, project work and operational arrangements on behalf of the Auckland CDEM Group.

### **Civil Defence**

We all have a role to play in an emergency. Everyone, including individuals, whānau, family and communities, shares the responsibility for reducing risk and strengthening resilience. After a large emergency, it could be days before emergency services can respond to all communities, and several weeks or months before normal infrastructure and utilities are up and running. The most immediate source of help will be your neighbours, together with the preparedness actions you took in your household before an event.

\*Insert diagram to demonstrate 'We are all Civil Defence'

## The role of Auckland Emergency Management (AEM)

Auckland Emergency Management (AEM) is a part of Auckland Council that works in partnership with emergency services and other organisations (e.g. CDEM Group) to ensure effective coordination of civil defence and emergency management within the Auckland region.

The aim of Auckland Emergency Management is to:

- understand Auckland's hazards and the risks they may pose
- coordinate all planning activities related to hazard and emergency management
- encourage cooperation and joint action within the region
- assist our communities to become more resilient to hazards and be prepared for emergencies.

You can read more about Auckland Emergency Management's role, in the Tāmaki Makaurau Auckland Civil Defence and Emergency Management Group Plan 2024-2029.



Auckland Emergency Management provides a coordinated and integrated approach to the way significant risks and hazards are managed in the Auckland region using a framework of the Four Rs, e.g. 'Reduction', 'Readiness', 'Response' and 'Recovery' as shown in the diagram below.

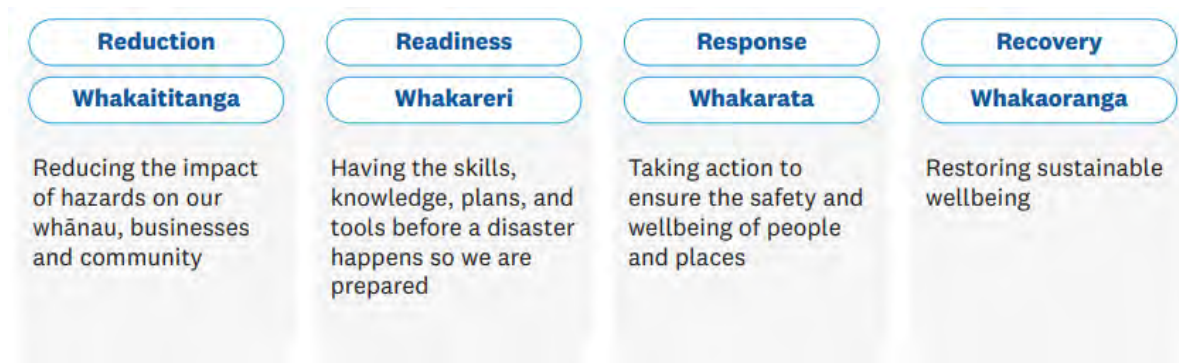


Figure 1 - Diagram of 4R's of the emergency management framework

In an emergency, Auckland Emergency Management coordinates the response from the Auckland Emergency Coordination Centre.

Auckland Council staff across the organisation can be deployed from their usual roles to assist the coordination of the emergency or support Civil Defence Centres.

Depending on the type of emergency, some responses are led by the Ministry of Health (e.g. pandemic) or Fire and Emergency New Zealand (e.g. wildfires) where Auckland Emergency Management is a support agency as opposed to leading and coordinating the emergency response.

If an emergency needs extra coordination and resources, a state of emergency can be declared which gives the relevant Civil Defence Emergency Management Group special powers to respond to the event.

For widespread emergencies, the Minister for Emergency Management can declare a state of national emergency.

## The role of mana whenua and marae

An emergency situation occurs in a geographical area and sometimes in a specific location or place. Mana whenua hold mātauranga mai rā anō or the traditional and historical lived-experience and knowledge of an area, place or space.

It is important to acknowledge and build on the strengths of integrating kaupapa Māori, mātauranga Māori and tikanga Māori into resilience building and effective emergency management/response within the local community.

In the Hibiscus and Bays, the following iwi and hapū whakapapa (have ancestral ties) to this area:



**Ngāti Wai** – Ngāti Wai, Ngāti Manuhiri

**Ngāti Whātua** – Te Rūnanga o Ngāti Whātua, Ngāti Whātua o Kaipara, Ngāti Whātua Ōrākei

**Waiohua-Tāmaki** – Te Kawerau ā Maki, Ngāi Tai Ki Tāmaki, Ngāti Te Ata Waiohua

Marutūahu – Ngāti Paoa, Ngaati Whanaunga, Ngāti Maru, Ngāti Tamaterā, Te Patukirikiri. <sup>3</sup>

Marae are a taonga and an integral part of any community. Auckland Emergency Management supports marae in their mahi focused on building community resilience and their contribution to emergency management.

The Hibiscus and Bays Local Board has been a strong supporter of Te Herenga Waka o Ōrewa, a mataawaka marae in Silverdale since its inception. This is a local hub for all in the Hibiscus and Bays to learn te reo, and to experience te ao Māori. Te Herenga Waka o Ōrewa has close links to the community, and the local board continues to strongly support their aspirations. <sup>3</sup>

Iwi liaison personnel will be stationed in the Auckland Council’s Emergency Coordination Centre during an emergency event in order to communicate and coordinate response activity with mana whenua and marae.

## The role of community

Community groups, organisations and marae assist the emergency response in Hibiscus and Bays by:

- Being a key point of contact for Auckland Emergency Management to understand the needs of affected communities.
- To spread the key messaging from Auckland Emergency Management.
- To provide feedback to the Emergency Coordination Centre on Auckland Emergency Management’s communications to ensure information is meeting the community’s needs.
- Volunteering with the clean up after an emergency.

## The role of local board members

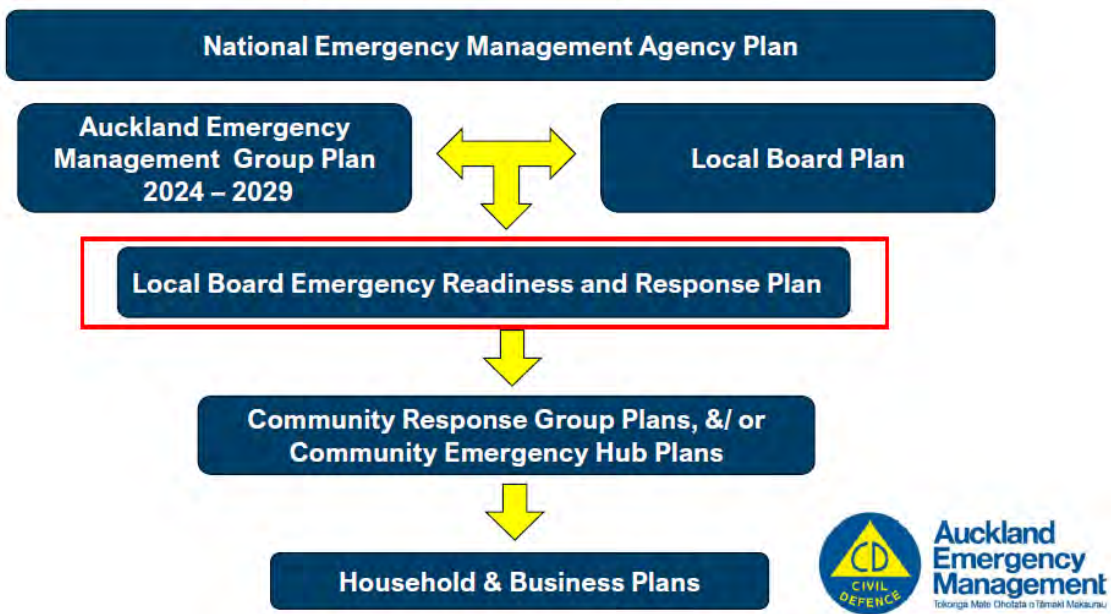
Local board members assist Auckland Emergency Management in encouraging household, community and business preparedness. Local board members are an important link for information to flow between emergency management agencies and the community. Local board members are advocates for their community.

## Emergency management plans

There are many plans that provide guidance for the management of emergencies from a national, regional and local perspective. These plans are identified and explained in this section.

The diagram below demonstrates how emergency management plans cascade and are linked to one another in providing a comprehensive framework.

<sup>3</sup> Devonport Takapuna Local Board. (2023). Devonport-Takapuna Local Board Plan 2023.



## The Auckland Emergency Management Group Plan 2024 - 2029

Under a statutory requirement of the Civil Defence Emergency Management Act 2002, each Civil Defence Emergency Management (CDEM) Group in New Zealand is required to have a group plan.



A Group Plan presents the vision and goals of the CDEM Group, how it will achieve them and a framework for measuring progress.

A Group Plan has just been created for the Auckland CDEM Group titled *Tāmaki Makaurau Auckland Civil Defence and Emergency Management Group Plan 2024-2029* which outlines Auckland’s CDEM members roles and responsibilities and key actions that will take place over a five year period to achieve the vision and goals of the group for effective emergency management.

Auckland’s Group Plan is designed to be used by the Auckland CDEM Group, key partners and stakeholders involved in CDEM functions in Auckland. It also provides the public with an understanding of how these stakeholders work together, and the role they themselves can play in building individual and community resilience.

## The Local Board Plan

Under the Auckland Council governance structure, each local board is required to develop a Local Board Plan every three years which outlines the strategic direction for that local board in alignment with council’s plans, policies and strategies.

They are developed in consultation with the community every three years and set out the direction for the local area reflecting community aspirations and priorities.

The purpose of the Local Board Plan is to guide funding and investment decisions for that particular local board on local activities, projects, services and facilities.

## The Local Board Emergency Readiness and Response Plan

The Local Board Emergency Readiness and Response Plan provides information and advice for people living and working in the local area to prepare for and respond to an emergency.

It provides clarity on the roles and responsibilities of Auckland Emergency Management, Auckland Council, the local board, individuals and communities across the four R’s of emergency management (e.g. Reduction, Readiness, Response and Recovery).

## Community Response Group Plan and Community Emergency Hub Plans

The purpose of a Community Response Plan is to:

- Provide information that enable, empowers and supports individuals and communities to take ownership of their own emergency preparedness.
- Promotes problem solving and encourages self-sufficient communities through strong social networks and a culture of mutual help and support.
- Reduces the reliance on first responder agencies and Auckland Emergency Management following an emergency.



A Community Response / Resilience Group (CRG) may also have a separate Community Emergency Hub Plan which is likely to be an operational document for those members of the community who require community connection and information during emergency event / situation.

### Household (or Business) Plan

A Household (or Business) Plan provides a place for household (or business) members to access key information during an emergency such as; contact details, where supplies are kept, a plan if there is no power or water and where to go if evacuation is necessary.



Having a plan helps make the actual emergency situation much less stressful for everyone.

**\*insert photo of family making a plan**

# Reduction

## What is reduction?

Risk reduction involves analysing risks to life and property from hazards, taking steps to eliminate those risks if practicable, and, if not, reducing the magnitude of their impact and the likelihood of their occurrence to an acceptable level.



Figure 2: Community and staff at a tree planting event

## Why is reduction important?

Reduction saves lives and property. If we know of a risk and it has not been acted on, one of the first questions asked after an incident is - why did we let this happen?

Many things can be rebuilt or restored, but some losses are irreplaceable and can have a deep and lasting impact on communities, businesses and people’s wellbeing.

Effective reduction and hazard risk management can help reduce long-term impacts and support recovery after an emergency is over.

## Roles in reduction – Who does what?

Whānau & individuals	Communities	The Local Board	Auckland Emergency Management	Auckland Council
<ul style="list-style-type: none"> <li>Understanding the hazards and risks in the local area, place of work, school, or anywhere else regularly visited.</li> <li>Reducing the risk of landslides by:               <ul style="list-style-type: none"> <li>getting advice from professionals to control or reduce the speed of water flowing off their property</li> </ul> </li> <li>planting on slopes or taking part in community planting activities.</li> </ul>	<ul style="list-style-type: none"> <li>Understanding and help in communicating the hazards and risks of their local area.</li> <li>Host local events to:               <ul style="list-style-type: none"> <li>increase public awareness of hazards and preparedness</li> <li>support those not able to clear drains near or on their property</li> </ul> </li> <li>conduct planting on slopes.</li> </ul>	<ul style="list-style-type: none"> <li>Educate and support the community through preparedness measures.</li> <li>Provide community activities/events to increase public awareness of hazards and preparedness (such as Neighbours’ Day, stream plantings, food security projects, active transport initiatives).</li> </ul>	<ul style="list-style-type: none"> <li>Working with partners to promote region-wide hazard information across multiple platforms to improve knowledge and understanding of hazards.</li> <li>Providing warnings and alerting tools to key stakeholders and the public.</li> </ul>	<ul style="list-style-type: none"> <li>Undertaking many risk reduction initiatives across council departments (such as the Making Space for Water programme led by Healthy Waters Department).</li> <li>Ensuring planning instruments for the built environment are consistent with national policy, and are informed of current and future hazard risks.</li> <li>Enable hazard risk reduction.</li> </ul>

# Readiness

## What is readiness?

Readiness means having a plan in place that supports emergency services, government departments and communities to have a fast, well-coordinated, effective response in an emergency that will minimise the risk to life and property. This requires all parties to know in advance what part they play in responding to an emergency.

Being emergency ready includes:

- understanding the hazards and risks
- designating roles and responsibilities
- identifying resources that are available
- creating plans and procedures
- organising activities, initiatives and education that improve emergency readiness in the wider community
- knowing where to evacuate if need to
- knowing how to keep informed.

## Why is readiness important?

Readiness is about knowing what to do when an emergency happens. It involves understanding the risks of hazards and making plans to address and minimise them during an emergency.

Being ready also reduces the impact on life and property of an emergency situation and enables a faster and stronger recovery.



# Roles in readiness – Who does what?

Whānau & individuals	Communities	The local board	Auckland Emergency Management	Auckland Council
<ul style="list-style-type: none"> <li>• Develop plans for themselves and their households, whānau/family and friends.</li> <li>• Keeping enough emergency supplies to last three days.</li> <li>• Knowing where the nearest evacuation centres are.</li> <li>• Connecting with neighbours.</li> <li>• Understanding local hazard risks.</li> <li>• Identifying local resources and support networks.</li> <li>• Potential emergency response training to contribute in building community resilience.</li> </ul>	<ul style="list-style-type: none"> <li>• Host getting to know your neighbours days and discuss support in an emergency.</li> <li>• Development of community response plans.</li> <li>• Establishing Community Emergency Hubs as a place of shelter, connection and information during an emergency.</li> </ul>	<ul style="list-style-type: none"> <li>• Encourage communities to prepare and take action in emergency planning.</li> <li>• Support networking and linking agencies involved with emergency management.</li> <li>• Promote and attend events that support emergency planning and preparedness.</li> <li>• Identify groups or who in the local community might be disproportionately affected by an emergency and work to support them.</li> </ul>	<ul style="list-style-type: none"> <li>• Development and refinement of contingency plans for dealing with high priority hazards.</li> <li>• Training and response scenario exercising for staff and key partners.</li> <li>• Identifying and mitigating gaps within lifeline utilities.</li> <li>• Assisting community readiness includes training, scenario exercising, developing preparedness information, and community planning.</li> </ul>	<ul style="list-style-type: none"> <li>• Providing staff from many other parts of council who are trained to assist Auckland Emergency Management in responding to an emergency.</li> <li>• Council's Healthy Waters department provides information regarding risks of flooding on property.</li> </ul>

## How to be ready for an emergency

In an emergency, unless your home/whare is unsafe to stay in - stay at home and be prepared to be stuck there for at least three days without assistance.

This section identifies how to be ready and prepare for an emergency.

### Know your hazards



Being prepared involves understanding the likelihood of hazards creating an emergency situation in your local area.



To see which hazards are most likely to impact your home/whare, workplace or school, check out the Auckland Emergency Management Hazard Viewer.

Appendix 3 of this document includes information on local hazards for this particular area and includes useful maps.

### Create a Household Plan



A Household Plan provides a place for members of your household or whānau to access key information during an emergency such as; contact details, where supplies are kept, a plan if there is no power or water and where to go if evacuation is necessary.

Every Household Plan will be different because of where we live, who lives with us and who might need help.

Appendix 1 provides a Make a Plan template or use the QR code to use in making a plan that can be tailored to individual needs.

Having a plan helps make the actual emergency situation much less stressful for everyone and is particularly beneficial for children and family members as it encourages talking in an honest, practical and calm way about:

- what might happen in an emergency
- what you can do to keep safe
- what your plan is if you can't get to your whare/home.

When you're making your household plan, remember to include everyone. Think about the requirements of disabled people, older people, babies, young children, pets and other animals, or specific needs if you live in a high rise building.

Check the plans for your whānau/family in aged-care facilities or supported living.



### Extra steps to take for those vulnerable in your whānau to put in your plan

Ensure your plan and supplies cater to older people and those with physical disabilities and/or medical conditions in your whānau.

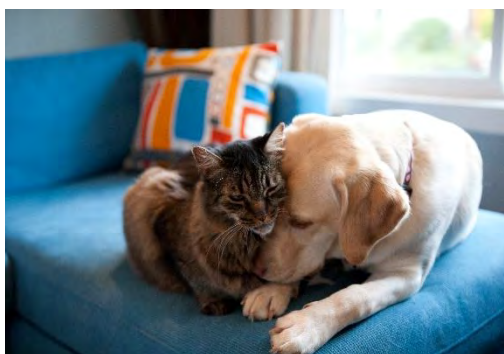
- ✓ Understand the extra type of supplies and support that is needed and put in Grab Bag.
- ✓ Keep a smaller cooler bag and ice packs in the freezer for refrigerated medical supplies.
- ✓ Wear a medical alert tag or bracelet so people can know what assistance may be required.
- ✓ Know who to call for help if dependent on life-sustaining equipment or treatment that might not work in an emergency (contact the electricity retailer or telecommunications provider).
- ✓ Let Watercare know if a continuous supply of high-quality water is needed for dialysis.
- ✓ Have an extra mobility device (such as a cane or walker).
- ✓ Ensure important people know how to assemble/ disassemble the wheelchair and keep a portable air pump for tyres.
- ✓ If a seat cushion to protect the skin and/or maintain balance is used, keep a spare one.
- ✓ Emergency preparedness information is available in audio, large print and Easy Read on National Emergency Management Agency's (NEMA) Get Ready website.



The following table provides suggestions of supplies and part of your plan for those who are vulnerable in your whānau such as:

For those that are deaf, hard of hearing, or have a speech impediment	For those that are blind or with a visual impediment	For those with an intellectual or cognitive disability
<ul style="list-style-type: none"> <li>✓ Keep spare hearing aid batteries in the Grab Bag.</li> <li>✓ Give others a house key to be able to alert you.</li> <li>✓ Put a writing pad, pens, laminated cards with phrases etc in the Grab Bag to be able to communicate with others.</li> <li>✓ If an augmentative communications device is being used (or other assistive technologies) plan how you will evacuate with the devices or how you will replace equipment if it is lost or destroyed. Keep model information and note where the equipment came from (which provider etc).</li> <li>✓ Videos in New Zealand Sign Language on hazards and emergencies in Aotearoa New Zealand are available on NEMA's Get Ready website.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Mark emergency supplies with Braille labels or large print.</li> <li>✓ Keep an audio list of your emergency supplies and where you bought them.</li> <li>✓ Make sure there is a Grab Bag for the guide dog with food, medications, vaccination records, identification and harnesses (Guide dogs can stay in emergency shelters with their owners).</li> <li>✓ Keep extra canes at the whare/home and in the workplace (even if a guide dog is used because it may become disoriented in an emergency).</li> <li>✓ Listen to audio recordings about the hazards we face and emergency preparedness at are available on NEMA's Get Ready website.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Keep handheld electronic devices charged and loaded with videos and activities.</li> <li>✓ Purchase spare chargers for electronic devices and keep them charged.</li> <li>✓ Include a small pop-up tent with your Grab Bag to decrease visual stimulation in a busy room or to provide instant privacy.</li> <li>✓ Include comfort snacks in the Grab Bag.</li> <li>✓ Consider a pair of noise-cancelling headphones to decrease auditory stimuli and sunglasses to decrease visual stimuli.</li> <li>✓ Make sure there are comforting items in the Grab Bag that are familiar that the individual can hold on to (such as a pillow or blanket).</li> </ul>

Ensure pets and animals are part of your plan and that you have extra supplies for them.



- Make sure you have pet food supplies, leashes (even for cats) in the Grab Bag.
- Have a pet carrier box or way to carry/ transport your pet ready.

In an emergency, bring your pets indoors as soon as possible and confine them to one room (Pets may try to run if they feel threatened so keeping them inside and in one room will allow you to find them quickly if you need to leave/evacuation.)

Consider an early evacuation of pets and other animals. Waiting to evacuate animals until the last minute can be fatal for them and dangerous for you.

**Take your pets with you when you evacuate** – if it is not safe for you, it is not safe for them. Leaving them behind may endanger you, your pets, and emergency responders.



**Email the household plan to all of your whānau/family and keep a copy on your fridge**

**Plan your evacuation routes**

**Know how you will get to high ground**

If your home/whare, school/kura, workplace/wāhi mahi, or any other place you frequently go is in a tsunami evacuation zone or at risk of flooding, you should plan an evacuation route to a safe location. Your evacuation route needs to take you out of the tsunami or flood zone or at least as far or as high inland as you can get, following the posted tsunami evacuation routes where present.

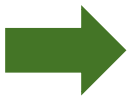
A safe location could be a friend or relative's home, or any place where you can find refuge and/or short term accommodation that is located a short distance outside of the tsunami evacuation zones.



### **Practise your tsunami hikoi**

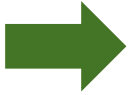
A tsunami hikoi is a walk that takes you along your tsunami evacuation route either inland or towards high ground.

Practising your tsunami evacuation route either by foot or by bicycle, in good and bad weather to help your muscle memory to kick in when an event occurs, even in a very stressful situation.



### **Know the emergency procedures and safe locations of your children's schools**

## **Learn where you can go if you need to leave home for a while**



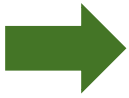
### **Know where your closest Civil Defence Centres and Community Emergency Hubs are**

It is helpful to prepare and find out where your Civil Defence Centres and Community Emergency Hubs are located before an emergency event occurs.



In an emergency, check Auckland Emergency Management's social media, website and key radio channels to learn where the Civil Defence Centres and/or Community Emergency Hubs are and if they are open. See the section *How to evacuate and where to go* in this plan for more details.

## **Keep emergency supplies**



### **Organise and have a decent stock of emergency supplies**

Being ready for an emergency involves having a stock of supplies (water, food, and essential items) for at least three days that you can access in a hurry and/or find in the dark.



Emergency supplies to keep on stock for your home/whare includes:

- ✓ at least least nine litres of water for each person in your household (enough for drinking and basic hygiene for 7 days)
- ✓ long-lasting food that doesn't need cooking (especially for babies and pets including dietary needs)
- ✓ spare gas for your camping stove or BBQ (never use these indoors)
- ✓ toilet paper, plastic bags and large plastic buckets to be used for an emergency toilet
- ✓ medications for each whānau/family member
- ✓ unscented bleach (often the cheaper supermarket brands), cloths, and rubber gloves for hygiene
- ✓ heavy-duty work gloves
- ✓ properly fitted P2 or N95 masks
- ✓ torches (instead of candles for lighting to reduce fire risk) and spare batteries

- ✓ a power bank to keep power items charged such as a mobile phone or computer
- ✓ a battery powered radio
- ✓ a quality first aid kit.

Having these essential items available for use by your household will free up resources from emergency services for people and communities who need them the most.

**Note that a car can be a radio source in order to get updates and as a place to charge devices.**

\*insert photo of emergency supply kits

### How to store water for emergencies



- Check expiry dates regularly on bottled water and if you choose to use your own storage containers, clean plastic soft-drink bottles are best.
- Do not use plastic jugs or cardboard containers that have had milk in them. Milk protein cannot be removed from these containers. They provide an environment for bacterial growth when water is stored in them.
- Thoroughly clean the containers with hot water. Don't use boiling water as this will destroy the bottle.
- Fill bottles to the top with regular tap water until it overflows. Add five drops of non-scented liquid household chlorine bleach per litre to the water. Do not use bleaches that contain added scent or perfume, surfactants, or other additives. These can make people sick. Do not drink for at least 30 minutes after disinfecting.
- Tightly close the containers using the original caps. Be careful not to contaminate the caps by touching the inside of them with your fingers.
- Place a date on the outside of the containers so that you know when you filled them. Store them in a cool, dark place.
- Check the bottles every 6 months. You can do this when the clocks change over at daylight savings. If the water is not clear, throw it out and refill clean bottles with clean water and bleach.

### Keep spare cash



**Have cash available**

During an emergency, electricity outages may occur which means ATMs and EFTPOS machines may not work to get cash or to pay for the purchase of items or services. Therefore, it is recommended to keep an appropriate amount of cash available to be used in an emergency for the purchase of necessary supplies or services.



## Check your insurance



**Review your insurance and have a copy in the Grab Bag**

It is prudent to review insurance policies and the information they contain on a regular basis in preparation for an emergency.

It is a good idea to have a copy of relevant insurance documents in your Grab Bag when you need to evacuate.

## Prepare a Grab Bag in case you have to evacuate



**Make a Grab Bag**



A Grab Bag is a small backpack with essential supplies that can be carried with you if you need to evacuate. It is recommended to have a Grab Bag prepared and ready for each member of your whānau/family.

The Grab Bag should be one that is not too heavy and that you can carry on foot for a considerable distance.

Items recommended for including in the Grab Bag are:

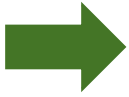
**\*Insert grab bag photo**

- ✓ trainers/walking shoes, a raincoat, a hat and warm clothes
- ✓ water and snacks
- ✓ hand sanitiser
- ✓ power bank and phone charger
- ✓ a supply of cash
- ✓ photo ID
- ✓ medications
- ✓ a first aid kit
- ✓ a torch
- ✓ a battery radio
- ✓ pet food, medication and a carrier and leash
- ✓ baby items (such as food, formula and nappies).

**\*If you have asthma or a respiratory disorder, make sure your Grab Bag has masks and any medication required (emergencies like a volcanic eruption and an earthquake can make it harder to breathe).**

Grab bags can and should be tailored to you and your whānau/family's needs, for children – you might want to pack a toy, book or something to keep them entertained. But remember you might need to evacuate on foot and carry your Grab Bag for a distance, so don't make it too heavy. Torch, battery radio and first aid kit could be per household, rather than for each grab bag. Remember, you don't need extra supplies of each item... we understand it can be expensive, so let's get creative:

- When you evacuate, put on your trainers or walking shoes.
- Old warm clothes or blankets you are bringing to the charity shop or putting in the bin – chuck them in your grab bag or in the back of your car.
- Some items you may still need to buy, but we don't need to buy it all at once. How about putting aside \$10 a week for a few weeks to build up your spare cash? Or buy an item or two of non-perishable foods.
- Keep your first aid kit and torch in the grab bag.
- Use your car radio or check if your neighbours have a radio where you can get key updates.



### Keep some essential supplies in your car

It is important to consider that you may be stuck in a car during an emergency event for a lengthy period of time. Therefore, it is prudent to keep some essential supplies in your car such as a blanket, energy bars, and hand sanitiser.

Consider bringing your Grab Bag with you when you are traveling from your home, particularly if bad or stormy weather is predicted.

Always keep up to date with weather and road information when planning travel.

## Know your neighbours

### Your neighbours are the closest people who can help you in an emergency.

Getting to know the people in your street provides the first level of community support in responding to an emergency. It is recommended to:

- ✓ share contact details with your neighbours so you can contact one another if an emergency occurs.
- ✓ tell your neighbours about your emergency plan and ask about their plans.
- ✓ find out who amongst your neighbours may be able to help you or may need your help in an emergency.
- ✓ create a network with four other people in your neighbourhood to share emergency resources and provide support.
- ✓ Other local organisations, such as [North Shore Neighbourhood Support](#), can help you get to know the people who live near to you.

## What communities can do to be ready for an emergency

Members of the community are often the first to respond and support fellow residents when an emergency event occurs.

Community groups or members of the community are more likely to know what support and/or resources are required to keep people and property safe in responding to an emergency event in their local area.

Auckland Emergency Management encourages all communities to come together and plan how to get ready and what to do if an emergency occurs in their area.

Some Auckland communities have created a Community Response (Resilience) Plan as part of their readiness to respond to a local emergency. These plans, as well as tips and templates on emergency response planning can be found on Auckland Council's Auckland Emergency Management website.



Contact [aeminfo@aucklandcouncil.govt.nz](mailto:aeminfo@aucklandcouncil.govt.nz) for support with developing a community response [resilience] plan.

Having a community plan will support Emergency Services (such as; the Police, NZ Fire Service and St John Ambulance) to prioritise their emergency response work to those who need it most.

Key considerations for a community to prepare and be ready for an emergency includes understanding:

- what resources the community has (e.g. places, spaces, assets, businesses, services, infrastructure, volunteer groups, community organisations).
- what hazards are the biggest risks for the community, and what areas are particularly vulnerable.
- how you can support your community for three days without government help (food and shelter).
- how will you communicate with each other (remembering that there may be power outages).

- who in your community may need more support in an emergency (e.g. culturally and linguistically diverse (CALD), tourists, babies/children, older people, people with disabilities).

## Steps businesses can do to be ready for an emergency

Steps businesses and/or workplaces can do to be ready for an emergency include:



- understand the risks to the business in continuing during an emergency
- create a business continuity plan
- prepare for an emergency
- get involved with the community.

Visit [Work Ready](#) to make sure the business and/or workplace is prepared for an emergency and let staff know what to do.

## How to be ready for specific hazards / emergencies

Some hazards need us to be prepared in different ways. This section will support you and your whānau/family to understand how to get ready for different hazards.

### Being ready for a major storm and flood



- ✓ Go to [Flood Viewer](#) to understand how flooding might impact your area and how to stay safe during floods.
- ✓ Take photos of your rooms and outdoor areas, for insurance purposes.
- ✓ Move valuable and dangerous items, including electrical equipment and chemicals, as high above the floor as possible. Use watertight containers to store important items.
- ✓ Lift curtains, rugs and bedding off the floor.
- ✓ Bring inside or tie down anything that can be broken or picked up by strong winds or floods, such as outdoor furniture. If you have a trampoline, turn it upside down to minimise the surface area exposed to wind.
- ✓ Clear debris and leaves from external drains and gutters to prevent overflow or water damage in heavy rain.
- ✓ Remove any debris or loose items from around your property. Branches, firewood and loose items may become dangerous in strong winds or cause blockages if your property may flood.
- ✓ Move vehicles to higher ground.
- ✓ Moor boats securely or move to a designated safe location.
- ✓ Use rope or chain to secure boat trailers. Use tie-downs to anchor a trailer to the ground or to a building.
- ✓ Sandbags can be used to divert water away from your house, place of work or other buildings. Sandbags and fill material are available from retail hardware stores such as Bunnings or Mitre 10. They can be used to block doorways, drains, and other openings into properties, as well as to weigh-down manhole covers, garden furniture, and to block sink, toilet, and bath drains, to prevent water backing up.

## Sandbags



**Sandbags require time and effort to fill and place, so they need to be filled and placed in advance of flooding to be effective (rather than in the middle of a flood or a storm).** They also won't stop water coming from under a house through floorboards or other access points.

**If you don't have sand, any fine material including soil can be used and pillowcases can be used as makeshift sandbags.**

### Filling the bags

- Fill bags with sand or any other fine material. Don't use gravel or rocky soils as they will let the water through.
- It's easiest if two people are involved - one to hold the bag and the

other to shovel the sand in.

- Only fill bags to half or two-thirds full. This gives the sand room to expand as it absorbs the water.
- Don't tie or seal the bag when you put it in place, fold the flap into a triangle and tuck it under the bag.

### Placing the bags

- Clear any debris from the area where the bags will be placed.
- If you can, put a large sheet of heavy-duty waterproof plastic between the sandbags and the building or surface.
- Place your first row of sandbags lengthwise and flat to the ground, butting each end to the next, folding the open end of the sandbag underneath.
- Place bags in layers like a brick wall overlapping each row. Place the second row of sandbags on top of staggering the joints.
- Stamp bags firmly into place to eliminate gaps and create a tight seal.
- Sandbags can be placed to a height of three layers. If further height is required, place sandbags behind to add strength to building the wall of sandbags.

### Disposing of the bags

- Sandbags must be disposed of after use due to contamination (as they will rot if left in the sun, which can lead to the blocking of drains).
- Sand can be disposed of on your property by spreading on the grass in a high sun area. Any other form of granulate (such as recycled aggregate) needs to be disposed of in a landfill.
- Debris and damaged items should be taken to a waste transfer station in Auckland.
- Auckland Emergency Management can assist in identifying the best way for the disposal of sandbag waste or debris by phoning them on 0800 22 22 00.

## Being ready for an earthquake

Get your home ready for an earthquake by:

- ✓ sticking items onto shelves with museum wax or BlueTack
- ✓ strengthening materials used for hanging pictures/photo frames
- ✓ putting restraints on TVs and heavy furniture.

- ✓ **Identify safe spaces to Drop, Cover and Hold within your home/school, work and other places you often visit. The safe space should be:**

- somewhere close to you of no more than a few steps away to avoid injury from flying debris
  - under a strong table with legs that you can hold on to (so it doesn't move)
  - away from windows that can shatter causing injury
  - away from tall furniture that can fall on you
  - not in a doorway noting that most doorways are not stronger than any other parts of a building and swinging doors can cause injury.
- ✓ Practise the Drop, Cover and Hold exercise at least twice a year so you know what to do when an earthquake happens. A good time to do this practice is when the clocks change and by taking part in the national Aotearoa New Zealand ShakeOut exercise/event.



## Being ready for a volcano eruption



Be aware that in the event of ash fall from a volcano, you may need to remain indoors for several days.

- ✓ Add the following to your emergency supplies:
  - masks and goggles without side vents (\*Be aware that masks can make breathing more difficult for some people. Speak to your doctor if you are unsure if you should wear a mask. Adult masks do not fit smaller children well, so may offer little protection)
- plastic wrap or plastic sheeting (to keep ash out of electronics)
- cleaning supplies, including air dusters (available at hardware stores), a broom, a shovel, and spare bags and filters for your vacuum cleaner.
- ✓ Advise people to not remove ash from roofs due to the risk of working at heights as well as to not wash ash down drains to keep them from getting blocked.
- ✓ Store emergency supplies in your vehicle in preparation of potentially being stuck in the vehicle for a considerable period of time.

## Being ready for a wildfire

Embers can travel for more than two kilometres from a wildfire potentially igniting fires on homes, buildings or property not close to the wildfire and dependent on the wind direction.

Wildfire travels faster uphill and therefore homes and property on a steep slope or at the crest of a hill, are at the greatest risk.



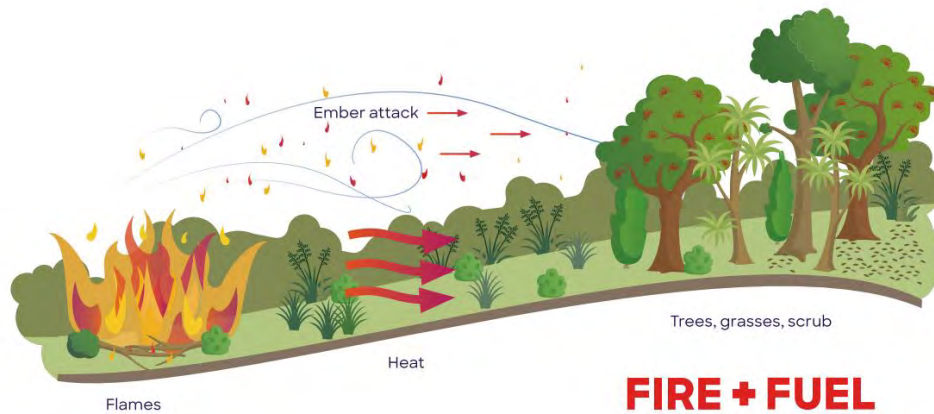


Figure 3 - Diagram demonstrating how fires grow and spread

The following are simple steps that can be taken to reduce the risk of wildfire impacting property:

- ✓ Create a 10-metre safety zone around your home and other structures on your property by:
  - clearing combustible materials and vegetation (e.g. leaves, dead branches and stacks of firewood)
  - keeping your lawns short
  - regularly clearing material from gutters (consider screening with mesh), spouting and areas around decks
  - planting low flammability plants and trees which have the following characteristics; moist supple leaves, little accumulation of dead wood and dry dead material within the plant, low levels of sap or resin that is watery and doesn't have a strong odour.
- ✓ Make sure your Rural Area Property Identification (RAPID) property number is easy for emergency services to find.

### Being ready for a biological outbreak, epidemic or pandemic

In order to be ready for medical outbreak, epidemic or pandemic, the following steps are recommended:

- ✓ Make a plan with whānau/family and friends that includes:
  - who will help with food and supplies if you and your household are ill
  - who will look after your extended whānau/family if they don't live nearby (for example, who could deliver groceries or meals to sick whānau/family members)
  - who would look after your children/dependents if they need to stay at your home/whare and you must go to work
  - how to check on friends, family and neighbours who might need help.
- ✓ Think about whether you could work from your home/whare and what you would need to do this.
- ✓ Have key contact numbers in a place that is easy to find (such as on the fridge door) including:
  - the people living nearby who you could call if you needed help
  - your local doctor or health clinic/provider
  - HealthLine (freephone: 0800 611116)
  - your workplace.
- ✓ Keep first aid kits up to date.

- ✓ Have a supply of food and drinks to last for at least a week including long-lasting foods in cans, packets, and dried foods.
- ✓ Have a supply of masks to help stop the spread of germs.
- ✓ Have tissues and plastic bags available for used tissues.
- ✓ Think about things to do, if you and your whānau/family have to stay at your home/whare for more than a week (e.g. books, games and streaming services).

\*Insert a readiness photo

# Response

## What is response?

Response are the actions taken immediately before, during or directly after an emergency that saves lives and protects property.

A response ends when the objectives have been met or a transition to recovery has occurred.

## Why is response important?

The quicker we respond to events and the more coordinated the approach, the less the community will be impacted.

Working together in a coordinated way can save time and resources, which in turn, can save lives and money.

## Roles in response – Who does what?

Whānau & individuals	Communities	The local board	Auckland Emergency Management	The Mayor & Auckland Council
<ul style="list-style-type: none"> <li>• Check that whānau/family are safe. (Use social media and text to free phone lines for emergency services).</li> <li>• Check in with neighbours and offer support to each other.</li> </ul>	<ul style="list-style-type: none"> <li>• Link with Auckland Emergency Management regarding needs in the community.</li> <li>• Setting up Community Emergency Hubs.</li> <li>• Connecting with organisations that have trained volunteers that can be utilised as a resource to address community needs.</li> </ul>	<ul style="list-style-type: none"> <li>• Identify high-level needs of the community and communicate this to Auckland Emergency Management.</li> <li>• Direct community members towards the right place to get the support needed.</li> <li>• Act as a conduit for information as requested by the Emergency Control Centre.</li> <li>• Facilitate the response resources and the community to work together.</li> </ul>	<ul style="list-style-type: none"> <li>• A 24-hour Duty Team actively monitors and coordinates the initial response to an incident (The Group Plan).</li> <li>• When more support is required, the Emergency Coordination Centre would be activated to coordinate the response.</li> <li>• Lead the coordination of response activities for geological, meteorological, and infrastructure hazards.</li> <li>• Liaising with key stakeholders and communities to understand where response efforts need to be prioritised and communicating that across the inter-agency response network.</li> </ul>	<ul style="list-style-type: none"> <li>• The mayor declares a state of local emergency (and gives notice of a local transition period).</li> <li>• The mayor is the principal spokesperson for an emergency to the public, liaising with the Group Controller.</li> <li>• Council’s Public Information Manager (PIM) ensures the mayor provides consistent and accurate messaging to communities and the media.</li> <li>• Council staff deployed from their normal roles as resource for response effort.</li> <li>• Healthy Waters responds to reports of stormwater flooding.</li> </ul>

## Steps to take in an emergency

→ Put your family/whānau emergency Household Plan into action.

**In life threatening situations, contact emergency services on 111**

## If you are safe at home

→ Stay at home.

→ Use your emergency supplies.

→ Stay informed through official sources:

- AEM website/Facebook/X
- NEMA website/Facebook/X
- Radio stations (RNZ, Newstalk, The Hits, MoreFM)
- Met Service website/Facebook/app.

→ Check in on neighbours and others nearby.

→ Stay connected to your whānau/family and friends.

**Use text/social media, keep phones lines clear for people who need urgent assistance**

## If you are unsafe at home

→ Take your Grab Bag.

→ Use your evacuation routes.

→ Go to family/whānau, friends or your closest Community Emergency Hub/Civil Defence Centre for support. Check radio stations and Auckland Emergency Management website/social media to see what locations are open. (\*Language interpreters via phone are available at Civil Defence Centers).



**Do not wait for emergency services to tell you to evacuate**

## Stay informed before, during and after an emergency

**Either a solar or battery-powered radio, or your car radio can help keep you up to date with the latest news if the power goes out.**

Local radio stations to listen to during an emergency include:

- Radio New Zealand National 756 AM or 101.4 FM
- Newstalk ZB 89.4 FM
- The Hits 97.4 FM
- More FM 91.8 FM.



## Online sites for information

### Auckland Emergency Management official channels

- Facebook: Auckland Emergency Management
- X (previously Twitter): @AucklandCDEM
- Website: aucklandemergencymanagement.org.nz.



## National updates

- To find more about the National Emergency Management Agency go to their website: [www.civildefence.govt.nz](http://www.civildefence.govt.nz).
- Find official emergency information and advice on how to be better prepared for disasters in Aotearoa New Zealand go to the New Zealand Civil Defence's Facebook page: NZ Civil Defence.
- [X \(previously Twitter\): National Emergency Management Agency](#)  
Find emergency and disaster updates.
- [Get Ready](#)  
For advice on preparing for disasters.

## Other channels

- [Our Auckland](#) will update the website with key information to know where to get support and other key information.
- [Waka Kotahi](#) (NZTA) and [Auckland Transport](#) will provide updates on road closures.
- [SafeSwim](#) gives you up to the minute information on water quality and swimming conditions at your favourite swimming spots. If you download the SafeSwim app, you will be notified of any warnings around safety near to beaches.

## Emergency Mobile Alerts (EMAs)

Emergency Mobile Alerts (EMAs) are messages and/or an alert about an emergency sent by authorised emergency agencies to mobile phones. The alerts/messages give people immediate warning and are broadcasted to all capable phones from targeted cell towers.

The alerts are targeted to areas affected by serious hazards. The alerts will only be sent when there is a serious threat to life, health or property, and, during yearly tests.

Most phones manufactured after 2017 can receive an EMA which does not require an app.

The alert/message will inform which agency sent the message, what the emergency is, and will provide instructions to follow if needed and/or where to get further information.

## Weather information - Met Service / Te Ratonga Tirorangi

Met Service is New Zealand's only authorised provider of severe weather watches and warnings providing land-based severe weather alerts through a system of outlooks, watches and warnings.

Severe weather watches and warnings are available through radio, television, and the Met Service website or mobile app as well as coming directly into an email by registering on the Met Service website.



Met Service is also on social media from @MetService on Facebook and X (formerly known as Twitter).

Severe weather watches and warnings are categorised by the intensity of the weather using the yellow, orange and red colour codes.

### Yellow Watch



A yellow weather watch is used when severe weather is possible, but not imminent or certain. It is a weather *watch* in that it is less severe compared to the following categories of orange and red that are weather *warnings*.

Severe weather warnings for heavy rain, strong wind or heavy snow, are classified into one of two categories based on severity of the weather and recommended actions:



- Orange Warnings - to be prepared to take action
- Red Warnings - to act immediately.

### **Orange Warning - take action**



An orange weather warning is used when the forecast indicates incoming bad weather that will meet severe weather criteria and it is recommended that people prepare to take action to minimise potential risk to people, animals and property.

### **Red Warning - take immediate action, act now**



A red weather warning is reserved for only the most extreme weather events where significant impact and disruption is expected (such as a tropical cyclone) and where it is recommended that people act immediately to protect people, animals and property from the impact of the weather.

Red weather warnings will most often be accompanied by advice and instructions from official authorities and emergency services.

Members of the public can receive red weather warnings directly from Met Service on their phone by installing the free Met Service NZ Weather app and enabling notifications from the main menu.

## **How to evacuate and where to go**

**If it is not safe for you to stay in your home/whare, get out immediately, you do not need to wait for an official notice to evacuate.**

**If you are experiencing a landslide, do not stop to pick up supplies, get out of your home/whare immediately.**

**If your home/whare is flooding, leave immediately.**

**If you are told to evacuate, move immediately and follow official advice.**

**Pick up your Grab Bags if it is safe for you to do so.**

**Go to the place you have identified in your Household Plan. If possible, plan to stay with friends or whānau. Otherwise, go to your closest Community Emergency Hub/Civil Defence Centre for support. Check radio stations and Auckland Emergency Management website/social media to see what locations are open.**

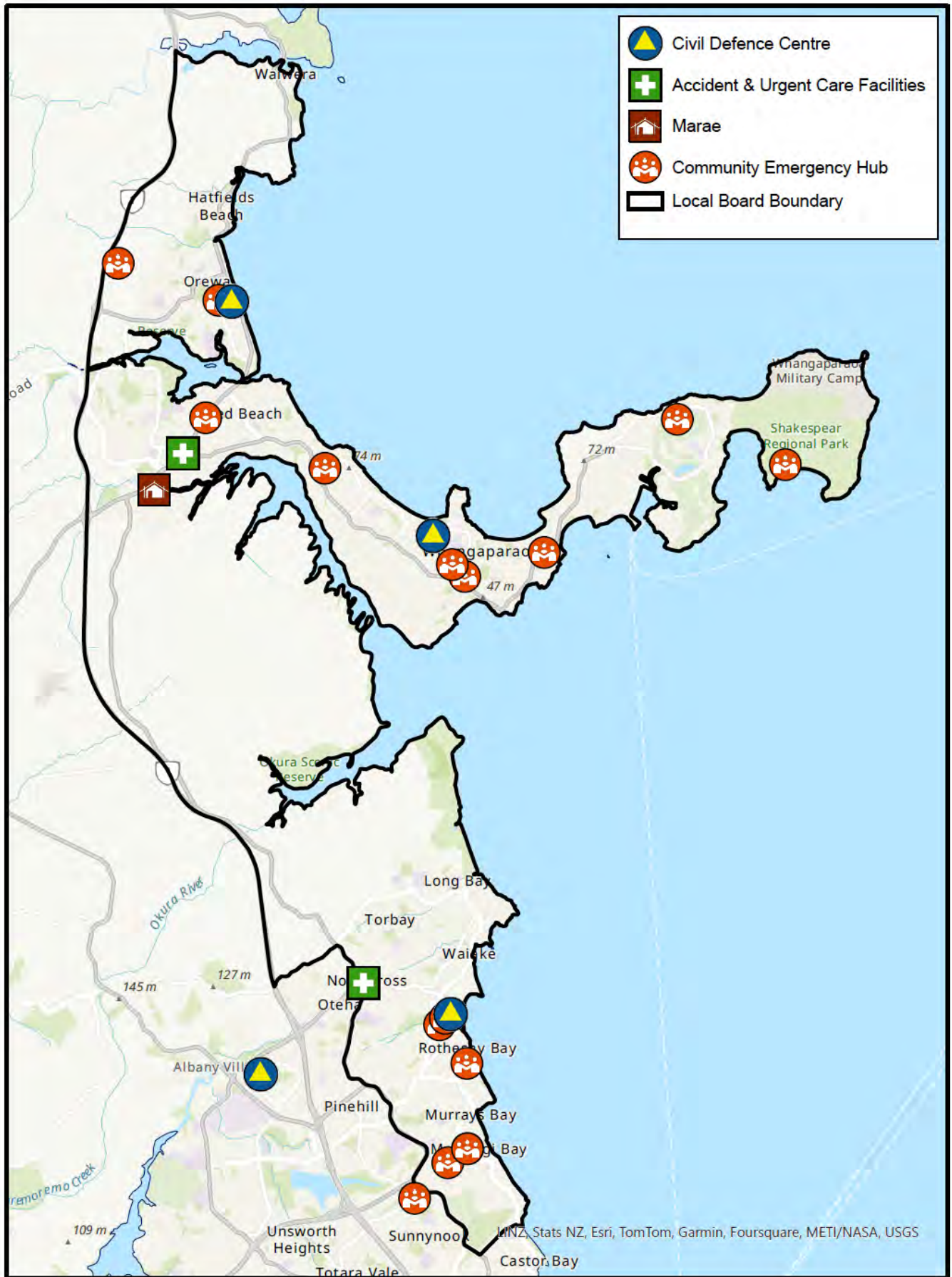


Figure 4 - Map demonstrating Accident & Urgent Care Clinics, Marae, Civil Defence Centres & Community Emergency Hubs in the Hibiscus and Bays Local Board area and nearby areas

## Civil Defence Centres (CDCs)

Civil Defence Centres (CDCs) are opened based on community need and are equipped to provide affected people with a safe place to shelter and access essential support services.

Civil Defence Centres are managed by Auckland Emergency Management and staffed by central government agencies, welfare organisations and Auckland Council.

Auckland Emergency Management is currently reviewing the suitability of Civil Defence Centres across the whole rohe/region to ensure facilities are fit for purpose. Civil Defence Centres themselves may be impacted by an emergency, so it is important to check which is open before you go.

## Civil Defence Centres in the Hibiscus and Bays area

The following table provides a list of the Civil Defence Centres in the Devonport-Takapuna area. Radio stations and Auckland Emergency Management's website and social media pages will identify which is open based on the emergency. <https://www.aucklandemergencymanagement.org.nz/>

Location	Services provided	Accessibility
Ōrewa Community Centre 40-46 Ōrewa Square, Ōrewa	<ul style="list-style-type: none"><li>• shelter</li><li>• food and drink</li><li>• access to information</li></ul>	<ul style="list-style-type: none"><li>• accessible toilet</li><li>• wheelchair friendly</li></ul>
Stanmore Bay Pool & Leisure Centre 159 Brightside Road, Stanmore Bay, Whangaparāoa	<ul style="list-style-type: none"><li>• shelter</li><li>• food and drink</li><li>• access to information</li></ul>	<ul style="list-style-type: none"><li>• accessible toilet</li><li>• wheelchair friendly</li></ul>
East Coast Bays Leisure Centre 12 Bute Road, Browns Bay	<ul style="list-style-type: none"><li>• shelter</li><li>• food and drink</li><li>• access to information</li></ul>	<ul style="list-style-type: none"><li>• accessible toilet</li><li>• wheelchair friendly</li></ul>

## Community Emergency Hubs (CEH)

Community Emergency Hubs are pre-identified, community-led places that can support local residents to coordinate efforts and help each other during and after an emergency situation.

Community Emergency Hubs are opened and operated by people within the community, not by official authorities, when there is a desire and capability for community action, often in the initial 24 to 36 hours of an emergency.

Auckland Emergency Management can advise and work with communities who wish to pre-identify a place for a CEH (such as a church, sports club or hall) to set it up and operate.

A Community Emergency Hub offers a place where local residents can meet, support and help each other to make decisions about how best to ensure the safety and comfort of those in their community during an emergency.



Figure 5 - Diagram demonstrating communications between individuals and whānau/family, communities and the

## Community Emergency Hubs in and around the Hibiscus and Bays area

**\*Please check if your local Community Emergency Hub is open before visiting. Remember these Community Emergency Hubs are run by community volunteers and will open if they can do safely.**

Location <b>ADD ID NUMBER TO EACH LOCATION AS PER MAP</b>	Contact details to check if open.
Saint Chad's Church Ōrewa 117 Centreway Road, Ōrewa	Hibiscus North Community Resilience Group (HNCRG) <a href="https://www.facebook.com/profile.php?id=61561299764414">https://www.facebook.com/profile.php?id=61561299764414</a> St Chad's, Ōrewa (09) 426 4952 <a href="https://aucklandanglican.org.nz/">https://aucklandanglican.org.nz/</a>
Nukumea Primary School 9 Crozier Place, Ōrewa	Hibiscus North Community Resilience Group (HNCRG) <a href="https://www.facebook.com/profile.php?id=61561299764414">https://www.facebook.com/profile.php?id=61561299764414</a> Nukumea Primary School <a href="https://www.nukumea.school.nz/">https://www.nukumea.school.nz/</a>

<p><b>Hibiscus Coast Community RSA</b> 43a Vipond Road, Stanmore Bay, Whangaparāoa</p>	<p>Whangaparāoa Community Resilience Group (WCRG) <a href="https://www.facebook.com/profile.php?id=61563902026199">https://www.facebook.com/profile.php?id=61563902026199</a> Hibiscus Coast Community RSA (09) 4249026 <a href="https://www.hbcrsa.org.nz/">https://www.hbcrsa.org.nz/</a></p>
<p><b>St Stephen’s Anglican Church (Primary Hub)</b> 3 Stanmore Bay Rd, Stanmore Bay, Whangaparāoa</p>	<p>Whangaparāoa Community Resilience Group (WCRG) <a href="https://www.facebook.com/profile.php?id=61563902026199">https://www.facebook.com/profile.php?id=61563902026199</a> St Stephen’s Anglican Church (09) 554 0747 <a href="https://www.facebook.com/StStephenswgp">https://www.facebook.com/StStephenswgp</a> <a href="https://www.ststephenswgp.org.nz/">https://www.ststephenswgp.org.nz/</a></p>
<p><b>Manly Methodist Church</b> 1 Walbrook Rd, (cnr Whangaparaoa Rd) Little Manly, Whangaparāoa ,</p>	<p>Whangaparāoa Community Resilience Group (WCRG) <a href="https://www.facebook.com/profile.php?id=61563902026199">https://www.facebook.com/profile.php?id=61563902026199</a> Manly Methodist Church (09) 424 1397 <a href="http://www.whangamethparish.org.nz/">http://www.whangamethparish.org.nz/</a></p>
<p><b>YMCA Shakespear Lodge Camp</b> 1503 Whangaparaoa Road, Shakespear Regional Park Army Bay, Whangaparāoa</p>	<p>Whangaparāoa Community Resilience Group (WCRG) <a href="https://www.facebook.com/profile.php?id=61563902026199">https://www.facebook.com/profile.php?id=61563902026199</a> YMCA Shakespear Lodge Camp (09) 424 7111 <a href="https://www.ymcanorth.org.nz/find-your-local/shakespear-lodge/">https://www.ymcanorth.org.nz/find-your-local/shakespear-lodge/</a></p>
<p><b>Whangaparāoa College</b> 8 Stanmore Bay Rd, Stanmore Bay, Whangaparāoa</p>	<p>Whangaparāoa Community Resilience Group (WCRG) <a href="https://www.facebook.com/profile.php?id=61563902026199">https://www.facebook.com/profile.php?id=61563902026199</a> Whangaparāoa College 09 424 9177 <a href="https://www.wgpcollege.school.nz/">https://www.wgpcollege.school.nz/</a> <a href="https://www.facebook.com/whangaparaoacollege/">https://www.facebook.com/whangaparaoacollege/</a></p>
<p><b>Whangaparāoa Golf Club</b> 1337 Whangaparāoa Road, Army Bay, Whangaparāoa</p>	<p>Whangaparāoa Community Resilience Group (WCRG) <a href="https://www.facebook.com/profile.php?id=61563902026199">https://www.facebook.com/profile.php?id=61563902026199</a> Whangaparāoa Golf Club (09) 424 5441 <a href="https://www.wgcgolf.net/">https://www.wgcgolf.net/</a></p>
<p><b>Hibiscus Coast Salvation Army</b> 32 Greenview Lane, Red Beach, Hibiscus Coast</p>	<p>Hibiscus North Community Resilience Group (HNCRG)</p>



	<p><a href="https://www.facebook.com/profile.php?id=61561299764414">https://www.facebook.com/profile.php?id=61561299764414</a></p> <p>Hibiscus Coast Salvation Army (09) 426 0239</p> <p><a href="https://www.facebook.com/HibiscusCoastSalvationArmy/">https://www.facebook.com/HibiscusCoastSalvationArmy/</a></p> <p><a href="https://www.salvationarmy.org.nz/centres/nz/auckland/hibiscus-coast/hibiscus-coast-corps">https://www.salvationarmy.org.nz/centres/nz/auckland/hibiscus-coast/hibiscus-coast-corps</a></p>
<p><b>Heart of the Bays Community Centre</b> 2 Glen Road, Browns Bay</p>	<p>Heart of the Bays Community Readiness Group</p> <p><a href="https://www.facebook.com/profile.php?id=61552281369912">https://www.facebook.com/profile.php?id=61552281369912</a></p> <p>Heart of the Bays (09) 478 4091</p> <p><a href="https://hotb.co.nz/">https://hotb.co.nz/</a></p> <p><a href="https://www.facebook.com/Heartofthebays">https://www.facebook.com/Heartofthebays</a></p>
<p><b>Browns Bay Presbyterian Church</b> 45 Anzac Road, Browns Bay</p>	<p>Heart of the Bays Community Readiness Group</p> <p><a href="https://www.facebook.com/profile.php?id=6155228136991">https://www.facebook.com/profile.php?id=6155228136991</a></p> <p>Browns Bay Presbyterian Church (09) 4782441</p> <p><a href="https://www.bbp.org.nz/">https://www.bbp.org.nz/</a></p> <p><a href="https://www.facebook.com/profile.php?id=100068613814451">https://www.facebook.com/profile.php?id=100068613814451</a></p>
<p><b>Mairangi &amp; Castor Bays Presbyterian Church</b> 10 Penzance Road Mairangi Bay</p>	<p>Mid Bays Resilient Communities</p> <p><a href="https://www.facebook.com/profile.php?id=61551507774860">https://www.facebook.com/profile.php?id=61551507774860</a></p> <p><b>Mairangi Castor Bays Presbyterian Church</b> (09) 478 6180</p> <p><a href="https://bayspresbyterian.org.nz/">https://bayspresbyterian.org.nz/</a></p> <p><a href="https://www.facebook.com/bayspresbyterian/">https://www.facebook.com/bayspresbyterian/</a></p>
<p><b>Rothesay Bay Community Hall</b> Corner of Rothesay Bay Road and Beulah Ave, Rothesay Bay</p>	<p>Heart of the Bays Community Readiness Group</p> <p><a href="https://www.facebook.com/profile.php?id=61552281369912">https://www.facebook.com/profile.php?id=61552281369912</a></p>
<p><b>The Church of Jesus Christ of Latter-day Saints</b> 313 Sunset Road, Mairangi Bay</p>	<p>Mid Bays Resilient Communities</p> <p><a href="https://www.facebook.com/profile.php?id=6155150774860">https://www.facebook.com/profile.php?id=6155150774860</a></p> <p>The Church of Jesus Christ of Latter-day Saints 022 016 2445</p> <p><a href="https://local.churchofjesuschrist.org/en/nz/auckland/313-sunset-road?utm_source=gmb&amp;utm_medium=yext&amp;y_source">https://local.churchofjesuschrist.org/en/nz/auckland/313-sunset-road?utm_source=gmb&amp;utm_medium=yext&amp;y_source</a></p>

	<a href="#">=1_MzAwNjIwODQtNzE1LWxvY2F0aW9uLndlYnNpdGU%3D</a>
Mairangi Arts Centre (back up hub) 20 Hastings Rd, Mairangi Bay	Mid Bays Resilient Communities <a href="https://www.facebook.com/profile.php?id=61551507774860">https://www.facebook.com/profile.php?id=61551507774860</a> Mairangi Arts Centre (09) 478 2237 <a href="https://www.facebook.com/MairangiArts/">https://www.facebook.com/MairangiArts/</a> <a href="https://mairangiarts.co.nz/">https://mairangiarts.co.nz/</a>

Community Response / Resilience Groups and community organisations play an important role in supporting the community in response to an emergency by communicating key messages from Auckland Emergency Management to their communities and relaying the needs and impacts in their community.

In the Hibiscus and Bays area, the following organisations are identified as a Community Response / Resilience Group:

Heart of the Bays Communities Readiness Group <https://www.facebook.com/profile.php?id=61552281369912>

Mid Bays Resilient Communities <https://www.facebook.com/profile.php?id=61551507774860>

Te Herenga Waka Ōrewa Marae <https://www.facebook.com/THWmarae/>

Hibiscus North Community Resilience Group <https://www.facebook.com/profile.php?id=61561299764414>

Whangaparāoa Community Resilience Group <https://www.facebook.com/profile.php?id=61563902026199>

## Marae

Marae are a taonga and should be considered as such. They are an integral part of the community often going out of their way to respond to community needs when disaster strikes.

### Marae in and around the Rodney area

Location	Contact details
Te Herenga Waka Ōrewa Marae 2A Blue Gum Avenue, Stanmore Bay, Silverdale 0932	Te Herenga Waka Ōrewa Marae 09 427 8958 <a href="https://www.teherengawakaorewa.co.nz/">https://www.teherengawakaorewa.co.nz/</a> <a href="https://www.facebook.com/THWmarae/">https://www.facebook.com/THWmarae/</a>

\*Insert photo of family going to CDC

## Interested in volunteering in an emergency?

There are many organisations where you can receive training and assist with response.

**Community Emergency Hub and Community Response Group volunteers** can assist their community in the setting up and running of their local Community Emergency Hub or assisting with other community response initiatives. Contact your local Community Emergency Hub for more information on how to get involved.

**New Zealand Response Team (NZRT) volunteers** are qualified responders who assist in emergency services and responding agencies during emergencies. During response, we deploy the Auckland Response Teams to complement or support the emergency services if the size of an incident or event is beyond what they can usually manage. In Auckland, we have two Response Teams who serve the wider Auckland community. NZRT5 North Shore is based in Sunnynook.

**Taskforce Kiwi volunteers** are defence and emergency services veterans, and members of the wider community, with the skills, experience, motivation and grit to help communities through direct assistance before, during and after disasters. They are not first responders, instead they work alongside existing emergency management agencies and communities, providing skilled volunteer resources to help fellow Kiwi's on their worst day. Taskforce Kiwi deploys teams of suitably trained and experienced volunteers into the field before, during and after disasters, providing a variety of services to impacted communities, working alongside existing emergency management staff and volunteers.

**Fire and Emergency New Zealand's volunteers** help communities prevent, prepare, respond and recover from emergencies. As well as firefighting, our volunteers attend medical incidents, motor vehicle accidents, severe weather events and other requests for help.

**Land Search and Rescue (LANDSAR) volunteers** provide search and rescue assistance to the lost, missing and injured across New Zealand.

**Coastguard volunteers** are on the frontline, crewing rescue vessels and aircraft, operating radios, coordinating search and rescue incidents, and saving lives at sea.

**Surf Life Saving New Zealand volunteers** lead beach and coastal safety, drowning prevention and rescue authority in Aotearoa.

**Student Volunteer Army volunteers** shift between local need and global outlook and make tangible differences in the world every day – whether it's simply mowing a neighbour's lawn or taking action to reverse the effects of climate change. Through our work in crises across Aotearoa over the last decade, they have evolved to become leaders of second wave crisis response, helping communities recover after disaster.

If you are not a trained volunteer with one of these organisations or another umbrella organisation, check in how you can support your neighbours or others in your area who may need support or assistance. There are also other organisations such as, [Mitre 10 Helping Hands](#) or [Volunteering Auckland](#) who may have opportunities to assist communities during emergencies.



*Figure 6 - New Zealand Response Team swift water car rescue training*

# Recovery

## What is recovery?

Recovery from an emergency is the purposeful, collaborative way of working, established to coordinate and manage recovery efforts. The purpose is to achieve better outcomes through coordinated and integrated action.

Recovery involves the coordinated efforts and processes used to bring about the immediate, medium-term, and long-term regeneration and enhancement of a community following an emergency. Opportunities are also sought to reduce risk and increase resilience.

Recovery should:

- support cultural and physical well-being of individuals and communities
- minimise the escalation of the consequences of the disaster
- reduce future exposure to hazards and their associated risks, i.e. build resilience
- take opportunities to regenerate and enhance communities in ways that will meet future needs (across the social, economic, natural and built environments).

## Why is recovery important?

The recovery process is about supporting people to rebuild their lives and restore their emotional, social, economic and physical wellbeing. It is more than simply building back infrastructure.

Recovery can be an opportunity for positive change. Lessons can be learned, vulnerabilities reduced, and action can be taken to be more resilient in future emergency events.

Recovery is complex. Achieving a recovery's intended outcome requires communication, coordination, collaboration and time.

## Roles in recovery – Who does what?

Whānau & individuals	Communities	The local board	Auckland Emergency Management	Auckland Council
<ul style="list-style-type: none"><li>• Stay informed, share recovery information for those impacted, and find creative ways to support those who have been impacted.</li><li>• Attend training (such as psychological first aid) to learn how to assist those that are struggling.</li></ul>	<ul style="list-style-type: none"><li>• Host events (such as coffee mornings) to foster continued connection.</li><li>• Review and refine the community resilience plans, identifying what did and what did not work, and what can be improved.</li></ul>	<ul style="list-style-type: none"><li>• Contribute to local awareness and help identify problems and vulnerabilities.</li><li>• Assist in setting up support recovery efforts and ongoing recovery teams.</li><li>• Provide political leadership and champion the issues the community is facing.</li></ul>	<ul style="list-style-type: none"><li>• Undertaking debriefs incorporating lessons learned into future work programmes.</li></ul>	<ul style="list-style-type: none"><li>• Potentially establishing a Recovery Office within council to coordinate recovery efforts across the four recovery environments (natural, social, built &amp; economic).</li><li>• Liaising with other recovery support agencies on behalf of communities.</li></ul>

<sup>2</sup> National Emergency Management Agency. 2019. Recovery Preparedness and Management Director's Guideline for Civil Defence Emergency Management Groups.



## Stay Informed

The Auckland Council's website and newsletter of *Our Auckland* is the best information source for the general public to get up to date recovery information and know where to access resources and/or get support.

## Medical help and advice

**If urgent medical help is required call 111.**

Contact your doctor or call the Healthline on 0800 611 116 if you need medical help and/or concerned about health issues.

Your health provider should be contacted if you need support such as home support services (including those you currently receive).

Looking after your mental wellbeing is important - it's normal for you and your whānau to be upset and to feel drained during and after emergencies.

- Text or call 1737 and speak with a trained counsellor.
- Speak to a health professional – your GP or mental health provider (can also be through your GP practice).
- Online resources including All Right (<https://www.allright.org.nz/>) and He Waka Ora (<https://hewakaora.nz/>).

## Housing assistance

If you have had to evacuate your home/whare, only return if the Rapid Assessment Team at Auckland Council or emergency services have advised it is safe to do so.

If your house has received a [placard](#) (sticker), the home owner will get correspondence from your [rapid building assessment](#) case manager at Auckland Council to advise on next steps (please ensure contact details are up-to-date through your rates).

[Tenancy Services](#) can assist tenants and landlords with damage to rental property in a disaster and can be contacted by phone on 0800 836 262 (0800 TENANCY).

[Kāinga Ora](#) customers can get assistance with repairs and support, and can be contacted by phone on 0800 801 601.

[Temporary Accommodation Support \(TAS\)](#) can help with support, advice, and potentially temporary accommodation and can be contacted by phone on 0508 754 163.

## Financial assistance

The Ministry of Social Development (Work and Income) can help with urgent or unexpected costs (such as petrol, food, furniture) or living expenses (such as medical costs, appliance replacement, bedding, food and rent) and can be contacted by phone on 0800 559 009.

## Insurance

Insurance policies are individual in regard to the type of event, damage, and what would be covered under a claim.

Some insurers cover the cost of temporary accommodation if residents can't stay at home and/or property has been damaged during the emergency event.

It is advised to take photos of damaged items that would be considered under an insurance claim.

New Zealand Claims Resolution Service (NZCRS) provides free, legal advice for people dealing with home insurance claims as a result of a disaster. NZCRS can be contacted by phone on 0508 624 327 or via email [contact@nzcrs.govt.nz](mailto:contact@nzcrs.govt.nz).

[Toka Tū Ake EQC](#) provides information for those navigating insurance claims (storm, floods and landslides). EQC can be contacted by phone on 0800 326 243 (0800 DAMAGE) or via email [info@eqc.govt.nz](mailto:info@eqc.govt.nz).

## To report a problem

Information below provides who and how to contact if there is a problem as a result of the emergency event.

### Electricity and gas

If you can smell gas, dial Fire and Emergency NZ on 111 and then Vector on 0800 764 764.

For outages and faults, go to Vector's website (<https://www.vector.co.nz/personal/outages-faults>).

You can also report outages to your own electricity provider.

### Flooding

**In life-threatening situations always contact 111.**

To report any public stormwater network or private property flooding, call the Healthy Waters department at Auckland Council on (09) 301 0101.

If the flooding is on a highway or motorway, call the NZ Transport Agency | Waka Kotahi on (09) 969 9800.

### Water and wastewater

To report a fault in a water or wastewater system contact Watercare via Live Chat on their website <https://www.watercare.co.nz/> or call (09) 442 2222 and press 1. For outages or faults go to <https://www.watercare.co.nz/Faults-outages/Current-outages-and-upcoming-shutdowns>.

An emergency event may have damaged sewerage lines so emergency toilets may need to be improvised.

\*insert emergency toilet image

- To make an emergency toilet, use sturdy, watertight containers that can hold approximately 15 – 20 litres (such as a rubbish bin or an empty paint bucket) with a snug-fitting cover.
- Line buckets with plastic bags.
- Pour or sprinkle a small amount of regular household disinfectant (such as chlorine bleach) into the container each time the toilet is used to reduce odour and germs. If no disinfectant is available, use dirt and dry materials.

### Roads

To report an urgent issue on a state highway call the NZ Transport Agency | Waka Kotahi on 0800 44 44 49 or report non-urgent issues on their website (<https://www.nzta.govt.nz/contact-us/email-us/state-highway-issue-or-feedback/>).

To report an urgent issue on Auckland's roads call Auckland Transport on (09) 09 355 3553, or report non-urgent issues on their website (<https://contact.at.govt.nz/?cid=cc9a9258-7450-ec11-8f8e-002248181b18>).

### Security and crime

**DO NOT put yourself in harm's way**

Unfortunately, emergency situations can also prompt criminal activity.

To report someone committing a crime or behaving suspiciously, phone the Police by dialling 111 and take down the license number if they are in a vehicle.

## Disposal of waste

It is important that damp items in a home are removed as soon as possible for health reasons. If support is needed to remove the damp or wet items such as carpet and furniture, call Auckland Council on (09) 301 0101 and ask for assistance.

Debris and damaged items from an emergency event that needs to be disposed of can be taken to the closest waste transfer station in Auckland.

For the Hibiscus and Bays area there is:

### North Shore Refuse and Recycling Transfer Station

117 Rosedale Road, Rosedale

[www.wastemanagement.co.nz](http://www.wastemanagement.co.nz)

09 478 9208

### Silverdale Transfer Station

101 Foundry Road, Silverdale

<https://econowaste.co.nz/services/silverdale-transfer-station>

09 421 9111

### Constellation Drive Refuse Transfer Station

4 Home Place, Mairangi Bay

<https://environz.co.nz/facilities/constellation-drive-resource-recovery-centre>

0800 240 120

[enquiries@environz.co.nz](mailto:enquiries@environz.co.nz)

## Replacement of household items

The best place to replace damaged household items is through a community recycling centre.

Convenient to those living in the Hibiscus and Bays area there are two community recycling centres:

### Whangaparāoa Community Recycling Centre

637 Whangaparaoa Road, Stanmore Bay

[www.facebook.com/HCZeroWaste/](http://www.facebook.com/HCZeroWaste/)

021 0826 8196

[hibiscuscoastzerowaste@gmail.com](mailto:hibiscuscoastzerowaste@gmail.com)

### Wairau Community Recycling Centre

9 Porana Road, Wairau Valley, Glenfield

[www.wairauzerowaste.nz/](http://www.wairauzerowaste.nz/)

021 229 8093

[reuse@wairauzerowaste.nz](mailto:reuse@wairauzerowaste.nz) Wairau

If you would like to donate items to those in need, check Localised's website, to see what items they are able to accept during a disaster recovery.

\*insert community resilience photo



# References

Auckland Emergency Management. 2024. Group Plan Tāmaki Makaurau Auckland Civil Defence and Emergency Management Group Plan 2024 – 2029. Auckland, New Zealand.

<https://www.aucklandemergencymanagement.org.nz/media/1wbpk1si/aem-group-plan-2024-2029.pdf>

Auckland Emergency Management. 2023. Elected Member’s Guide. Auckland, New Zealand.

[https://www.aucklandemergencymanagement.org.nz/media/wxslin1a/20230804-aem-elected-members-guide\\_v1\\_rev2.pdf](https://www.aucklandemergencymanagement.org.nz/media/wxslin1a/20230804-aem-elected-members-guide_v1_rev2.pdf)

Civil Defence Emergency Management Act 2002

<https://www.legislation.govt.nz/act/public/2002/0033/51.0/DLM149789.html>

Hibiscus and Bays Local Board. 2023. Hibiscus and Bays Local Board Plan 2023. Auckland, New Zealand.

<https://www.aucklandcouncil.govt.nz/about-auckland-council/how-auckland-council-works/local-boards/all-local-boards/hibiscus-bays-local-board/Pages/hibiscus-bays-plans-agreements-reports.aspx>

Ministry of Civil Defence and Emergency Management. 2019. National Disaster Resilience Strategy. Wellington, New Zealand. <https://www.civildefence.govt.nz/assets/Uploads/documents/publications/ndrs/National-Disaster-Resilience-Strategy-10-April-2019.pdf>.

Research and Evaluation Unit (RIMU), Auckland Council. 2019. 2018 Census Results Local board and special area information sheets. Auckland, New Zealand. <https://knowledgeauckland.org.nz/media/1181/auckland-area-2018-census-info-sheets-all-local-boards.pdf>



# Appendix 1 - Useful Links

Tāmaki Makaurau Auckland Civil Defence Emergency Management Group Plan 2024-2029

<https://www.aucklandemergencymanagement.org.nz/media/1wbpk1si/aem-group-plan-2024-2029.pdf>

## Reduction

- Reduce the risk of landslides <https://www.aucklandcouncil.govt.nz/recovery-extreme-weather-disasters/get-ready-disaster/Pages/reduce-risk-landslides.aspx>
- Auckland's Hazard Viewer <https://aucklandcouncil.maps.arcgis.com/apps/MapSeries/index.html?appid=81aa3de13b114be9b529018ee3c649c8>
- Reduce the risk of flooding [www.aucklandcouncil.govt.nz/floodviewer](http://www.aucklandcouncil.govt.nz/floodviewer) <https://www.aucklandcouncil.govt.nz/environment/looking-after-aucklands-water/flooding-blockages/Pages/prevent-flooding-blockages-on-property.aspx>

## Readiness

### Home Ready (Grab Bags, household plans, essential supplies)

- Auckland's Hazard Viewer <https://aucklandcouncil.maps.arcgis.com/apps/MapSeries/index.html?appid=81aa3de13b114be9b529018ee3c649c8>
- Auckland Council's Flood Viewer <https://experience.arcgis.com/experience/cbde7f2134404f4d90adce5396a0a630>
- Household Plan <https://getready.govt.nz/en/prepared/household/make-a-plan>  
<https://www.aucklandemergencymanagement.org.nz/home-ready#item0>
- High rise Building Ready <https://www.wremo.nz/get-ready/home-ready/high-rise-buildings/>

- For people with disabilities:

Auckland Emergency Management Resources

<https://www.aucklandemergencymanagement.org.nz/resources>

Advice for Disabled People (NEMA) <https://getready.govt.nz/en/prepared/advice-for-disabled-people/deaf-or-hard-of-hearing>

Audio, Large Print and Easy Read <https://getready.govt.nz/en/alternate-formats/audio> (or call the Telephone Information Service by dialling 09 302 3344 menu option 4116.)

Taikura [www.taikura.org.nz](http://www.taikura.org.nz)

- Preparing Animals for Emergencies: <https://www.mpi.govt.nz/animals/animal-welfare/animal-welfareemergency-management/preparing-animals-for-emergencies/> Grab Bags <https://www.aucklandemergencymanagement.org.nz/home-ready#item2>
- EQCover <https://www.eqc.govt.nz/insurance-and-claims/about-eqcover/>
- Emergency information in different languages:  
<https://www.aucklandemergencymanagement.org.nz/resources> <https://getready.govt.nz/en/prepared>  
\*change language in top left corner

## Community Ready

- Community Ready (AEM): <https://www.aucklandemergencymanagement.org.nz/community-ready>
- Heart of the Bays Communities Readiness Group <https://www.facebook.com/profile.php?id=61552281369912>
- Mid Bays Resilient Communities <https://www.facebook.com/profile.php?id=61551507774860>
- Te Herenga Waka Ōrewa Marae <https://www.facebook.com/THWmarae/>
- Hibiscus North Community Resilience Group <https://www.facebook.com/profile.php?id=61561299764414>
- Whangaparāoa Community Resilience Group <https://www.facebook.com/profile.php?id=61563902026199>
- Community Response [Resilience] Plan templates <https://www.aucklandemergencymanagement.org.nz/community-ready#item2>
- Community Response [Resilience] Plans/Local Board Response & Readiness Plans <https://www.aucklandemergencymanagement.org.nz/auckland-emergency-management/local-boards>
- North Shore Neighbourhood Support <https://www.neighbourhoodsupport.co.nz/member/neighbourhood-support-north-shore>

## Work Ready (Businesses)

- Work Ready (AEM) <https://www.aucklandemergencymanagement.org.nz/work-ready>
- Work Ready (NEMA) <https://getready.govt.nz/en/prepared/work>
- Business: <https://www.business.govt.nz/risks-and-operations/planning-for-the-unexpected-bcp/emergency-planning-for-businesses/>

## Hazard Ready

- Auckland's Hazard Viewer <https://aucklandcouncil.maps.arcgis.com/apps/MapSeries/index.html?appid=81aa3de13b114be9b529018ee3c649c8>
- Auckland Council's Flood Viewer <https://experience.arcgis.com/experience/cbde7f2134404f4d90adce5396a0a630>
- Make Your Home Safer <https://getready.govt.nz/en/prepared/household/make-your-home-safer>
- Drop Cover and Hold <https://getready.govt.nz/en/emergency/earthquakes/drop-cover-hold>
- Shake Out <https://getready.govt.nz/en/involved/shakeout>
- Protection from breathing ash <https://www.ivhhn.org/ash-protection>
- Protect yourself from breathing volcanic ash <https://www.ivhhn.org/ash-protection>

## Response

- State of Emergency <https://getready.govt.nz/en/emergency/who-does-what-in-an-emergency>
- Radio New Zealand <https://www.rnz.co.nz/>
- Newstalk ZB <https://www.newstalkzb.co.nz/>
- The Hits <https://www.thehits.co.nz/>
- More FM <https://www.morefm.co.nz/home.html>
- Facebook (AEM) <https://www.facebook.com/aklcdem/>
- X [previously Twitter] (AEM) <https://twitter.com/AucklandCDEM>

- Auckland Emergency Management website <https://www.aucklandemergencymanagement.org.nz/>
- Facebook (NEMA) <https://www.facebook.com/NZCivilDefence>
- X [previously Twitter] (NEMA) <https://twitter.com/NZcivildefence>
- NEMA's Get Ready website <https://getready.govt.nz/en>
- Our Auckland Council <https://ourauckland.aucklandcouncil.govt.nz/>
- Waka Kotahi <https://www.nzta.govt.nz/traffic-and-travel-information/>
- Auckland Transport <https://at.govt.nz/projects-roadworks/roadworks-and-disruptions>
- Safe Swim <https://www.safeswim.org.nz/>
- Emergency Mobile Alert <https://getready.govt.nz/en/prepared/stay-informed/emergency-mobile-alert>
- Met Service <https://www.metservice.com/>

### Volunteer Organisations

- Auckland Emergency Management Response Teams  
<https://www.aucklandemergencymanagement.org.nz/get-involved/auckland-response-team>
- Taskforce Kiwi <https://www.taskforcekiwi.org/get-involved>
- FENZ <https://www.fireandemergency.nz/volunteering/>
- LandSAR <https://www.landsar.org.nz/volunteer-with-land-search-and-rescue/>
- Coastguard <https://volunteers.coastguard.nz/current-vacancies/>
- Surf Life Saving NZ <https://www.surflifesaving.org.nz/join-us/become-a-surf-lifeguard>
- Student Volunteer Army <https://www.facebook.com/StudentVolunteerArmy/>
- Mitre 10 Helping Hands <https://www.mitre10.co.nz/helpinghands>

### Recovery

- Our Auckland <https://ourauckland.aucklandcouncil.govt.nz/>
- Wellbeing support
- Te Whatu Ora <https://info.health.nz/>  
All Right <https://www.allright.org.nz/coping-tough-times>  
He Waka Ora <https://hewakaora.nz/>
- Vector <https://www.vector.co.nz/personal/outages-faults>
- Watercare <https://www.watercare.co.nz/Faults-outages/Current-outages-and-upcoming-shutdowns>
- Roads Auckland Transport <https://at.govt.nz/projects-roadworks/road-works-disruptions/>
- Waka Kotahi <https://www.nzta.govt.nz/traffic-and-travel-information/>
- Emergency toilets <https://www.tewhatuora.govt.nz/our-health-system/environmental-health/environmental-health-in-emergencies/during-an-emergency/making-a-temporary-toilet-or-long-drop>
- Placards (stickers) <https://www.aucklandcouncil.govt.nz/recovery-extreme-weather-disasters/recover-disaster/help-buildings-land-compliance/Pages/placards-issued-properties-after-natural-disaster.aspx>  
<https://www.aucklandcouncil.govt.nz/recovery-extreme-weather-disasters/recover-disaster/help-buildings-land-compliance/Pages/rapid-building-assessments.aspx>

- Tenancy Services <https://www.tenancy.govt.nz/maintenance-and-inspections/repairs-and-damages/what-to-do-after-a-natural-disaster/>
- Kāinga Ora [https://kaingaora.govt.nz/en\\_NZ/tenants-and-communities/support-for-customers-impacted-by-a-natural-disaster/](https://kaingaora.govt.nz/en_NZ/tenants-and-communities/support-for-customers-impacted-by-a-natural-disaster/)
- Temporary Accommodation Support (TAS) <https://www.tas.mbie.govt.nz/> .
- Work and Income <https://www.workandincome.govt.nz/>
- New Zealand Claims Resolution Service (NZCRS) <https://www.nzcrs.govt.nz/>
- Toka Tū Ake EQC Factsheets <https://www.eqc.govt.nz/our-publications/information-about-egcover-claims-for-storm-flood-and-landslip-damage/>
- Localised <https://localised.nz/our-enterprises/wairau-zero-waste-hub>

## Emergency Services

In an emergency dial 111, for general information and updates visit:

NZ Police	<a href="http://www.police.govt.nz">www.police.govt.nz</a> .
Fire and Emergency NZ	<a href="http://www.fireandemergency.nz">www.fireandemergency.nz</a> . <a href="http://www.checkitsalright.nz">www.checkitsalright.nz</a> .
St John's	<a href="http://www.stjohn.org.nz">www.stjohn.org.nz</a> .
Coastguard Marine Assistance	<a href="https://www.coastguard.nz/boating-safely/in-an-emergency/">https://www.coastguard.nz/boating-safely/in-an-emergency/</a>

# Appendix 2 – Make A Plan

## MAKE A PLAN



**GET READY**

.govt.nz

### MY HOUSEHOLD PLAN

#### Your household members details

Name:

Telephone Number:

Name:

Telephone Number:

Name:

Telephone Number:

#### IF WE CAN'T GET HOME

**Our meeting place:** Where will we meet if we can't get home (local and out of town)?

Add an address and instructions:

**Who will pick up the kids?** If you are not able to pick the kids up, who will?

Name:

Telephone Number:

Name:

Telephone Number:

#### IF WE CAN'T GET HOLD OF EACH OTHER

**We will leave a message with:** Who will we check in with (someone out of town in case local phone lines are down)?

Name:

Telephone Number:

Name:

Telephone Number:

**Where to get updates:** How will we find the latest news/alerts (which radio stations, websites, social media pages)?

Radio station/websites/social media:

**WHO MIGHT NEED OUR HELP?** Think about friends and neighbours who may need our help or who can help us

Name:

Telephone Number:

Name:

Telephone Number:



---

## WHO WILL WE NEED TO CONTACT? (ALWAYS DIAL 111 IN AN EMERGENCY)

Think about council emergency hotline, medical centre/doctor, landlord, insurance company, power company, day care/school, work, family members

Emergency Services	111
Name:	Telephone Number:

---

## IF WE ARE STUCK AT HOME

Do we have emergency supplies? Food and drink for three days or more (for everyone including babies and pets)? Torches and radio with batteries? First aid/medical supplies? They don't all need to be in one big box, but you may have to find them in the dark. Do we know how to turn off water, power and gas.

*Make detailed notes on where these items are stored:*

*Details on how to turn the water and gas off:*

---

## IF WE HAVE NO POWER

How will we cook, stay warm, see at night? Do we have spare cash in case ATMs are not working? Do we have enough fuel in case petrol pumps are not working?

*Make notes on what you and your family need to do:*

---

## IF WE HAVE NO WATER

Do we have enough drinking water (3 litres per person per day for 3 days or more), change every 12 months. What will we cook and clean with? What will we use for a toilet?

*What will you do? How have you prepared?*

---

## IF WE HAVE TO LEAVE IN A HURRY

Do we have Getaway Kits\* for everyone? At home, at work, in the car?  
\* A small bag with warm clothes, torch, radio, first aid kit, snack food and water, to get you to your safe place.

*Detail where you have stored your getaway kits:*

# Appendix 3 - Hazard Factsheets

## Hazard Factsheet: Electricity Outage

All broken or downed electricity lines should be treated as live and dangerous – stay well away and not attempt to move trees that are in contact with lines. Call 111 to report this as a risk to life and property.

Report your own electricity outage to Vector on 0508 832 867.

Report trees down on public land to Auckland Council on (09) 301 0101.

**Conserve phone battery by limiting mobile calls and data use.**

### Food illness and prevention

Take care with food from your fridge and freezer to avoid food poisoning and manage spoilage issues. Eat perishable foods first, the contents of your freezer second (minimise freezer opening).

After more than two days without power, highly perishable foods may not be safe to eat.

- Throw out rotten or contaminated food quickly so it doesn't spoil other food in the fridge.
- You can still eat food like raw vegetables, cheese, and bread.
- Dispose of any food from the freezer which has thawed out and been at room temperature for over two hours.
- Do not to refreeze food that has defrosted.
- If the frozen food still has ice crystals and the packaging is intact, then it can be refrozen. If you are unsure, have a closer look and smell. If the colour has changed, it has a slimy texture or if it smells off, do not eat.
- Eating food that has gone off is a risk to be infected with salmonella, campylobacter and a range of food poisoning bacteria.

Maintaining hygiene around food preparation and cooking requires more thought than normal.

- Always wash and dry your hands before preparing food – if water is in short supply keep some in a bowl with disinfectant.
- Ensure all utensils are clean before use.
- Cook food thoroughly.

Note that pets are just as likely to become unwell by consuming unsafe food as humans. If you are boiling water to drink, do the same for your pets.

### Heating, lighting and cooking

**DON'T** be tempted to use unsafe ways to heat your home/whare. Only use fireplaces that have been safety checked, follow the manufacturer's advice when using gas heaters.

**NEVER** use outdoor gas heaters inside or try to use your BBQ for indoor heating.

**DO** boil water on your camp stove or BBQ for hot water bottles. Wear extra layers of clothing and use extra blankets, close internal doors and curtains to retain heat.

**DO** use camp stoves or your BBQ outside and make sure food is cooked thoroughly before eating. Take care with candles or use battery-powered lanterns or torches instead, to prevent fire risk. If using a generator, ensure you have enough fuel to use.

### Electric Hot Water

In some parts of Auckland, electric hot water is on a separate line network to electric power which means you may have power but no hot water. If your power and hot water lines have been restored but your hot water cylinder is not reheating after six hours of the hot water line being reconnected, contact your lines provider Vector on 0508 832 867 or Counties Power on 0800 100 202 for advice.

This page has intentionally been left blank.

# Hazard Factsheet: Flooding

During wet weather, stormwater naturally flows overland to the lowest point. When there is heavy rain and the stormwater network reaches capacity or there is a blockage, greater volumes of water flow overland and may cause flooding.

The geography of Tāmaki Makaurau means that most flooding is flash flooding which occurs rapidly after intense rainfall.

Flash floods and floods in general are dangerous when:

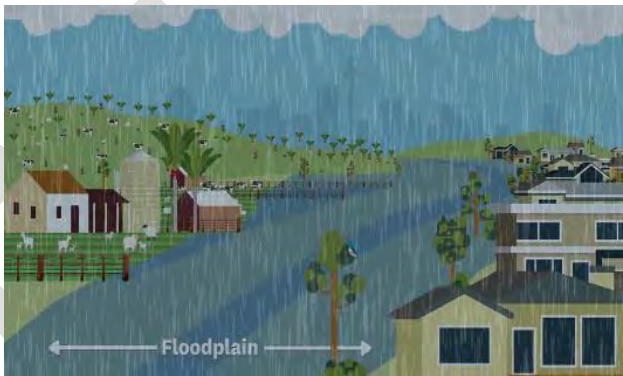
- water is very deep or travelling fast
- floodwaters have risen quickly
- floodwater contains debris (such as trees or building materials)
- floodwater is contaminated by raw wastewater or other biological contaminants.

Go to Auckland Council Flood Viewer to see impacts near you



**Flood plains** are areas predicted to be covered by flood water during heavy rain. Flood plains appear in low-lying areas or next to streams and rivers.

As many historical streams have been piped, flood plains may appear in areas where you haven't seen water before.



**Flood prone areas** are low-lying areas where water can become trapped and collect during heavy rain, especially if the stormwater outlet is blocked or reaches capacity.

Flood prone areas can occur naturally in the landscape or be created by man-made features (such as roads and railway embankments).

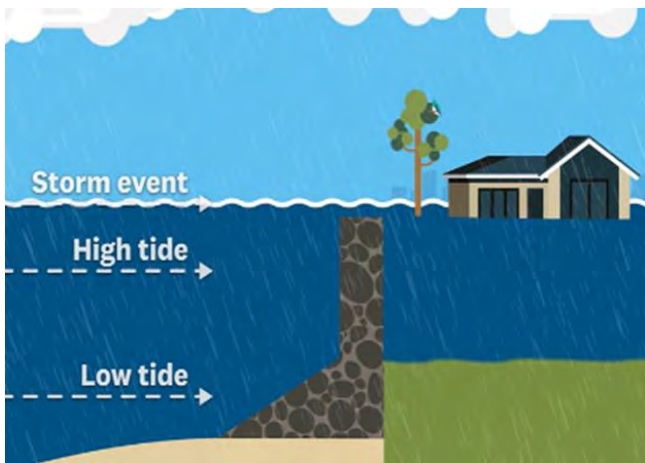
They can be extremely large areas, and properties are built within them.

**Overland flow** paths are where the route water will naturally take across the ground during heavy rain when the stormwater network is at capacity (or where there is no stormwater network).

Water can move very quickly over land, creating temporary fast flowing streams as it travels downhill.

Items like rubbish, fences and buildings can be swept away by overland flow paths or create blockages which can cause flooding.





**Storm surges and coastal inundation** (e.g. coastal flooding including storm surge) are natural events that occur when normally dry, low-lying land is flooded by the sea.

Where coastal flooding occurs is determined by the sea level and the topography of the ground surface.

Coastal inundation is more likely during storms as the sea level at the coast rise due to strong winds, lower air pressure, heavy rain, and larger waves.

High tides can cause flood waters to encroach further inland.

Coastal inundation and storm surge can cause scouring and erosion of landforms at the coast. Tāmaki Makaurau’s coastal cliffs are especially susceptible to erosion by both coastal inundation and severe storms. This in turn can lead to landslides and instability.

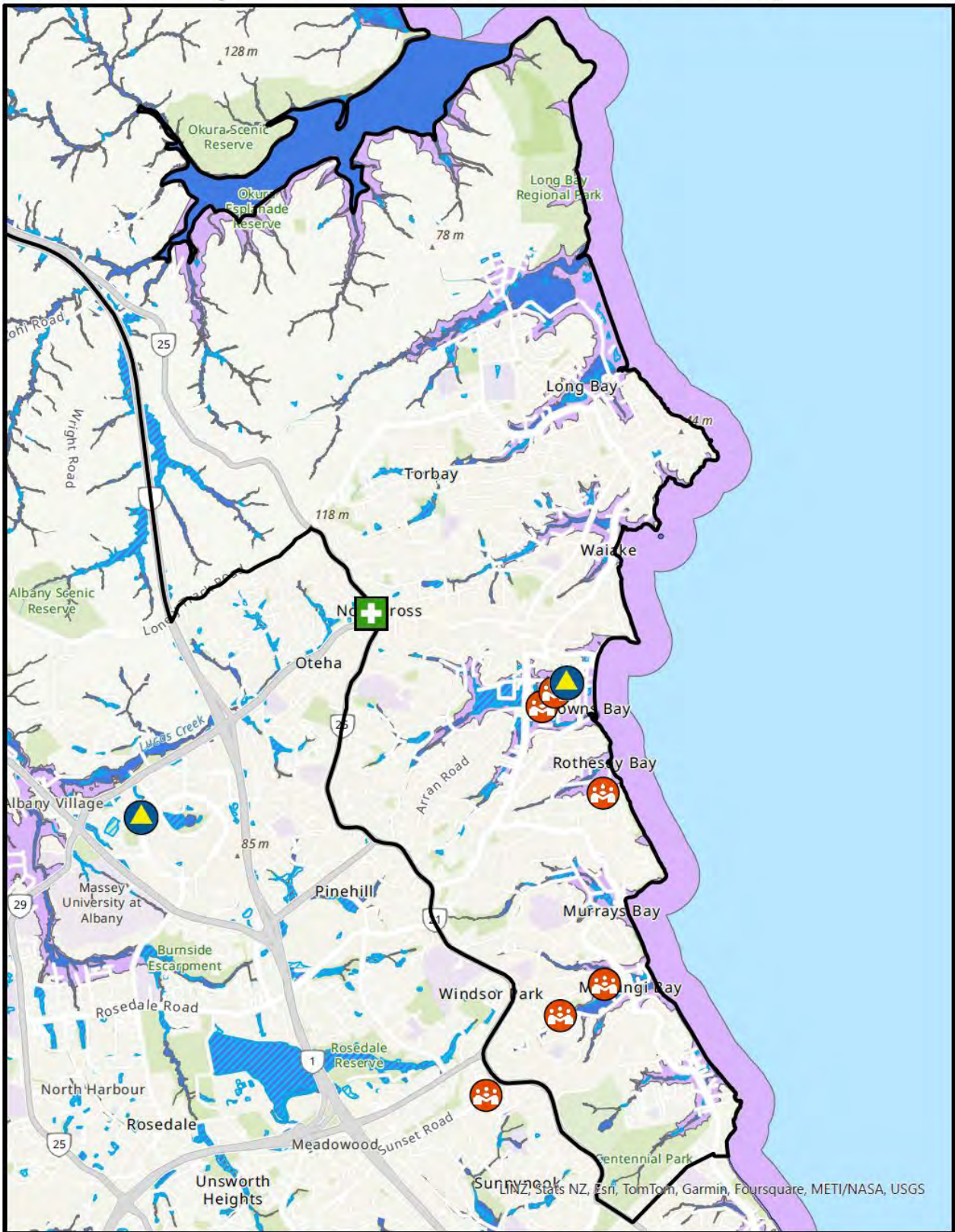
Areas that experience inundation will increase and flood more frequently and to a greater depth as sea levels rise and storms become more frequent due to climate change.

### During a flood

- Keep children away from flood waters. It is not safe for them.
- Do not put yourself at risk to take photos or videos of the flood.
- If water is seeping into your home/whare, turn off the electricity at the mains and request an electrician to check it is safe to turn the power back on before doing so.
- If you have been evacuated, it may not be safe to return whare/home even when the floodwaters have receded. Listen to emergency services and local Civil Defence authorities and don’t return whare/home until they tell you it is safe to do so.
- Always assume that all flood water is contaminated with wastewater, farm run off and chemicals. Flood water may also be electrically charged from damaged electricity lines.
- If you come into contact with flood water, thoroughly clean hands with anti-bacterial soap or hand sanitiser and wash any clothes or property with hot water, detergent and a household disinfectant bleach solution. See Te Whatu Ora’s guidance on ‘*Cleaning up safely after a flood*’: [https://www.arphs.health.nz/assets/Uploads/Resources/Healthy-environments/Flooding/Flood-advice\\_-\\_cleaning-up-ARPHS.pdf](https://www.arphs.health.nz/assets/Uploads/Resources/Healthy-environments/Flooding/Flood-advice_-_cleaning-up-ARPHS.pdf)
- **Never try to drive through flood waters** (most deaths from floods are vehicle related).
- If your vehicle stalls while driving near flood water, abandon it immediately and climb to higher ground. Many deaths have resulted from attempts to move stalled vehicles.



# East Coast Bays Flood and Coastal Inundation Map



-  Accident & Urgent Care Facilities
-  Marae
-  Civil Defence Centre
-  Community Emergency Hub
-  Flood Prone Areas
-  Flood Plains
-  Coastal Inundation
-  Coastline
-  Local Board Boundary

**DO YOU KNOW  
YOUR FLOOD  
RISK**



**Scan now**




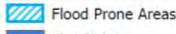


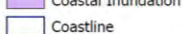



**Auckland  
Emergency  
Management**  
Tokongu Mata Ohotata o Tamaki Makaurau



# Hibiscus Coast Flood and Coastal Inundation Map



LINZ, Stats NZ, Esri, TomTom, Garmin, Foursquare, METI/NASA, USGS

- |  |  |
|--|--|
|  Accident & Urgent Care Facilities |  Flood Prone Areas    |
|  Marae                             |  Flood Plains         |
|  Civil Defence Centre              |  Coastal Inundation   |
|  Community Emergency Hub           |  Coastline            |
|  |  Local Board Boundary |

**DO YOU KNOW  
YOUR FLOOD  
RISK**

*Scan now* 



This page has been intentionally left blank.

DRAFT

## Hazard Factsheet: Severe Storms

Storms are a combination of many different hazards occurring at the same time, including high winds, heavy rain and in some cases storm surges.

Tāmaki Makaurau can experience storms all year around including tropical cyclones that track down from the tropical latitudes in summer, and strong polar blasts that come up from the 'Roaring 40s' and southern latitudes in the winter.

The low atmospheric pressure associated with storms when combined with high tides or strong winds, could cause coastal inundation/storm surges. Widespread storms can cause additional or cascading hazards, for example heavy rain can trigger flooding and landslides which damage buildings and lifeline utility networks.

How we are impacted by widespread severe storms will change as we continue to experience the impacts of climate change.

Rainfall rates and wind speeds associated with severe storms may become more intense in the future as global temperatures continue to rise.

### During a storm

- Listen to advice provided by Auckland Emergency Management and emergency services.
- Put your emergency plans into action.
- Secure your home/whare and critical buildings by closing windows. Pull curtains and blinds over windows which can prevent injury from flying glass if the window breaks.
- Take extreme care with items that may conduct electricity if your home/whare is struck by lightning.
- Using electric lights is safe during a severe storm but unplugging appliances (especially television sets) is prudent.
- Turn off air conditioners and heat pumps which can be overloaded by electricity surges from lightning.
- If you live in an old house with metal plumbing, avoid using bathtubs, water taps and sinks as these may conduct electricity.

inset photo of storm

## Hazard Factsheet: Thunderstorms and Tornadoes

Tāmaki Makaurau experiences isolated, high intensity thunderstorms each year that are formed when warm moist air rises rapidly into unstable conditions in the atmosphere.

Some thunderstorms can develop into a tornado. These are usually isolated and short lived but pose a major danger to property and life in their path.

Forecasting these systems is challenging. They can produce localised flooding and damage buildings, trees, and occasionally cause injuries and deaths.

**Met Service classifies a severe thunderstorm as: rainfall of 25mm/hr or more, hailstones of 20mm or more in diameter, gusts of wind of 110km/h or stronger, damaging tornadoes of at least 116km/h windspeed.**

**During a thunderstorm or tornado** take shelter immediately. If you are inside, move to an interior room or hallway without windows, on the lowest floor putting as many walls as you can between you and the outside. Stay away from windows and exterior doors. For added protection, get under something sturdy such as a heavy table or workbench. If possible, cover your body with a blanket, mattress or sleeping bag, and protect your head with your hands.

**If you are outdoors during a tornado**, lie down flat in a nearby gully, ditch or low spot on the ground where the wind and debris will blow over you protecting your head with an object or with your arms.

**If you are in a car during a tornado**, pull safely onto the shoulder of the road, stop, and get out. Do not try to outrun a tornado in your car. Lie down flat in a nearby gully, ditch, or low spot on the ground. Do not get under your vehicle.

**Places and objects to avoid during a thunderstorm** are tall structures such as towers, trees, or hilltops because lightning normally strikes the tallest objects in the area as well as open or exposed spaces (such as exposed sheds or construction sites). Avoid any electrically conductive objects such as metal fences, clothes lines and electricity and telephone lines.

Machinery or objects that have metallic contact with the ground such as tractors should also be avoided.

**If you are in a car during a thunderstorm** pull safely onto the shoulder of the road and stop, making sure you are away from any trees or other tall objects that can fall on the vehicle. Turn your hazard lights to alert other drivers that you have stopped. Stay in the vehicle with your windows closed. You are safer from lightning in a vehicle than out in the open. Avoid contact with metal or other conducting surfaces inside and outside the vehicle to reduce your chance of being shocked.

**If you are outdoors during a thunderstorm** and hear distant thunder or see a flash of light, get indoors immediately. Avoid gazebos, rain or picnic shelters and other flimsy outdoor structures. These offer little protection from large hail, can be struck by lightning, and are often blown around in strong winds. A sturdy building is the safest location during a severe thunderstorm.

If you cannot find any suitable shelter, as a last resort, find a low-lying, open place away from single large trees, poles, or metal objects. Make sure the place you pick is not subject to flooding. If you are physically able to, crouch low to the ground on the balls of your feet. Place your hands on your knees and your head between your knees. Minimize your body's surface area and minimize your contact with the ground. Lightning currents often enter a victim through the ground rather than by a direct overhead strike.

If you are boating, fishing or swimming, get to land, get off the beach, and find shelter immediately.

**Call 111 immediately if someone is struck by lightning**

## Hazard Factsheet: Landslides

High intensity or prolonged rain fall, earthquakes, flooding or other hazards can lead to landslides.

Investigate the risk of a landslide by doing the following:

- Regularly inspect your property if you are located on or near a slope for any indication of movement (especially after heavy rain fall or an earthquake). Signs of instability including doors and windows that start to stick, gaps appearing, decks moving or tilting away from the house, new cracks or bulges on the ground, leaning trees or fences, slope movement.
- Look at the hillsides around your home/whare for any signs of land movement (like rockfall, small landslides or debris flows and unusual cracking) and any trees that start to tilt over time.
- Watch the patterns of storm water drainage on slopes near your home/whare especially the places where runoff water converges. Noticing small changes can alert you to an increased threat of a landslide, most small landslides are caused by water runoff so changes in water runoff patterns can indicate ground movement.
- If you are near a stream or waterway, be alert to any sudden increase or decrease in water flow, and to a change from clear to muddy water. Such changes may indicate landslide activity upstream.

If you notice any of these changes, seek professional advice as soon as possible.

### **If you suspect that a landslide is occurring, or is about to occur in your area:**

- Evacuate immediately if it is safe to do so. Seek higher ground outside the path of the landslide.
- If you cannot leave safely, move out of the path of the debris. The side of your house furthest from the landslide is likely to be the safest location within the property.
- Alert your neighbours. They may not be aware of the potential hazard so advising them of a threat may save their lives.
- Help neighbours who need assistance to evacuate if you can do so without putting yourself in danger.
- Contact Auckland Council. Council engineers or other geotechnical engineers are the people best able to assess the potential danger.

### **If a landslide does occur:**

- Stay away from the landslide area as further ones may occur.
- Put your emergency plans into action.
- If safe to do so, check for injured and trapped persons and animals near the landslide, without entering the landslide area.
- Direct rescuers to their locations.

inset photo of landslide



This page has been intentionally left blank.

DRAFT

# Hazard Factsheet: Volcano Eruption

Tāmaki Makaurau Auckland could be affected by a volcanic eruption from both inside and outside of the Auckland region.

The Auckland Volcanic Field contains 53 known volcanic centres.

In the Devonport-Takapuna area there are the following volcanoes as shown on the map below: Pupuka Moana/Lake Pupuke, Takararo/Mount Cambria, Maungauika/North Head and Takarunga/Mount Victoria. Nearby there is also Te Kopua o Matakamokamo/Tank Farm and Te Kopua o Matakerepo/Onepoto volcanoes in the Kaipātiki local board area.

While scientists consider the probability of an eruption from the Auckland Volcanic Field occurring within our lifetimes to be very low, the field is active and the consequences of a future eruption in Tāmaki Makaurau Auckland could be highly impactful.

Some of the hazards associated with an eruption with the Auckland region include hot, fast-moving ash and debris clouds (base surges), ash fall, volcanic gasses, earthquakes, volcanic bombs as well as lava flows.

GeoNet's website (<https://www.geonet.org.nz/volcano/aucklandvolcanicfield>) provides information on Volcanic Alert Levels across Aotearoa New Zealand.

Tāmaki Makaurau Auckland may also be affected by volcanic eruptions outside of the region (for example the central volcanic zone near Taupo and central plateau volcanoes like Ruapehu etc) in the form of ash fall and disruption to lifeline utilities such as Auckland Airport.

## If ash fall is forecasted

- Before ash fall starts go to your home/whare to avoid exposure to and driving during ash fall.
- If you have respiratory or heart conditions, keep your relief and preventer medication handy, and use as prescribed. If you have any concerns, call your doctor.

## Steps to take to keep ash out of your house

- Set up a single entry/exit point for your house. Place damp towels by the door to prevent ash being tracked indoors on your shoes.
- Close all remaining doors, windows, and other entry points, such as cat doors and air vents.
- Shut down heat pumps and air conditioning units, to prevent ash from being blown indoors, and to prevent ash from damaging the units by clogging filters and corroding metal.
- Cover electronics and leave covered until the indoor environment is free of ash.
- Cover spa pools and swimming pools as ash can clog filters.
- Disconnect downpipes from gutters to allow ash and water to empty from gutters onto the ground.
- Disconnect roof catchment rainwater storage tanks from downpipes to prevent contamination.
- Seal any openings in water storage tanks (e.g. poorly-fitted covers) to prevent the entry of ash.
- Cover any open gully traps or drains with a sheet of plywood or similar to prevent ash from entering the wastewater or stormwater systems.
- Cover vegetable gardens with tarpaulins to prevent ash contamination.

## During ash fall

- Stay and keep pets indoors.
- Do not attempt to clear ash from your roof while ash is falling.
- Avoid non-essential driving. If you must drive, drive slowly, maintain a safe following distance behind other traffic, use headlights on low beam, and avoid using wipers as ash can scratch windcreens.
- **Do not** use un-flued gas heaters indoors while your house is sealed to keep out ash, as there is a risk of carbon monoxide poisoning.
- **Never** use outdoor gas appliances indoors.

## Protecting your health

- Reduce your exposure to ash, gases and aerosols by staying indoors. This is particularly important for high-risk groups (children, older adults and those with pre-existing respiratory conditions, such as asthma, COPD, or chronic bronchitis).

**If you have been prescribed preventer medication, ensure you take it as advised by your doctor. Keep your reliever medication with you at all times.**

- If you have to go outside, wear protective clothing: e.g. a N95 mask, goggles without side vents, strong footwear, gloves and clothing that covers your skin.
- Be aware that masks can make breathing more difficult for some people. Speak to your doctor if you are unsure if you should wear a mask.
- Masks do not fit smaller children well, so may offer little protection. Keep children indoors.
- Do not wet masks as evidence shows this makes no difference to filtration efficiency.
- Further information on respiratory protection in ash fall, including how to fit a dust mask correctly, is available on the International Volcanic Health Hazard Network (IVHHN) website.
- Do not wear contact lenses, because trapped ash can scratch your eyes. Wear glasses instead.
- Contact your doctor or Healthline (0800 611 116) if you have any concerns. People experiencing asthma symptoms even for the first time should not ignore them. Seek medical advice as soon as possible. A severe asthma flare-up can vary in severity and can be life threatening. If there are signs that someone's condition is deteriorating, call 111.

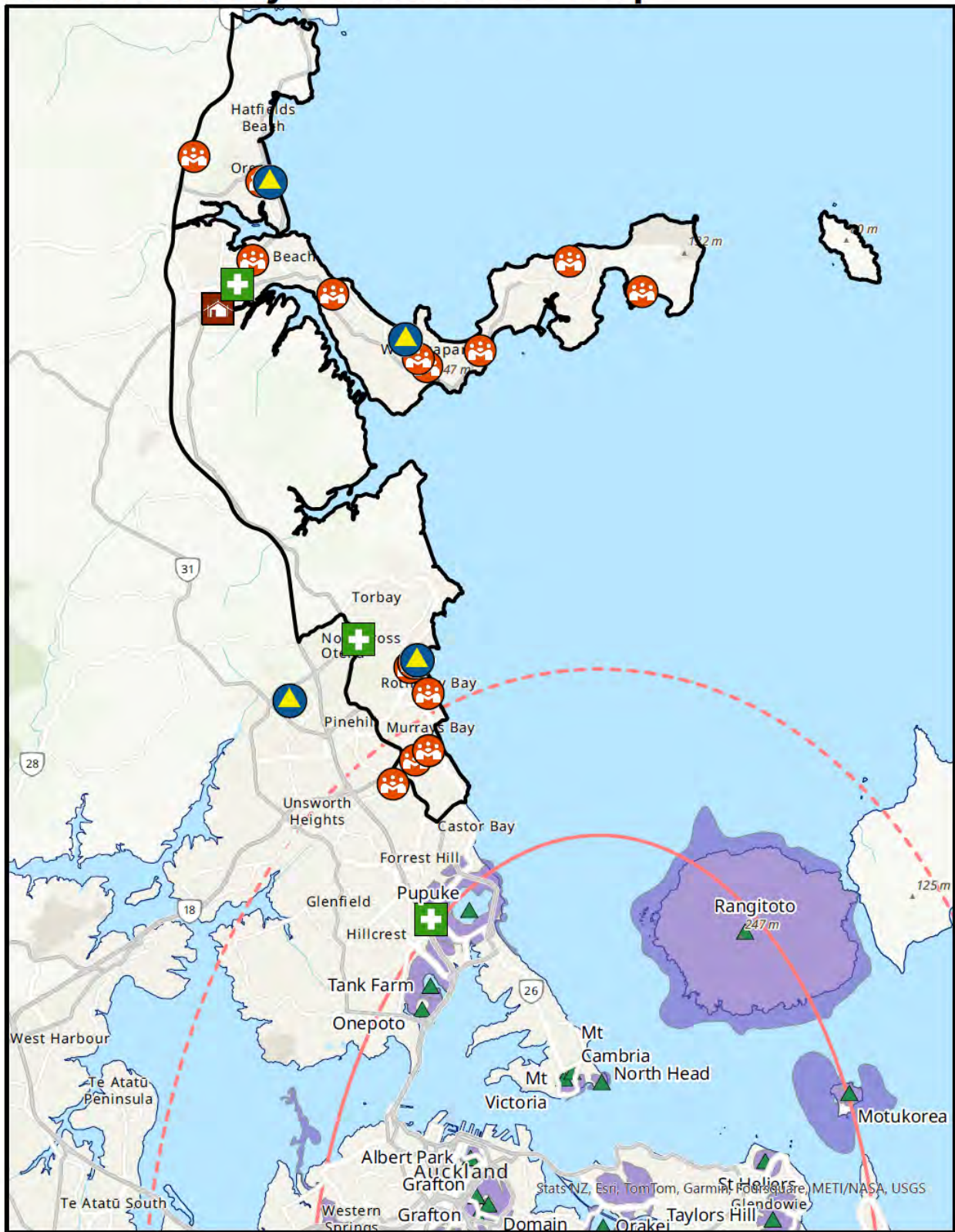
**Protecting vehicles**

Ash may damage vehicles by clogging filters, corroding metal surfaces, and causing abrasion damage to windscreens, paintwork, and moving engine parts.

- Keep vehicles under cover or covered as much as possible.
- Remove ash from car paintwork and windscreens by gently brushing with a soft brush and, if necessary, washing with water sparingly. Avoid rubbing as this can cause abrasion damage.
- Clean or replace air and oil filters regularly (every 80-160 kilometres in heavy ash or every 800-1600 kilometres in light ash).
- Apply lubricant/grease more frequently and check for wear regularly.

[Further information on protecting vehicles and other machinery from ash fall is available on the International Volcanic Ash Impacts website.](#)

# Hibiscus and Bays Volcanic Hazard Map



- Civil Defence Centre
- Accident & Urgent Care Facilities
- Marae
- Community Emergency Hub

- Volcanic vents
- Past volcanic deposits
- Boundary of current Auckland Volcanic field
- 5km buffer of the Auckland Volcanic Field boundary
- Local Board Boundary



Volcanic vents show the known locations centres of currently identified Auckland Volcanic Field eruptions .

Existing volcanic deposits show the current mapped extent of the rocks, thick ash and lava flows associated with the vents of the Auckland Volcanic Field.

Current Auckland Volcanic Field boundary shows the current extent of eruption sites, and marks the area where scientists believe the next eruption within the Auckland Volcanic Field is most likely to occur.

5 km buffer of Auckland Volcanic Field boundary takes into account the uncertainty around the extent of the Auckland Volcanic Field.

This page has been intentionally left blank.

DRAFT



# Hazard Factsheet: Earthquakes

While technically classed as being a 'low seismic hazard' area, Auckland does have active faults located in the South Auckland.

Recent mapping by GNS Science has identified three new faults in the Franklin area (Paerata, Pukekohe and Aka Aka Faults) however, more research is required to understand the hazard that these faults pose.

Two well-known faults, the Wairoa North and Wairoa South Faults, mark the edge of the Huna Ranges. Scientists estimate the Wairoa North and Wairoa South faults may be able to generate an earthquake up to magnitude 6.7. This is unlikely to cause widespread damage across Auckland including the Devonport-Takapuna local board area, however there may be localised impacts near the faults themselves.



Figure 7 - Figure showing faults within the Auckland region (note that the Paerata, Pukekohe and Aka Aka Faults require more research to understand their risks. as recent mapping has just recently identified these features)

## During an earthquake

- DROP down on your hands and knees. This protects you from falling but lets you move if you need to.
- COVER your head and neck (or your entire body if possible) under a sturdy table or desk (if it is within a few steps of you). If there is no shelter nearby and cover your head and neck with your arms and hands.
- HOLD on to your shelter (or your position to protect your head and neck) until the shaking stops. If the shaking shifts your shelter around, move with it. If there is no shelter near you, crawl to an inside corner of the room and cover your head and neck with your hands and arms.

**Do not stand in a doorway.**

**Do not outside which risks you getting hit by falling bricks, glass and debris.**

## Drop, Cover, Hold:

- stops you being knocked over
- makes you a smaller target for falling and flying objects
- protects your head, neck and vital organs.

When in bed, stay, cover and hold.

When in a car, pull over and wait.

**If the earthquake lasts longer than a minute or is strong enough to make it difficult to stand, move quickly to the nearest high ground or as far inland as you can out of tsunami evacuation zones. Long or Strong, Get Gone.**

## After an earthquake

- Expect more shaking. Each time you feel earthquake shaking, Drop, Cover and Hold. More shaking can happen minutes, days, weeks, months and even years following an earthquake.
- Check yourself and others for injuries and get first aid if necessary.
- Turn off water, electricity and gas if advised to. If you smell gas or hear a blowing or hissing noise, open a window, get everyone out quickly and turn off the gas if you can.
- If you see sparks, broken wires or evidence of electrical system damage, turn off the electricity at the main fuse box if it is safe to do so.
- If you can, put on protective clothing that covers your arms and legs, and sturdy footwear. This is to protect yourself from injury by broken objects.
- If you are in a store, unfamiliar commercial building or on public transport, follow the instructions of those in charge.

**Use social media or text messages instead of calling to keep phone lines clear for emergency calls.**

This page has been intentionally left blank.

DRAFT

## Hazard Factsheet: Tsunami

Tsunami are series of ocean waves that can cause significant destruction along coastlines. They are usually caused by underwater disturbances such as earthquakes, landslides or volcanic eruptions that create waves which travel out in all directions. These waves can appear small and travel at high speeds across the deep ocean, but slow and grow in height and destructive power as they approach the coast.

All of New Zealand's coastline, including Auckland, is at risk from tsunami due to our position in the Pacific Ring of Fire. This is a geologically active area surrounding the Pacific Ocean marked by frequent earthquakes and volcanic eruptions because of the collision and subduction of the earth's tectonic plates.

The National Emergency Management Agency separates tsunami into three types, depending on where they form, with each type creating unique challenges:

- Distant source tsunami: generated across the Pacific Ocean like in Chile, Alaska, or even Japan, which could take 14 hours or more to arrive.
- Regional source tsunami: generated from the southwest Pacific like Tonga, Samoa and Vanuatu, which could take between one and three hours to arrive.
- Local source tsunami: generated very close to New Zealand, which could arrive in minutes.

**If you are near the coast, you need to act immediately if you experience any of the following:**

**FEEL** a strong earthquake that makes it hard to stand up, or a weak rolling earthquake that lasts a minute or more.

**SEE** a sudden rise or fall in water level.

**HEAR** loud and unusual noises from the water.

**Move immediately to the nearest high ground or as far inland as you can, out of tsunami evacuation zones. Do not wait for official warnings. Immediately follow the advice of any emergency warning. Do not wait for more messages before you act.**

- Walk, run or cycle, if you can and remember your Grab Bag. This reduces the chances of getting stuck due to damaged roads or traffic congestion.
- While evacuating, be aware of other hazards. For example, a large local earthquake may damage electricity lines and bridges and create liquefaction and landslides.
- Do not return until an official all-clear message is given. Tsunami activity can continue for several hours, and the first wave may not be the largest. If there was an earthquake, expect aftershocks that may generate another tsunami.

If you live near the coast but are not located in a tsunami evacuation zone, you do not need to evacuate. Your home/whare could be a safe location for friends and whānau/family who need to evacuate.

Tsunami can be very dangerous for both recreational and commercial boats and their crews.

**Tsunami dangers for boats include:**

- Strong and unpredictable currents and surges that can affect ports and marinas even during small tsunami.
- Grounding of vessels, as water levels can suddenly drop.
- Capsizing from incoming surges, complex coastal waves, and surges hitting grounded boats.
- Collision with other boats, docks, debris and changes to the seafloor (e.g. movement of sand bars, wrecks, reefs and boulders).

**Know your tsunami evacuation zones**

A tsunami evacuation zone is an area that you may need to leave if you feel a long or strong earthquake, or if there is an official tsunami warning.

Make sure you know where to go, whether you are at home/whare, at work or out and about.

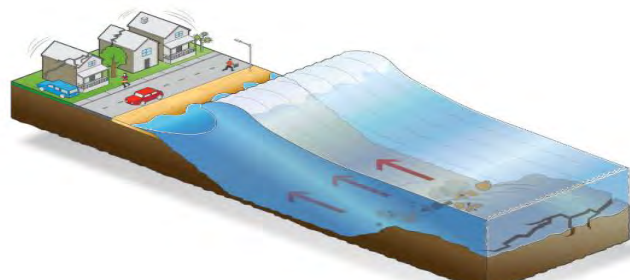


Figure 8 - Diagram showing as a tsunami wave travels into shallower water it grows in height

Search for your where/home, work or school address on the Auckland Emergency Management Hazard Viewer { <https://aucklandcouncil.maps.arcgis.com/apps/MapSeries/index.html?appid=81aa3de13b114be9b529018ee3c649c8> } to find out if they are in a tsunami evacuation zone.

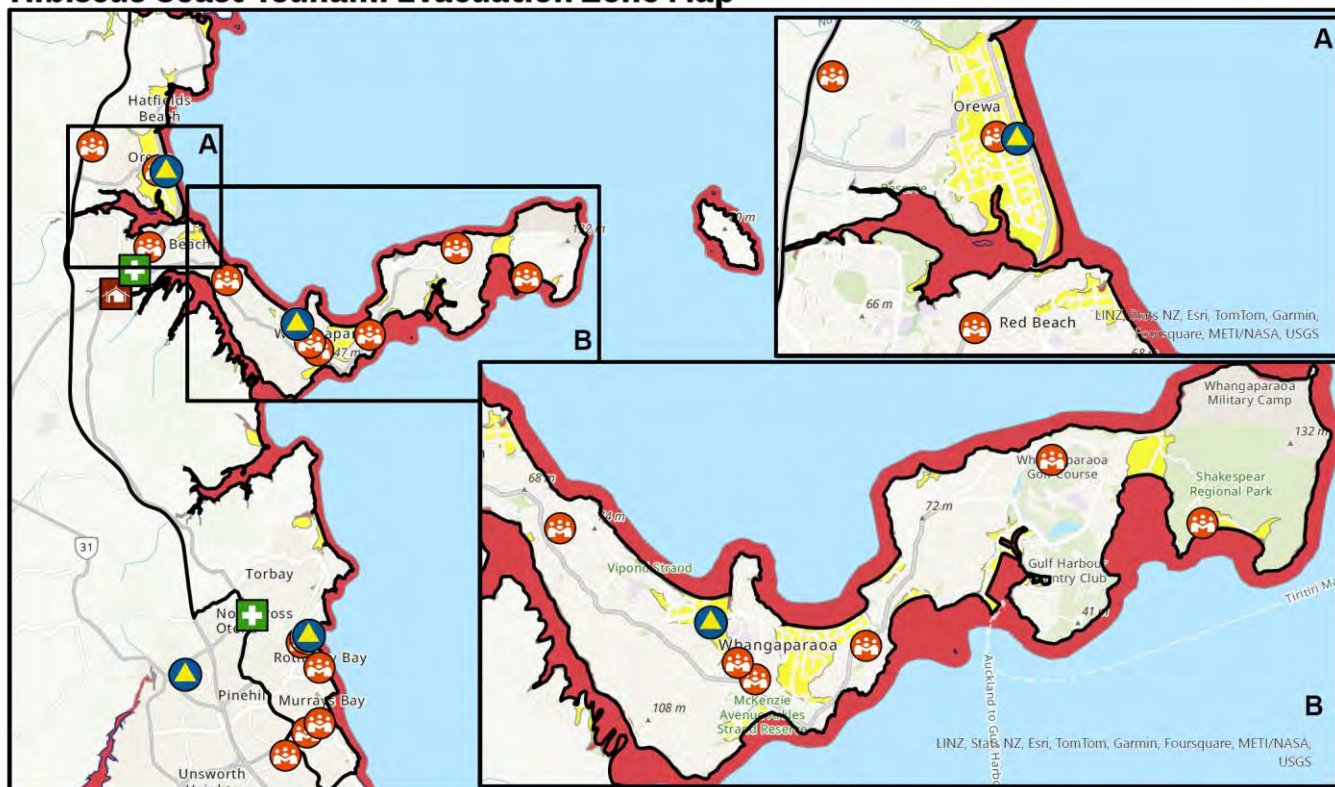
In Auckland we have two types of tsunami zones – red, and yellow – based on the areas that can be affected in different sized tsunami.

**Red** is a shore and marine threat zone: This includes the shore and adjacent low-lying areas most likely to be affected by a tsunami. You should avoid this area following any tsunami alert for the Auckland region until you are told it is safe to return.

Tsunami are often most destructive in bays and harbours, not just because of the waves, but because of the strong currents they generate in local waterways.

**Yellow** is a land threat zone: This includes the area that would need to be evacuated in the event of a dangerous tsunami. You should evacuate this area if requested, or if you feel or notice any natural warnings, until you are told it is safe to return.

### Hibiscus Coast Tsunami Evacuation Zone Map



- Civil Defence Centre
- Accident & Urgent Care Facilities
- Marae
- Community Emergency Hub
- Yellow land threat zone
- Red shore and marine threat zone
- Coastline

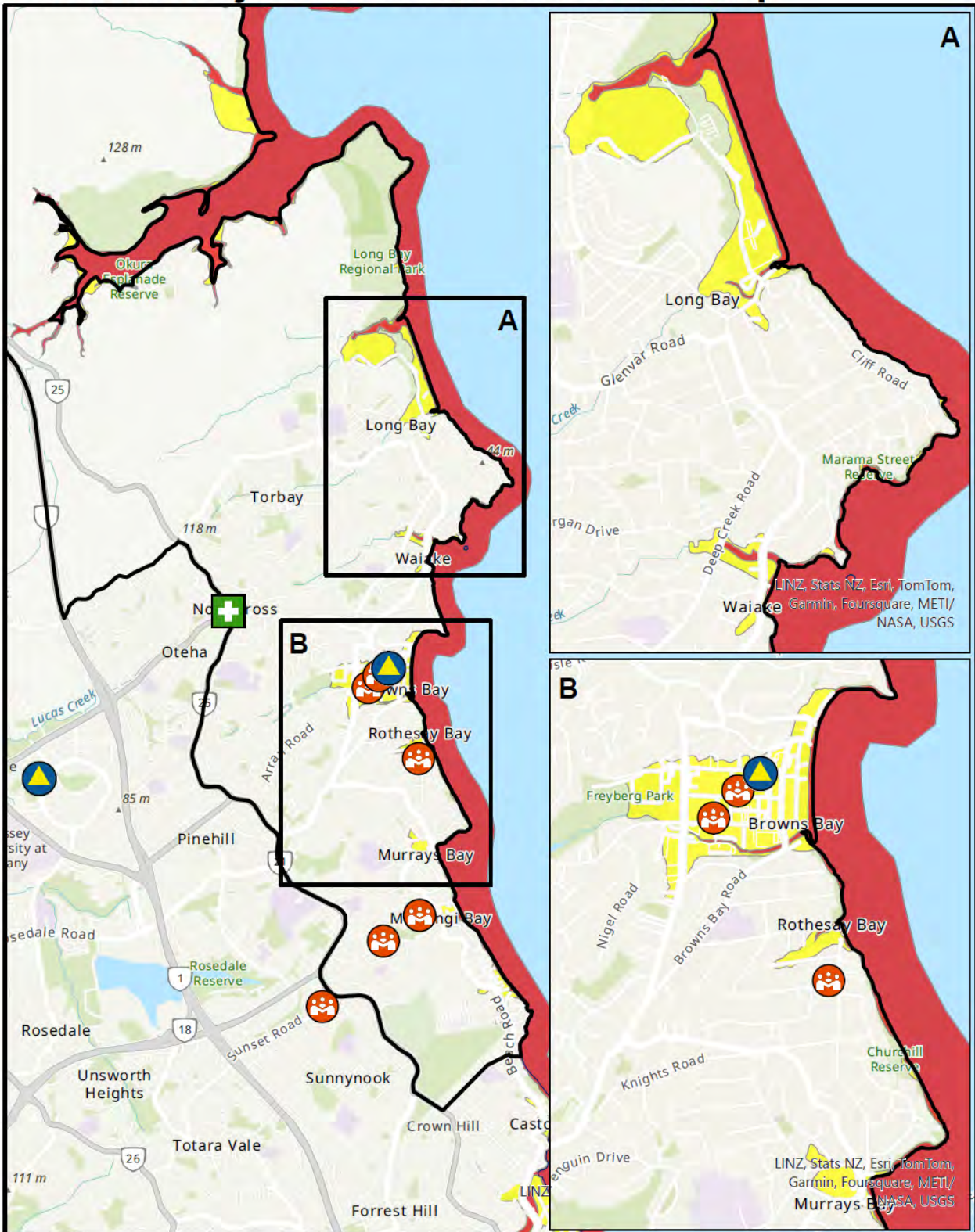
DO YOU LIVE, WORK OR PLAY IN A TSUNAMI EVACUATION ZONE?

Scan now

**Auckland Emergency Management**  
Tōrangia Heke Ohaitia Te Taniwha



# East Coast Bays Tsunami Evacuation Zone Map



- Civil Defence Centre
- Accident & Urgent Care Facilities
- Marae
- Community Emergency Hub

- Yellow land threat zone
- Red shore and marine threat zone
- Coastline

DO YOU LIVE,  
WORK OR PLAY  
IN A TSUNAMI  
EVACUATION  
ZONE?



Scan now



**Auckland  
Emergency  
Management**  
Tokongia Māta Ohohiatā o Tāmaki Makaurau



## Hazard Factsheet: Wildfires

Fire moves extremely fast – have a plan to ensure you and your whānau know what to do in a fire and how to get out safely.

Embers can travel for more than two kilometres from a wildfire potentially igniting fires on homes, buildings or property not close to the wildfire and dependent on the wind direction.

Wildfire travels faster uphill and therefore homes and property on a steep slope or at the crest of a hill, are at the greatest risk.

Fire Emergency New Zealand (FENZ) is the lead agency for fire emergencies and has a good website with information on the current fire season, fire types and on how to reduce risks of a fire getting out of control.

**Dial 111 immediately if there's a fire.**

If a wildfire is in the area of your property:

- Turn on sprinklers, fill the gutters with water, and wet down materials like firewood that may fuel the fire.
- Move vehicles to a safe location.
- Relocate lightweight garden furniture, door mats and other outdoor items indoors.
- Wet down the sides of buildings, decks and plants close to your home in the likely path of the wildfire.
- Move animals and livestock to a well-grazed or ploughed area.
- Close windows, doors, and vents. Shut blinds. Seal gaps under doors and windows with wet towels.

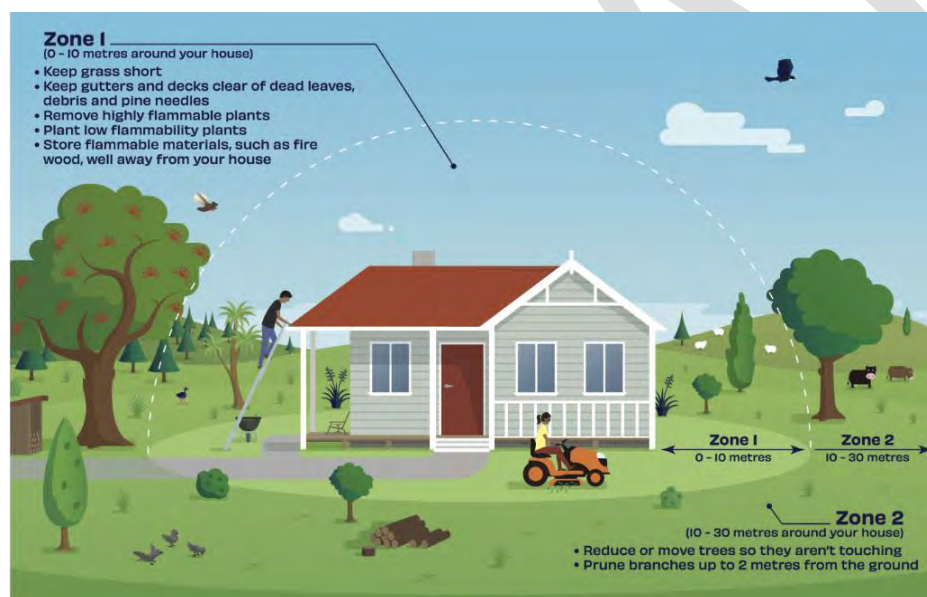


Figure 9 - Diagram shows how to manage vegetation and fuel sources in Zone 2 (10-30m) around your house and other structures.

**Remember, life is more important than property. Always make sure you have your escape planned before tackling any fire and don't put yourself or others at risk. Leaving early is always the safest option.**

**Don't rely on an official warning to leave. Wildfires can start quickly and threaten lives and homes within minutes.**

For information and advice on keeping animals safe from wildfires, go to: [bit.ly/animals-fire](https://bit.ly/animals-fire) or <https://checkitsalright.nz/reduce-your-risk/protecting-your-property>.

This page has been intentionally left blank.

DRAFT

## Hazard Factsheet: Biological emergency (Outbreaks, Epidemics, Pandemics)

A pandemic is an outbreak of an infectious disease that spreads across a very large region, multiple countries, or worldwide.

Outbreaks and epidemics affect local areas and regions. The direct impact on human life can be immense, with vulnerable populations, including older people and those with underlying health conditions, being particularly at risk. Epidemics among animals, such as Foot and Mouth Disease, can also affect people's activities.

The risk and impacts of a pandemic or large epidemic extend beyond the immediate health crisis. Many services like education, transport, work, health care and community services face disruptions.

Social interactions are limited or strained, with physical distancing measures and lockdowns impacting social gatherings, cultural events, and everyday life.

The Ministry of Health is the lead agency for human pandemics. Auckland Emergency Management assists in providing regional inter-agency coordination of welfare support.

In a pandemic you may need to stay at home/whare because:

- you are sick
- you are caring for a sick whānau/family or household member
- community actions to prevent spread of the infection are needed.

### During an outbreak, epidemic or pandemic

Hygiene – keeping clean:

- Washing and drying your hands properly for at least 20 seconds with soap or an alcohol-based rub. Drying hands well is important. Wash and dry hands after coughing, sneezing, blowing your nose wiping children's noses, visiting the toilet, or looking after sick people.
- Keep your coughs and sneezes covered. Put tissues straight into a covered, lined rubbish bin or a plastic bag.
- Try to stay a metre away from sick people to reduce the spread of infection and consider having those who are unwell stay in one part of the house if practical and/or be cared for by a single person.
- Ensure there is good ventilation to any areas where people are unwell.
- Stay informed with key health information: <https://www.arphs.health.nz/> and <https://www.adhb.health.nz/>.

**\*INSERT PHOTO**

This page has been intentionally left blank.

DRAFT

This page has been left intentionally blank.

DRAFT



Auckland Council disclaims any liability whatsoever in connection with any action taken in reliance of this document for any error, deficiency, flaw or omission contained in it.

© 2021 Auckland Council



**Auckland  
Emergency  
Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau





# Devonport-Takapuna Local Board Emergency Readiness and Response Plan 2024

**DEVONPORT-TAKAPUNA**  
LOCAL BOARD



**Auckland  
Emergency  
Management**  
Tokonga Mate Ohotata o Tamaki Makaurau







# Key contacts & emergency information

**!** Dial **111** for emergencies where there is serious, immediate, or imminent risk to life or property and request Police, Fire or Ambulance.

*\* If you have difficulty hearing or talking on the phone, register to use '111 TXT', the emergency texting service at [police.govt.nz/111-txt/how-register-111-txt](https://www.police.govt.nz/111-txt/how-register-111-txt)*

*\* For urgent marine assistance, contact the Coastguard Marine Assistance on **VHF Channel 16**.*

## Auckland Emergency Management

Dial **0800 222 200**

 [aucklandemergencymanagement.org.nz](https://aucklandemergencymanagement.org.nz)

 [aeminfo@aucklandcouncil.govt.nz](mailto:aeminfo@aucklandcouncil.govt.nz)

Social media:

 [@aklcdem](https://www.facebook.com/aklcdem)

 [@AucklandCDEM](https://twitter.com/AucklandCDEM)

Dial **(09) 301 0101** for Auckland Council

 [aucklandcouncil.govt.nz](https://www.aucklandcouncil.govt.nz)

## Radio Stations for emergency information

- [Radio New Zealand 756 AM or 101.4 FM](#)
- [Newstalk ZB 894 FM](#)
- [The Hits 97.4 FM](#)
- [More FM 91.8 FM](#)
- [Radio Samoa 1593AM](#)
- [Radio Waatea 603AM](#)
- [Radio Spice 88FM](#)
- [Humm 106.2FM](#)
- [Radio Tarana 1386AM](#)
- [Planet FM 104.6FM](#)

## Local accident and urgent care clinics

- [North Shore Hospital Emergency Department](#) open 24 hours | phone **(09) 486 8900**.
- [Shorecare Urgent Care Smales Farm](#) open 24 hours | phone **(09) 486 7777**.
- [Northcare Accident & Medical](#) open daily from 8am-6.30pm | phone **(09) 479 7770**.
- [White Cross Glenfield Urgent Care and GP](#) services open daily from 8am – 8pm | phone **(09) 444 4244**.

## Report a problem

**If life is at risk dial 111.**

### Electricity and gas

If you can smell gas, dial **111** and ask for Fire and Vector on **0800 764 764**.

For outages and faults, report online at [vector.co.nz/personal/outages-faults](https://vector.co.nz/personal/outages-faults). Also report outages to your electricity provider.

### Internet

To report a problem with your broadband, contact Chorus on 0800 600 100. For internet outages go to [chorus.co.nz/outages](https://chorus.co.nz/outages)

### Flooding

To report flooding to Auckland Council call **(09) 301 0101**.

### Water supply and wastewater

To report a problem, contact Watercare via Live Chat at [watercare.co.nz](https://watercare.co.nz) or call **(09) 442 2222** and press **1**.

For outages or faults go to [watercare.co.nz/Faults-outages/Current-outages-and-upcoming-shutdowns](https://watercare.co.nz/Faults-outages/Current-outages-and-upcoming-shutdowns)

### Fallen trees or debris

To report fallen trees or debris, go to Auckland Council's 'Report a Problem' tool. [aucklandcouncil.govt.nz/report-problem/Pages/report-a-problem.aspx](https://aucklandcouncil.govt.nz/report-problem/Pages/report-a-problem.aspx)

### Roads

To report an urgent State Highway issue, call NZ Transport Agency Waka Kotahi on **0800 44 44 49**.

To report a non-urgent issue, go to [nzta.govt.nz/contact-us/email-us/state-highway-issue-or-feedback](https://nzta.govt.nz/contact-us/email-us/state-highway-issue-or-feedback)

To report an urgent Auckland arterial road issue, call Auckland Transport on **(09) 355 3553**.

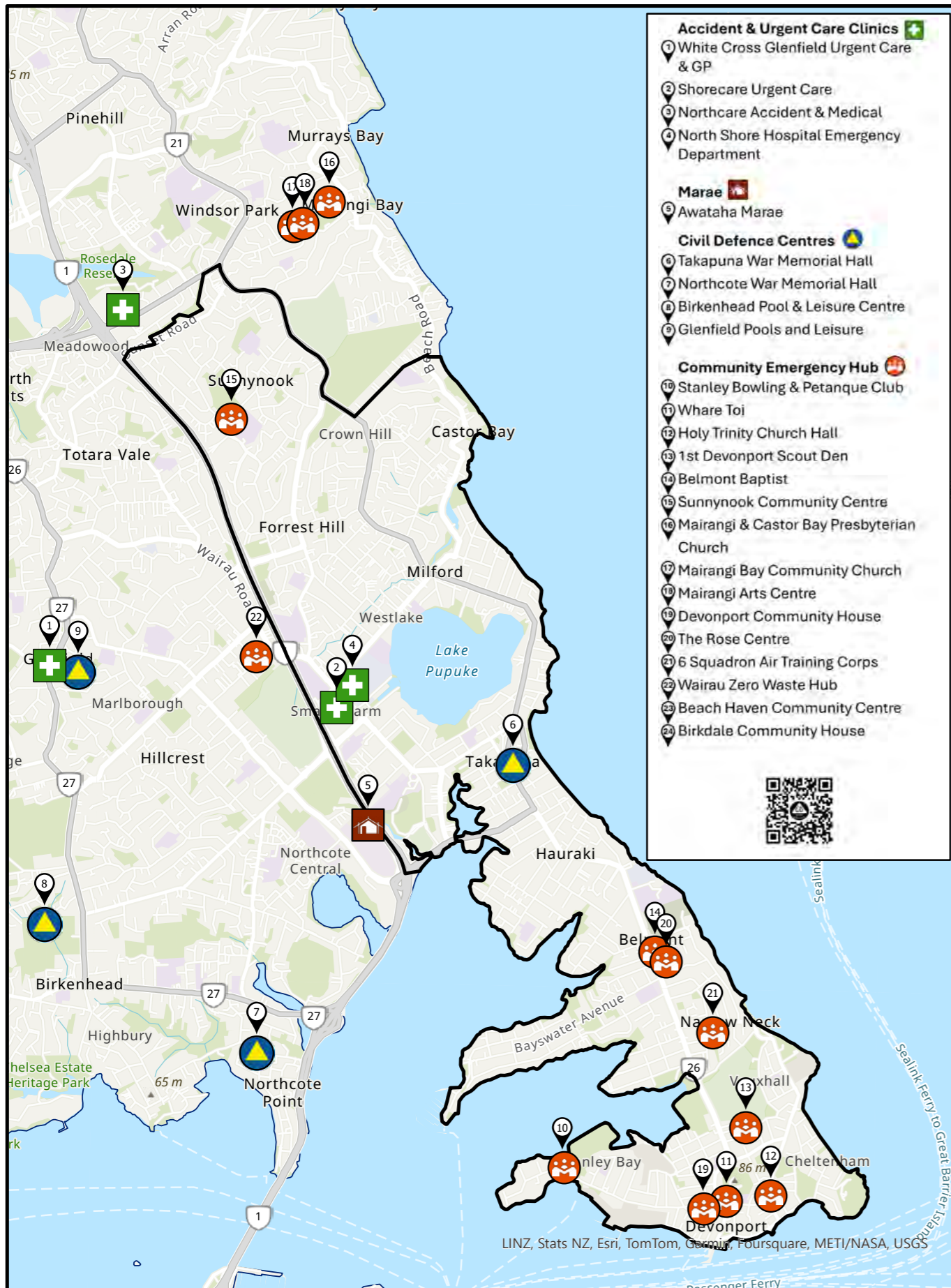
To report a non-urgent issue, go to Auckland Transport's website [contact.at.govt.nz](https://contact.at.govt.nz) Access NZ Transport Agency's Waka Kotahi journey planner at [journeys.nzta.govt.nz/journey-planner](https://journeys.nzta.govt.nz/journey-planner) to see disruption on State Highways.

Access Auckland Transport's roadworks and disruptions at [at.govt.nz/projects-initiatives/roadworks-and-disruptions](https://at.govt.nz/projects-initiatives/roadworks-and-disruptions) to see disruption on arterial roads.



## If you need to evacuate

If possible, stay with whānau/family or friends who are safe. Then check which Civil Defence Centres or Community Emergency Hubs are open on social media channels, websites or radio.



Map demonstrating places to receive support or evacuate to around Devonport-Takapuna.



## Top tips to get ready for an emergency



Know your hazards. Check Auckland Emergency Management's [Hazard Viewer](#) for your whare/home, work & school.



Learn where you can go if you need to evacuate.



Create a [household plan](#), including evacuation.



Prepare a [grab bag](#) in case you have to evacuate.



Keep [emergency supplies](#) in your whare/home and car.



Get ready with your community and know your community's emergency plan.



Keep spare cash.



Know your neighbours and look out for each other.



Check your insurance and keep electronic & hard copies.



Get your business ready.



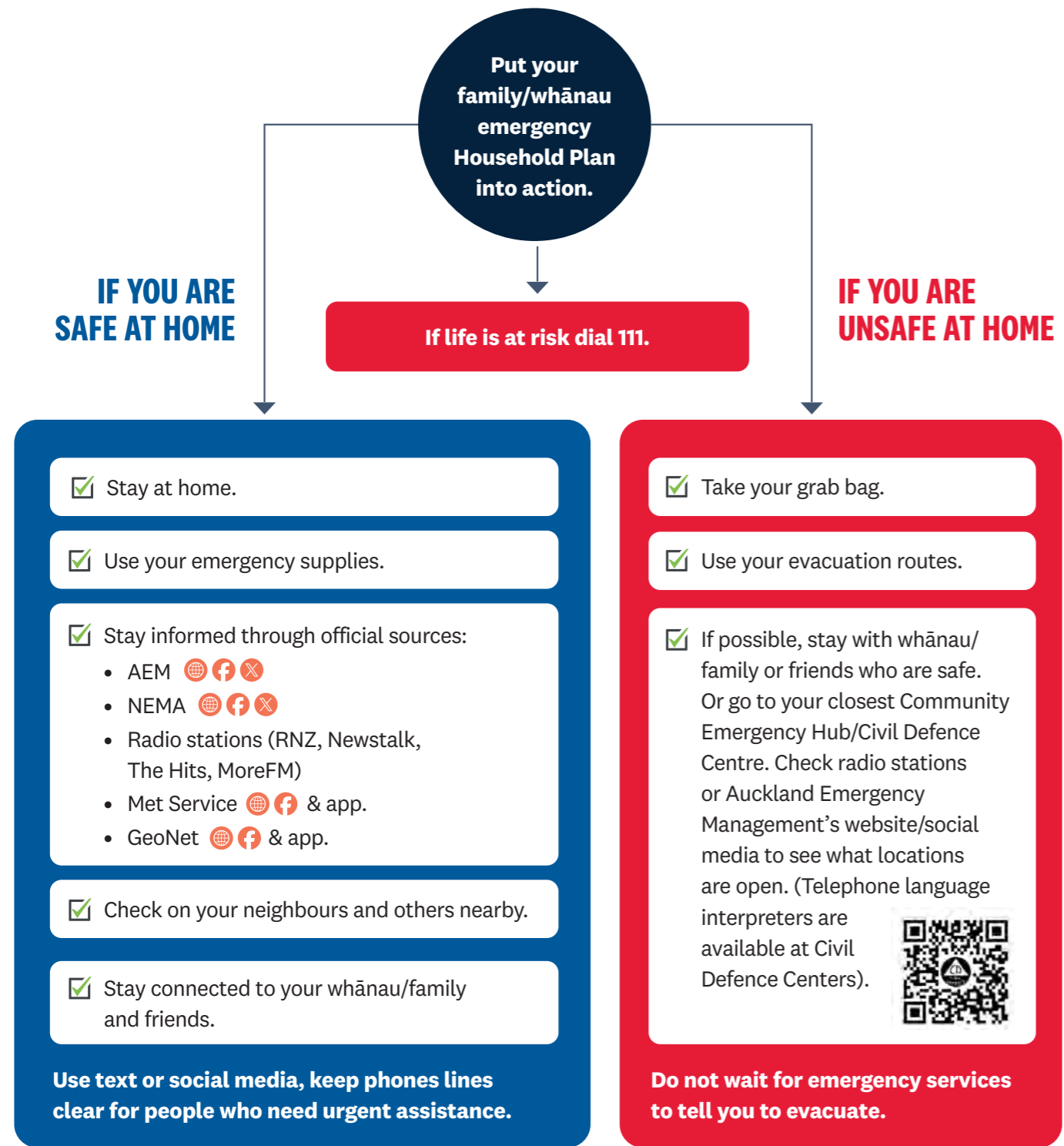
Plan your evacuation routes.



Get prepared for [specific hazards](#) including storms, floods, earthquakes and volcanoes.



# Emergency actions



# Contents

<b>Chair Foreword</b> .....	<b>2</b>
<b>Key contacts &amp; emergency information</b> .....	<b>3</b>
<b>Top tips to get ready for an emergency</b> .....	<b>5</b>
<b>Emergency actions</b> .....	<b>6</b>
<b>Introduction</b> .....	<b>8</b>
The Devonport-Takapuna area .....	8
Roles .....	11
Emergency management plans .....	14
<b>Reduction</b> .....	<b>16</b>
What is reduction? .....	16
Why is reduction important? .....	16
Roles in reduction – who does what? .....	16
<b>Readiness</b> .....	<b>17</b>
What is readiness? .....	17
Why is readiness important? .....	17
Roles in readiness – who does what? .....	17
Get your household ready for an emergency .....	18
Get your community ready for an emergency .....	24
Get your business ready for an emergency .....	25
Get ready for specific hazards .....	25
<b>Response</b> .....	<b>29</b>
What is response? .....	29
Why is response important? .....	29
Roles in response – who does what? .....	29
Emergency information, updates & warnings .....	30
How to evacuate and where to go .....	31
Interested in volunteering in an emergency? .....	36
<b>Recovery</b> .....	<b>37</b>
What is recovery? .....	37
Why is recovery important? .....	37
Roles in recovery – who does what? .....	37
Recovery tips .....	38
<b>References</b> .....	<b>41</b>
<b>Appendix 1 – Useful Links</b> .....	<b>42</b>
<b>Appendix 2 – Maps</b> .....	<b>45</b>



## Interested in volunteering during an emergency?

Reach out to your local Community Emergency Hub or go to Auckland Emergency Management's website for volunteering opportunities





# Introduction

This plan provides information and advice for people living and working in the Devonport-Takapuna local area to get ready for and respond to an emergency.

Tāmaki Makaurau Auckland is exposed to numerous potential hazards. A hazard is something that may cause, or contribute substantially, to an emergency. A hazard has the potential to adversely affect people, property, the economy, the environment or other assets that we value. Climate change is increasing the frequency and impact of severe weather events that create an emergency in our communities.

This plan has been prepared in collaboration between Auckland Council’s Auckland Emergency Management department and the Devonport-Takapuna Local Board as a guide for:

- how to **reduce** the impact of a hazard
- how to be **ready** for an emergency situation
- how to **respond** during an emergency.

This plan also includes tips that will help an individual, a whānau/family, a community or a business start the **recovery** journey after an emergency.

*Maungauika/North Head a volcano located in Devonport.*

## The Devonport-Takapuna area

The Devonport-Takapuna local board area is prosperous, dynamic and diverse, offering a range of quality lifestyles with numerous education, recreation, business and employment opportunities.

It comprises the following areas: Devonport, Belmont, Bayswater, Hauraki, Takapuna, Milford, Castor Bay, Forrest Hill and Sunnynook, each with unique characteristics.

Devonport attracts tourists who take the ferry across from Auckland central to experience this seaside village.

The Devonport Peninsula, including Belmont and Bayswater, is a socially active area with many sports and library clubs.

Takapuna is the main suburb in the local board area with shops, businesses and hospitality venues alongside the popular beach.

Milford has a thriving town centre with a variety of retail and hospitality venues.

Sunnynook has excellent connectivity with the Sunnynook Community Centre serving as a focal point for residents.

Forrest Hill has a growing population with a flourishing community hub in the Grow Forrest Hill Community Gardens, who support food resilience in the community.

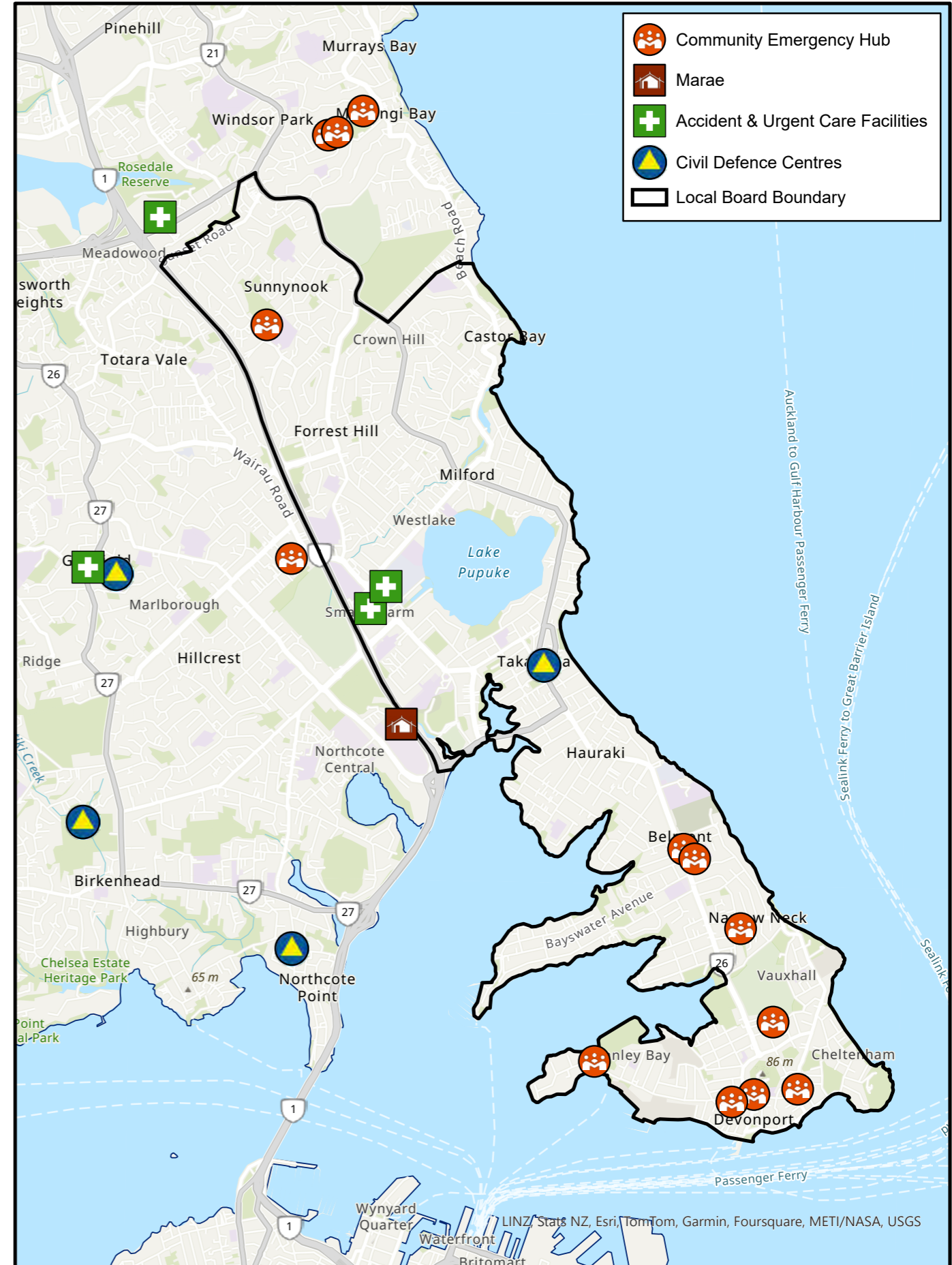


Figure 1: Devonport-Takapuna Boundary Map.



## Our geography

The Devonport-Takapuna local board geographical area is largely coastal with some low-lying topography.

The types of hazards that might occur in the area include, but are not limited to:

- flooding
- severe storms, thunderstorms and tornadoes
- coastal inundation
- tsunami.

Takapuna is founded on deposits from the volcanic eruption that formed Lake Pupuke and is made up of tuff (welded volcanic ash). These volcanic deposits are usually very strong and more resistant to erosion.

Eastern Devonport consists of two volcanic cones (Takarunga/Mt Victoria and Maungauika/ North Head) and features tuff (welded volcanic ash) and lava flows.

The Devonport Wharf and Naval Base and the area in between Mt Victoria and North Head consist of fill (reclaimed land) that includes quarried volcanic deposits, compacted clay and construction waste such as concrete, brick and asphalt.

Narrow Neck is made up of alluvium (muds, silts and organic material) and used to be a shallow area below the harbour, but due to sea level change has been exposed. This area is prone to flooding due to being low lying.

## Sites of significance

The Devonport-Takapuna local board area has cultural and heritage sites of significance for Māori including the natural features and landscapes of Rahopara Pā and the lava flow and fossil forest along the coastline between Takapuna and Black Rock. These special areas, as well as others that are identified by mana whenua and mātāwaka, require care and consideration<sup>2</sup> so they can be preserved to help tell the story of the local area and retain their significance to Māori.

## Our population

The Devonport-Takapuna local board area rohe/ region has approximately<sup>3</sup>:

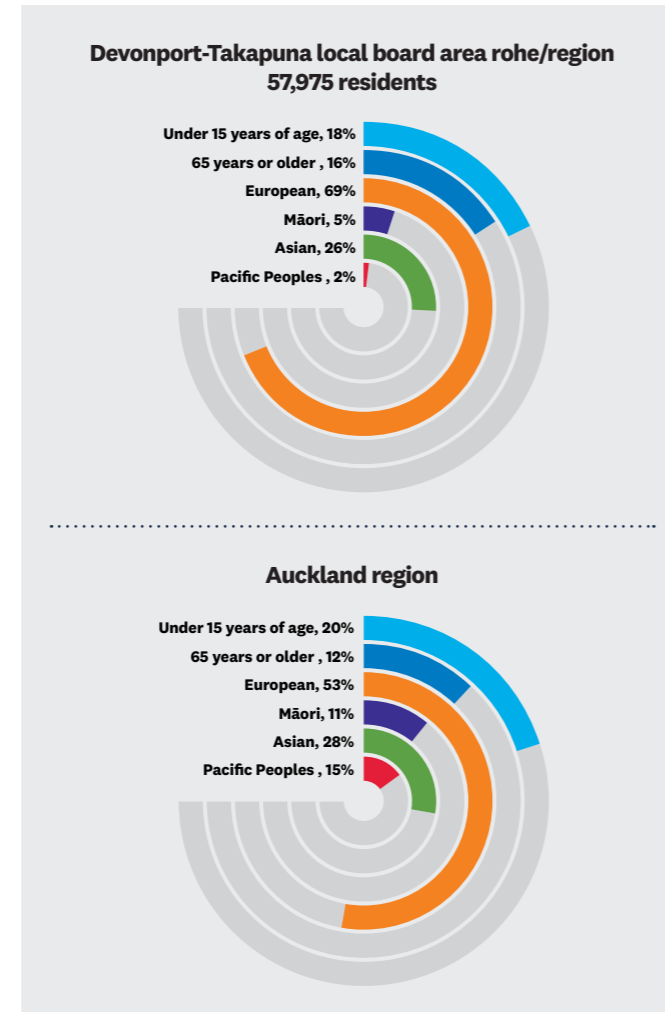


Figure 2: Donut chart demonstrating ethnicity percentages in the Devonport-Takapuna Local Board region and wider Auckland.

While disasters impact all individuals, they frequently highlight enduring inequalities faced by refugees, asylum seekers, tourists, international students, migrants with limited English or English as a second language, those with limited financial means, females and marginalized communities lacking sufficient power and resources. Auckland Emergency Management endeavours to support these communities by offering resources in various languages, promoting accessibility of preparedness through essential messaging, access to phone interpreters at Civil Defence Centres, culturally and linguistically diverse representation within our Emergency Coordination Centre and engagement with a diverse array of community leaders to further identify strategies to reduce inequalities for those disproportionately affected by disasters.

<sup>2</sup> Devonport Takapuna Local Board. (2023). Devonport-Takapuna Local Board Plan 2023.

<sup>3</sup> Research and Evaluation Unit [RIMU]. (2019). 2018 Census Results: Local board and special area information sheets. Auckland Council.

## Roles

### Auckland Civil Defence and Emergency Management (CDEM) Group

Auckland Council is the administering authority for the Auckland Civil Defence and Emergency Management (CDEM) Group. Auckland Emergency Management is the Auckland CDEM Group Emergency Management Office responsible for day-to-day planning, project work and operational arrangements on behalf of the Auckland CDEM Group.

### Civil Defence

We all have a role to play in an emergency.

Everyone, including individuals, whānau, family and communities, shares the responsibility for reducing risk and strengthening resilience.

After a large emergency, it could be days before emergency services can respond to all communities, and several weeks or months before normal infrastructure and utilities are up and running. The most immediate source of help will be your neighbours, together with the preparedness actions you took in your household before an event.

### Auckland Emergency Management

Auckland Emergency Management (AEM) is the part of Auckland Council that works in partnership with emergency services and other organisations to coordinate civil defence and emergency management within the Auckland rohe/region.

The aims of Auckland Emergency Management are to:

- understand Auckland's hazards and the risks they pose
- coordinate planning activities related to hazard and emergency management
- encourage cooperation within the rohe/region
- help our communities to be aware of hazards and ready for emergencies.



You can read more about Auckland Emergency Management's role in the Tāmaki Makaurau Auckland Civil Defence and Emergency Management Group Plan 2024-2029.



Figure 3: Diagram demonstrating that everyone has a role in managing emergencies. We are all Civil Defence.<sup>4</sup>

<sup>4</sup> National Emergency Management Agency [NEMA]. (2024). Together we are all Civil Defence: Facebook post.

Auckland Emergency Management provides coordination of significant risks and hazards in the Auckland rohe/region using the four Rs framework: reduction, readiness, response and recovery as shown in the diagram below.

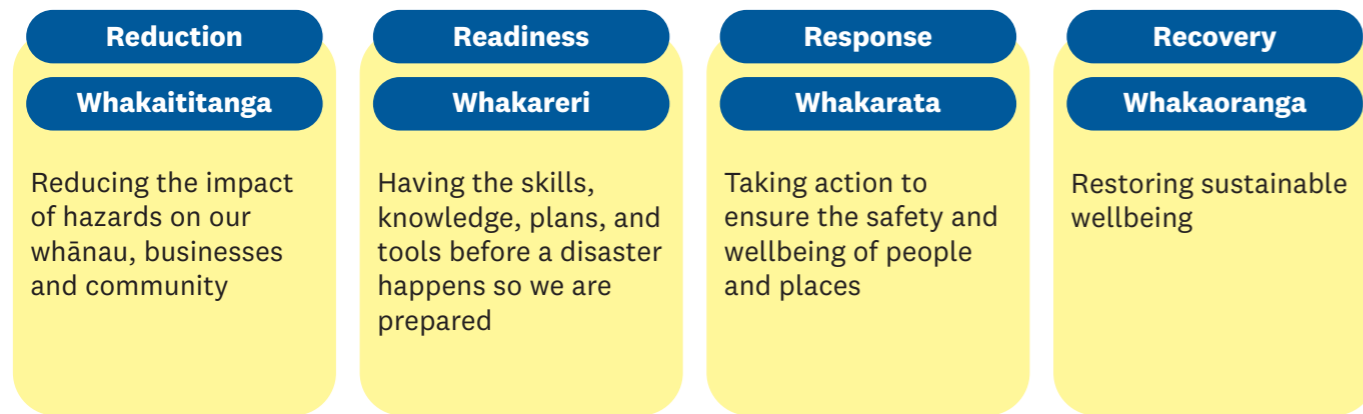


Figure 4: Diagram of the emergency management framework.

In an emergency, Auckland Emergency Management coordinates the response from the Auckland Emergency Coordination Centre.

Auckland Council staff across the organisation can be deployed from their usual roles to assist the coordination of the emergency or support Civil Defence Centres.

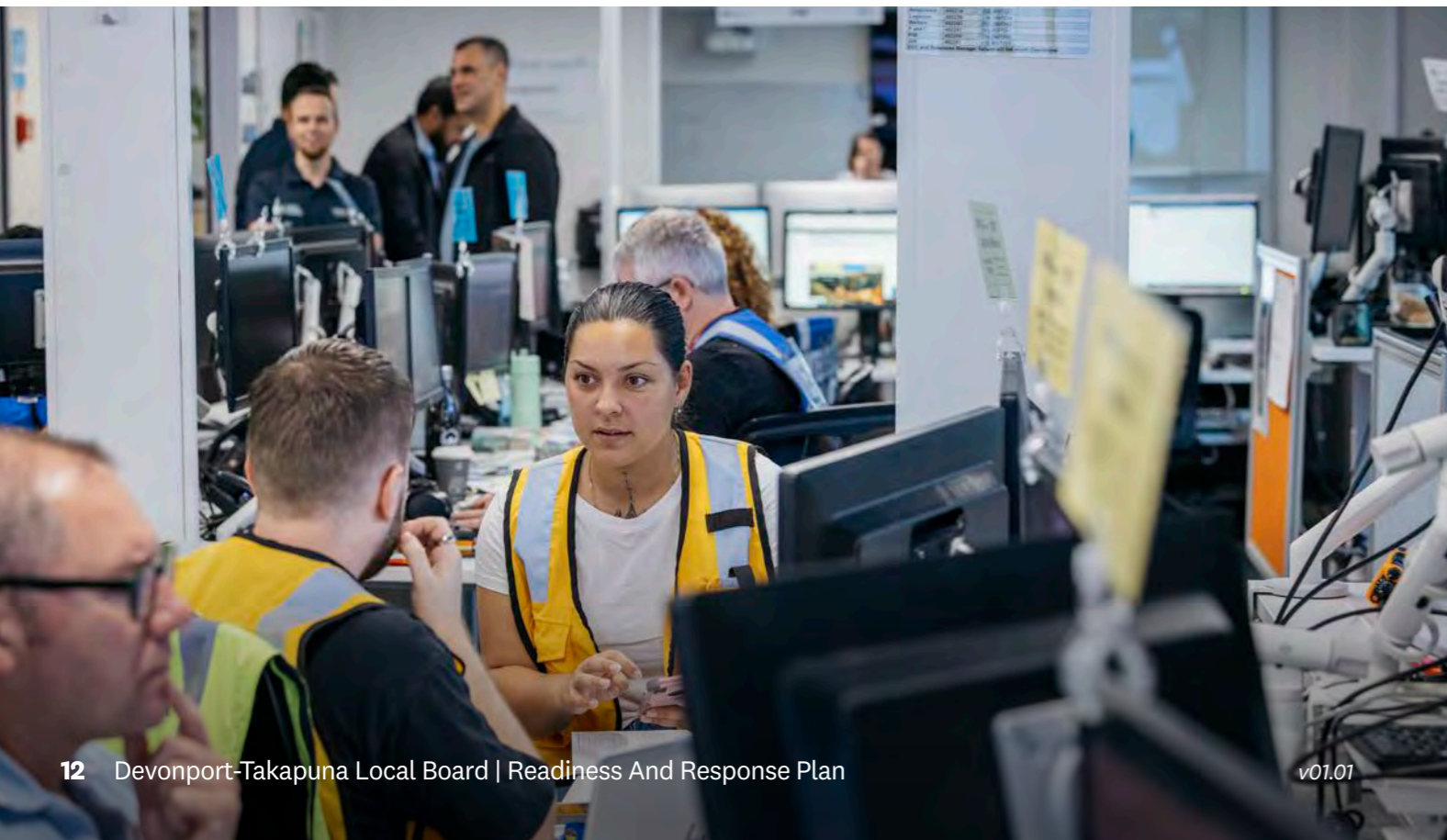
Depending on the type of emergency, some responses are led by the Ministry of Health (e.g. pandemic) or Fire and Emergency New Zealand (e.g. wildfires) where Auckland Emergency

Management is a support agency as opposed to leading and coordinating the emergency response.

If an emergency needs extra coordination and resources, [a state of emergency](#) can be declared which gives the relevant Civil Defence Emergency Management Group special powers to respond to the event.

For widespread emergencies, the Minister for Emergency Management can declare a state of national emergency.

Staff in the Auckland Emergency Coordination Centre during a response.



### The role of mana whenua and marae

An emergency situation occurs in a geographical area and sometimes in a specific location or place.

Mana whenua hold mātauranga mai rā anō or the traditional and historical lived-experience and knowledge of an area, place or space.

It is important to acknowledge and build on the strengths of integrating kaupapa Māori, mātauranga Māori and tikanga Māori into resilience building and emergency management within the community.

Marae are a taonga and an integral part of any community. Auckland Emergency Management supports marae in their work/mahi to build marae and community resilience and their contribution to emergency management.

Iwi liaison personnel work in the Emergency Coordination Centre during an emergency to communicate and coordinate response activity with mana whenua and marae.



### The role of community

Community groups, organisations and marae assist the emergency response in Devonport-Takapuna by:

- Running or assisting with Community Emergency Hubs.
- Providing resources e.g. bedding, food, clean up supplies etc.
- Communications:
  - Being a key point of contact for Auckland Emergency Management to understand the needs of affected communities.
  - To spread the key messaging from Auckland Emergency Management.
  - To provide feedback to the Emergency Coordination Centre on Auckland Emergency Management's communications to ensure information is meeting the community's needs.
- Volunteering with the clean up after an emergency.



### The role of local board members

Local board members assist Auckland Emergency Management in encouraging household, community and business preparedness. Local board members are an important link or information to flow between emergency management agencies and the community. Local board members are advocates for their community.



## Emergency management plans

There are many plans that provide guidance for the management of emergencies from a national, regional and local perspective. These plans are identified and explained in this section.

The diagram below demonstrates how emergency management plans cascade and are linked to one another in a comprehensive framework.

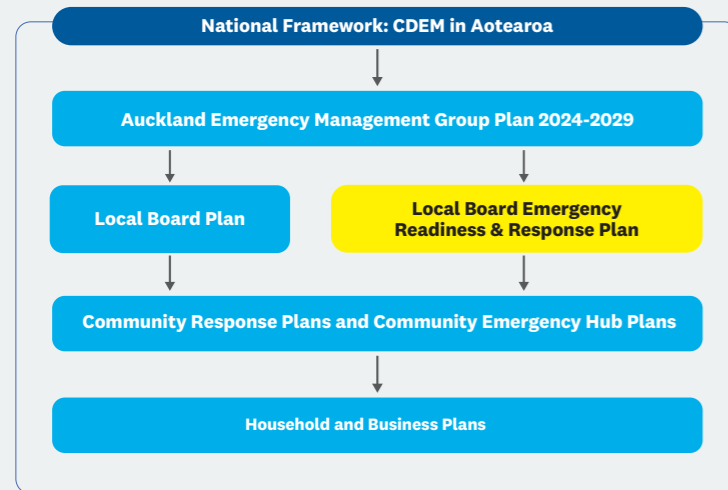


Figure 5 - Emergency Management plans hierarchy.

### National Framework | Civil Defence Emergency Management in Aotearoa



The national framework for CDEM in Aotearoa is established under the Civil Defence Emergency Management Act 2002. The framework provides for the effective delivery of emergency management through the roles and responsibilities of prescribed entities. The national framework is supported by the National Civil Defence Emergency Management Plan Order 2015 (and Guide), the National Disaster Resilience Strategy 2019 and Civil Defence Emergency Management Group Planning Director's Guidelines [DGL 09/18].

### The Auckland Emergency Management Group Plan 2024 - 2029



Under a statutory requirement of the Civil Defence Emergency Management Act 2002, each Civil Defence Emergency Management (CDEM) Group in New Zealand is required to have a group plan.

Our Group Plan - Tāmaki Makaurau Auckland Civil Defence and Emergency Management Group Plan 2024-2029,

presents the vision and goals of the Auckland CDEM Group, how we will achieve them and a framework for measuring progress. Our group plan outlines Auckland's CDEM members' roles and responsibilities and key actions that will take place over the five-year period.

Auckland's group plan is used by the CDEM Group, partners and stakeholders. It also provides the public with information on how these organisations work together, and how they can build individual and community resilience.

### The Devonport-Takapuna Local Board Plan

Under the Auckland Council governance structure, each local board develops a Local Board Plan every three years, outlining their strategic direction in alignment with council's plans, policies and strategies.

They are developed in consultation with the community and set the direction for the area reflecting community aspirations and priorities. Their purpose is to guide funding and investment decisions on local activities, projects, services and facilities.

One of Devonport-Takapuna Local Board's initiatives is that communities live more sustainably and are prepared for the impacts of climate change. The Local Board help to prepare communities for the impact of climate change and other emergencies by working with Auckland Council's Emergency Management team to educate communities on emergency preparedness and by enabling communities to take a greater role in the preparation of local community resilience plans.<sup>5</sup>

<sup>5</sup> Devonport Takapuna Local Board. (2023). Devonport-Takapuna Local Board Plan 2023.

## The Local Board Emergency Readiness and Response Plan

The Local Board Emergency Readiness and Response Plan provides information and advice for people living and working in the local area to get ready for and respond to an emergency.

It provides clarity on the roles and responsibilities of Auckland Emergency Management, Auckland Council, the local board, individuals and communities across the four Rs of emergency management: reduction, readiness, response and recovery.

### Community Response Group Plan and Community Hub Plans



A Community Response Plan is prepared by the community, for the community.

The purpose of a Community Response Plan is to:

- Provide information that enables, empowers and supports individuals and communities to take ownership of their own emergency preparedness.

- Promote problem solving and encourage self-sufficient communities through strong social networks and a culture of mutual help and support.
- Reduce the reliance on first responder agencies following an emergency.

A Community Emergency Hub Plan is an operational document for those community members who will provide immediate help for people who have been impacted by an emergency. Refer to the Response section for more information.

### Household or Business Plan



A Household or Business Plan provides a place to compile key information for use during an emergency such as: contact details, where supplies are kept, what to do if there is no power or water and where to go if evacuation is necessary.

Having a plan helps make the emergency much less stressful for everyone.





# Reduction

## What is reduction?

Risk reduction involves analysing risks to life and property from hazards, taking steps to eliminate those risks if practicable, and, if not, reducing the magnitude of their impact and the likelihood of their occurrence to an acceptable level.

## Why is reduction important?

Reduction saves lives and property. If we know of a risk and it has not been acted on, one of the first questions asked after an incident is - why did we let this happen?

Many things can be rebuilt or restored, but some losses are irreplaceable and can have a deep and lasting impact on communities, businesses and people's wellbeing.

Effective reduction and hazard risk management can help reduce long-term impacts and support recovery after an emergency is over.

## Roles in reduction – who does what?

<b>Whānau &amp; individuals</b>	<ul style="list-style-type: none"> <li>Understand the hazards and risks in your local area, place of work, school and anywhere else you regularly visit.</li> <li>Reduce the risk of landslides by ensuring areas within your property are stable, and retaining walls are maintained.</li> <li>Reduce flooding on your property by keeping your drains clear.</li> </ul>
<b>Communities</b>	<ul style="list-style-type: none"> <li>Understand and help communicate the hazards and risks of the local area.</li> <li>Host local events to increase public awareness of hazards and preparedness.</li> <li>Help those not able to clear drains on or near their property.</li> <li>Get involved in a community planting event.</li> </ul>
<b>The Local Board</b>	<ul style="list-style-type: none"> <li>Educate and support the community through preparedness measures.</li> <li>Promote community activities and events to increase public awareness of hazards and preparedness such as stream plantings, food security projects, active transport initiatives.</li> </ul>
<b>Auckland Emergency Management</b>	<ul style="list-style-type: none"> <li>Work with partners to promote region-wide hazard information to improve knowledge and understanding of hazards.</li> <li>Provide warnings and alerting tools to stakeholders and the public.</li> </ul>
<b>Auckland Council</b>	<ul style="list-style-type: none"> <li>Undertake risk reduction initiatives across council departments, such as the Making Space for Water programme led by Healthy Waters.</li> <li>Ensure planning for the built environment is consistent with national policy, and informed of current and future hazards.</li> </ul>

# Readiness

## What is readiness?

Readiness means having a plan in place that supports a fast and effective response to an emergency that will minimise the risk to life and property. This means everyone knows what they need to do in an emergency.

Being emergency ready includes:

- understanding the hazards and risks
- designating roles and responsibilities
- identifying resources that are available
- creating plans and procedures
- organising activities, initiatives and education that improve emergency readiness in the wider community
- knowing where to evacuate to
- knowing how to keep informed.

## Why is readiness important?

Readiness is about knowing what to do when an emergency happens. It involves understanding the risks of hazards and making plans to address and minimise them during an emergency.

Being ready also reduces the impact on life and property of an emergency situation and enables a faster and stronger recovery.

## Roles in readiness – who does what?

<b>Whānau &amp; individuals</b>	<ul style="list-style-type: none"> <li>Develop emergency household plans for your household, whānau/family and friends.</li> <li>Keep enough emergency supplies to last three days.</li> <li>Know where the nearest Civil Defence Centres are or your local Community Emergency Hub.</li> <li>Connect with neighbours.</li> <li>Understand your local hazard risks.</li> <li>Identify local resources and support networks.</li> </ul>
<b>Communities</b>	<ul style="list-style-type: none"> <li>Host getting to know your neighbours days and discuss support in an emergency.</li> <li>Develop Community Response Plans.</li> <li>Establish Community Emergency Hubs as a place of shelter, connection and information during an emergency.</li> </ul>
<b>Devonport-Takapuna Local Board</b>	<ul style="list-style-type: none"> <li>Encourage communities to prepare for emergencies</li> <li>Support agencies involved in emergency management.</li> <li>Promote events that support emergency planning and readiness.</li> <li>Identify who in the local community might be disproportionately affected by an emergency and support them.</li> </ul>
<b>Auckland Emergency Management</b>	<ul style="list-style-type: none"> <li>Develop and refine contingency plans for dealing with high priority hazards.</li> <li>Train staff and partners.</li> <li>Identify and mitigate gaps within lifeline utilities.</li> <li>Assist community readiness through training, scenario exercising, preparedness information and helping community planning.</li> </ul>
<b>Auckland Council</b>	<ul style="list-style-type: none"> <li>Train council staff to assist Auckland Emergency Management in responding to an emergency.</li> <li>Healthy Waters provides information regarding risks of flooding on property.</li> </ul>





## Get your household ready for an emergency

In an emergency, unless it is unsafe, stay at your whare/home and have supplies for at least three days.

This section tells you how to be ready and prepare for an emergency.

### Know your hazards

 **Learn about the potential hazards in your area**



Being prepared involves understanding the likelihood of hazards that may create an emergency near you.

To see which hazards are most likely to impact your whare/home, workplace or school, check out the Auckland Emergency Management [Hazard Viewer](#) and Auckland Council's [Flood Viewer](#).

Check out **the maps and pull out Hazard Factsheets at the end of the plan.**

### Create a Household Plan

 **Develop a Household Plan for your whānau using our template**



A Household Plan provides a template for emergency information such as: contact details, where supplies are kept, what to do if there is no power or water and where to go if you need to evacuate.

Every Household Plan will be different because of where we live, who lives with us and who might need help.

Check out the [Make a Plan](#) template at the end of this plan (Appendix 2) or use the QR code for a digital version. The [Get Ready website](#) has Make a Plan in multiple languages.

Having a plan helps make emergencies less stressful for everyone. It is particularly beneficial to include children in making your plan, as it encourages

discussion in an honest, practical and calm way about:

- what might happen in an emergency
- what you can do to keep safe
- what your plan is if you can't get to your whare/home
- what you can do if you cannot communicate via mobile, landline or internet.

When you're making your household plan remember to include everyone. Think about the requirements of people with disabilities, older people, babies, young children, pets and other animals, or your specific needs if you live in an [apartment](#).

If you live in an apartment building, store some emergency supplies in compact containers that will fit at the back of a cupboard or under furniture.

Make sure you have contact details for your landlord, body corporate or building owner. Get to know your neighbours and consider leaving a door key and access instructions with a friend.

### Extra steps to take for vulnerable whānau



Ensure your plan and supplies cater to your whānau who are older or who have disabilities or medical conditions.

Check the plans for your whānau/family in aged-care facilities or supported living.

- ✓ Understand the extra supplies needed and put in your grab bag.
- ✓ Keep ice packs in the freezer and a smaller cooler bag for refrigerated medical supplies.
- ✓ Wear a medical alert tag or bracelet so people know what assistance may be needed.
- ✓ Know who to call for help if you're dependent on life-sustaining equipment or treatment. Ensure your electricity retailer or telecommunications provider know if you are dependent on these services for life-sustaining support.





- ✓ Let Watercare know if you need a continuous supply of high-quality water.
- ✓ Have an extra mobility device such as a cane or walker.
- ✓ Ensure your whānau know how to assemble and disassemble your wheelchair. Keep a portable air pump for tyres.

- ✓ If you use a seat cushion to protect your skin or maintain your balance, keep a spare one.
- ✓ Emergency preparedness information is available in audio, large print and Easy Read on the National Emergency Management Agency's (NEMA) [Get Ready website](#).



The following table suggests supplies to include in your plan for those in your whānau who:

Are deaf, hard of hearing, or have a speech impediment	Are blind or with a visual impediment	Have an intellectual or cognitive disability
<ul style="list-style-type: none"> <li>✓ Keep spare hearing aid batteries in your grab bag.</li> <li>✓ Give others a house key so they can alert you.</li> <li>✓ Put a writing pad, pens, laminated cards with phrases etc in your grab bag to help communication.</li> <li>✓ If you use an augmentative communications device, or other assistive technologies, plan how you will evacuate with the device or how you will replace equipment if it breaks. Keep model information and note where the equipment came from, such as the name of the provider.</li> <li>✓ Videos in New Zealand Sign Language on hazards and emergencies in Aotearoa New Zealand are available on <a href="#">NEMA's Get Ready website</a>.</li> </ul> 	<ul style="list-style-type: none"> <li>✓ Mark emergency supplies with Braille labels or large print.</li> <li>✓ Keep an audio list of your emergency supplies and where you bought them.</li> <li>✓ Make sure there is a grab bag for your guide dog with food, medications, vaccination records, identification and harnesses. Guide dogs can stay in emergency shelters with their owners.</li> <li>✓ Keep extra canes at your whare/home or work, even if you have a guide dog as it may become disoriented in an emergency.</li> <li>✓ Listen to audio recordings about the hazards we face and emergency preparedness on <a href="#">NEMA's Get Ready website</a>.</li> </ul> 	<ul style="list-style-type: none"> <li>✓ Keep handheld electronic devices charged and loaded with videos and activities. Have spare chargers.</li> <li>✓ Include a small pop-up tent with your grab bag to decrease visual stimulation in a busy room or to provide instant privacy.</li> <li>✓ Include comfort snacks in your grab bag.</li> <li>✓ Consider a pair of noise-cancelling headphones to decrease auditory stimuli and sunglasses to decrease visual stimuli.</li> <li>✓ Include comforting items in your grab bag that are familiar, such as a pillow or blanket.</li> </ul>





## Looking after pets and animals



In an emergency, bring your pets indoors as soon as possible and confine them to one room. Pets may try to run if they feel threatened so keeping them inside and in one room will allow you to find them quickly if you need to evacuate.

Consider an early evacuation of pets and other animals. Waiting to evacuate animals until the last minute can be fatal for them and dangerous for you. If you live on a lifestyle block or rural property, have a look at our Lifestyle Block Emergency Preparedness Guide for further information.

**Take your pets with you when you evacuate** – if it is not safe for you, it is not safe for them. Leaving them behind may endanger you, your pets, and emergency responders.



Ensure [pets and animals](#) are part of your plan and you have extra supplies for them.

- Make sure you have pet food and leashes in your grab bag.
- Have a pet carrier for cats and small dogs.

**Email the household plan to your whānau/family and keep a copy on your fridge**



## Keep emergency supplies

**Have emergency supplies for three days**



Have a stock of [supplies](#) such as water, food, and essential items, for at least three days, that you can access in a hurry and find in the dark.

Emergency supplies to keep at your whare/home include:

- ✓ at least nine litres of water for each person in your household, enough for drinking and basic hygiene for 3 days
- ✓ long-lasting food that doesn't need cooking, especially for babies and young children
- ✓ spare gas for your camping stove or BBQ (never use these indoors)
- ✓ toilet paper, plastic bags and large plastic buckets for an emergency toilet
- ✓ prescribed medications
- ✓ unscented bleach (often the cheaper supermarket brands), cloths, and rubber gloves for hygiene
- ✓ heavy-duty work gloves
- ✓ face mask
- ✓ torches and spare batteries. Use torches rather than candles to reduce the risk of fire.
- ✓ a power bank to charge electronic or mobile devices
- ✓ a battery powered radio
- ✓ a first aid kit.

**Remember you can use your car to listen to the radio and charge devices.**



## How to store water for emergencies

- Check expiry dates regularly on bottled water and if you choose to use your own storage containers, clean plastic soft-drink bottles are best.
- Do not use plastic jugs or cardboard containers that have had milk in them. Milk protein cannot be removed from these containers. They provide an environment for bacterial growth when water is stored in them.
- Thoroughly clean the containers with hot water. Don't use boiling water as this will destroy the bottle.
- Fill bottles to the top with regular tap water until it overflows. Add five drops of non-scented liquid household chlorine bleach per litre to the water. Do not use bleaches that contain added scent or perfume, surfactants, or other additives. These can make people sick. Do not drink for at least 30 minutes after disinfecting.
- Tightly close the containers using the original caps. Be careful not to contaminate the caps by touching the inside of them with your fingers.
- Place a date on the outside of the containers so that you know when you filled them. Store them in a cool, dark place.
- Check the bottles every 6 months. You can do this when the clocks change over at daylight savings. If the water is not clear, throw it out and refill clean bottles with clean water and bleach.



## \$ Keep spare cash

### ➤ Have cash available

During an emergency, electricity outages may occur which means ATMs and EFTPOS machines may not work. Keep an appropriate amount of cash available for the purchase of necessary supplies or services.

## 📄 Check your insurance

### ➤ Review your insurance and have a copy in your grab bag

Review insurance policies on a regular basis in preparation for an emergency.

It is a good idea to have a copy of insurance documents in your grab bag.

## 🎒 Prepare a grab bag in case you have to evacuate

### ➤ Make a grab bag



A **grab bag** is a small backpack with essential supplies that you can take with you if you need to evacuate. Have a grab bag ready for each member of your whānau/family.

Your grab bag should not be too heavy so you can carry it on foot for a considerable distance.

Items to include in your grab bag are:

- ✓ trainers/walking shoes (put them on), a raincoat, a hat and warm clothes
- ✓ water and snacks
- ✓ hand sanitiser
- ✓ power bank and phone charger
- ✓ cash
- ✓ photo ID
- ✓ medications
- ✓ a first aid kit



- ✓ a torch
- ✓ a battery radio
- ✓ pet food, medication and a carrier or leash
- ✓ baby items, such as food, formula and nappies.

**\*If you have asthma or a respiratory disorder, make sure your grab bag has masks and any medication required.**

Tailor your grab bags to your whānau/family's needs. For children, you might want to pack a toy, book or something to keep them entertained. Torch, battery radio and first aid kit could be per household, rather than for each grab bag. Remember, you don't need extra supplies of each item. We understand it can be expensive, so let's get creative:

- When you evacuate, put on your trainers or walking shoes.
- Put old warm clothes into your grab bag or in the back of your car.
- Some items you may still need to buy, but you don't need to buy them all at once. You could put aside \$10 a week for a few weeks to build up your spare cash, or buy an item or two of non-perishable foods.
- Keep your first aid kit and torch in your grab bag.
- Use your car radio or check if your neighbours have a radio.



### ➤ Keep some essential supplies in your car



You may be stuck in your car during an emergency, so keep essential supplies such as a blanket, energy bars and hand sanitiser in the boot.

Consider taking your grab bag with you when traveling, particularly if bad weather is predicted.

Keep up to date with weather and road information when planning your travel.



## Plan your evacuation routes

### ➤ Know how you will get to high ground

If your whare/home, school/kura, workplace/wāhi mahi, or any other place you frequently go is in a tsunami evacuation zone or at risk of flooding, plan your evacuation route to a safe location. Your evacuation route needs to take you out of the tsunami or flood zone or at least as far or as high inland (for tsunamis) as you can get, following the posted tsunami evacuation routes where present.

A safe location could be a friend or relative's whare/home, or any place where you can find refuge a short distance outside of the tsunami or flood evacuation zone.

### ➤ Practise your tsunami hīkoi

A tsunami hīkoi is a walk that takes you along your tsunami evacuation route either inland or towards high ground.

Practise your tsunami evacuation route either by foot or by bicycle, in good and bad weather to help your muscle memory to kick in when tsunami happens.

If you are near the coast, you need to act immediately if you experience any of the following:

- Feel a strong earthquake that makes it hard to stand up, or a weak rolling earthquake that lasts a minute or more
- See a sudden rise or fall in water level
- Hear loud and unusual noises from the water. Move immediately to the nearest high ground or as far inland as you can, out of tsunami evacuation zones.

Do not wait for official warnings. Immediately follow the advice of any emergency warning. Do not wait for more messages before you act.

### ➤ Know the emergency procedures and safe locations of your children's schools

## 📍 Learn where you can go if you need to evacuate

### ➤ Know where your closest Civil Defence Centres and Community Emergency Hubs are



Find out where your Civil Defence Centres and Community Emergency Hubs are located before an emergency.

In an emergency, check Auckland Emergency Management's social media, [website](#) and radio stations to learn which Civil Defence Centres and/or Community Emergency Hubs are open. See the section How to evacuate and where to go in this plan for more details.





## Get your community ready for an emergency



Members of the [community](#) are often the first to help fellow residents in an emergency.

Auckland Emergency Management encourages all communities to come together and plan how to get ready and what to do if an emergency occurs in their area.

Some Auckland communities have created a Community Response (or Resilience) Plan to respond to a local emergency. These plans, as well as tips and templates on emergency response planning, are on Auckland Emergency Management's website.

Contact [aeminfo@aucklandcouncil.govt.nz](mailto:aeminfo@aucklandcouncil.govt.nz) for help developing a Community Response Plan.

To help your community get ready for an emergency, think about:

- what resources the community has (e.g. places, spaces, assets, businesses, services, infrastructure, volunteer groups, community organisations).
- what hazards are a biggest risks for the community, and what areas are particularly vulnerable.
- how you can support your community for three days without government help (food and shelter).
- how will you communicate with each other (remembering that there may be power outages).
- who in your community may need more support in an emergency (e.g. culturally and linguistically diverse (CALD), tourists, babies/children, older people, people with disabilities).

Community event



## Know your neighbours

**Your neighbours are the closest people who can help you in an emergency.**

Getting to know the people in your street is the first level of community support in an emergency. If you feel comfortable doing so, we recommend you:

- ✓ share contact details with your neighbours.
- ✓ tell your neighbours about your emergency plan and ask about theirs.
- ✓ find out who amongst your neighbours may be able to help you or may need your.
- ✓ create a network with four other people in your neighbourhood to share emergency resources and provide support.
- ✓ Local organisations, such as [North Shore Neighbourhood Support](#), can help you get to know the people who live near to you.



## Get your business ready for an emergency

To help your [business](#) or workplace get ready, think about:

- the risk to the business and its staff if it operates during an emergency
- creating a business continuity plan
- having basic supplies on hand
- getting to know the community around you.

Visit [Work Ready](#) for resources and tools that help businesses plan for an emergency and support their staff to know what to do.



## Get ready for specific hazards

This section will support you and your whānau/family to understand how to get ready for different hazards.



## Get ready for a major storm or flood

- ✓ Go to the [Flood Viewer](#) to understand how flooding might impact your area and how to stay safe during floods.
- ✓ Take photos of your rooms and outdoor areas, for insurance purposes.
- ✓ Move valuable and dangerous items, including electrical equipment and chemicals, as high above the floor as possible. Use watertight containers to store important items.
- ✓ Lift curtains, rugs and bedding off the floor.
- ✓ Bring inside or tie down anything that can be broken or picked up by strong winds or floods, such as outdoor furniture. If you have a trampoline, turn it upside down to minimise the surface area exposed to wind.
- ✓ Clear debris and leaves from external drains and gutters to prevent overflow or water damage in heavy rain.
- ✓ Remove any debris or loose items from around your property. Branches, firewood and other items may become dangerous in strong winds or cause blockages if your property floods.
- ✓ Move vehicles to higher ground.
- ✓ Moor boats securely or move them to a designated safe location.
- ✓ Use rope or chain to secure boat trailers. Use tie-downs to anchor a trailer to the ground or to a building.
- ✓ Sandbags can be used to divert water away from your property. Sandbags and fill material are available from hardware stores such as Bunnings or Mitre 10. They can be used to block doorways or to weigh-down manhole covers, garden furniture, and to block sink, toilet and bath drains to prevent water coming back up the outlet.







## Sandbags

**Sandbags require time and effort to fill and place, so they need to be used in advance of flooding to be effective, rather than during a flood or a storm.** They also won't stop water coming up under a house through floorboards.

If you don't have sand, use a fine material such as soil and use pillowcases as makeshift sandbags.

### Filling sandbags

- Fill bags with sand or any other fine material. Don't use gravel or rocky soils as they will let the water through.
- It's easiest if two people are involved - one to hold the bag and the other to shovel the sand in.
- Only fill bags to two-thirds full. This gives the sand room to expand as it absorbs the water.
- Don't tie or seal the bag when you put it in place, fold the flap into a triangle and tuck it under the bag.



### Stacking sandbags

- Clear any debris from the area where the bags will be stacked.
- Put a large sheet of heavy-duty plastic between the sandbags and the building or surface.
- Place your first row of sandbags lengthwise and flat to the ground, butting each end to the next, folding the open end of the sandbag underneath.
- Stack bags in layers like a brick wall, overlapping each row. Stack the second row of sandbags on top of the first, staggering the joints.
- Stamp bags firmly into place to eliminate gaps and create a tight seal.
- If more than three layers are required, place sandbags behind to support the wall of sandbags.

### Disposing of sandbags

- Sandbags must be disposed of after use due to contamination risk. Take them to a waste transfer station in Auckland. The closest waste transfer station to the Devonport-Takapuna Local Board area is the North Shore Transfer Station located at **117 Rosedale Road, Pinehill.**

## Get ready for an earthquake

Get your where/[home ready for an earthquake](#) by:

- ✓ sticking items onto shelves with Blu-Tack
- ✓ using strong materials for hanging pictures/ photo frames
- ✓ putting restraints on TVs and heavy furniture.
- ✓ **Identify safe spaces to Drop, Cover and Hold within your where/home, school, work and other places you often visit. The safe space should be:**
  - somewhere close to you, no more than a few steps away to avoid injury from flying debris
  - under a strong table with legs that you can hold on to, so it doesn't move
  - away from windows that may shatter and cause injury
  - away from tall furniture that could fall on you
  - not in a doorway, most doorways are not stronger than any other parts of a building.
- ✓ Practise the Drop, Cover and Hold exercise at least twice a year so you remember what to do when an earthquake happens. A good time to do this is when the clocks change and remember to take part in ShakeOut, our national earthquake drill.

## Get ready for a volcanic eruption

During ash fall from a volcano, you may need to remain indoors for several days.

- Take steps to keep ash out of your indoor environment:
  - Close doors and windows, where possible.
  - If possible, seal up large gaps and spaces to the outdoors. For example, you could use tape and plastic sheeting, or rolled-up towels.
  - Try to set up a single entry/exit point for the building. Leave any clothes or shoes covered in ash outside.
  - Do not use any appliances (e.g., air conditioners) which suck in air from the outside.
  - If the indoor environment is ashy, try to gently clean away the ash using damp cloths.
  - Don't use vacuum cleaners as they can blow out fine ash, back into the indoor space.
- If you are staying indoors for a long time:
  - Make sure that the indoor environment does not get too hot. If it gets too hot, consider evacuating.
  - Don't use cooking and heating stoves, or other appliances, which produce smoke.
  - Do not smoke cigarettes or other products.
- Do not use un-flued gas heaters, or use outdoor appliances such as gas patio heaters or barbecues, due to the risk of carbon monoxide poisoning.





### Get ready for a wildfire

Embers can travel for more than two kilometres from a wildfire, igniting fire on properties not close to the wildfire.

Wildfire travels faster uphill, so properties on a steep slope, or at the crest of a hill, are at the greatest risk.

The following are simple steps to reduce the risk of wildfire impacting property.

- ✔ Create a 10-metre safety zone around your whare/home and other structures by:
  - clearing excess combustible materials and vegetation such as leaves, dead branches and stacks of firewood
  - keeping your lawns short
  - regularly clearing material from gutters spouting, and areas around decks
  - planting low flammability plants and trees which have moist supple leaves, little accumulation of dead wood and dry dead material within the plant, and low levels of sap.

### Get ready for a pandemic

To get ready for a pandemic:

- ✔ Make a plan with whānau/family and friends that includes:
  - who will help with food and supplies if you and your household are ill
  - who will look after your extended whānau/family if they don't live nearby, for example, who could deliver groceries or meals to sick whānau/family members
  - who would look after your children/dependents if they need to stay at whare/home
  - how to check on friends, whānau/family and neighbours who might need help.
- ✔ Think about whether you could work from whare/home and what you would need to do this.
- ✔ Have contact numbers in an obvious place, such as on the fridge, for:
  - neighbours to call if you need help
  - your local doctor or health clinic/provider
  - Healthline (freephone: 0800 611 116)
  - your workplace.
- ✔ Keep first aid kits up to date.
- ✔ Have a supply of food to last for at least a week.
- ✔ Have a supply of masks to help stop the spread of germs.
- ✔ Have tissues and plastic bags available for used tissues.
- ✔ Think about activities if you and your whānau/family have to stay at whare/home for more than a week (e.g. books, games and streaming services).

## Response

### What is response?

Response is the action taken immediately before, during or directly after an emergency that saves lives and protects property.

### Why is response important?

The quicker we respond to events and the more coordinated the approach, the less the community will be impacted.











Working together in a coordinated way can save time and resources, which in turn, can save lives and money.

### Roles in response – who does what?

<b>Whānau &amp; individuals</b>	<ul style="list-style-type: none"> <li>• Check that whānau/family are safe. Use social media and text to free phone lines for emergency services.</li> <li>• Check in with neighbours and offer support to each other.</li> </ul>
<b>Communities</b>	<ul style="list-style-type: none"> <li>• Contact Auckland Emergency Management regarding needs in the community.</li> <li>• Set up Community Emergency Hubs.</li> <li>• Connect with organisations that have trained volunteers to help meet community needs.</li> </ul>
<b>The Local Board</b>	<ul style="list-style-type: none"> <li>• Identify high-level needs of the community and communicate this to Auckland Emergency Management.</li> <li>• Direct community members towards the right place to get the support they need.</li> <li>• Act as a conduit for information as requested by the Emergency Coordination Centre.</li> <li>• Facilitate and help the community work together.</li> </ul>
<b>Auckland Emergency Management</b>	<ul style="list-style-type: none"> <li>• Monitor potential emergencies through the 24-hour Duty Team.</li> <li>• Activate the Emergency Coordination Centre to coordinate the response to an emergency.</li> <li>• Lead the coordination of response activities for geological, meteorological, and infrastructure hazards.</li> <li>• Liaise with stakeholders and communities to prioritise response efforts.</li> <li>• Set up Civil Defence Centres.</li> </ul>
<b>The Mayor &amp; Auckland Council</b>	<ul style="list-style-type: none"> <li>• If needed, the mayor declares a state of local emergency.</li> <li>• The mayor is the principal spokesperson for an emergency to the public.</li> <li>• Auckland Council provide consistent and accurate information to communities and the media.</li> <li>• Council staff deployed from their normal roles as resource for response effort.</li> </ul>

## Steps to take in an emergency

### IF YOU ARE SAFE AT HOME


- Stay at home.
- Use your emergency supplies.
- Stay informed through official sources:
  - AEM   
  - NEMA   
  - Radio stations (RNZ, Newstalk, The Hits, MoreFM)
  - Met Service   & app.
  - GeoNet   & app.
- Check on your neighbours and others nearby.
- Stay connected to your whānau/family and friends.

**Use text or social media, keep phones lines clear for people who need urgent assistance.**

Put your family/whānau emergency Household Plan into action.

**If life is at risk dial 111.**

### IF YOU ARE UNSAFE AT HOME

- Take your grab bag.
- Use your evacuation routes.
- If possible, stay with whānau/family or friends who are safe. Or go to your closest Community Emergency Hub/Civil Defence Centre. Check radio stations or Auckland Emergency Management's website/social media to see what locations are open. (Telephone language interpreters are available at Civil Defence Centers). 

**Do not wait for emergency services to tell you to evacuate.**

Figure 6: Steps to take in an emergency

## Emergency information, updates & warnings

**Either a solar or battery-powered radio, or your car radio can help keep you up to date with the latest news if the power goes out.**

Local radio stations to listen to during an emergency include:

- [Radio New Zealand 756 AM or 101.4 FM](#)
- [Newstalk ZB 894 FM](#)
- [The Hits 97.4 FM](#)
- [More FM 91.8 FM](#)
- [Radio Samoa 1593AM](#)
- [Radio Waatea 603AM](#)
- [Radio Spice 88FM](#)
- [Humm 106.2FM](#)
- [Radio Tarana 1386AM](#)
- [Planet FM 104.6FM](#)

### Online sites for information

Auckland Emergency Management official channels

-  [@aklCDEMt](#)
-  [@AucklandCDEM](#)
-  [aucklandemergencymanagement.org.nz](#)

National Emergency Management official channels

-  [@NZCivilDefence](#)
-  [@nzcivildefence](#)
-  [civildefence.govt.nz](#)



### Other channels

- [Our Auckland](#) will have information on where to get support and other important information.
- New Zealand Transport Agency [Waka Kotahi](#) and [Auckland Transport](#) will provide updates on road closures.



### Emergency Mobile Alerts

Emergency Mobile Alerts (EMAs) are emergency alerts sent by authorised agencies to mobile phones. The alerts provide immediate warning and are broadcast to all capable phones from targeted cell towers. You do not need to download an app.

EMAs are targeted to areas affected by serious hazards. They are only sent when there is a serious threat to life, health or property, and during annual tests.



The EMA will tell you what the emergency is, what to do and where to get further information.

Most phones manufactured after 2017 can receive an EMA.



### Earthquake & Volcano information from GeoNet

GeoNet provides information on recent earthquakes and volcano activity around New Zealand.

-  [@geonetnz](#)
-  [geonet.org.nz](#)

Members of the public can receive earthquake and volcano notifications on their phone by installing the free GeoNet app and enabling notifications from the main menu. [geonet.org.nz](#)



### Weather information from MetService / Te Ratonga Tiorangi

MetService is New Zealand's only authorised provider of severe weather watches and warnings.

-  [@MetService](#)

Members of the public can receive severe weather watches and warning notifications on their phone by installing the free MetService app and enabling notifications from the main menu. You can also sign up for severe weather emails at [metservice.com/warnings/home#sign-up](#)



### Yellow Watch

A yellow weather watch is used when severe weather is possible, but not imminent or certain. It is a weather watch in that it is less severe compared to orange and red weather warnings.

Severe weather warnings for heavy rain, strong wind or heavy snow are classified into categories based on severity of the weather and recommended actions:

- Orange Warnings – be prepared to take action
- Red Warnings – act immediately.



### Orange Warning – be prepared to take action

An orange weather warning is used when the forecast indicates bad weather will meet severe weather criteria. Be prepared to take action to minimise potential risk to people, animals and property.



### Red Warning – act immediately

A red weather warning is reserved for only the most extreme weather where significant impact and disruption is expected, such as a tropical cyclone. Act immediately to protect people, animals and property from the impact of the weather.

Red weather warnings will most often be accompanied by advice and instructions from official authorities and emergency services.

## How to evacuate and where to go



**If it is not safe for you to stay in your where/home, get out immediately, you do not need to wait for an official notice to evacuate.**

- If you are experiencing a landslide, do not stop to pick up supplies, get out of your where/home immediately.
- If your where/home is flooding, leave immediately.
- If you are told to evacuate, move immediately and follow official advice.
- Pick up your grab bag(s) if it is safe to do so.
- Go to the place you have identified in your Household Plan. If possible, plan to stay with friends or whānau first. Otherwise, go to your closest open Community Emergency Hub or Civil Defence Centre for support. Check radio stations and Auckland Emergency Management's website or social media to see what locations are open.



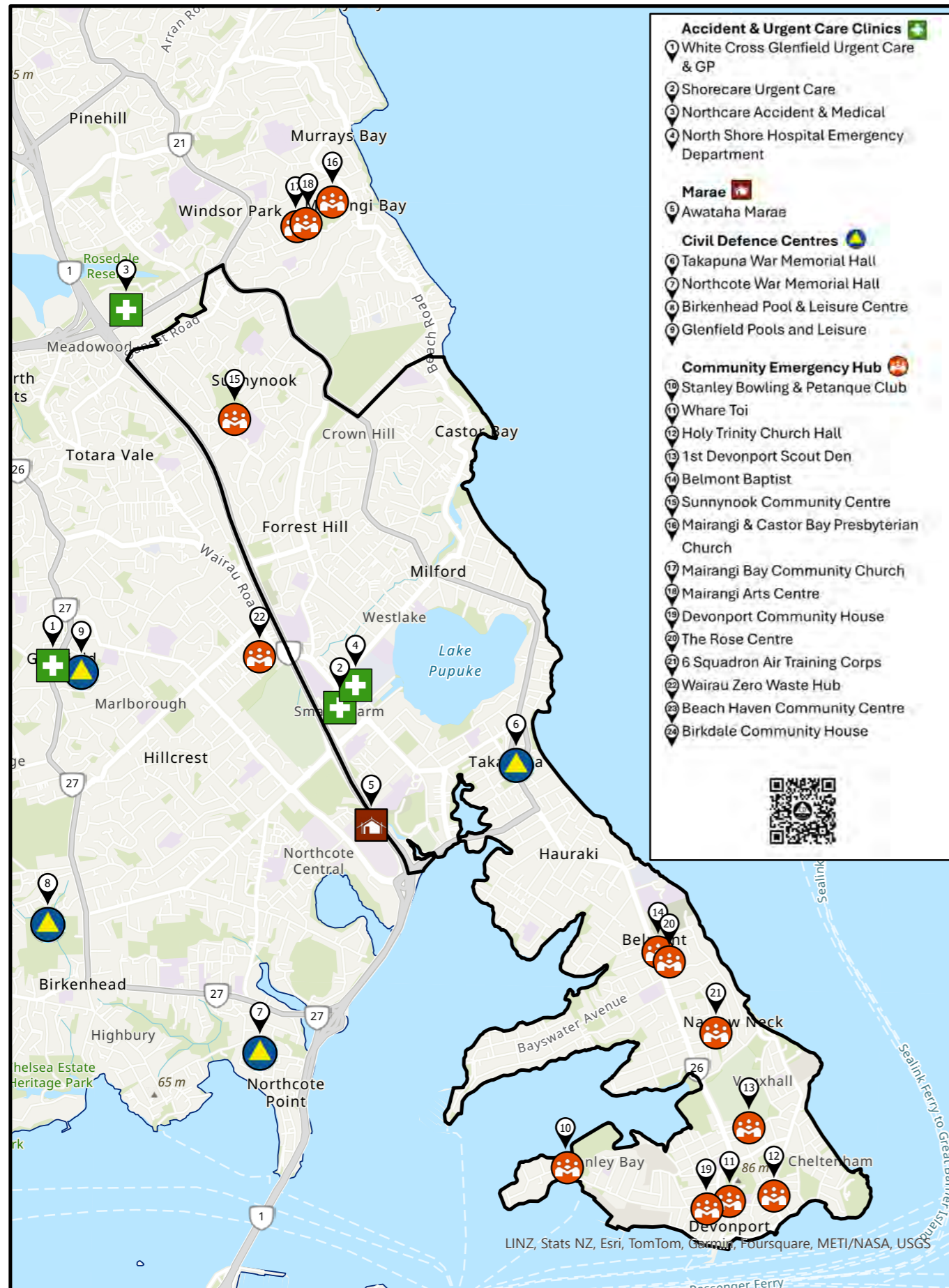


Figure 7: Map demonstrating Accident & Urgent Care Clinics, Marae, Civil Defence Centres & Community Emergency Hubs in Devonport-Takapuna Local Board area and nearby areas.



### Civil Defence Centres

Civil Defence Centres (CDCs) are opened based on community need and are equipped to provide affected people with a safe place to shelter and access essential support services.

Services can vary depending on the emergency, and may include provision of overnight shelter and access to welfare support agencies. Civil Defence Centres are managed by Auckland Emergency Management and staffed by central government agencies, welfare organisations and Auckland Council.

Auckland Emergency Management is currently reviewing the suitability of Civil Defence Centres across the whole rohe/region to ensure facilities are fit for purpose. Civil Defence Centres themselves may be impacted by an emergency, so it is important to check which is open before you go.

#### Potential Civil Defence Centres in the Devonport-Takapuna area

The location of Civil Defence Centres will be informed by the emergency and proximity of impacted communities. The following table provides a list of the potential Civil Defence Centres in the Devonport-Takapuna area, however other locations may be used. Radio stations and Auckland Emergency Management’s website and social media pages will list where is open.

Location	Services provided	Accessibility
<b>Takapuna War Memorial Hall</b> <a href="#">3 Gibbons Road, Takapuna</a>	<ul style="list-style-type: none"> <li>shelter</li> <li>food</li> <li>access to information</li> </ul>	<ul style="list-style-type: none"> <li>accessible toilet</li> <li>wheelchair friendly</li> </ul>
<b>Glenfield Pools and Leisure</b> <a href="#">73-77 Bentley Avenue, Glenfield</a>	<ul style="list-style-type: none"> <li>shelter</li> <li>food</li> <li>access to information</li> </ul>	<ul style="list-style-type: none"> <li>accessible toilet</li> <li>wheelchair friendly</li> </ul>
<b>Birkenhead Pool and Leisure Centre</b> <a href="#">46 Mahara Avenue, Birkenhead</a>	<ul style="list-style-type: none"> <li>food</li> <li>access to information</li> </ul>	<ul style="list-style-type: none"> <li>accessible toilet</li> <li>wheelchair friendly</li> </ul>
<b>Northcote War Memorial Hall</b> <a href="#">2 Rodney Road, Northcote Point</a>	<ul style="list-style-type: none"> <li>food</li> <li>access to information</li> </ul>	<ul style="list-style-type: none"> <li>accessible toilet</li> <li>wheelchair friendly</li> </ul>

### Marae

Marae are a taonga and should be considered as such. They are an integral part of the community often going out of their way to respond to community needs when disaster strikes.

#### Marae in the Devonport-Takapuna area

Location	Contact details
<b>Awataha Marae</b> <a href="#">58 Akoranga Drive, Northcote</a>	<a href="http://awataha.co.nz">awataha.co.nz</a> <a href="https://facebook.com/awatahamarae">facebook.com/awatahamarae</a> <a href="mailto:info@awataha.co.nz">info@awataha.co.nz</a> <b>0800 2928242</b> (0800 Awataha)





## Community Emergency Hubs

Community Emergency Hubs (CEHs) are pre-identified, community-led places that support local residents to coordinate efforts and help each other during and after an emergency.

Community Emergency Hubs are opened and operated by people within the community, not by official authorities, when there is desire for community action. This is often in the initial 24 to 36 hours of an emergency.

Auckland Emergency Management will train communities who wish to pre-identify a place for a Community Emergency Hub (such as a church, sports club or hall) to set it up and operate.

A Community Emergency Hub offers a place where people can meet, support and help each other to look after their community during an emergency.

Figure 8: Diagram demonstrating communications between individuals and whānau/family, communities and the Emergency Coordination Centre communities.

## Potential Community Emergency Hubs in and around the Devonport-Takapuna area

\*Please check if they are open before evacuating to these CEHs.

Location	Contact details
<b>Sunnynook Community Centre</b> 148 Sycamore Drive, Sunnynook	<a href="https://facebook.com/SunnynookCommunityCentre/?ref=embed_page">facebook.com/SunnynookCommunityCentre/?ref=embed_page</a> <b>office@sunnynookcomcentre.co.nz   (09) 410 4902</b>
<b>Devonport Community House</b> 32 Clarence Street, Devonport <i>* Note: won't be used in a flood</i>	<a href="https://facebook.com/CommunityDevonport">facebook.com/CommunityDevonport</a> <b>info@devonportcomhouse.co.nz   (09) 445 3068</b>
<b>The Rose Centre</b> 4 School Road, Belmont	<a href="https://rosecentre.co.nz/contact-us">rosecentre.co.nz/contact-us</a> <a href="https://facebook.com/rosecentre">facebook.com/rosecentre</a> <b>kiaora@rosecentre.co.nz   (09) 445 9900</b>
<b>Belmont Baptist Church</b> 168 Lake Road, Belmont	<a href="https://belmontbaptistnz.org">belmontbaptistnz.org</a> <a href="https://facebook.com/belmontbaptistnz">facebook.com/belmontbaptistnz</a> <b>belmontbaptistchurch@xtra.co.nz</b>
<b>6 Squadron Air Training Corps</b> 9 Achilles Crescent, Narrow Neck	<a href="https://6sqnatc.org.nz/about">6sqnatc.org.nz/about</a> <a href="https://facebook.com/SixSquadron">facebook.com/SixSquadron</a> <b>(09) 445 6668</b>
<b>1st Devonport Scout Den</b> <a href="https://www.scouts.org.nz/locations/devonport">Allenby Avenue, Devonport</a>	<a href="https://facebook.com/people/Devonport-Peninsula-Emergency-Support-Group/61556850430437">facebook.com/people/Devonport-Peninsula-Emergency-Support-Group/61556850430437</a> <b>dpes@dpt.nz</b>

Location	Contact details
<b>Holy Trinity Church Hall</b> <a href="https://www.holytrinitychurch.org.nz">20 Church Street, Devonport</a>	<a href="https://facebook.com/people/Devonport-Peninsula-Emergency-Support-Group/61556850430437">facebook.com/people/Devonport-Peninsula-Emergency-Support-Group/61556850430437</a> <b>dpes@dpt.nz</b>
<b>Whare Toi</b> <a href="https://www.wharetoi.org.nz">28 Clarence Street, Devonport</a>	<a href="https://facebook.com/people/Devonport-Peninsula-Emergency-Support-Group/61556850430437">facebook.com/people/Devonport-Peninsula-Emergency-Support-Group/61556850430437</a> <b>dpes@dpt.nz</b>
<b>Stanley Bowling &amp; Petanque Club</b> <a href="https://www.stanleybowling.org.nz">20 Stanley Point Road, Stanley Bay</a>	<a href="https://facebook.com/people/Devonport-Peninsula-Emergency-Support-Group/61556850430437">facebook.com/people/Devonport-Peninsula-Emergency-Support-Group/61556850430437</a> <b>dpes@dpt.nz</b>
<b>Mairangi &amp; Castor Bay Presbyterian Church</b> <a href="https://www.mairangibay.org.nz">11 Hastings Road, Mairangi Bay</a>	<a href="https://facebook.com/61551507774860">facebook.com/61551507774860</a>
<b>Mairangi Bay Community Church</b> <a href="https://www.mairangibay.org.nz">49 Maxwelton Drive, Mairangi Bay</a>	<a href="https://facebook.com/61551507774860">facebook.com/61551507774860</a>
<b>Mairangi Arts Centre</b> <a href="https://www.mairangiarts.org.nz">20 Hastings Road, Mairangi Bay</a>	<a href="https://facebook.com/61551507774860">facebook.com/61551507774860</a>
<b>Wairau Zero Waste Hub</b> <a href="https://www.wairauzero.org.nz">9 Porana Road, Wairau Valley</a>	<a href="https://localised.nz/our-enterprises/wairau-zero-waste-hub">localised.nz/our-enterprises/wairau-zero-waste-hub</a>
<b>Beach Haven Community Centre</b> <a href="https://www.beachhaven.org.nz">130 Beach Haven Road, Beach Haven</a>	<a href="https://facebook.com/BirkdaleBeachHaven/?ref=embed_page">facebook.com/BirkdaleBeachHaven/?ref=embed_page</a> <a href="https://birkdalebeachhaven.org.nz/beach-haven-community-house">birkdalebeachhaven.org.nz/beach-haven-community-house</a> <b>(09) 483 9942</b> <b>houses@birkdalebeachhaven.org.nz</b>
<b>Birkdale Community House</b> <a href="https://www.birkdale.org.nz">134 Birkdale Road, Birkdale</a>	<a href="https://facebook.com/BirkdaleBeachHaven/?ref=embed_page">facebook.com/BirkdaleBeachHaven/?ref=embed_page</a> <a href="https://birkdalebeachhaven.org.nz/beach-haven-community-house">birkdalebeachhaven.org.nz/beach-haven-community-house</a> <b>(09) 483 9942</b> <b>houses@birkdalebeachhaven.org.nz</b>
<b>Bayview Community Centre</b> <a href="https://www.bayview.org.nz">72 Bayview Road, Bayview</a>	<a href="https://facebook.com/bayviewcommunitycentre">facebook.com/bayviewcommunitycentre</a> <a href="https://bayviewcentre.org.nz">bayviewcentre.org.nz</a> <b>(09) 443 0231</b> <b>office@bayviewcentre.org.nz</b>

The community groups, organisations and marae who assist with the community emergency response in the Devonport-Takapuna area:


- **Devonport Peninsula Emergency Support Group**
  - [drive.google.com/file/d/1MmG1x14C09gITTpbaonDcJE6cZVp5v8A/view](https://drive.google.com/file/d/1MmG1x14C09gITTpbaonDcJE6cZVp5v8A/view)
  - [facebook.com/people/Devonport-Peninsula-Emergency-Support-Group/61556850430437](https://facebook.com/people/Devonport-Peninsula-Emergency-Support-Group/61556850430437)
  - [facebook.com/DevonportPeninsulaTrust](https://facebook.com/DevonportPeninsulaTrust)
  - **dpes@dpt.nz**
- **Sunnynook Community Centre**
  - [sunnynookcomcentre.co.nz](https://sunnynookcomcentre.co.nz)
  - [facebook.com/SunnynookCommunityCentre](https://facebook.com/SunnynookCommunityCentre)
- **Milford Residents Association**
  - [facebook.com/groups/2051203725183533](https://facebook.com/groups/2051203725183533)



## Interested in volunteering in an emergency?

There are many organisations where you can receive training and assist with an emergency response.

**Community Emergency Hub and Community Response Group volunteers** help their community set up and run Community Emergency Hubs and other community response initiatives. Contact your local Community Emergency Hub for more information on how to get involved.

 **New Zealand Response Team (NZRT) volunteers** are qualified responders who assist in emergency services during emergencies. In Auckland, we have three Response Teams who serve the wider Auckland community. NZ RT5 North Shore is based in Sunnynook. Email [aeminfo@aucklandcouncil.govt.nz](mailto:aeminfo@aucklandcouncil.govt.nz) for more information.

**Taskforce Kiwi** deploys teams of suitably trained and experienced volunteers into the field before, during and after disasters, providing a variety of services to impacted communities, working alongside existing emergency management staff and volunteers. Go to [taskforcekiwi.org/get-involved](http://taskforcekiwi.org/get-involved) for more information.

**Fire and Emergency New Zealand's volunteers** help communities prevent, prepare, respond and recover from emergencies. As well as firefighting, volunteers attend medical incidents, motor vehicle accidents, severe weather events and other requests for help. Go to [fireandemergency.nz/volunteering](http://fireandemergency.nz/volunteering) for more information.

*New Zealand Response Team swift water car rescue training.*

**Land Search and Rescue (LANDSAR) volunteers** provide search and rescue assistance to the lost, missing and injured across New Zealand. Go to [landsar.org.nz/volunteer-with-land-search-and-rescu](http://landsar.org.nz/volunteer-with-land-search-and-rescu) for more information.

**Coastguard volunteers** serve in different capacities depending on their skills, interests and other commitments. Most people who volunteer for Coastguard want to make their contribution out on the water, but there are also plenty of shore-based opportunities for volunteers to support their local community. Go to [volunteers.coastguard.nz/volunteer-roles](http://volunteers.coastguard.nz/volunteer-roles) for more information.

**Surf Life Saving New Zealand volunteers** lead beach and coastal safety, drowning prevention and rescue authority in Aotearoa. Go to [surflifesaving.org.nz/join-us](http://surflifesaving.org.nz/join-us) for more information.

**Student Volunteer Army volunteers** make tangible differences in the world every day – whether it's simply mowing a neighbour's lawn or taking action to reverse the effects of climate change. Through their work in crises across Aotearoa over the last decade, they have evolved to become leaders of second wave crisis response, helping communities recover after disaster. Go to [volunteer.sva.org.nz](http://volunteer.sva.org.nz) for more information.

If you are not a volunteer with one of these organisations or another umbrella group, ask how you can support your neighbours. Organisations such as, [Volunteering Auckland](http://Volunteering Auckland) may have opportunities to assist communities during emergencies.

## Recovery

### What is recovery?

During recovery from an emergency, arrangements are made to address its impacts and consequences. The length of time varies for each recovery, which may be weeks, months or years depending on the emergency.

Community is at the centre of recovery and their values and priorities must be considered. This is done by:

- supporting cultural and physical well-being of individuals and communities
- minimising the escalation of the consequences of the disaster
- reducing future exposure to hazards and their associated risks
- regenerating communities in ways that will meet future needs.

### Why is recovery important?

The recovery process is about supporting people to rebuild their lives and restore their emotional, social, economic and physical wellbeing. It is more than simply building back infrastructure.<sup>6</sup>

Recovery can be an opportunity for positive change. Lessons can be learned, vulnerabilities reduced, and action can be taken to be more resilient in future emergency events.

Recovery is complex. Achieving a recovery's intended outcome requires communication, coordination, collaboration and time.

### Roles in response – who does what?

<b>Whānau &amp; individuals</b>	<ul style="list-style-type: none"> <li>• Stay informed, share recovery information for those impacted, and find creative ways to support those who have been impacted.</li> <li>• Attend training, such as psychological first aid, to learn how to assist those that are struggling.</li> </ul>
<b>Communities</b>	<ul style="list-style-type: none"> <li>• Host events, such as coffee mornings, to foster continued connection.</li> <li>• Review and refine community response or resilience plans, identifying what did and what did not work, and what can be improved.</li> </ul>
<b>The Local Board</b>	<ul style="list-style-type: none"> <li>• Contribute to local awareness and help identify problems and vulnerabilities.</li> <li>• Help set up support recovery efforts and ongoing recovery teams.</li> <li>• Provide political leadership and champion the issues the community is facing.</li> </ul>
<b>Auckland Emergency Management</b>	<ul style="list-style-type: none"> <li>• Undertake debriefs incorporating lessons learned into future work programmes.</li> <li>• May lead a local recovery response.</li> </ul>
<b>Auckland Council</b>	<ul style="list-style-type: none"> <li>• If needed, establish a Recovery Office to coordinate recovery efforts.</li> <li>• Liaising with other recovery support agencies on behalf of communities.</li> </ul>

<sup>6</sup> National Emergency Management Agency. 2019. Recovery Preparedness and Management Director's Guideline for Civil Defence Emergency Management Groups.







## Recovery tips

### **i** Stay Informed

Auckland Council's *Our Auckland* newsletter and website provide up to date recovery information and help you find out where to access resources and support. Go to [ourauckland.aucklandcouncil.govt.nz](http://ourauckland.aucklandcouncil.govt.nz)

### **+** Medical help and advice

**If life is at risk dial 111.**

Contact your doctor or call Healthline on **0800 611 116** if you need medical help or are concerned about health issues.

Contact your health provider if you need help with whare/home support services.

Looking after your mental wellbeing is important. It's normal for you and your whānau to be upset and to feel drained during and after emergencies. For more help:

- Text or call **1737** to speak with a trained counsellor.
- Speak to a health professional such as your doctor or mental health provider.
- Use online resources including All Right [allright.org.nz](http://allright.org.nz) and He Waka Ora [hewakaora.nz](http://hewakaora.nz)

### **🏠** Housing assistance

If you have had to evacuate your whare/home, only return if a building inspector or emergency services have said it is safe to do so.

If your house has received a red or yellow **placard** (sometimes called a sticker), the whare/homeowner will be contacted by a **rapid building assessment** case manager at Auckland Council. For more information go to [aucklandcouncil.govt.nz/recovery-extreme-weather-disasters/recover-disaster/help-buildings-land-compliance/Pages/rapid-building-assessments.aspx](http://aucklandcouncil.govt.nz/recovery-extreme-weather-disasters/recover-disaster/help-buildings-land-compliance/Pages/rapid-building-assessments.aspx)

**Tenancy Services** has advice for tenants and landlords on what to do if your rental property is damaged in a disaster. Call **0800 836 262** (0800 TENANCY) or visit [tenancy.govt.nz/maintenance-and-inspections/repairs-and-damages/what-to-do-after-a-natural-disaster](http://tenancy.govt.nz/maintenance-and-inspections/repairs-and-damages/what-to-do-after-a-natural-disaster)

If you are a Kāinga Ora customer, contact your Housing Support Manager or call **0800 801 601**.

The **Temporary Accommodation Support (TAS)** offers temporary support for those displaced from their damaged homes, working towards returning home or finding a new place to live. Call **0508 754 163** or visit [tas.mbie.govt.nz](http://tas.mbie.govt.nz)

### **\$** Financial assistance

The Ministry of Social Development may make Civil Defence Payments available after an emergency. You don't have to be on a benefit to qualify for a Civil Defence Payment or be a New Zealand resident. Call **0800 559 009** or visit [workandincome.govt.nz/products/a-z-benefits/civil-defence-payment.html](http://workandincome.govt.nz/products/a-z-benefits/civil-defence-payment.html)

### **📄** Insurance

Insurance policies vary according to the type of event, damage, and what is covered by a claim. Call your insurance company as soon as you know your property has been damaged.

Some insurers cover the cost of temporary accommodation if residents can't stay at whare/home due to an emergency.

Take photos of damaged items as soon as possible for an insurance claim, and your insurance company may send an assessor to visit your property.

The New Zealand Claims Resolution Service provides free legal advice for people dealing with home insurance claims because of a disaster. Call **0508 624 327** or email [contact@nzcrs.govt.nz](mailto:contact@nzcrs.govt.nz).

The **Natural Hazards Commission Toka Tū Ake** provides advice on insurance claims for natural disaster damage. Call **0800 326 243** (0800 DAMAGE) or email [info@naturalhazards.govt.nz](mailto:info@naturalhazards.govt.nz).



## To report a problem

### **⚡** Electricity and gas

If you can smell gas, dial 111 and ask for Fire, then call Vector on **0800 764 764**.

For outages and faults, go to Vector's website [vector.co.nz/personal/outages-faults](http://vector.co.nz/personal/outages-faults)

You can also report outages to your own electricity provider.

### **🌐** Internet

To report a problem with your broadband, contact Chorus on **0800 600 100**. For internet outages go to [chorus.co.nz/outages](http://chorus.co.nz/outages)

### **🌊** Flooding

**If life is at risk dial 111.**

To report flooding, call Auckland Council on **(09) 301 0101**.

If flooding is on a highway or motorway, call the NZ Transport Agency | Waka Kotahi on **(09) 969 9800**.

### **🚰** Water and wastewater

To report a problem, contact Watercare via Live Chat on their website [watercare.co.nz](http://watercare.co.nz) or call **(09) 442 2222** and press **1**.

For outages or faults go to [watercare.co.nz/Faults-outages/Current-outages-and-upcoming-shutdowns](http://watercare.co.nz/Faults-outages/Current-outages-and-upcoming-shutdowns)

If the sewage system is damaged, you may need to make an emergency toilet.

- To make an emergency toilet, use sturdy, watertight containers of 15 – 20 litres, such as a rubbish bin or an empty paint bucket, with a snug-fitting cover.
- Line buckets with plastic bags.
- Pour a small amount of regular household disinfectant, such as bleach, into the container each time the toilet is used to reduce odour and germs. If no disinfectant is available, use dirt and dry materials.



## Fallen trees or debris

To report fallen trees or debris, go to Auckland Council's 'Report a Problem' tool.

[aucklandcouncil.govt.nz/report-problem/Pages/report-a-problem.aspx](https://aucklandcouncil.govt.nz/report-problem/Pages/report-a-problem.aspx)

## Roads

To report an urgent State Highway issue, call NZ Transport Agency | Waka Kotahi on **0800 444 449**

To report a non-urgent issue, go to [nzta.govt.nz/contact-us/email-us/state-highway-issue-or-feedback](https://nzta.govt.nz/contact-us/email-us/state-highway-issue-or-feedback)

To report an urgent Auckland arterial road issue, call Auckland Transport on **(09) 355 3553**.

To report a non-urgent issue, go to Auckland Transport's website [contact.at.govt.nz](https://contact.at.govt.nz)

Access NZ Transport Agency's | Waka Kotahi journey planner at [journeys.nzta.govt.nz/journey-planner](https://journeys.nzta.govt.nz/journey-planner) to see disruption on State Highways.

Access Auckland Transport's roadworks and disruptions at [at.govt.nz/projects-initiatives/roadworks-and-disruptions](https://at.govt.nz/projects-initiatives/roadworks-and-disruptions) to see disruption on arterial roads.

## Security and crime

**Do not put yourself in harm's way.**

Unfortunately, emergencies can attract criminal activity.

To report a crime in progress, dial **111** and ask for police. Note the licence number if a vehicle is involved.

## Disposal of waste

It is important to remove damp items from your whare/home as soon as possible for health reasons.

Take debris and damaged items to the closest waste transfer station. For the Devonport-Takapuna area, this is the North Shore Transfer Station located at **117 Rosedale Road** in Pinehill. Call Auckland Council on **(09) 301 0101** if you need advice.

## Donations

If you would like to donate items to those in need, check Localised's website, to see what items they are able to accept during a disaster recovery.



## References

Auckland Emergency Management. 2024. Group Plan Tāmaki Makaurau Auckland Civil Defence and Emergency Management Group Plan 2024 – 2029. Auckland, New Zealand. [aucklandemergencymanagement.org.nz/media/1wbpk1si/aem-group-plan-2024-2029.pdf](https://aucklandemergencymanagement.org.nz/media/1wbpk1si/aem-group-plan-2024-2029.pdf)

Auckland Emergency Management. 2023. Elected Members' Guide. Auckland, New Zealand. [aucklandemergencymanagement.org.nz/media/wxslin1a/20230804-aem-elected-members-guide\\_v1\\_rev2.pdf](https://aucklandemergencymanagement.org.nz/media/wxslin1a/20230804-aem-elected-members-guide_v1_rev2.pdf)

Civil Defence Emergency Management Act 2002.

Devonport-Takapuna Local Board. 2023. Devonport-Takapuna Local Board Plan 2023. Auckland, New Zealand. [aucklandcouncil.govt.nz/about-auckland-council/how-auckland-council-works/local-boards/all-local-boards/devonport-takapuna-local-board/Documents/devonport-takapuna-local-board-plan-2023.pdf](https://aucklandcouncil.govt.nz/about-auckland-council/how-auckland-council-works/local-boards/all-local-boards/devonport-takapuna-local-board/Documents/devonport-takapuna-local-board-plan-2023.pdf)

Ministry of Civil Defence and Emergency Management. 2019. National Disaster Resilience Strategy. Wellington, New Zealand. [civildefence.govt.nz/assets/Uploads/documents/publications/ndrs/National-Disaster-Resilience-Strategy-10-April-2019.pdf](https://civildefence.govt.nz/assets/Uploads/documents/publications/ndrs/National-Disaster-Resilience-Strategy-10-April-2019.pdf)

National Emergency Management Agency. 2024. Together we are all Civil Defence: [facebook.com/photo/?fbid=811217734386190&set=a.309296027911699](https://facebook.com/photo/?fbid=811217734386190&set=a.309296027911699)

Research and Evaluation Unit (RIMU), Auckland Council. 2019. 2018 Census Results Local board and special area information sheets. Auckland, New Zealand. [knowledgeauckland.org.nz/media/1181/auckland-area-2018-census-info-sheets-all-local-boards.pdf](https://knowledgeauckland.org.nz/media/1181/auckland-area-2018-census-info-sheets-all-local-boards.pdf)







# Appendix 1 – Useful Links

## Introduction

- State of Emergency [getready.govt.nz/en/emergency/who-does-what-in-an-emergency](https://getready.govt.nz/en/emergency/who-does-what-in-an-emergency)
- National Framework [civildefence.govt.nz/cdem-sector/plans-and-strategies](https://civildefence.govt.nz/cdem-sector/plans-and-strategies)
- Tāmaki Makaurau Auckland Civil Defence Emergency Management Group Plan 2024-2029 [aucklandemergencymanagement.org.nz/media/1wbpk1si/aem-group-plan-2024-2029.pdf](https://aucklandemergencymanagement.org.nz/media/1wbpk1si/aem-group-plan-2024-2029.pdf)
- Devonport-Takapuna Local Board Plan 2023 [aucklandcouncil.govt.nz/about-auckland-council/how-auckland-council-works/local-boards/all-local-boards/devonport-takapuna-local-board/Documents/devonport-takapuna-local-board-plan-2023.pdf](https://aucklandcouncil.govt.nz/about-auckland-council/how-auckland-council-works/local-boards/all-local-boards/devonport-takapuna-local-board/Documents/devonport-takapuna-local-board-plan-2023.pdf)
- Community Response (Resilience) Plans [aucklandemergencymanagement.org.nz/community-ready#item2](https://aucklandemergencymanagement.org.nz/community-ready#item2)
- Household Plan [aucklandemergencymanagement.org.nz/home-ready#item0](https://aucklandemergencymanagement.org.nz/home-ready#item0)
- Business Continuity Plan [aucklandemergencymanagement.org.nz/work-ready#item2](https://aucklandemergencymanagement.org.nz/work-ready#item2)

## Reduction

- Auckland’s Hazard Viewer [aucklandcouncil.maps.arcgis.com/apps/MapSeries/index.html?appid=81aa3de13b114be9b529018ee3c649c8](https://aucklandcouncil.maps.arcgis.com/apps/MapSeries/index.html?appid=81aa3de13b114be9b529018ee3c649c8)
- Reduce the risk of landslides [aucklandcouncil.govt.nz/recovery-extreme-weather-disasters/get-ready-disaster/Pages/reduce-risk-landslides.aspx](https://aucklandcouncil.govt.nz/recovery-extreme-weather-disasters/get-ready-disaster/Pages/reduce-risk-landslides.aspx)
- Reduce the risk of flooding [aucklandcouncil.govt.nz/floodviewer](https://aucklandcouncil.govt.nz/floodviewer)  
[aucklandcouncil.govt.nz/environment/looking-after-aucklands-water/flooding-blockages/Pages/prevent-flooding-blockages-on-property.aspx](https://aucklandcouncil.govt.nz/environment/looking-after-aucklands-water/flooding-blockages/Pages/prevent-flooding-blockages-on-property.aspx)

## Readiness

### Home Ready (grab bags, household plans, essential supplies)

- Auckland’s Hazard Viewer [aucklandcouncil.maps.arcgis.com/apps/MapSeries/index.html?appid=81aa3de13b114be9b529018ee3c649c8](https://aucklandcouncil.maps.arcgis.com/apps/MapSeries/index.html?appid=81aa3de13b114be9b529018ee3c649c8)
- Auckland Council’s Flood Viewer [experience.arcgis.com/experience/cbde7f2134404f4d90adce5396a0a630](https://experience.arcgis.com/experience/cbde7f2134404f4d90adce5396a0a630)
- Household Plan [getready.govt.nz/en/prepared/household/make-a-plan](https://getready.govt.nz/en/prepared/household/make-a-plan)  
[aucklandemergencymanagement.org.nz/home-ready#item0](https://aucklandemergencymanagement.org.nz/home-ready#item0)  
[getready.govt.nz/prepared/resources](https://getready.govt.nz/prepared/resources)
- High Rise Building (Apartment) Ready [wremo.nz/get-ready/home-ready/high-rise-buildings](https://wremo.nz/get-ready/home-ready/high-rise-buildings)
- For people with disabilities or older persons:
  - Auckland Emergency Management Resources [aucklandemergencymanagement.org.nz/resources](https://aucklandemergencymanagement.org.nz/resources)
  - Advice for Disabled People (NEMA) [getready.govt.nz/en/prepared/advice-for-disabled-people/deaf-or-hard-of-hearing](https://getready.govt.nz/en/prepared/advice-for-disabled-people/deaf-or-hard-of-hearing)
  - Audio, Large Print and Easy Read [getready.govt.nz/en/alternate-formats/audio](https://getready.govt.nz/en/alternate-formats/audio) (or call the Telephone Information Service by dialling **09 302 3344** menu option **4116**.)
  - Taikura Trust (for those under 65): **0800 824 5872** | [taikura.org.nz](https://taikura.org.nz)
  - Whaikaha Ministry of Disabled People: **0800 566 601** | Text **4206** | [contact@whaikaha.govt.nz](mailto:contact@whaikaha.govt.nz)
  - Te Whatu Ora (for older persons). Access this support through your GP or whānau/family doctor.
- Preparing Animals for Emergencies: [mpi.govt.nz/animals/animal-welfare/animal-welfareemergency-management/preparing-animals-for-emergencies](https://mpi.govt.nz/animals/animal-welfare/animal-welfareemergency-management/preparing-animals-for-emergencies)  
Lifestyle Block Ready (AEM) [aucklandemergencymanagement.org.nz/lifestyle-block](https://aucklandemergencymanagement.org.nz/lifestyle-block)

- Emergency Supplies [aucklandemergencymanagement.org.nz/home-ready#item1](https://aucklandemergencymanagement.org.nz/home-ready#item1)
- Grab bags [aucklandemergencymanagement.org.nz/home-ready#item2](https://aucklandemergencymanagement.org.nz/home-ready#item2)
- Emergency information in different languages: [ethniccommunities.govt.nz/resources/videos/emergency-preparedness-and-response](https://ethniccommunities.govt.nz/resources/videos/emergency-preparedness-and-response)  
[aucklandemergencymanagement.org.nz/resources](https://aucklandemergencymanagement.org.nz/resources)  
[getready.govt.nz/en/prepared](https://getready.govt.nz/en/prepared)  
*\*change language in top left corner*

## Community Ready

- Community Ready (AEM): [aucklandemergencymanagement.org.nz/community-ready](https://aucklandemergencymanagement.org.nz/community-ready)
- Community Response [Resilience] Plan templates [aucklandemergencymanagement.org.nz/community-ready#item2](https://aucklandemergencymanagement.org.nz/community-ready#item2)
- Community Response [Resilience] Plans/Local Board Response & Readiness Plans [aucklandemergencymanagement.org.nz/auckland-emergency-management/local-boards](https://aucklandemergencymanagement.org.nz/auckland-emergency-management/local-boards)
- North Shore Neighbourhood Support [neighbourhoodsupport.co.nz/member/neighbourhood-support-north-shore](https://neighbourhoodsupport.co.nz/member/neighbourhood-support-north-shore)
- Resilient Auckland North: Community Plans [resilientaucklandnorth.org.nz/community-plans](https://resilientaucklandnorth.org.nz/community-plans)
- Devonport Peninsula Emergency Readiness Plan [drive.google.com/file/d/1MmG1x14C09gITTpbaonDcJE6cZVp5v8A/view](https://drive.google.com/file/d/1MmG1x14C09gITTpbaonDcJE6cZVp5v8A/view)

## Work Ready (Businesses)

- Work Ready (AEM) [aucklandemergencymanagement.org.nz/work-ready](https://aucklandemergencymanagement.org.nz/work-ready)
- Work Ready (NEMA) [getready.govt.nz/en/prepared/work](https://getready.govt.nz/en/prepared/work)
- Business: [business.govt.nz/risks-and-operations/planning-for-the-unexpected-bcp/emergency-planning-for-businesses](https://business.govt.nz/risks-and-operations/planning-for-the-unexpected-bcp/emergency-planning-for-businesses)

## Hazard Ready

- Flood Viewer [aucklandcouncil.govt.nz/floodviewer](https://aucklandcouncil.govt.nz/floodviewer)
- Make Your Home Safer [getready.govt.nz/en/prepared/household/make-your-home-safer](https://getready.govt.nz/en/prepared/household/make-your-home-safer)
- Drop Cover and Hold [getready.govt.nz/en/emergency/earthquakes/drop-cover-hold](https://getready.govt.nz/en/emergency/earthquakes/drop-cover-hold)
- Shake Out [getready.govt.nz/en/involved/shakeout](https://getready.govt.nz/en/involved/shakeout)
- Protection from breathing ash [ivhhn.org/ash-protection](https://ivhhn.org/ash-protection)
- Protect yourself from breathing volcanic ash [ivhhn.org/ash-protection](https://ivhhn.org/ash-protection)

## Response

- State of Emergency [getready.govt.nz/en/emergency/who-does-what-in-an-emergency](https://getready.govt.nz/en/emergency/who-does-what-in-an-emergency)
- Radio New Zealand [rnz.co.nz](https://rnz.co.nz)
- Newstalk ZB [newstalkzb.co.nz](https://newstalkzb.co.nz)
- The Hits [thehits.co.nz](https://thehits.co.nz)
- More FM [morefm.co.nz/home.html](https://morefm.co.nz/home.html)
- Radio Samoa [radiosamoa.co.nz](https://radiosamoa.co.nz)
- Radio Waatea [waateanews.com/listen-online](https://waateanews.com/listen-online)
- Humm FM [humfm.com](https://humfm.com)
- Radio Spice [radio.org.nz/spice](https://radio.org.nz/spice)
- Radio Tarana [radio.org.nz/tarana](https://radio.org.nz/tarana)
- Planet FM [planetaudio.org.nz](https://planetaudio.org.nz)
- Facebook (AEM) [facebook.com/aklcdem](https://facebook.com/aklcdem)
- X [previously Twitter] (AEM) [twitter.com/AucklandCDEM](https://twitter.com/AucklandCDEM)
- Auckland Emergency Management website [aucklandemergencymanagement.org.nz](https://aucklandemergencymanagement.org.nz)
- Facebook (NEMA) [facebook.com/NZCivilDefence](https://facebook.com/NZCivilDefence)
- X [previously Twitter] (NEMA) [twitter.com/NZcivildefence](https://twitter.com/NZcivildefence)
- NEMA’s Get Ready website [getready.govt.nz/en](https://getready.govt.nz/en)
- Our Auckland Council [ourauckland.aucklandcouncil.govt.nz](https://ourauckland.aucklandcouncil.govt.nz)
- Waka Kotahi [nzta.govt.nz/traffic-and-travel-information](https://nzta.govt.nz/traffic-and-travel-information)



- Auckland Transport [at.govt.nz/projects-roadworks/roadworks-and-disruptions](https://at.govt.nz/projects-roadworks/roadworks-and-disruptions)
- Safe Swim [safeswim.org.nz](https://safeswim.org.nz)
- Emergency Mobile Alert [getready.govt.nz/en/prepared/stay-informed/emergency-mobile-alert](https://getready.govt.nz/en/prepared/stay-informed/emergency-mobile-alert)
- GeoNet [geonet.org.nz](https://geonet.org.nz) | [facebook.com/geonetnz](https://facebook.com/geonetnz)
- Met Service [metservice.com](https://metservice.com)  
[facebook.com/MetService](https://facebook.com/MetService)

### Volunteer Organisations

- Auckland Emergency Management Response Teams [aucklandemergencymanagement.org.nz/get-involved/auckland-response-team](https://aucklandemergencymanagement.org.nz/get-involved/auckland-response-team)
- Taskforce Kiwi [taskforcekiwi.org/get-involved](https://taskforcekiwi.org/get-involved)
- FENZ [fireandemergency.nz/volunteering](https://fireandemergency.nz/volunteering)
- LandSAR [landsar.org.nz/volunteer-with-land-search-and-rescue](https://landsar.org.nz/volunteer-with-land-search-and-rescue)
- Coastguard [volunteers.coastguard.nz/current-vacancies](https://volunteers.coastguard.nz/current-vacancies)
- Surf Life Saving NZ [surflifesaving.org.nz/join-us/become-a-surf-lifeguard](https://surflifesaving.org.nz/join-us/become-a-surf-lifeguard)
- Student Volunteer Army [facebook.com/StudentVolunteerArmy](https://facebook.com/StudentVolunteerArmy)
- Volunteering Auckland [volunteeringauckland.org.nz](https://volunteeringauckland.org.nz)

### Recovery

- Our Auckland [ourauckland.aucklandcouncil.govt.nz](https://ourauckland.aucklandcouncil.govt.nz)
- Wellbeing support
- Te Whatu Ora [info.health.nz](https://info.health.nz)
- All Right [allright.org.nz/coping-tough-times](https://allright.org.nz/coping-tough-times)
- He Waka Ora [hewakaora.nz](https://hewakaora.nz)
- Vector [vector.co.nz/personal/outages-faults](https://vector.co.nz/personal/outages-faults)
- Chorus [chorus.co.nz/outages](https://chorus.co.nz/outages)
- Watercare [watercare.co.nz/Faults-outages/Current-outages-and-upcoming-shutdowns](https://watercare.co.nz/Faults-outages/Current-outages-and-upcoming-shutdowns)
- Fallen trees or debris [aucklandcouncil.govt.nz/report-problem/Pages/report-a-problem.aspx](https://aucklandcouncil.govt.nz/report-problem/Pages/report-a-problem.aspx)
- Roads Auckland Transport [at.govt.nz/projects-roadworks/road-works-disruptions](https://at.govt.nz/projects-roadworks/road-works-disruptions)
- Waka Kotahi [nzta.govt.nz/traffic-and-travel-information](https://nzta.govt.nz/traffic-and-travel-information)

- Emergency toilets [tewhatoora.govt.nz/our-health-system/environmental-health/environmental-health-in-emergencies/during-an-emergency/making-a-temporary-toilet-or-long-drop](https://tewhatoora.govt.nz/our-health-system/environmental-health/environmental-health-in-emergencies/during-an-emergency/making-a-temporary-toilet-or-long-drop)
- Placards (stickers) [aucklandcouncil.govt.nz/recovery-extreme-weather-disasters/recover-disaster/help-buildings-land-compliance/Pages/placards-issued-properties-after-natural-disaster.aspx](https://aucklandcouncil.govt.nz/recovery-extreme-weather-disasters/recover-disaster/help-buildings-land-compliance/Pages/placards-issued-properties-after-natural-disaster.aspx)  
[aucklandcouncil.govt.nz/recovery-extreme-weather-disasters/recover-disaster/help-buildings-land-compliance/Pages/rapid-building-assessments.aspx](https://aucklandcouncil.govt.nz/recovery-extreme-weather-disasters/recover-disaster/help-buildings-land-compliance/Pages/rapid-building-assessments.aspx)
- Tenancy Services [tenancy.govt.nz/maintenance-and-inspections/repairs-and-damages/what-to-do-after-a-natural-disaster](https://tenancy.govt.nz/maintenance-and-inspections/repairs-and-damages/what-to-do-after-a-natural-disaster)
- Kāinga Ora [kaingaora.govt.nz/en/NZ/tenants-and-communities/support-for-customers-impacted-by-a-natural-disaster](https://kaingaora.govt.nz/en/NZ/tenants-and-communities/support-for-customers-impacted-by-a-natural-disaster)
- Temporary Accommodation Support (TAS) [tas.mbie.govt.nz](https://tas.mbie.govt.nz)
- Work and Income [workandincome.govt.nz](https://workandincome.govt.nz)
- New Zealand Claims Resolution Service [nzcrs.govt.nz](https://nzcrs.govt.nz)
- The Natural Hazards Commission Toka Tū Ake Factsheets [naturalhazards.govt.nz/our-publications/information-about-ecover-claims-for-storm-flood-and-landslip-damage](https://naturalhazards.govt.nz/our-publications/information-about-ecover-claims-for-storm-flood-and-landslip-damage)
- Localised [localised.nz/our-enterprises/wairau-zero-waste-hub](https://localised.nz/our-enterprises/wairau-zero-waste-hub)

### Emergency Services

**If life is at risk dial 111.**

For information and updates visit:

<b>NZ Police</b>	<a href="https://police.govt.nz">police.govt.nz</a>
<b>Fire and Emergency NZ</b>	<a href="https://fireandemergency.nz">fireandemergency.nz</a> <a href="https://checkitsalright.nz">checkitsalright.nz</a>
<b>St John</b>	<a href="https://stjohn.org.nz">stjohn.org.nz</a>
<b>Coastguard Marine Assistance</b>	<a href="https://coastguard.nz/boating-safely/in-an-emergency">coastguard.nz/boating-safely/in-an-emergency</a>



## Appendix 2 – Maps

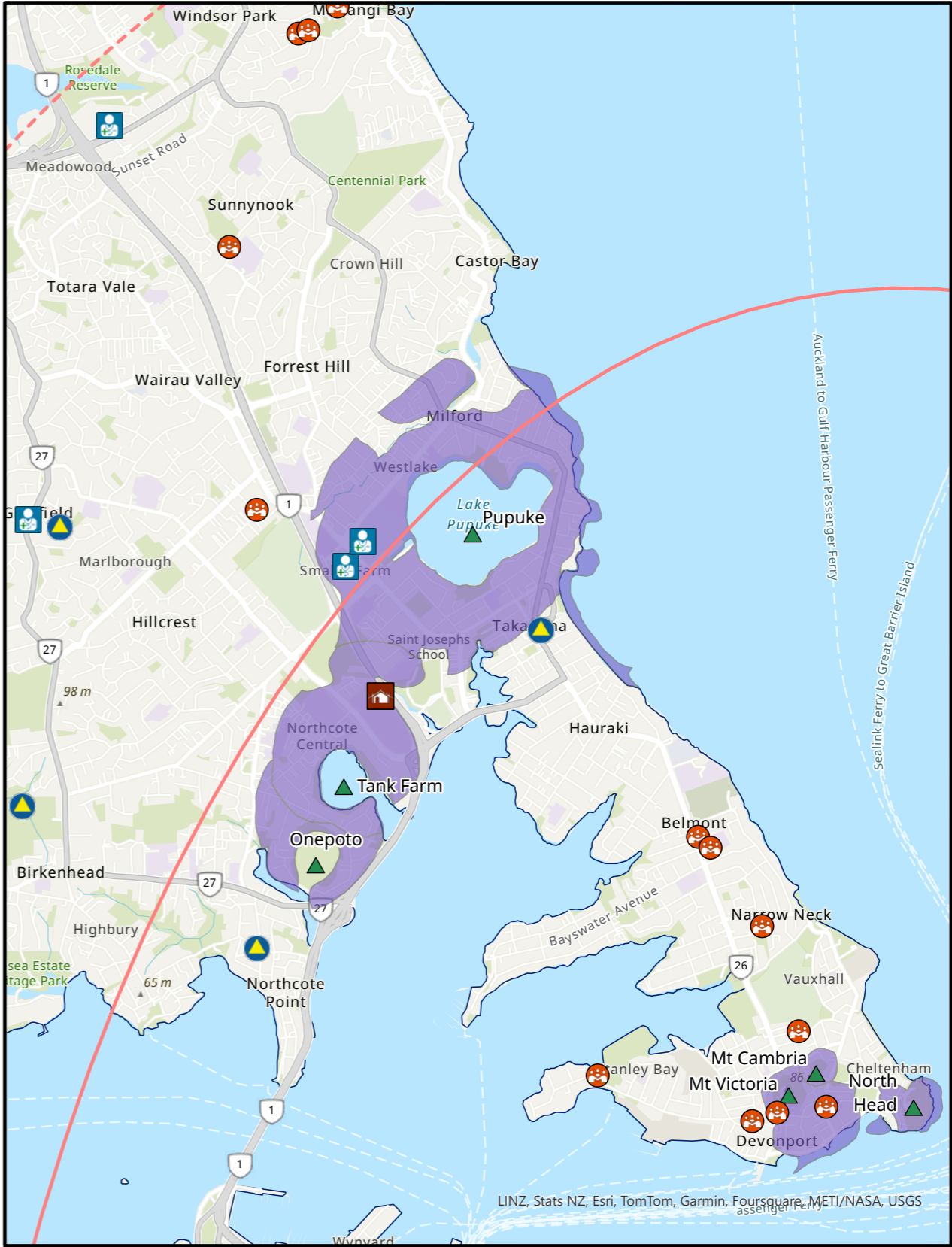
### Devonport-Takapuna Flood and Coastal Inundation Map









# Devonport-Takapuna Volcanic Hazard Map



	Civil Defence Centres		Volcanic vents
	Community Emergency Hub		Past volcanic deposits
	Marae		Boundary of current Auckland Volcanic field
	Accident & Urgent Care Facilities		5km buffer of the Auckland Volcanic Field boundary

Volcanic vents show the known locations centres of currently identified Auckland Volcanic Field eruptions .

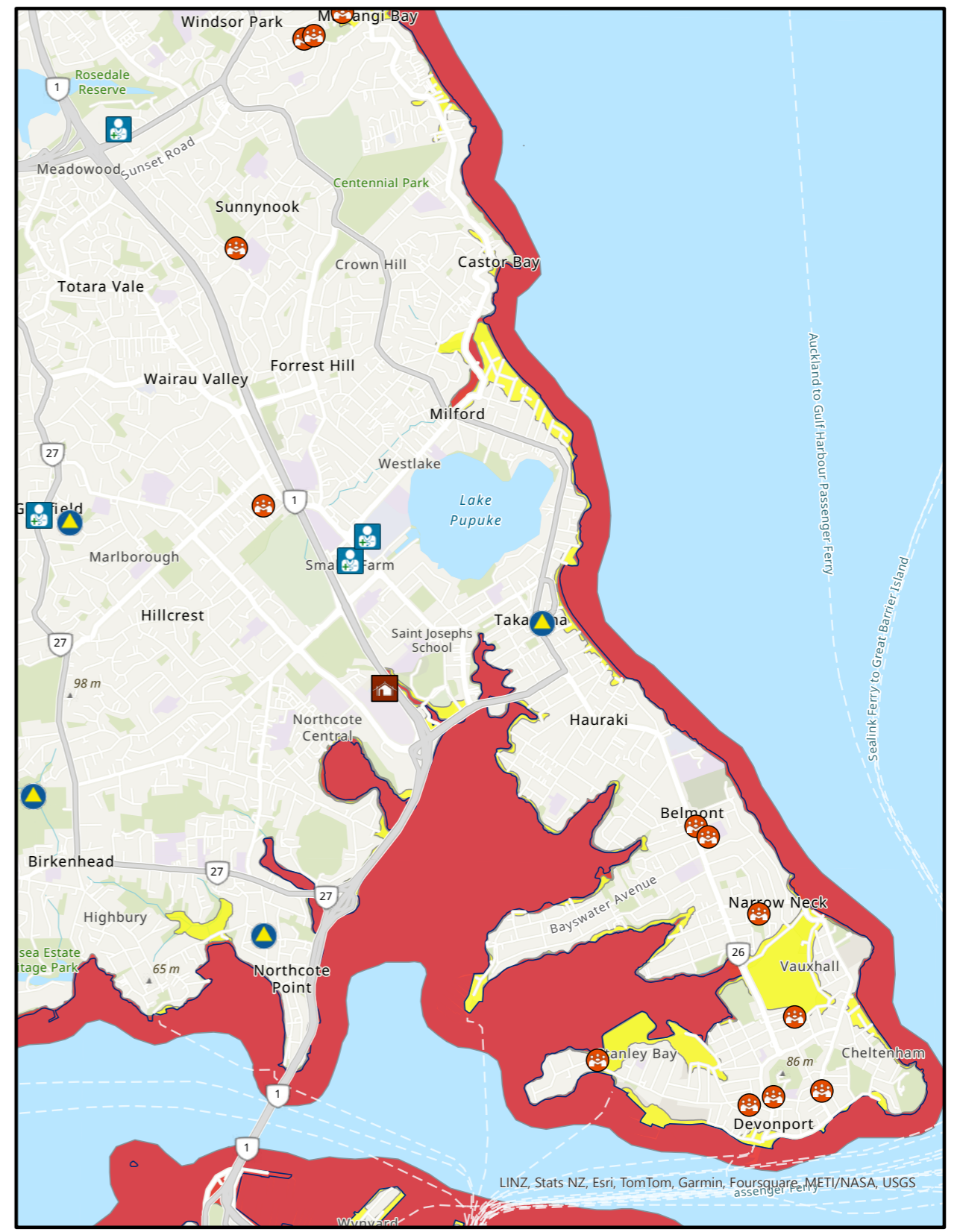
Existing volcanic deposits show the current mapped extent of the rocks, thick ash and lava flows associated with the vents of the Auckland Volcanic Field.

Current Auckland Volcanic Field boundary shows the current extent of eruption sites, and marks the area where scientists believe the next eruption within the Auckland Volcanic Field is most likely to occur.

5 km buffer of Auckland Volcanic Field boundary takes into account the uncertainty around the extent of the Auckland Volcanic Field.



# Devonport-Takapuna Tsunami Evacuation Zone Map



-  Civil Defence Centres
-  Community Emergency Hub
-  Marae
-  Accident & Urgent Care Facilities
-  Yellow land threat zone
-  Red shore and marine threat zone
-  Coastline



**Red** is a shore and marine threat zone: This includes the shore and adjacent low-lying areas most likely to be affected by a tsunami. You should avoid this area following any tsunami alert for the Auckland rohe/region until you are told it is safe to return.

**Yellow** is a land threat zone and is the area that would need to be evacuated. You should evacuate this area if directed, or if you notice any natural warnings, until you are told it is safe to return.







Devonport-Takapuna Local Board Emergency  
Readiness and Response Plan

© 2024 Auckland Council, New Zealand  
July 2024

Auckland Council disclaims any liability  
whatsoever in connection with any action  
taken in reliance of this document for any error,  
deficiency, flaw, or omission contained in it.



**Auckland  
Emergency  
Management**  
Tokonga Mate Ohotata o Tāmaki Makaurau





# Hazard Factsheet: Power Outage



Auckland  
Emergency  
Management

**All electricity lines should be treated as live and dangerous. Stay away from them and do not attempt to move trees that are in contact with lines.**

**Conserve phone battery by limiting mobile calls and data use.**

## Food illness and prevention

Take care with food from your fridge and freezer to avoid food poisoning. Eat perishable foods first and then the contents of your freezer. Try to minimise the number of times you open your freezer door.

After more than two days without power, highly perishable foods may not be safe to eat.

- Throw out rotten food quickly so it doesn't spoil other food in the fridge.
- You can still eat food like raw vegetables, cheese, and bread.
- Dispose of any food from the freezer which has thawed out and been at room temperature for over two hours.
- Do not refreeze food that has defrosted.
- If the frozen food still has ice crystals and the packaging is intact, then it can be refrozen. If you are unsure, have a closer look and smell. If the colour has changed, it has a slimy texture or if it smells off, do not eat.
- Eating food that has gone off can cause food poisoning.
- Maintaining hygiene around food preparation and cooking requires more thought than normal.
- Always wash and dry your hands before preparing food. If water is in short supply keep some in a bowl with disinfectant.
- Ensure all utensils are clean before use.
- Cook food thoroughly.
- Pets are just as likely as humans to become ill by eating unsafe food. If you are boiling water to drink, do the same for your pets.

Report electricity outages to Vector on **0508 832 867**.

Report trees down on public land to Auckland Council on **(09) 301 0101**.

## Heating, lighting and cooking

**DON'T** use unsafe ways to heat your home. Only use fireplaces that have been safety checked and follow the manufacturer's advice when using gas heaters.

**NEVER** use outdoor gas heaters inside or try to use your BBQ for indoor heating.

**DO** boil water on your camp stove or BBQ for hot water bottles. Wear extra layers of clothing and use extra blankets, close internal doors and curtains to retain heat.

**DO** use camp stoves or your BBQ outside and make sure food is cooked thoroughly before eating. Use battery-powered lanterns or torches instead of candles to prevent fire. If using a generator, ensure you have enough fuel.

## Electric Hot Water

In some parts of Auckland, electric hot water is on a separate line network to power which means you may have power but no hot water. If your hot water cylinder is not hot after six hours of the hot water line being reconnected, contact Vector on **0508 832 867** or Counties Power on **0800 100 202** for advice.





# Hazard Factsheet: Flooding



Auckland  
Emergency  
Management

During wet weather, stormwater naturally flows overland to the lowest point. When the stormwater network reaches capacity after heavy rain, or there is a blockage, greater volumes of water flow overland and may cause flooding.

The geography of Tāmaki Makaurau means that most flooding is flash flooding which occurs rapidly after intense rainfall.

Floods are dangerous when:

- water is very deep or travelling fast

- floodwaters have risen quickly
- floodwater contains debris (such as trees or building materials)
- floodwater is contaminated by raw wastewater or other biological contaminants.

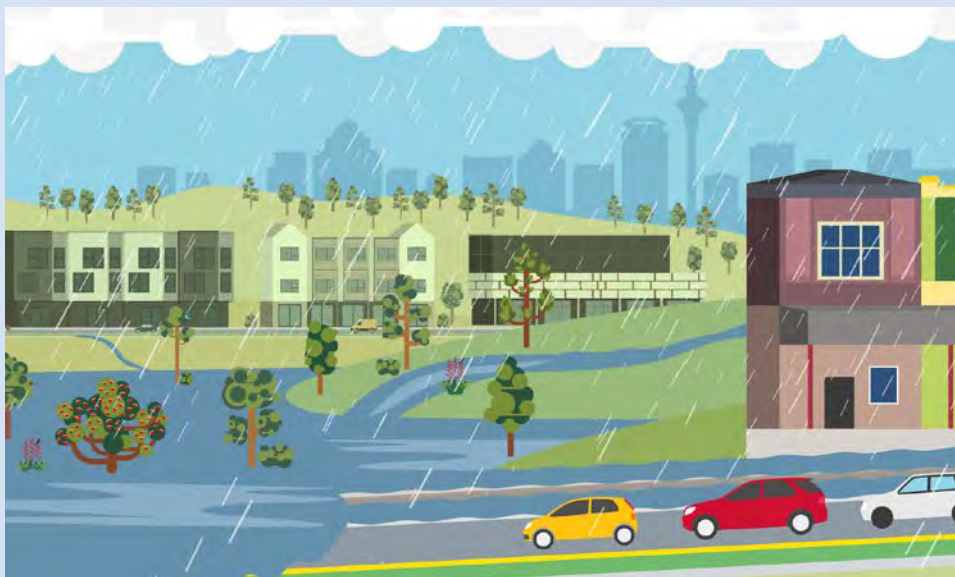


**Go to Auckland Council  
Flood Viewer to see  
impacts near you**



## What is a flood plain?

Flood plains are areas predicted to be covered by flood water during heavy rain. They occur in low-lying areas and next to streams and rivers, including where streams were historically piped.

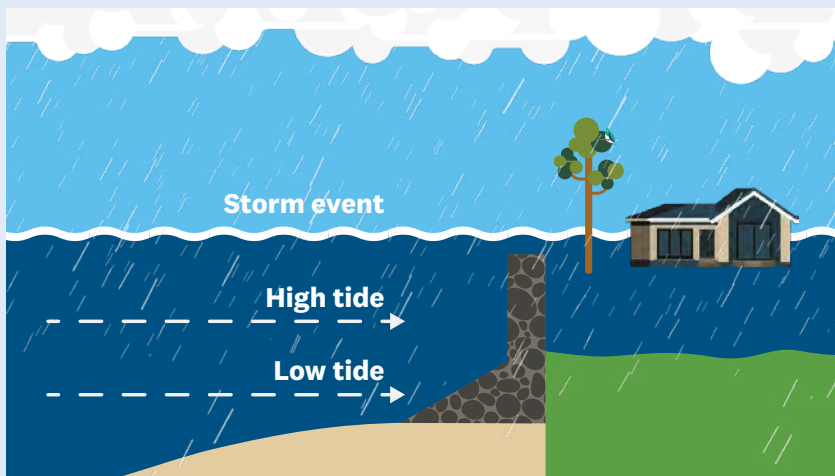


## What is a flood-prone area?

Flood prone areas are low-lying areas where water can become trapped and collect during heavy rain, especially if the stormwater outlet reaches capacity. They can occur naturally or be created by changes to the land.

## What is an overland flow path?

An overland flow path is the natural course water takes across the land. During heavy rain an overland flow path can become a temporary, fast-flowing stream.



## What is coastal inundation and storm surge?

These occur when normally dry, low-lying land is flooded by the sea. Coastal inundation is more likely during storms as the sea level at the coast rises due to strong winds, lower air pressure, heavy rain, and larger waves. High tides can cause flood waters to encroach further inland.

Coastal inundation and storm surge can cause scouring and erosion of landforms. Tāmaki Makaurau’s coastal cliffs are especially susceptible to erosion by both coastal inundation and severe storms. This in turn can lead to landslides.

## During a flood

- Keep away from flood waters.
- Do not put yourself at risk to take photos or videos of the flood.
- If water is coming into your whare/home, turn off the electricity at the mains. Before you turn the power back on, get an electrician to check it is safe to before doing so.
- If you have been evacuated, it may not be safe to return to your whare/home when the floodwaters have receded. Listen to the emergency services and Auckland Council and don't return to your whare/home until they tell you it is safe to do so.
- Always assume that flood water is contaminated. Flood water may also be electrically charged from damaged electricity lines.
- If you come into contact with flood water, thoroughly clean hands with anti-bacterial soap

or hand sanitiser and wash any clothes or property with hot water, detergent and a household disinfectant bleach solution. See Te Whatu Ora’s guidance on ‘Cleaning up safely after a flood’:

[arphs.health.nz/assets/Uploads/Resources/Healthy-environments/Flooding/Flood-advice\\_-\\_cleaning-up-ARPHS.pdf](https://www.arphs.health.nz/assets/Uploads/Resources/Healthy-environments/Flooding/Flood-advice_-_cleaning-up-ARPHS.pdf)

- **Never try to drive through flood waters.**
- If your vehicle stalls while driving near flood water, abandon it immediately and climb to higher ground.

To report flooding, call Auckland Council on **(09) 301 0101**.

If flooding is on a highway or motorway, call the NZ Transport Agency | Waka Kotahi on **(09) 969 9800**.





# Hazard Factsheet: Severe Storms



Auckland  
Emergency  
Management

Storms are a combination of many different hazards occurring at the same time, including high winds, heavy rain and coastal inundation.

Tāmaki Makaurau can experience storms all year around, including tropical cyclones that track down from the tropical latitudes in summer, and strong polar blasts that come up from the 'Roaring 40s' and southern latitudes in the winter.

Low atmospheric pressure associated with storms, combined with high tides or strong winds, can cause coastal inundation. Widespread storms can cause additional hazards, for example heavy rain can trigger flooding and landslides.

How we are impacted by severe storms will change as we experience the impacts of climate change.

Rainfall and wind speeds associated with severe storms may become more intense in the future as global temperatures rise.

## During a storm

- Listen to advice provided by Auckland Emergency Management and emergency services.
- Put your emergency plans into action.
- Close your windows. Pull curtains and blinds over windows to prevent injury from flying glass if the window breaks.
- Take extreme care with items that may conduct electricity if your whare/home is struck by lightning.
- Using electric lights is safe during a severe storm but unplug your appliances.
- Turn off air conditioners and heat pumps which can be overloaded by electricity surges from lightning.
- If you live in an old house with metal plumbing, avoid using bathtubs, water taps and sinks as these may conduct electricity.

Stay informed on Weather Watches and Warnings via MetService's email or app:  
[metservice.com/warnings/home](https://metservice.com/warnings/home)





# Hazard Factsheet: Thunderstorms and Tornados



Auckland  
Emergency  
Management

High intensity thunderstorms are formed when warm moist air rises rapidly into unstable conditions in the atmosphere.

Some thunderstorms can cause tornados. These are usually isolated and short lived but pose a major danger to property and life in their path.

Forecasting thunderstorms is challenging. They can produce localised flooding and damage buildings, trees, and cause injuries and deaths.

Met Service classifies a severe thunderstorm as: rainfall of **25mm/hr** or more, hailstones of **20mm** or more in diameter, gusts of wind of **110km/h** or stronger, damaging tornados of at least **116km/h** windspeed.

**During a thunderstorm or tornado** take shelter immediately. If you are inside, move to an interior room or hallway without windows, on the lowest floor putting as many walls as you can between you and the outside. Stay away from windows and exterior doors. For added protection, get under something sturdy such as a heavy table or workbench. If possible, cover your body with a blanket, mattress or sleeping bag, and protect your head with your hands.

**If you are outdoors during a tornado**, lie down flat in a nearby gully, ditch or low spot on the ground, where the wind and debris will blow over you, protecting your head with an object or with your arms.

**If you are in a car during a tornado**, pull safely onto the shoulder of the road, stop, and get out. Do not try to outrun a tornado in your car. Lie down flat in a nearby gully, ditch, or low spot on the ground. Do not get under your vehicle.

**Places and objects to avoid during a thunderstorm** are tall structures such as towers, trees, or hilltops. Lightning normally strikes the tallest objects in the area as well as open or exposed spaces (such as exposed sheds or construction sites). Avoid any electrically

conductive objects such as metal fences, clothes lines and electricity and telephone lines. Machinery or objects that have metallic contact with the ground such as tractors should also be avoided.

**If you are in a car during a thunderstorm** pull safely onto the shoulder of the road and stop, making sure you are away from any trees or other tall objects that can fall on the vehicle. Turn your hazard lights to alert other drivers that you have stopped. Stay in the vehicle with your windows closed. You are safer from lightning in a vehicle than out in the open. Avoid contact with metal or other conducting surfaces inside the vehicle to reduce your chance of being shocked.

**If you are outdoors during a thunderstorm** and hear distant thunder or see a flash of light, get indoors immediately. Avoid gazebos, rain or picnic shelters and other flimsy outdoor structures. These offer little protection from large hail, can be struck by lightning, and are often blown around in strong winds. A sturdy building is the safest location during a severe thunderstorm.

If you cannot find any suitable shelter, as a last resort, find a low-lying, open place away from single large trees, poles, or metal objects. Make sure the place you pick is not subject to flooding. If you are physically able to, crouch low to the ground on the balls of your feet. Place your hands on your knees and your head between your knees. Minimize your body's surface area and minimize your contact with the ground. Lightning currents often enter a victim through the ground rather than by a direct overhead strike.

If you are boating, fishing or swimming, get to land, get off the beach, and find shelter immediately.

**Call 111 immediately if someone is struck by lightning.**

Stay informed on Weather Watches and Warnings via MetService's email or app:  
[metservice.com/warnings/home](https://metservice.com/warnings/home)





# Hazard Factsheet: Landslides



High intensity or prolonged rain fall, earthquakes, flooding or other hazards can lead to landslides.

Investigate the risk of a landslide by doing the following:

- Regularly inspect your property if you are located on or near a slope for any indication of movement, especially after heavy rain fall or an earthquake. Signs of instability include doors and windows that start to stick, gaps appearing, decks moving or tilting away from the house, new cracks or bulges on the ground, leaning trees or fences, slope movement.
- Look at the hillsides around your home for any signs of land movement (like rockfall, small landslides or debris flows and unusual cracking) and any trees that start to tilt over time.
- Watch the patterns of storm water drainage on slopes near your home especially the places where runoff water converges. Noticing small changes can alert you to an increased threat of a landslide. Most small landslides are caused by water runoff so changes in water runoff patterns can indicate ground movement.
- If you are near a stream or waterway, be alert to any sudden increase or decrease in water flow, and to a change from clear to muddy water. Such changes may indicate landslide activity upstream.

If you notice any of these changes, seek professional advice as soon as possible.

## **If you suspect that a landslide is occurring, or is about to occur in your area:**

- Evacuate immediately if it is safe to do so. Seek higher ground outside the path of the landslide.
- If you cannot leave safely, move out of the path of the debris. The side of your house furthest from the landslide is likely to be the safest location within the property.
- Alert your neighbours. They may not be aware of the potential hazard so advising them of a threat may save their lives.
- Help neighbours who need assistance to evacuate if you can do so without putting yourself in danger.
- Contact Auckland Council. Council engineers or other geotechnical engineers are the people best able to assess the potential danger.

## **If a landslide occurs:**

- Stay away from the landslide area as further ones may occur.
- Put your emergency plans into action.
- If safe to do so, check for injured and trapped persons and animals near the landslide, without entering the landslide area. Direct rescuers to their locations.





# Hazard Factsheet: Volcano Eruption



Auckland  
Emergency  
Management

Tāmaki Makaurau Auckland could be affected by a volcanic eruption from both inside and outside of the Auckland rohe/region.

The Auckland Volcanic Field contains 53 known volcanic centres.

While scientists consider the probability of an eruption from the Auckland Volcanic Field occurring within our lifetimes to be low, the field is active and the consequences of a future eruption in Tāmaki Makaurau Auckland would be highly impactful.

Some of the hazards associated with an eruption include hot, fast-moving ash and debris clouds (base surges), ash fall, volcanic gasses, earthquakes, volcanic bombs as well as lava flows.

Tāmaki Makaurau Auckland may also be affected by volcanic eruptions outside of the rohe/region, for example the central volcanic zone near Taupō and central plateau volcanoes like Ruapehu, by ash fall and disruption to lifeline utilities such as Auckland Airport.

Stay informed on volcanic alert levels on GeoNet's website or app:  
[geonet.org.nz/volcano/aucklandvolcanicfield](https://geonet.org.nz/volcano/aucklandvolcanicfield)

## If ash fall is forecasted

- Go to your whare/home to avoid exposure to, and driving during, ash fall.
- If you have respiratory or heart conditions, keep your relief and preventer medication handy, and use as prescribed. If you have any concerns, call your doctor.

## Steps to take to keep ash out of your house

- Set up a single entry/exit point for your house. Place damp towels by the door to prevent ash being tracked indoors on your shoes.
- Close all remaining doors, windows, and other entry points, such as cat doors and air vents.
- Shut down heat pumps and air conditioning units, to prevent ash from being blown indoors, and to prevent ash from damaging the units by clogging filters and corroding metal.

- Cover electronics and leave covered until the indoor environment is free of ash.
- Cover spa pools and swimming pools.
- Disconnect downpipes from gutters to allow ash and water to empty from gutters onto the ground.
- Disconnect roof catchment rainwater storage tanks from downpipes to prevent contamination.
- Seal any openings in water storage tanks.
- Cover any open gully traps or drains with a sheet of plywood or similar to prevent ash from entering the wastewater or stormwater systems.
- Cover vegetable gardens with tarpaulins to prevent ash contamination.

## During ash fall

- Stay indoors and keep pets with you.
- Do not attempt to clear ash from your roof while ash is falling. Ash is unstable, hire a professional to remove ash from your roof.
- Avoid non-essential driving. If you must drive, drive slowly, maintain a safe following distance behind other traffic, use headlights on low beam, and avoid using wipers as ash can scratch windscreens.
- **Do not** use un-flued gas heaters indoors while your house is sealed to keep out ash, as there is a risk of carbon monoxide poisoning.
- **Never** use outdoor gas appliances indoors.
- Do not wash ash into drains.

## Protecting your health

- Reduce your exposure to ash, gases and aerosols by staying indoors. This is particularly important for high-risk groups such as children, older adults and those with pre-existing respiratory conditions, such as asthma, Chronic Obstructive Pulmonary Disease (COPD), or chronic bronchitis.

**If you have been prescribed preventer medication, ensure you take it as advised by your doctor. Keep your reliever medication with you at all times.**



- If you have to go outside, wear protective clothing: an N95 mask, goggles without side vents, strong footwear, gloves and clothing that covers your skin.
  - Be aware that masks can make breathing more difficult for some people. Speak to your doctor if you are unsure if you should wear a mask.
  - Masks do not fit smaller children well, so may offer little protection. Keep children indoors.
  - Do not wet masks as evidence shows this makes no difference to filtration efficiency.
  - Further information on respiratory protection in ash fall, including how to fit a dust mask correctly, is available on the International Volcanic Health Hazard Network (IVHHN) website.
- Do not wear contact lenses, because trapped ash can scratch your eyes. Wear glasses instead.
- Contact your doctor or Healthline on 0800 611 116 if you have any concerns. People experiencing asthma symptoms should not ignore them. Seek medical advice as soon as possible. A severe asthma attack can vary in severity and can be life threatening. If there are signs that someone's condition is deteriorating, call **111**.
- If working in or around volcanic ash, i.e. during cleanup operations, limit exposure to the ash and gases by using PPE including:

- A well-fitting, industry certified facemask such as a N95 (or P2) mask is best. Other COVID-style masks provide less protection from ash entering your respiratory system.
- Eye protection such as fitted goggles to limit ash contact with eyes.
- Long sleeves, trousers, closed toe shoes and gloves to limit contact of ash with the skin.

## Protecting vehicles

Ash may damage vehicles by clogging filters, corroding metal surfaces, and causing abrasion damage to windscreens, paintwork, and moving engine parts.

- Keep vehicles under cover.
- Remove ash from car paintwork and windscreens by gently brushing with a soft brush. Avoid rubbing as this can cause abrasion damage.
- Clean or replace air and oil filters regularly (every 80-160 kilometres in heavy ash or every 800-1600 kilometres in light ash).
- Apply lubricants and grease more frequently and check for wear regularly.

**Further information on protecting vehicles and other machinery from ash fall is available on the International Volcanic Ash Impacts website.**





# Hazard Factsheet: Earthquakes



Auckland  
Emergency  
Management

While technically classed as being a 'low seismic hazard' area, Auckland does have active faults in South Auckland.

Recent mapping by GNS Science has identified three new faults in the Franklin area: Paerata, Pukekohe and Aka Aka Faults. More research is required to understand the hazard that these faults pose.

Two well-known faults, the Wairoa North and Wairoa South Faults, mark the edge of the Huna Ranges. Scientists estimate the Wairoa North and Wairoa South faults may be able to generate an earthquake up to magnitude 6.7. This is unlikely to cause widespread damage across Auckland, however there may be localised impacts near the faults themselves.

## During an earthquake

- **DROP** down on your hands and knees. This protects you from falling but lets you move if you need to.
- **COVER** your head and neck, or your entire body if possible, under a sturdy table or desk if it is within a few steps of you. If there is no shelter nearby and cover your head and neck with your arms and hands.
- **HOLD** on to your shelter, or your position to protect your head and neck, until the shaking stops. If the shaking shifts your shelter around, move with it. If there is no shelter near you, crawl to an inside corner of the room away from large furniture, and cover your head and neck with your hands and arms.

**Do not stand in a doorway.  
Do not run outside which risks you getting  
hit by falling bricks, glass and debris.**

## Drop, Cover, Hold:

- stops you being knocked over
- makes you a smaller target for falling objects
- protects your head, neck and vital organs.

When in bed, stay, cover and hold.

When in a car, pull over and wait.

**If the earthquake lasts longer than a minute or is strong enough to make it difficult to stand, move quickly to the nearest high ground or as far inland as you can out of tsunami evacuation zones. Long or Strong, Get Gone.**





## After an earthquake

- Expect more shaking. Each time you feel earthquake shaking, Drop, Cover and Hold. More shaking can happen minutes, days, weeks, months and even years following an earthquake.
  - Check yourself and others for injuries and get first aid if necessary.
  - Turn off water, electricity and gas if advised to. If you smell gas or hear a blowing or hissing noise, open a window, get everyone out quickly and turn off the gas if you can.
  - If you see sparks, broken wires or evidence of electrical system damage, turn off the electricity at the main fuse box if it is safe to do so.
  - If you can, put on protective clothing that covers your arms and legs, and sturdy footwear. This is to protect yourself from injury by broken objects.
  - If you are in an unfamiliar building or on public transport, follow the instructions of those in charge.
- Use social media or text messages instead of calling to keep phone lines clear for emergency calls.

Stay informed about earthquakes via Geonet's website or app:

[geonet.org.nz/earthquake](https://www.geonet.org.nz/earthquake)



Figure 9: Figure showing faults within the Auckland region (note that the Paerata, Pukekohe and Aka Aka Faults require more research to understand their risks, as recent mapping has just recently identified these features).



# Hazard Factsheet: Tsunami



Auckland  
Emergency  
Management

Tsunami are series of ocean waves that can cause significant destruction along coastlines. They are usually caused by underwater disturbances such as earthquakes, landslides or volcanic eruptions that create waves which travel out in all directions. These waves can appear small and travel at high speeds across the deep ocean, but slow and grow in height and destructive power as they approach the coast.

All New Zealand's coastline, including Auckland, is at risk from tsunami due to our position in the Pacific Ring of Fire. This is a geologically active area surrounding the Pacific Ocean marked by frequent earthquakes and volcanic eruptions because of the collision and subduction of the earth's tectonic plates.

The National Emergency Management Agency separates tsunami into three types, depending on where they form, with each type creating unique challenges:

- Distant source tsunami: generated across the Pacific Ocean like in Chile, Alaska, or Japan, which could take 14 hours or more to arrive.
- Regional source tsunami: generated from the southwest Pacific like Tonga, Samoa and Vanuatu, which could take between one and three hours to arrive.
- Local source tsunami: generated very close to New Zealand, which could arrive in minutes.

**If you are near the coast, you need to act immediately if you experience any of the following:**

**FEEL** a strong earthquake that makes it hard to stand up, or a weak rolling earthquake that lasts a minute or more.

**SEE** a sudden rise or fall in water level.

**HEAR** loud and unusual noises from the water.

## HOW A TSUNAMI WORKS

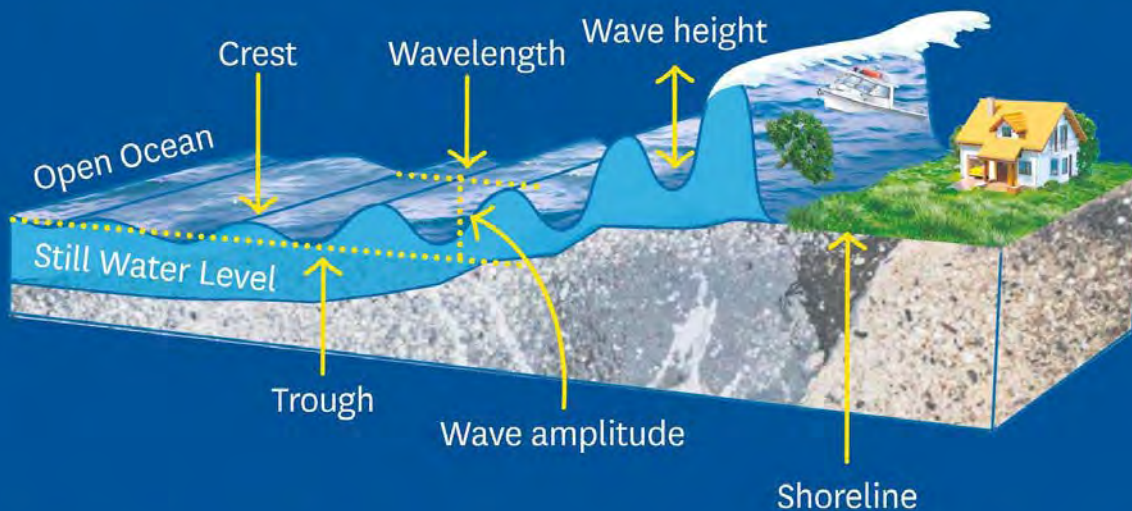


Figure 10: How a tsunami wave changes as it moves from the open ocean on to land. Source: NEMA



**Move immediately to the nearest high ground or as far inland as you can, out of tsunami evacuation zones. Do not wait for official warnings.**

Immediately follow the advice of any emergency warning. Do not wait for more messages before you act.

- Walk, run or cycle if you can and remember your grab bag. This reduces the chances of getting stuck due to damaged roads or traffic congestion.
- While evacuating, be aware of other hazards. For example, a large local earthquake may damage electricity lines and bridges and create liquefaction and landslides.
- Do not return until an official all-clear message is given. Tsunami activity can continue for several hours, and the first wave may not be the largest. If there was an earthquake, expect aftershocks that may generate another tsunami.

If you live near the coast but are not located in a tsunami evacuation zone, you do not need to evacuate. Your whare/home could be a safe location for friends and whānau/family who need to evacuate.

Tsunami can be very dangerous for boats and their crews.

#### **Tsunami dangers for boats include:**

- Strong and unpredictable currents and surges that can affect ports and marinas even during small tsunami.
- Grounding of vessels, as water levels can suddenly drop.
- Capsising due to incoming surges, complex coastal waves, and surges hitting grounded boats.
- Collision with other boats, docks, debris and changes to the seafloor such as movement of sand bars, wrecks, reefs and boulders.



**A tsunami could be generated at any time** – Earthquakes, volcanic eruptions, landslides and meteor impacts are all unpredictable events that may generate tsunami.

**There may be very little warning time for a tsunami** – Depending on the source location, there may be very little warning time.

**There may be more than one wave** – Tsunami waves, unlike normal beach waves, have very long wavelengths (distance between successive waves) which can range from several kilometres to over 400km long.

**The first wave may not be the largest** – A tsunami is a series of waves and the first wave to reach the shore may not be the largest.

**Tsunami waves may continue for some time** – Tsunami waves may continue to arrive for up to 24 hours and these may arrive at intervals of five minutes to an hour.

**Tsunami waves may run many kilometres inland** – Particularly in low-lying areas, tsunami waves may flood inland and up rivers for many kilometres.

#### **Know your tsunami evacuation zones**

A tsunami evacuation zone is an area that you may need to leave if you feel a long or strong earthquake, or if there is an official tsunami warning.

Make sure you know where to go, whether you are at whare/home, at work or out and about.

Search for your whare/home, work or school address on the Auckland Emergency Management Hazard Viewer to find out if they are in a tsunami evacuation zone.

In Auckland we have two types of tsunami zones – red, and yellow – based on the areas that can be affected in different sized tsunami.

**Red** is a shore and marine threat zone: This includes the shore and adjacent low-lying areas most likely to be affected by a tsunami. You should avoid this area following any tsunami alert for the Auckland rohe/region until you are told it is safe to return.

**Yellow** is a land threat zone and is the area that would need to be evacuated. You should evacuate this area if directed, or if you notice any natural warnings, until you are told it is safe to return.



# Hazard Factsheet: Wildfires



Auckland  
Emergency  
Management

## Dial 111 immediately if there's a fire.

Fire moves extremely fast – have a plan to ensure you and your whānau know what to do in a fire and how to get out safely.

Embers can travel for more than two kilometres and ignite fires, dependent on the wind direction.

Wildfire travels faster uphill. Properties on a steep slope or at the crest of a hill are at the greatest risk.

Fire Emergency New Zealand (FENZ) is the lead agency for fire emergencies.

- Move vehicles to a safe location.
- Move lightweight garden furniture, door mats and other outdoor items indoors.
- Wet down the sides of buildings, decks and plants close to your whare/home in the likely path of the wildfire.
- Move animals and livestock to a well-grazed or ploughed area.
- Close windows, doors, and vents. Shut blinds. Seal gaps under doors and windows with wet towels.

**Remember, life is more important than property. Always make sure you have your escape planned before tackling a fire and don't put yourself or others at risk. Leaving early is always the safest option.**

**Don't rely on an official warning to leave. Wildfires can start quickly and threaten lives and whare/homes within minutes.**

Stay informed about wildfires including the current fire season, fire types and on how to reduce risks of a fire getting out of control on the FENZ website: [fireandemergency.nz](https://fireandemergency.nz) or [checkitsalright.nz/reduce-your-risk/protecting-your-property](https://checkitsalright.nz/reduce-your-risk/protecting-your-property)

For more information and advice on keeping animals safe from wildfires, go to: [mpi.govt.nz/dmsdocument/26533-Animalsaffected-by-fire-Advice-for-livestock-lifestyleblock-horse-and-pet-owners](https://mpi.govt.nz/dmsdocument/26533-Animalsaffected-by-fire-Advice-for-livestock-lifestyleblock-horse-and-pet-owners)

If a wildfire is near your property:

- Turn on sprinklers, fill the gutters with water, and wet down materials like firewood that may fuel the fire.

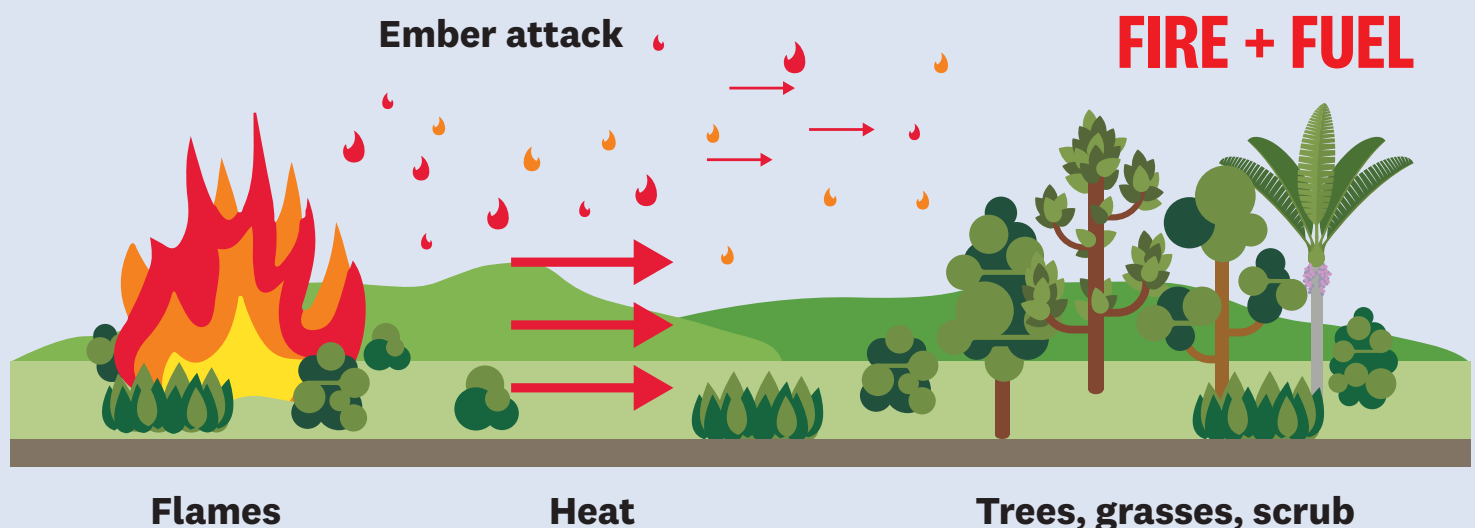


Diagram demonstrating how fires grow and spread.



# Hazard Factsheet: Biological emergency (Outbreaks, Epidemics, Pandemics)



Auckland  
Emergency  
Management

- A pandemic is an outbreak of an infectious disease that spreads across a very large rohe/region, multiple countries, or worldwide.
- Outbreaks and epidemics affect local areas and rohe/regions. The direct impact on human life can be immense, with vulnerable populations, including older people and those with underlying health conditions, being particularly at risk. Epidemics among animals, such as Foot and Mouth Disease, can also affect people's activities.
- The risk and impacts of a pandemic or large epidemic extend beyond the immediate health crisis. Many services like education, transport, work, health care and community services are disrupted.
- Social interactions are limited or strained, with physical distancing measures and lockdowns impacting social gatherings, cultural events, and everyday life.
- The Ministry of Health is the lead agency for human pandemics. Auckland Emergency Management assists in providing regional inter-agency coordination of welfare support.

## During an outbreak, epidemic or pandemic

### In a pandemic you may need to stay at whare/home because:

- you are sick
- you are caring for sick whānau/family
- community actions to prevent spread of the infection are needed.

### Hygiene - keeping clean:

- Washing and drying your hands properly for at least 20 seconds with soap or an alcohol-based rub. Drying hands well is important. Wash and dry hands afterw coughing, sneezing, blowing your nose, wiping children's noses, visiting the toilet, or looking after sick people.
- Keep your coughs and sneezes covered. Put tissues straight into a covered, lined rubbish bin or a plastic bag.
- Try to stay a metre away from sick people to reduce the spread of infection. Consider having those who are unwell stay in one part of the house if practical and be cared for by a single person.
- Ensure there is good ventilation to any areas where people are unwell.

Stay informed with key health information on the National Public Health Service website:  
[arphs.health.nz](https://www.arphs.health.nz) and [adhb.health.nz](https://www.adhb.health.nz)

