

Carterton Community Response Plan

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

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



Facility map

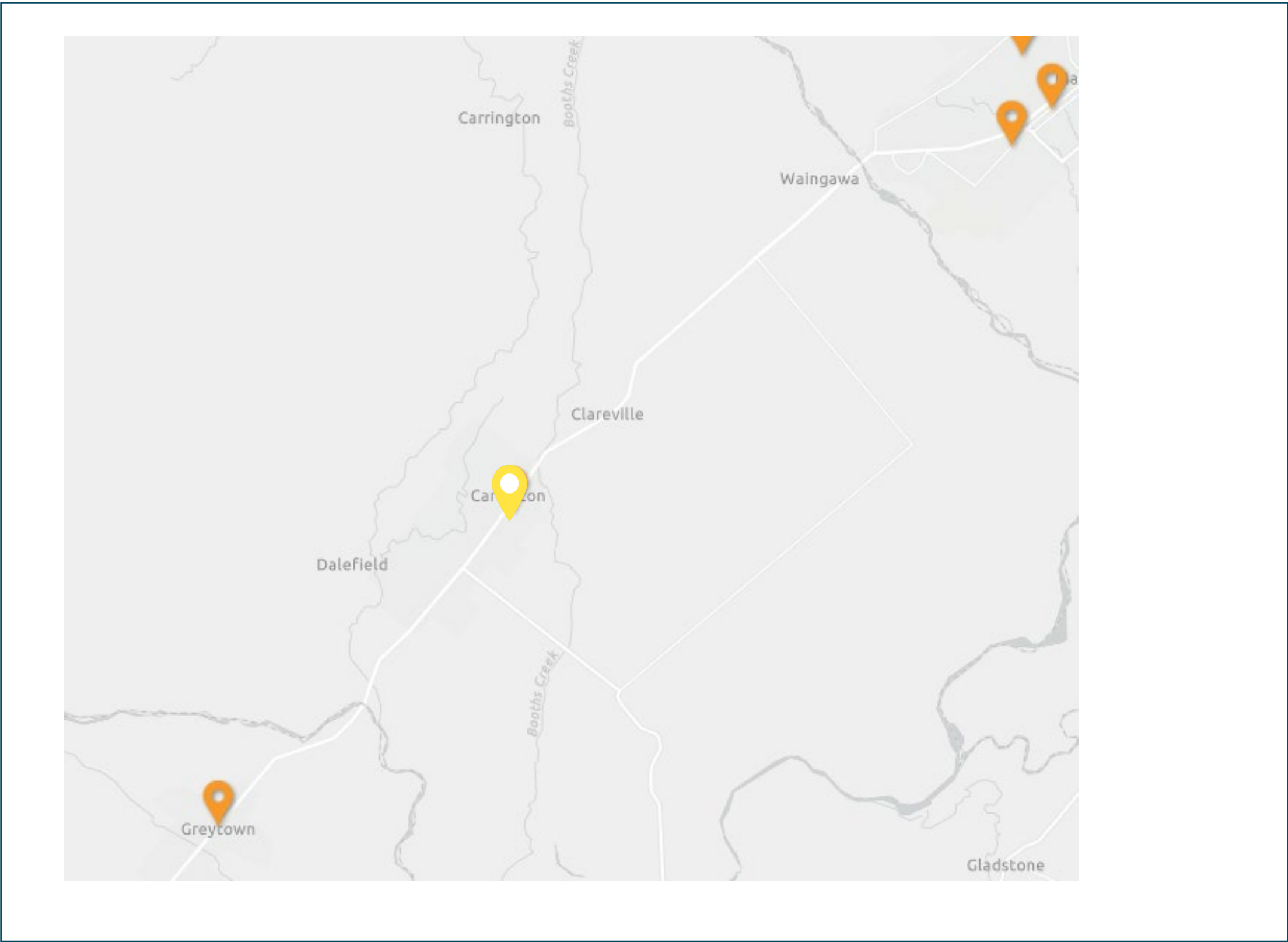
Carterton Events Centre, 50 Holloway Street, Carterton



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

Coordinate with neighbouring Community Emergency Hubs

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



 **Your Hub**

**Carterton Community
Emergency Hub**

Carterton Events Centre,
50 Holloway Street,
Carterton

 **Neighbouring Hubs**

Greytown

89 Main Street, Greytown

**Masterton Primary
School**

53 South Rd, Masterton

**Te Kura Kaupapa o
Maori Wairarapa**

35 Johnstone Street,
Masterton



Document overview

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

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

Community Response Plan and Emergency Hub Guide

This Community Response Plan works alongside the Community Emergency Hub Guide. The Hub Guide provides guidance on how your community can organise and support one another during an emergency. Use the Hub Guide and your Community Response Plan together to organise your community response. You will find

the Hub Guide in the Hub kit along with Hub role lanyards, stationery, a map, an AM/FM radio, and a VHF radio.

Responding as a community

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

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

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

Your Local Council

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



Local resources

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

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

Places and spaces

- > Carterton Events Centre
- > Carterton School
- > Clareville Complex
- > Council Parks – Carrington, Sparks, Bird, Howard Booth
- > Gladstone sports Complex
- > Haumanu House
- > Holiday Park
- > Hurunui o Rangi Marae
- > Menz Shed

Halls –

- > Carterton Community Courthouse
- > Club Carterton Office
- > Dalefield,
- > Masonic,
- > Parkvale,
- > Senior Citizens,
- > Te Wharau,
- > Web space – sites and discussion groups
- > West Taratahi

Retirement Village halls

- > The Core

Churches:

- > Baptist on Broadway,
- > Carterton Free Presbyterian High Street north,
- > Presbyterian Church High Street S
- > Wairarapa Bible Church High Street south,

Groups and networks of people

- > Choir
- > Churches: Refer Places and Spaces
- > Friendship Club (previously called Silver Club/Probus)
- > Go Carterton
- > Guides



- > Lions
- > Neighbourhood Support
- > Penguins
- > Project Wairarapa
- > R2R
- > Rangatahi to Rangatira
- > Rotary
- > Salvation Army
- > Scouts
- > Sports Clubs – rugby, swimming, tennis, athletics
- > Wairarapa Community Networks

ECE:

- > Busy Bees High Street south
- > Carterton Kindergarten Victoria Street,
- > Carterton Pre-School Belvedere road
- > He Pounamu early nurture Dalefield road.
- > Just Us Pre-School Victoria street
- > South End kindergarten High St south

Schools:

- > Carterton School Dixon street,
- > Dalefield School Dalefield road,
- > Saint Mary's School King street,
- > South End School High St South.

Services in the community

- > Amalgamated Helicopters
- > Bank of New Zealand
- > Police
- > Richmond Funeral Home
- > Wellington Free Ambulance

Infrastructure

- > Council – water, sewerage, generator
- > Telecommunication towers



Local vulnerabilities

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

Places and spaces

- > Central business district
Water Races could be damaged by earthquake and therefore not transport water to farms in reliable way (for stock water) or have silt buildup and cause flooding.
- > Clock Tower
- > May be asked or/unable to support coastal residents communities at risk of tsunami or becoming isolated due to landslips or bridge failures - Flat Point, Glenburn, Pahaoa, Homewood / Kaiwhata. Flat Point and Homewood often have 5-10x or more their normal resident populations visiting on any given day, particularly during the summer month
- > River, bridge
- > Storm water, Sparks Park overflow, ponding
- > Swimming pool

Groups and networks of people

- > Aged Residential Care – Carter Court, Roseneath
- > Coastal areas – Flat Point, Glenburn, Pahaoa, Homewood / Kaiwhata.
- > Commuters
- > Commuters: both driving and rail either prevented from coming back to Carterton, doing business in Carterton, or unable to leave Carterton and with no accommodation
- > ECE: Carterton Pre-School Belvedere road, Just Us Pre-School Victoria street, Carterton Kindergarten Victoria Street, Busy Bees High Street south, South End kindergarten High St south, He Pounamu early nurture Dalefield road.
- > Lifestyle Villages – Villa Estate, Ashmore Park
- > May be asked or/unable to support coastal communities at risk of tsunami or becoming isolated due to landslips or bridge failures - Flat Point, Glenburn, Pahaoa, Homewood / Kaiwhata.
- > Salvation Army community housing
- > Schools
- > Schools: Carterton School Dixon street, Dalefield School Dalefield road, Saint Mary's School King street, South End School High St South.
- > Tourists and visitors: Flat Point and Homewood often have 5-10x or more their normal resident populations visiting on any given day, particularly during the summer months.



Services in the community

- > Long distances, narrow roads, risk of infrastructure damage when trying to reach isolated coastal communities

Infrastructure

- > Aviation fuel
- > Banking and eftpos
- > Bridges
- > Dalefield Water piping
- > Food resources
- > Gas
- > Long distances, narrow roads, risk of infrastructure damage when trying to reach isolated coastal communities.
- > Power
- > Railway
- > Roads
- > Sewerage
- > Telecommunications
- > Water



Checking on people and damage

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

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



How can you make sure that everywhere has been checked?

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

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

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

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

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

- > Drones – Wairarapa Aerial Imaging
- > Go Carterton (renamed from CDB)
- > Lions
- > Neighbourhood Support
- > Rotary
- > Sports Clubs



-
- > Wairarapa Community Networks

Where should we check first?

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

-
- > Ashmore Park
-
- > Carter Court
-
- > Neighbourhood Support
-
- > Neighbourhood Support group leaders
-
- > Residential care and lifestyle village
-
- > Roseneath
-
- > Schools: Carterton School Dixon street, Dalefield School
Dalefield road, Saint Mary's School King street, South End
School High St South.
-
- > Smaller rural bridges
-
- > Villa Estate
-
- > Waingawa Bridge
-
- > Waiohine Bridge
-
- > Water tanks on Lincoln road

How would we coordinate this?

-
- > Assess – commission teams to assess in priority order to needs
and resources available and then broker people's needs with
available resources.
-
- > Carterton Community Hub volunteers
-
- > Fire and Emergency New Zealand (FENZ)

-
- > Landline phones
-
- > Meet – needs with resources
-
- > Neighbourhood Support
-
- > Police
-
- > Prioritise – needs with resources
-
- > Review – that needs are being met
-
- > Scope – define needs and resources
-
- > The Hub can set up street maps and coordinate searches, or
checks by door knocks
-
- > Use: RT / CB radios



Medical Assistance

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

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



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

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

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

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

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



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

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

Where are the nearest medical providers?

- > Carterton Medical Centre

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

- > Carterton Clubn
- > Carterton Community Courthouse
- > Carterton Events Centre
- > Church Halls



- > District Community Halls
- > Golf Club
- > Haumanu House
- > Sports Clubs

Who can help provide medical assistance?

- > FENZ
- > People with First Aid certificates
- > Wellington Free Ambulance

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

- > 4WD vehicles
- > Boats
- > Council vehicles
- > Drones – Wairarapa Aerial Imaging, drop off
- > Private vehicles
- > St John
- > Wellington Free Ambulance

Where can we get extra supplies?

- > Businesses with a first aid kit
- > Food Bank
- > New World
- > Pharmacy

- > Veterinary Services

Where are there Defibrillators?

- > Ashmore Park
- > Balance
- > C3 Masterton
- > Carterton Bowling Club, 57 High St, S, Carterton 5713
- > Carterton District Council, 28 Holloway St, Carterton 5713
- > Carterton Events Centre, 50 Holloway St, Carterton 5713
- > Carterton Fire Station, 61 High St, S, Carterton 5713
- > Carterton Golf Club, 117A Chester Rd, Clareville, 5791
- > Clareville Showgrounds
- > Club Carterton
- > Flatpoint
- > Gladstone Inn
- > Gladstone Rugby Club
- > Howard Booth Park
- > Hurunui O Rangi Marae
- > JNL
- > Longbush community
- > Mobil Carterton, 191 High St N, Carterton, 5713
- > Strength Nation Gym



Shelter

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

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



Small repairs may make homes safe enough to stay in.

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

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

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

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



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

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

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

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

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

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

- > Anyone with some skills
- > Engineers, joinery companies
- > FENZ
- > Men's Shed



Where can we get resources to make repairs?

- > CDC Operations yard
- > East Taratahi Building, William Wong Place
- > Garages
- > ITM
- > John Shields, Belvedere Road
- > Log works – marshall road
- > Logworks, Marshalls road
- > Massons engineering
- > Menz Shed
- > Ply Guy, SH2
- > Private homes/Neighbours
- > Recycling centre
- > Recycling centre
- > Ticehurst – sawdust for toilets

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

- > Donations
- > Hurunui o Rangi Marae
- > Saint Vinnies

- > Salvation Army

Second hand shops

- > Bazaar Attractions,

- > Firewood Suppliers – Ticehurst, Logworks
- > HUHA, Vinnies,
- > Salvation Army,
- > Watsons

What open spaces could accommodate temporary shelter?

- > Carrington Park
- > Carterton School
- > Church grounds
- > Clareville complex
- > ECE
- > Gladstone complex
- > Holiday Park
- > Howard Booth Park
- > Hurunui o Rangi Marae
- > Parks



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

> Air B and B

> Bird Park

> Carrington Park

> Clareville complex

> Club Carterton

> Gladstone complex

> Howard Booth Park

> Hurunui o Rangi Marae

> Rugby Club

> Sparks Park

Schools:

> Carterton School, Dixon street,

> Dalefield School, Dalefield road,

> Saint Mary's School, King street,

> South End School, High St South

Churches:

> Baptist on Broadway,

> Carterton Free Presbyterian High Street north,

> Presbyterian Church High Street South,

> St Davids High Street South

> Wairarapa Bible Church High Street south,



Water

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

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



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

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



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

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

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

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

Where can we find drinking water?

- > Council tanks
- > Large roof surfaces – divert downpipes to barrels
- > Private bores
- > Private tanks



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

- > 4WD vehicles
- > Boats
- > Door to door delivery by foot or car
- > Or bikes, or horses, or drones

Where can we find water for washing and cleaning?

- > River
- > Swimming pools
- > Toilet cistern

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

- > Grey water
- > Pool water
- > Rivers
- > Springs and waterfalls
- > Stagnant water
- > Still water in ponds
- > Stream water
- > Streams

What places would be good distribution points?

- > Carterton Events Centre
- > ECEs
- > In fine weather Memorial Park or sports parks
- > Schools



Food

People in our community have enough food to sustain them.

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



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

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

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

Pool community resources to feed everyone

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

What food suppliers and providers are there?

- > Bakery
- > Dairies
- > Farmers Market
- > Foodbank
- > New World
- > Premier Beehive
- > Public donation and distribution at Haumanu House
- > Restaurants
- > Wai waste

Where else could we find food?

- > Cafes and restaurants
- > Community and private garden
- > Cooking teams
- > Donations from local growers, farmers
- > ECEs
- > Marquis of Normanby
- > Nga Here o Te Ora Community Garden
- > Paws for coffee
- > Private homes
- > Schools with vege gardens



How could we organise to feed large groups of people?

- > Barbeques in the street
- > Hangi – as freezers thaw
- > Private thermettes
- > St Davids Church
- > Use perishable food first
- > Work with the Supermarket to ration and prioritize

Where can we get cooking and catering supplies?

- > Carterton Events Centre
- > Donations
- > Neighbours
- > Supermarket

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

- > 4WD vehicles,
- > Bikes
- > Boats
- > Council vehicles
- > Door to door delivery
- > Horses
- > Kids on scooters
- > Private vehicles



Animal Welfare

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

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

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

What facilities could be used for temporary shelter for animals?

Where could we find drinking water for animals?

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