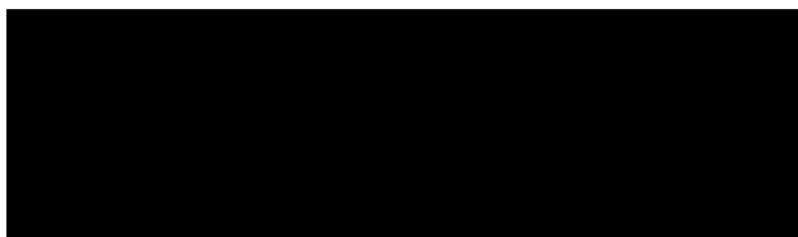




**National Headquarters**  
Level 12  
80 The Terrace  
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Wellington  
New Zealand

Phone +64 4 496 3600

29 January 2019



### **Information Request – Re OIA 2018.6577 2nd response - Makara Fire**

I refer to your official information request dated 22 November 2018 asking for the following information:

- The dates and locations of the other two Makara Fire debriefs
- Provide a copy of the report or other documentation resulting from these debriefs, and
- Why they were withheld.

I apologise that the additional debrief notes were not identified during the course of assessing your original request. Fire and Emergency takes pride in its work responding to Official Information Act requests and I have sought assurance that greater efforts will be made to identify all information in scope of a request.

The following debriefs were held in relation to the Makara fire:

- 21 March 2018 at the Porirua City Council Emergency Operations Centre
- 27 March 2018 at the Chatham Islands Council Emergency Operations Centre
- 10 May 2018 at the Avalon Fire Station (*release of these notes were assessed in the previous response dated 17 July 2018*)

Fire and Emergency has considered your request for the debrief notes from 21 and 27 March 2018. A decision has been made to withhold most of information in the debrief notes to protect the free and frank expression of those involved in the debriefing process under section 9(2)(g)(i) of the Official Information Act. In line with the previous decision, a summary of the withheld information has been provided.


Fire and Emergency does not consider there are any counter prevailing factors that would render it desirable in the public interest to release this information.

I note that your previous request for debrief notes associated with this incident is subject to an Ombudsman complaint. As a determination is yet to be made Fire and Emergency is unable to consider any implications arising for its consideration of this response.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or

freephone 0800 802 602. Note also that this response (with your personal details removed) may be published on the Fire and Emergency website.

Yours sincerely



Bella Sutherland  
Director, Office of the Chief Executive

encl

## Debrief Template

Fire Name     Makara    

Rural Fire Authority     Wellington/Chatham Islands    

Debrief Date     27 March 2018     Reference     CHIRFIRE    

Venue     CIC, Waitangi, Chatham Islands    

Facilitator/Chairperson     Craig Cottrill PRFO    

*Note: Complete sections relevant to this fire only.*

1. Overview: Incident management personnel to provide comment and prepare reports

1.1 Summary Details Name: Craig Cottrill	Designated person to comment on the following points in this section.
1.1.1 Location	Waitangi-Owenga Road, Chatham Islands
1.1.2 Date and Duration	1 February 2018 (30 days)
1.1.3 Incident background	
1.1.4 Impact and Area Burnt	2500 hectares
1.1.5 Cause	Most probably deliberately lit
1.1.6 Fire Environment:  Weather Topography Fuel(s)	Nearest RAWS ..... Temp ..... FFMC ..... ISI ..... Wind Speed ..... Dir ..... DMC ..... BUI ..... RH ..... DC ..... FWI ..... Fireground Weather:

1.1.7 Threats	
1.1.8 Fire Resources Deployed (equipment/ personnel)	
1.1.9 Incident Management and Officer(s) in charge	CIMS Used? <b>Yes</b> / No Other comments:
1.1.10 Supporting agencies and organisations	CIC, DOC, ECan, Air Chathams, Various Contractors, NZ Police, FH, Hotel Chathams

2. Event Details: The key personnel of the incident management are to provide comment and/or prepare reports

2.1 Notifications	
2.2 Turnout	FENZ, DOC, Police, ECAN and Landowners
2.3 Comment on preparedness for initial response	Discussion [Redacted]
2.4 Incident Management (Incident Controller)	Suggestion for improvement [Redacted]
2.5 CIMS organisation (Incident Controller)  Name: [Redacted] [Redacted] [Redacted] [Redacted]	Suggested additional resources to assist operations [Redacted]
2.6 Planning and Intelligence  Name [Redacted] [Redacted] [Redacted]	Suggestion for additional technology to be used [Redacted]

<p>2.7 Operations:</p> <p>2.7.1 Ground</p> <p>Name: [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]</p> <p>2.7.2 Aerial</p> <p>Name: [REDACTED] [REDACTED] [REDACTED] [REDACTED]</p>	<p>Comment made on strategy and use of resources, suggestions for improvement</p>
<p>2.8 Logistics</p> <p>Name: [REDACTED] [REDACTED] [REDACTED] [REDACTED]</p>	<p>Comment on facilities and suggestions for improvement</p>

2.9 Other Briefs:

<p>2.9 Communications</p> <p>Name: [REDACTED] [REDACTED] [REDACTED]</p>	<p>Suggestions for improvement including process and resources</p>
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<p>2.10 Performance of Fire Equipment</p> <p>Name: [REDACTED]</p>	<p>Suggestions for more resource</p>
<p>2.11 Facilities</p> <p>Name: [REDACTED]</p>	
<p>2.12 Food &amp; Water</p> <p>Name: [REDACTED]</p>	<p>Comment on the catering</p>
<p>2.13 Fire ground rehabilitation</p> <p>Name: .....</p>	
<p>2.14 Safety</p> <p>Name: [REDACTED]</p>	<p>Suggestions for improvement</p>
<p>2.15 Comment on competencies and skills of personnel</p> <p>Name: .....</p>	<p>Suggestion for improvement</p>
<p>2.16 Liaison and co-operation with agencies, landowners and others.</p> <p>Name: .....</p>	<p>See safety</p>
<p>2.17 Media Liaison</p> <p>Name: .....</p>	<p>Noted usefulness of wider agency support</p>
<p>2.18 Fire Plan Relevance (Are changes needed?)</p>	<p>Suggestions for improvement</p>

2.19 Other Stakeholders	Comments
Name .....	
Name .....	
Name .....	

3. Recommendations & Action Points

Debrief Reference	Action Required	Person to action	Expected complet on date
2.4	Identify IMT members on the Chatham Islands and facilitate CIMS2/4 training	██████████	1 Oc 2018
2.5	Purchase Chathams DPRFO a Kestrel and 2x hand held GPSs.	██████ ██████████	1 July 2018
2.9	Review number and availability of IGC Radio Charges on Island.	██████ ██████████	1 July 2018
2.10	Review amount and quality of fire equipment of fire equipment on Island	██████ ██████████	1 July 2018
2.14	Review number of PLBs held by Wgtn/Chathams and purchase additional if required	██████████	1 July 2018

4. Facilitator Summary (Points to cover)

4.1	Identify the good things that happened	Notes:
4.2	Pre planning	Notes:
4.3	Co-operation between Fire Authorities	Notes:
4.4	Fire fighting strategies	Notes:
4.5	Notifications & turnout	Notes:
4.6	Recommendat ons	Notes:
4.7	Others	Notes:
4.8	Conclusions	Notes:

Signature ..... (Facilitator/Chairperson)



Signature ..... (PRFO)

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- 5 Summary of attached documents (e.g. maps, debrief presentations, communication diagrams, accident reports, media comments, photos).

**Persons Attending Debrief**

Name	Organisation
[Redacted]	Land Owners
	FENZ
	DOC
	ECAN
	CIC EMO
	CIC EMO
	CIC
	FENZ
	NZ Police
	CIC
	CIC
	FENZ
	FENZ

## Debrief Template

Fire Name    Makara Fire – Chatham Islands (internal debrief)

Rural Fire Authority    Wellington/Chatham Islands

Debrief Date    21 March 2018                      Reference    CHIRFIRE

Venue    Porirua EOC

Facilitator/Chairperson    Craig Cottrill

*Note: Complete sections relevant to this fire only.*

1.    Overview: Incident management personnel to provide comment and prepare reports

1.1 Summary Details Name: Craig Cottrill	Designated person to comment on the following points in this section.
1.1.1 Location	Makara, Chatham Islands
1.1.2 Date and Duration	1 February 2018 through to 2 March 2018
1.1.3 Incident background	
1.1.4 Impact and Area Burnt	2500 hectares
1.1.5 Cause	Most possible deliberately lit
1.1.6 Fire Environment:  Weather Topography Fuel(s)	Nearest RAWS .....  Temp .....    FFMC .....    ISI .....  Wind Speed .....    Dir .....    DMC ..... BUI .....  RH .....    DC .....    FWI .....  Fireground Weather:
1.1.7 Threats	19 residential properties, local power station, Moriori Marae, DOC Reserve

1.1.8 Fire Resources Deployed (equipment/ personnel)	2 x IMT 2 x medium Helo with 2 x fuel trailers 8 x forestry crews 1 x UAV crew
1.1.9 Incident Management and Officer(s) in charge	CIMS Used? <b>Yes</b> / No Other comments:
1.1.10 Supporting agencies and organisations	DOC, Chatham Island Council, Chatham Island Air, Police Environment Canterbury, Air Force, Chatham Island Hotel, Interpine Innovation, Contractors and landowners

2. Event Details: The key personnel of the incident management are to provide comment and/or prepare reports

2.1 Notifications	FENZ Wellington Chatham were notified 0800 on the 1st
2.2 Turnout	Initially Chatham Islands Urban and DOC
2.3 Comment on preparedness for initial response	Identified strengths
2.4 Incident Management (Incident Controller)	Identified systems that could be implemented
2.5 CIMS organisation (Incident Controller)  Name: [REDACTED] [REDACTED] [REDACTED] [REDACTED]	Comments on priority actions for future and what was done well
2.6 Planning and Intelligence  Name: [REDACTED] [REDACTED] [REDACTED]	Comments on whether technology could be better used and commented on the usefulness of well established processes and local knowledge

<p>2.7 Operations:</p> <p>2.7.1 Ground</p> <p>Name: [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]</p> <p>2.7.2 Aerial</p> <p>Name: [REDACTED] [REDACTED] [REDACTED] [REDACTED]</p>	<p>Notes the decision making processes that worked well and suggestions for improvement</p> <p>[REDACTED]</p>
<p>2.8 Logistics</p> <p>Name: [REDACTED] [REDACTED] [REDACTED] [REDACTED]</p>	<p>Noted the challenges of the geography and remoteness of the incident, makes suggestions for improvement</p> <p>[REDACTED]</p>

2.9 Other Briefs:

<p>2.9 Communications</p> <p>Name: [REDACTED] [REDACTED] [REDACTED]</p>	<p>Comments on the usefulness of new equipment and suggests improvement</p>
<p>2.10 Performance of Fire Equipment</p> <p>Name: [REDACTED] [REDACTED]</p>	<p>Suggests improvements for maintaining equipment</p>
<p>2.11 Facilities</p> <p>Name: Debbie Grooms</p>	<p>Comment made on facilities</p>
<p>2.12 Food &amp; Water</p> <p>Name: Identified strengths [REDACTED]</p>	<p>Comment on the catering and suggestion for future resourcing</p>
<p>2.13 Fire ground rehabilitation</p> <p>Name: .....</p>	<p>NA</p>
<p>2.14 Safety</p> <p>Name: [REDACTED] [REDACTED] [REDACTED]</p>	<p>Comment on usefulness of processes</p>
<p>2.15 Comment on competencies and skills of personnel</p> <p>Name: .....</p>	<p>Recommendations made for selecting for future similar deployments</p>

<p>2.16 Liaison and co-operation with agencies, landowners and others.</p> <p>Name: .....</p>	<p>Comment on process</p>
<p>2.17 Media Liaison</p> <p>Name: .....</p>	<p>Comment on support from the wider organisation</p>
<p>2.18 Fire Plan Relevance (Are changes needed?)</p>	<p>Comment on the plan and noted value in updating</p>
<p>2.19 Other Stakeholders</p> <p>Name .....</p> <p>Name .....</p> <p>Name .....</p>	<p>Comments</p>

### 3. Recommendations & Action Points

Debrief Reference	Action Required	Person to action	Expected completion date
2.4	Discuss NIMT process with Rach the John Rasmussen. Mention USAR model.	██████████ ██████████	June 2018
2.3/2.5	Process for better initial size up/trigger point for deployment of resources. Consideration given to sending additional RFO/operational expertise earlier. Agreements in place with Auk/Chch	██████████	July 2018
2.6	*Investigate purchase of hand held mobile device	██████████	July 2018
	*Investigate better use of geospatial information/capability	██████████	July 2018

2.8	Additional logistics personnel to assist Logistic Manager is essential; either from Island/NZ	██████████	July 2018
	Develop ordering/payment process for all fires	██████████	July 2018
	Ask other region three PRFO's for NZ based admin/logistic support during campaign fires	██████████	July 2018
	Develop process to use local volunteer fire support	██████████	July 2018
	Create Chatham Island resource register	██████████	July 2018
2.9	*Investigate acquisition of suitcase radio	██████████████████	July 2018
2.10	Implement monthly equipment check process	██████████ ██████████	May 2018
2.18	Review Chatham Island Response Plan	██████████ ██████████ ██████████████████ ██████████	July 2018



4. Facilitator Summary (Points to cover)

4.1	Identify the good things that happened	Notes:
4.2.	Pre planning	Notes:
4.3	Co-operation between Fire Authorities	Notes:
4.4	Firefighting strategies	Notes:
4.5	Notifications & turnout	Notes:
4.6	Recommendations	Notes:
4.7	Others	Notes:
4.8	Conclusions	Notes:

Signature ..... (Facilitator/Chairperson)

Signature ..... (PRFO)

- 5. Summary of attached documents (e.g. maps, debrief presentations, communication diagrams, accident reports, media comments, photos).

**Persons Attending Debrief**

Name	Organisation
[REDACTED]	FENZ - WCRFD
[REDACTED]	FENZ - WCRFD
[REDACTED]	FENZ - WCRFD
[REDACTED]	FENZ - WCRFD
[REDACTED]	
[REDACTED]	
[REDACTED]	
[REDACTED]	
[REDACTED]	
[REDACTED]	
[REDACTED]	
[REDACTED]	

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