



National Headquarters
Level 12
80 The Terrace
PO Box 2133
Wellington
New Zealand

Phone +64 4 496 3600

17 July 2018

Alan Thompson

By email: fyi-request-8272-4e8d6dfd@requests.fyi.org.nz

Dear Alan

Information Request – operational report criteria and debrief report from Chatham Islands fire

I refer to your official information request dated 8 July 2018 regarding the Makara Fire on the Chatham Islands.

In accordance with the provisions of the Official Information Act 1982 (the Act), I *enclose* the information you requested setting out the criteria that apply for determining if a rural fire will be subject to an Operational Report.

I also enclose a copy of the Makara Fire formal debrief report. Some information has been redacted under section 9(2)(g)(i) of the Act, to protect the free and frank expression of opinions of those involved.

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 or freephone 0800 802 602.

Yours sincerely

Leigh Deuchars
Director, Office of the Chief Executive

encl

Debrief Template

Fire Name Makara
 Rural Fire Authority Wellington/Chatham Islands
 Debrief Date 10 May 2018 Reference CHIRFIRE
 Venue Avalon Fire Station, Lower Hutt
 Facilitator/Chairperson Nick Pyatt AAM

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 Coltrill	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	36.2 hectares
1.1.5 Cause	Most probably deliberately lit
1.1.6 Fire Environment:	Nearest RAWS on 01 February 2018 1300 hrs
Weather	Temp ...22.1... FFMC 84.8... ISI 20.4..... Wind Speed 49.7... Dir 352... DMC 24.8..... BUI 44.7.....
Topography	RH 75..... DC 556.1..... FWI 34.4.....
Fuel(s)	Fireground Weather:

1.1.7 Threats	<ul style="list-style-type: none"> Taiko Trust Ecological area Tuuta/Rangaika Reserve Domestic dwellings on Waitangi Wharf Owenga Road Chatham Islands Enterprise Trust Power Station
1.1.8 Fire Resources Deployed (equipment/ personnel)	3 x IMT 2 x medium Helicopters 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? Yes / No Other comments: Deployment of a National Incident Management Team in week 1 of the fire.
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	[Redacted]
2.2 Turnout	TENZ, DOC, Police, ECAN and Landowners
2.3 Comment on preparedness for initial response	[Redacted]
2.4 Incident Management (Incident Controller)	

<p>2.5 CIMS organisation (Incident Controller)</p> <p>Name: [Redacted]</p>	[Redacted]
<p>2.6 Planning and Intelligence</p> <p>Name: [Redacted]</p>	[Redacted]

<p>2.7 Operations:</p> <p>2.7.1 Ground</p> <p>Name: [Redacted]</p>	[Redacted]
<p>2.7.2 Aerial</p> <p>Name: [Redacted]</p>	[Redacted]

2.10 Performance of Fire Equipment Name: [Redacted]	[Redacted]
2.11 Facilities Name: [Redacted]	[Redacted]
2.12 Food & Water Name: [Redacted]	[Redacted]
2.13 Fire ground rehabilitation	[Redacted]
Name: [Redacted]	[Redacted]
2.14 Safety Name: [Redacted]	[Redacted]
2.15 Comment on competencies and skills of personnel Name: [Redacted]	[Redacted]

2.16 Liaison and co-operation with agencies, landowners and others. Name: [Redacted]	[Redacted]
2.17 Media Liaison Name: [Redacted]	[Redacted]
2.18 Fire Plan Relevance (Are changes needed?)	[Redacted]
2.19 Other	[Redacted]

3. Recommendations & Action Points

Debrief Reference	Action Required	Person to action	Expected completion date
2.1			
2.1			
2.3			
2.3			
2.3			
2.6			
2.7.1			
2.7.2			
2.10			

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	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]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Fire and Emergency NZ
[REDACTED]	Southern Helicopters
[REDACTED]	Garden City Helicopters
[REDACTED]	Garden City Helicopters

Released under the Official Information Act

Operational Review Initiation

Each review will have its own set of discreet requirements. To achieve desired results, it is very important to clearly define specific terms of reference covering statutory and organisational authority, purpose, method and scope, structure and review team with associated responsibilities.

Selecting Incidents for Review

An operational review may be initiated following a high profile wildfire incident when one or more of the following criteria are met or as required by the organisation:

1. Loss of human life or serious injury was directly attributed to the incident
2. High level of incident complexity existed for example
 - a. fire suppression costs
 - b. property damage
 - c. area burnt
3. When there is significant environmental damage
4. When it is considered that the outcome will benefit others through the sharing of lessons learned
5. When there have been known operational deficits such as where equipment or procedures have not operated in the manner intended
6. For case studies of small fires where benefits can be gained, or good practice can be affirmed

Review Team Selection

With knowledge of the review purpose and scope, convene a review team (team approach preferred) from the national pool with one member appointed as review leader. Enter the team structure and names into the TOR and report/workbook.

Review team members need to be impartial and therefore should not have been involved with an incident under review, or its subsequent actions, and are sufficiently removed from those involved with the incident.