

**SYDNEY NORTH
EMERGENCY MANAGEMENT DISTRICT**



DISASTER PLAN

(DISPLAN)

2nd Edition

an approved Plan
under Section 23 (1) of the
STATE EMERGENCY & RESCUE MANAGEMENT ACT 1989 (as amended)

SYDNEY NORTH DISTRICT DISPLAN

TITLE:

SYDNEY NORTH DISTRICT DISASTER PLAN (DISPLAN)

AUTHORITY:

The Sydney North District Emergency Management Committee has prepared the Sydney North District Disaster Plan (DISPLAN) in compliance with the State Emergency and Rescue Management Act, 1989 (as amended)

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Chairman
Sydney North District Emergency Management Committee.

Dated:

ENDORSED

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Chairman
State Emergency Management Committee.

Dated:

SYDNEY NORTH DISTRICT DISPLAN

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AMENDMENTS

Suggested amendments or additions to the contents of this plan are to be forwarded in writing to:

**District Emergency Operations Controller
Sydney North Emergency Management District
Level 9, Ferguson Centre
130 George Street
PARRAMATTA NSW 2150.**

Fax: 02 9689 7003

The Sydney North District Emergency Management Committee must approve suggested amendments or additions received before inclusion.

Issued amendments are to be recorded in the following table when entered.

AMENDMENT		AUTHORITY		ENTERED	
NUMBER	DATED	APPROVED	ENDORSED	SIGNATURE	DATE
1 st Edition	26 th July 2000	27 th July 2000	10 th August 2000		
2 nd Edition	1 st June 2006				

SYDNEY NORTH DISTRICT DISPLAN

DISTRIBUTION:

APPOINTMENT / ORGANISATION	NUMBER OF COPIES
District Emergency Operations Controller	1
Alternate District Emergency Operations Controller	1
District Emergency Management Officer	1
District Emergency Operations Centre	1
DISTRICT FUNCTIONAL AREA COORDINATORS & COORDINATION CENTRES	
Agriculture and Animal Services	1
Communication Services	1
Engineering Services	1
Environmental Services	1
Health Services	1
Public Information Services	1
Transport Services	1
Welfare Services	1
STATE	
State Emergency Operations Centre	1
State Emergency Management Committee	1
ADJOINING DISTRICT EMERGENCY OPERATIONS CENTRES	
Sydney East	1
Sydney Mid West	1
Western Sydney	1
Hunter/Central Coast	1
LOCAL EMERGENCY OPERATIONS CENTRES	
Hornsby	1
Hunters Hill	1
Ku-ring-gai	1
Manly \ Warringah \ Pittwater	1
Mosman \ North Sydney	1
Ryde	1
Willoughby \ Lane Cove	1
LOCAL EMERGENCY MANAGEMENT OFFICER	
Hornsby	1
Hunters Hill	1
Ku-ring-gai	1
Lane Cove	1
Manly	1

SYDNEY NORTH DISTRICT DISPLAN

APPOINTMENT / ORGANISATION	NUMBER OF COPIES
Mosman	1
North Sydney	1
Pittwater	1
Ryde	1
Warringah	1
Willoughby	1
AMBULANCE SERVICE of NSW	
Area Manager	1
Coordination Centre	1
Sector Manager	1
Counter Disaster Unit	1
NSW RURAL FIRE SERVICE	
Region Manager	1
Region Coordination Centre	1
NSW FIRE BRIGADES	
Region Commander	1
Deputy Region Commander	1
Zone Superintendents	2
NSW STATE EMERGENCY SERVICE	
Sydney Northern Division Headquarters	1
Sydney Northern Division Controller	1
COMMONWEALTH	
Defence Centre - Sydney	1
District Defence Liaison Officer	1
Energy Australia	1
Integral Energy	1
Sydney Water	1
Agility	1
Telstra	1
Parks & Wildlife Division, Department of Environment & Conservation	1
NSW Maritime	1
Sydney Ports Authority	1

DEFINITIONS

NOTE:

The definitions used in this plan are sourced from the State Emergency and Rescue Management Act 1989, NSW State Disaster Plan, other New South Wales legislation, and The Macquarie Dictionary. Where possible, the reference source is identified as part of the definition (eg. the State Emergency and Rescue Management Act 1989, is identified as SERM Act).

Act

means the State Emergency and Rescue Management Act 1989 (as amended) [SERM Act].

Agency

means a government agency or a non-government agency. [Source: SERM Act].

Agency Controller

in this plan means the operational head of the agency, identified in this plan as the combat agency, who has control of the resources of the particular combat agency.

Combat Agency

means the agency identified in the State Disaster Plan as the agency primarily responsible for responding to a particular emergency. [Source: SERM Act].

Command

in this plan means the direction of members and resources of an agency/organisation in the performance of the agency/organisation's roles and tasks. Authority to command is established by legislation or by agreement with the agency/organisation. **Command relates to agencies/organisations only, and operates vertically within the agency/organisation.**

Community Relations Crisis

incidents or emergencies affecting community relations as determined by the Chairperson of the Community Relations Commission in consultation with Community Leaders and Chief Executive Officers of the Community Relations Crisis Management Standing Committee, or as directed by the Premier.

Control

means the overall direction of activities, agencies or individuals concerned. Control operates horizontally across all agencies/organisations, functions and individuals. Situations are controlled. [Source: SERM Act].

Coordination

means the bringing together of agencies and individuals to ensure effective emergency or rescue management, but does not include the control of agencies and individuals by direction. [Source: SERM Act].

Disaster

means an occurrence, whether or not due to natural causes, that causes loss of life, injury, distress or danger to persons, or loss of, or damage to, property. [Source: Community Welfare Act, 1987].

DISPLAN

in this plan means State, District or Local Disaster Plan.

District

in this plan means the Sydney North Emergency Management District, including parts of the Greater Metropolitan and Inner Metropolitan Police Regions, incorporating the local government areas of Hornsby, Hunters Hill, Ku-ring-gai, Lane Cove, Manly, Mosman, North Sydney, Pittwater, Ryde, Warringah and Willoughby.

District Emergency Management Committee (DEMC)

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means the Committee, constituted under the SERM Act, which at District level is responsible for preparing plans in relation to the prevention of, preparation for, response to and recovery from emergencies in the District, including the District DISPLAN. In the exercise of its functions, this committee is responsible to the State Emergency Management Committee (SEMC). [Source: SERM Act].

District Emergency Management Officer (DEMO)

means the person, appointed under the Act, to act as the principal executive officer to the DEMC and the DEOCON. [Source SERM Act].

District Emergency Operations Centre (DEOC)

in this plan means a facility, established at Sydney North Emergency Management District level, from which the control of District level emergency operations and coordination of resources is effected.

District Emergency Operations Controller (DEOCON)

in this plan means the Police Region Commander appointed by the Commissioner of Police as the District Emergency Operations Controller for the Sydney North Emergency Management District, and is responsible for, in an emergency affecting more than one Local Area, controlling the allocation of resources in response to the emergency.

Emergency

means an emergency due to an actual or imminent occurrence (such as a fire, flood, storm, earthquake, explosion, accident, terrorist act, epidemic or warlike action) which:

- a. endangers or threatens to endanger the safety or health of persons or animals in the State; or
- b. destroys or damages, or threatens to destroy or damage, any property in the State;
being an emergency which requires a significant and coordinated response.

For the purposes of this definition, property in the State includes any part of the environment of the State. Accordingly, a reference in the Act to:-

- a. threats or danger to property includes a reference to threats or danger to the environment; and
- b. the protection of property includes a reference to the protection of the environment.
[Source: SERM Act].

Emergency Operations Centre (EOC)

means a centre established under the SERM Act at a State, district or local level as a centre of communication, and as a centre for the co-ordination of operations and support, during an emergency.

Emergency Services Officer

means a Police Officer, an officer of the NSW Fire Brigades of or above the position of station commander, an officer of the SES of or above the position of unit controller, or a divisional executive officer or the Director, Operations of that Service, a member of the Rural Fire Service of or above the position of deputy captain, or a District Emergency Management Officer. [Source SERM Act].

Emergency Services Organisation

means the Police Service, Fire Brigades, Rural Fire Service, Ambulance Service, State Emergency Service, Volunteer Rescue Association or any other agency which manages or controls an accredited rescue unit.

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Essential Services

For the purposes of the Essential Services Act, 1988, a service is an essential service if it consists of any of the following:

- a. the production, supply or distribution of any form of energy, power or fuel or of energy, power or fuel resourced;
- b. the public transportation of persons or freight;
- c. the provision of fire fighting services;
- d. the provision of public health services (including hospital or medical services);
- e. the provision of ambulance services;
- f. the production, supply or distribution of pharmaceutical products;
- g. the provision of garbage, sanitary cleaning or sewerage services;
- h. the supply or distribution of water;
- i. the conduct of a welfare institution;
- j. the conduct of a prison;
- k. a service declared to be an essential service under subsection (2);
- l. a service comprising the supply of goods or services necessary for providing any services referred to in paragraphs (a) – (k).

Functional Area

in this plan means a category of services involved in preparations for an emergency, including:

- a. Agriculture and Animal Services;
- b. Communication Services;
- c. Energy & Utilities
- d. Engineering Services;
- e. Environmental Services;
- f. Health Services; (Incorporating Medical, Public & Mental Health)
- g. Public Information Services;
- h. Transport Services; and
- i. Welfare Services.

Functional Area Coordinator

in this plan means the nominated coordinator of a functional area, tasked to coordinate the provision of Functional Area support and resources to for emergency response and recovery operations, who, by agreement of participating and supporting organisations within the functional area, has the authority to commit the resources of those organisations.

Hazardous Material

means anything that, when produced, stored, moved, used or otherwise dealt with without adequate safeguards to prevent it from escaping, may cause injury or death or damage to property. [Source: Fire Brigades Act, 1989 (as amended)].

Hazardous Material Incident

means an actual or impending land-based spillage or other escape of hazardous material that causes or threatens to cause injury or death or damage to property. [Source: Fire Brigades Act, 1989 (as amended)].

Incident

in this plan means a localised event, either accidental or deliberate, which may result in injury or death or damage to property which requires normal response from a combat agency or agencies. An incident becomes an emergency when the resources of that agency are insufficient to deal with the incident and outside resources are desirable or required. Those resources now require Coordination.

Incident Control System (ICS)

means an operations management system using common language and procedures that allows agencies to retain their own command structure. The key principles are management by objectives and span of control using key functions of Control, Operations, Planning and Logistics.

Liaison Officer (LO)

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in this plan means a person, nominated or appointed by an organisation or functional area, to represent that organisation or functional area at a control centre, emergency operations centre or coordination centre. A liaison officer maintains communications with and conveys directions / requests to their organisation or functional area, and provides advice on the status, capabilities, actions and requirements of their organisation or functional area. **A liaison officer should have the authority to commit the resources of their organisation.**

Local Area

in this plan means a local government area within the meaning of the Local Government Act, 1993, or combination of local government areas as referred to in Section 27 of the State Emergency and Rescue Management Act, 1989.(as amended)

Local Emergency Management Committee (LEMC)

means the Committee, constituted under the Act for each local government area, which is responsible for the preparation of plans in relation to the prevention of, preparation for, response to and recovery from emergencies in the local government area, for which it is constituted (Local DISPLAN). The committee is chaired by a senior representative of the Local Council. In the exercise of its functions, any such committee is responsible to the relevant District Emergency Management Committee. [Source: SERM Act].

Local Emergency Management Officer (LEMO)

in this plan means the person, appointed by Council under the Act to act as principal executive officer to the LEMC and the LEOCON. The LEMO and the Chairperson of the LEMC need not be the same officer.

Local Emergency Operations Controller (LEOCON)

in this plan means the member of the Police Service appointed by the DEOCON as the Local Emergency Operations Controller and is responsible for controlling the allocation of resources in response to an emergency in the local area.

Marshalling Area

in this plan means an area in which resources from outside the District may congregate prior to allocation of tasks.

Mitigation

means measures taken in advance of, or after, a disaster aimed at decreasing or eliminating its impact on society and environment. (Source: COAG Review into Natural Disasters in Australia, August 2002).

Natural Disaster

a natural disaster is a serious disruption to a community or region caused by the impact of a naturally occurring rapid onset event that threatens or causes death, injury or damage to property or the environment and which requires significant and coordinated multi-agency and community response. Such serious disruption can be caused by any one, or a combination, of the following natural hazards: bushfire; earthquake; flood; storm; cyclone; storm surge; landslide; tsunami; meteorite strike; or tornado. (Source: COAG Review into Natural Disasters in Australia, August 2002).

Participating Organisation

in this plan means the Government Departments, statutory authorities, volunteer organisations and other agencies who have either given formal notice to Agency Controllers, Functional Area Coordinators, or acknowledged to the State, District or Local Emergency Management Committee, that they are willing to participate in emergency management response and recovery operations under the direction of the Controller of a combat agency, or Coordinator of a Functional Area, with the levels of resources or support as appropriate to the emergency operation.

Preparation

in relation to an emergency includes arrangements or plans to deal with an emergency or the effects of an

emergency. [Source: SERM Act].

Prevention

in relation to an emergency includes the identification of hazards, the assessment of threats to life and property and the taking of measures to reduce potential loss to life or property. [Source: SERM Act].

Public Awareness

The process of informing the community as to the nature of the hazard and actions needed to save lives and property prior to and in the event of disaster. . (Source: COAG Review into Natural Disasters in Australia, August 2002).

Recovery

in relation to an emergency includes the process of returning an affected community to its proper level of functioning after an emergency. [Source: SERM Act]. This includes the welfare of affected persons and the physical reconstruction of the community.

Relief

the provision of immediate shelter, life support and human needs of persons affected by, or responding to, an emergency. It includes the establishment, management and provision of services to emergency relief or recovery centres. (Source: COAG Review into Natural Disasters in Australia, August 2002).

Rescue

means the safe removal of persons or domestic animals from actual or threatened danger of physical harm. [Source: SERM Act].

Response

in relation to an emergency includes the process of combating an emergency and of providing immediate relief for persons affected by an emergency. [Source: SERM Act].

Risk

a concept used to describe the likelihood of harmful consequences arising from the interaction of hazards, communities and the environment. . (Source: COAG Review into Natural Disasters in Australia, August 2002).

Risk Assessment

the process used to determine risk management priorities by evaluating and comparing the level of risk against predetermined standards, target risk levels or other criteria. . (Source: COAG Review into Natural Disasters in Australia, August 2002).

Risk Management

the systematic application of management policies, procedures and practices to the tasks of identifying, analysing, evaluating, treating and monitoring risk. (Source: COAG Review into Natural Disaster in Australia, August 2002).

Site Control

the location from which the Site Controller, agency commanders and functional areas coordinate the emergency. It usually includes the relevant Emergency Service Commanders and Functional Area Coordinators and other advisers as required.

Site Controller

a police officer appointed by and subject to the direction of an emergency operations controller to be responsible for determining the site, establishing site control and controlling on the ground response to an emergency. Until the Emergency Operations Controller appoints a Site Controller, the Senior Police Officer will assume control

State Emergency Operations Controller (SEOCN)

means the person appointed by the Governor, on the recommendation of the Minister, responsible, in the event of an emergency which affects more than one District, for controlling the allocation of resources in

response to the emergency. [Source: SERM Act].

State of Emergency

means a state of emergency declared by the Premier under Section 33(1) of the State Emergency and Rescue Management Act, 1989 (as amended).

NOTE: Other New South Wales legislation also provides for a declaration of an emergency which has different meanings and different authorities within that specific legislation eg: Essential Services Act, 1988 and Dams Safety Act, 1978.

State Waters

as defined in Section 3 (1) of the Marine Pollution Act 1987 - means:

- a. the territorial sea adjacent the State:
- b. the sea on the landward side of the territorial sea adjacent to the State that is not within the limits of the State:
- c. other waters within the limits of the State prescribed by the regulations for the purpose of this definition

The Act provides that State waters consist of the territorial sea (from the low tide mark seaward for 3 nautical miles) and the following bays and rivers:

- i. Sydney Harbour
- i. Botany Bay
- ii. Port Kembla
- iii. Twofold Bay
- iv. Part of the Clarence River
- v. Part of the Hunter River

Response Levels - See the NSW Marine Oil Spill Contingency Plan

Terrorist Act

is an act or threat, intended to advance a political, ideological or religious cause by coercing or intimidating an Australian or foreign government or the public, by causing serious harm to people or property, creating a serious risk of health and safety to the public, disrupting trade, critical infrastructure or electronic systems. (Source: Criminal Code Act 1995 [Commonwealth]).

Vulnerability

the degree of susceptibility and resilience of the community and environment to hazards. (Source: COAG Review into Natural Disasters in Australia, August 2002).

Welfare Services

means the services provided to assist in the relief of personal hardship and distress to individuals, families and communities who are the victims of an emergency. (Source: Community Welfare Act 1987).

Welfare Centre

in this plan means any centre established to provide welfare services to disaster victims. It may be an Evacuation Centre, Disaster Relief/Recovery Centre, Welfare Assembly Centre, One-Stop Relief Centre and Accommodation Centre.

ABBREVIATIONS

ADF	Australian Defence Force
DACC	Defence Assistance to the Civil Community
DCCPs	Development Control Plans
DEC	Department of Environment and Conservation
DEMC	District Emergency Management Committee
DEMO	District Emergency Management Officer
DEOC	District Emergency Operations Centre
DEOCON	District Emergency Operations Controller
DISPLAN	Disaster Plan
DOCs	Dept. of Community Services
EOC	Emergency Operations Centre
LEMC	Local Emergency Management Committee
LEMO	Local Emergency Management Officer
LEOC	Local Emergency Operations Centre
LEOCON	Local Emergency Operations Controller
LEPs	Local Environment Plans
NDRA	Natural Disaster Relief Arrangements
NSWFB	New South Wales Fire Brigades
RFS	Rural Fire Service
RTA	Roads and Traffic Authority
SEMC	State Emergency Management Committee
SEOC	State Emergency Operations Centre
SEOCON	State Emergency Operations Controller
SERM Act	State Emergency & Rescue Management Act
SES	State Emergency Service

SYDNEY NORTH DISTRICT DISPLAN

PART 1

INTRODUCTION

AIM

101. To ensure coordinated and efficient management of the Prevention, Preparation, Response and Recovery arrangements for emergencies within the Sydney North Emergency Management District.

PURPOSE

102. This DISPLAN details arrangements for: -
- a. identifying prevention and mitigation strategies;
 - b. providing support to Local level incidents/emergencies;
 - c. controlling emergency operations at District level where control cannot be effected at the Local level;
 - d. coordinating District level support to Combat Agencies;
 - e. controlling emergency operations where the emergency extends across more than one local area;
 - f. providing assistance to other Districts; and
 - g. providing assistance as directed by SEOCON

OBJECTIVES

103. The objectives of this Plan are to:-
- a. detail responsibilities for the identification, development and implementation of prevention and mitigation strategies;
 - b. define Agency and Functional Area roles and responsibilities in preparation for, response to and recovery from emergencies;
 - c. set out the control, coordination and liaison arrangements at District and Local level;
 - d. detail activation and alerting arrangements for involved agencies;
 - e. detail arrangements for the acquisition and coordination of resources;
 - f. detail public warning systems and responsibility for implementation;
 - g. detail public information arrangements and public education responsibilities;
 - h.. detail arrangements for review, testing, evaluation and maintenance of this plan;
 - i. detail reporting and information flow arrangements.
 - j. detail arrangements for reporting before, during and after an event, including:-
 - i information and intelligence flow during an incident or emergency.
 - ii. arrangements for LEOCON reporting to DEOCON; and
 - iii. responsibilities for preparation of post emergency reports.

SYDNEY NORTH DISTRICT DISPLAN

SCOPE

104. The plan describes the arrangements at the District level to effectively and efficiently prevent, prepare for, respond to and recover from emergencies and provides policy direction for the preparation of Local DISPLANS and District and Local Supporting and Sub-Plans.

PLANNING ASSUMPTIONS

105. Arrangements detailed in this Plan are based on the assumption that the resources upon which the Plan relies are available when required.
106. The effectiveness of arrangements detailed in this Plan is dependant upon all involved agencies preparing, testing and maintaining appropriate internal instructions, standing operating procedures and / or contingency plans.

PRINCIPLES

107. The following principles are applied in this plan:
- a. **Responsibility for preparedness, response and recovery rests initially at the Local level.** If Local agencies and available resources cannot cope, those at District level augment them. Finally, resources and support, coordinated from the State, and possibly resources provided from the Commonwealth and other States and Territories are used.
 - b. **Control / Coordination** of emergency response and recovery operations **are conducted at the lowest effective level.**
 - c. **A designated combat agency may deploy additional resources from their own service** from outside the affected Local Area or District if they are needed to conduct single service operations.
 - d. During an operation which is the legal responsibility of a designated combat agency, the Emergency Operations Controller is responsible, when so requested by that combat agency, to coordinate the provision of support resources through the Emergency Operations Centre. The Emergency Operations Controller is responsive to the requirements of the Controller of the combat agency. **The District Emergency Operations Controller may assume responsibility for controlling the response to an emergency under this DISPLAN if:**
 - i **the State Emergency Operations Controller is satisfied that it is necessary to do so in the particular circumstances of the case, and**
 - ii **the combat agency has requested or agreed to the District Emergency Operations Controller assuming that responsibility, or, in the case of any disagreement on the matter, the Minister has directed the District Emergency Operations Controller to do so.**
 - e. Emergency preparedness, response and recovery operations should be conducted with all agencies carrying out their normal functions wherever possible.
 - f. **Prevention measures remain the responsibility of authorities / agencies charged by statute with the responsibility.**
 - g. Combat Agencies **MUST** advise the DEOCON immediately in regards to
 - i. any operation that may/will require emergency management support
 - ii. any actual or imminent emergency situation
 - iii. any emergency declaration or activation.

SYDNEY NORTH DISTRICT DISPLAN

AREA COVERED

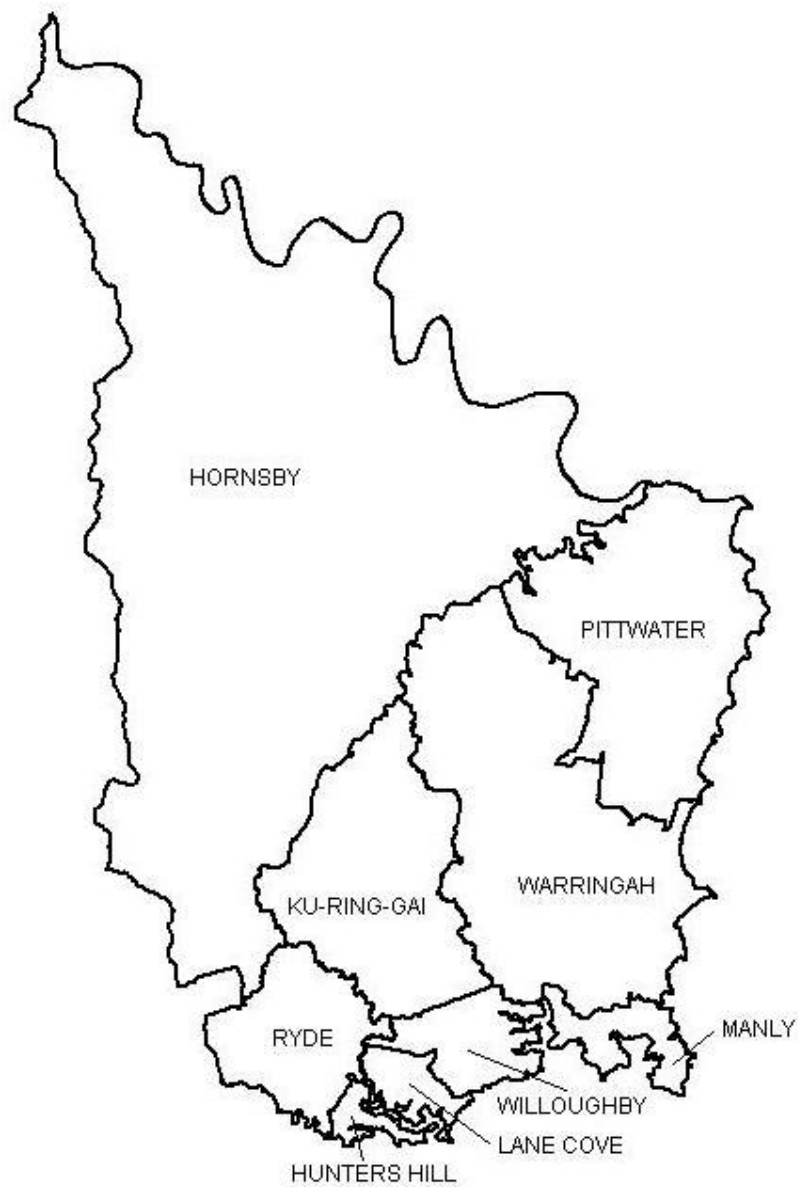
108. The area covered in this plan is the Sydney North Emergency Management District, including sections of the Greater and Inner Metropolitan Police Regions and incorporating the local government areas of Hornsby, Hunters Hill, Ku-ring-gai, Lane Cove, Manly, Pittwater, Ryde, Warringah and Willoughby. All the navigable Waters of Broken Bay, Pittwater, Cowan Creek and the Hawkesbury River to Wisemans Ferry Vehicle Ferry. Area and population figures have been extracted from the 2000 NSW Local Government Directory:

Local Government Area	Area (Sq. Km)	Population
Hornsby # (3)	462	155971
Hunters Hill ^ (4)	6	13692
Ku-ring-gai # (3)	86	108760
Lane Cove * (1)	11	32270
Manly + (2)	15	38868
Pittwater + (2)	125	56003
Ryde ^ (4)	40	96660
Warringah + (2)	152	133911
Willoughby * (1)	22	58000
District Totals	982	757,724

*(1) , +(2), #(3) and ^(4) indicate that the Local Government Authorities have combined for the purposes of Emergency Management as approved by the Minister for Emergency Services as outlined in Section 27 of the SERM Act 1989.(as amended)

SYDNEY NORTH DISTRICT DISPLAN

109. MAP OF LGAs WITHIN SYDNEY NORTH DISTRICT



The Emergency Management Districts adjoining the Sydney North District are Hunter / Central Coast, Sydney East, Sydney Mid West and Western Sydney Districts.

SYDNEY NORTH DISTRICT DISPLAN

TRANSPORT ROUTES

- 110. a. The main transport routes through the District are the:-

Warringah / Gore Hill Freeways	Pacific Highway (1)
Sydney - Newcastle Freeways F3	M2 Motorway
Military / Spit / Pittwater and Barrenjoey Roads	Victoria Road
Lane Cove / Ryde/ Mona Vale Roads	Epping / Beecroft Roads
Boundary Street / Warringah Road	Pennant Hills Road
- b. The F3 is the principal road link between the South and North of this Emergency Management District
- c. There being three major roads into the Northern beaches' area, Mona Vale Road has been selected as the principle road link to be maintained in times of Emergency.
- d. Main Northern Rail Line connecting Newcastle to Meadowbank and the North Shore Rail Line connecting Hornsby and Milsons Point; and
- e. Major coastal and international shipping routes off the coast.
- f. Major aircraft routes traverse the District and include heavy and light passenger and cargo aircraft travelling to and from Mascot, Bankstown and Richmond Airports.

WATERWAYS

- 111. The District's main waterways are the Coastline to (3) nautical miles to sea from Bird Island in the North to Long Reef in the South. The District borders onto Port Jackson and Parramatta River in the south. The area supports large numbers of commercial and pleasure boating.

WATER STORAGE AREAS \ PRESCRIBED DAMS

STORAGE AREA	LOCATION	RESERVOIR/RIVER/STREAM
Killara Reservoir	Hornsby/Ku-ring-gai	Reservoir
Manly Dam ^a	Manly/Warringah/Pittwater	Curl Curl & Manly Creeks
Thornleigh Reservoir	Hornsby/Ku-ring-gai	Reservoir
Warringah Reservoir	Manly/Warringah/Pittwater	Reservoir

INDUSTRY

- 112. Industry in this District varies between Council Areas, which are zoned for Heavy or Light Industry, Special Business and Rural Industry. Each Local DISPLAN maintains information in relation to Industry within its area.
- 113. The area contains a significant number of Health facilities, including a Tertiary Referral Hospital, 5 major, 1 Psychiatric, 3 major Private hospitals and with excess of 120 nursing homes and private hospitals.
- 114. Major shopping complexes / centres are widely spread throughout this District.
- 115. Tourism is significant throughout the area with many attractions including the beaches and waterways, Taronga Park Zoo and the National Parks and reserves with their picnic areas and walking trails.

^a Denotes Prescribed Dam under the Dams Safety Act.

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HAZARDS

116. The main hazards which could require District level response are:-

HAZARD	THREAT LEVEL		COMMENTS
	PROBABILITY	CONSEQUENCE	
Bush fire	High	High	Refer to Plans of Operations & Bush Fire Risk Management Plans prepared by local Bush Fire Management Committees under s.52 of the Rural Fires Act.
Severe Storms	High	High	General threat throughout the District.
Flash Flood	High	High	General threat throughout the District
Riverine Flood	High	Moderate	Refer to SES Flood Plans
Hazardous Materials Emergency	High	Low	General threat, but particularly involving transport of hazardous materials through major urban areas on the Pacific Highway, Pennant Hills and Ryde Roads. The Main Northern Rail Line. Also, involving spillage on or near waterways.
Road Transport Emergency	Moderate	Moderate	Sydney Harbour Tunnel, Warringah / Gore Hill Freeways, Pacific Highway (1), Sydney - Newcastle Freeways F3, M2 Motorway, Pennant Hills Road, Lane Cove / Ryde Road / Mona Vale Roads, Victoria Road, Epping / Beecroft Roads, Boundary Street / Warringah Road, Military / Spit / Pittwater and Barrenjoey Roads are all Major Transport routes.
Aviation Emergency	Low	Major	Large numbers of aircraft pass over the District daily, both passenger and cargo.
Rail Emergency	Low	Moderate	Many passenger & Freight Trains use the Main Northern Rail Lines which traverse the District and Passenger Trains use the North Shore Rail Line.
Maritime Emergency	Low	Moderate	Involving passenger and cargo vessels moving up and down the coast and commercial vessels in Broken Bay and on the Hawkesbury River.
Animal, Pest and Plant Disease	Low	Low	Refer to the NSW Animal Health Emergency Sub Plan for details.
Water Supply Contamination	Low	Moderate	Water supplies are all easily accessible outside of authorised activity. Contamination is remote.
Earthquake	Remote	Major	General threat throughout District
Flood - Dam Failure	Remote	High	Refer SES Division Flood Plans for details.
Landslide	Low	Moderate	Threat to specific areas and addressed in Local DISPLANs
Tsunami/Storm Surge	Remote	High	Threat to Coastal Areas

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DISTRICT SUPPORTING PLANS

117. The following are supporting plans to this Displan:

a. District

- i. Sydney North Agriculture and Animal Services Plan (draft)
- ii. Sydney North Communication Services Plan (to be developed)
- iii. North Sydney Area Health Service Plan (Approved)
- iv. Sydney North Public Information Services Plan (to be developed)
- v. Sydney North Welfare Services Plan (Approved)

b. Regional

- i. Sydney Metropolitan Northern Area Engineering Services Plan (Approved)
- ii. Sydney Metropolitan Area Transport Services Plan (Approved)

c. State

While the following plan is not, strictly speaking, a supporting plan to this Displan, the arrangements contained therein apply equally, negating the need for a District ENVIROPLAN.

- i. New South Wales State Environmental Services Functional Area Supporting Plan (ENVIROPLAN)

DISTRICT SUB PLANS

118. The DEMC is responsible for identifying the need for Sub Plans to deal with specific hazards or emergencies, which require SPECIAL arrangements that are not covered in this Plan. The relevant Combat Agency is to coordinate preparation of identified Sub Plans.

REVIEWING, TESTING, EVALUATING & MAINTAINING PLAN

119. Responsibility for reviewing, testing, evaluating and maintaining the plan rests with the Sydney North District Emergency Management Committee.

120. The plan is to be reviewed:

- a. after each operation.
- b. after each exercise
- c. in the event deficiencies are identified
- d. to meet legislative changes; or
- e. at least every five years.

121. The frequency and method of testing and evaluation are determined by the DEMC.

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PART 2

ROLES AND RESPONSIBILITIES

- 201. The primary operational roles of each Agency, Functional Area and other Organisations are described in this part of the plan. This does not preclude flexibility to adjust roles or responsibilities if circumstances require such action.
- 202. The District Supporting Plans supplement and fully detail the roles and responsibilities of Functional Area Participating and Supporting Organisations.
- 203. The emergency risk management process is to be used as the basis for emergency planning in NSW. This methodical approach to the planning process is to be applied by emergency management committees at all levels.
- 204. The Organisations detailed in the following matrix have been identified in the NSW Displan, or by agreement at the District level, as the agencies primarily responsible for controlling operations to combat the hazards listed:

HAZARD	RESPONSIBLE AGENCY
Bush fire	NSW Rural Fire Service within Rural Fire Districts, including the provision for a Commissioners Section 44 Appointee / NSW Fire Brigades within Fire Brigades Districts
Severe Storms	NSW State Emergency Service
Flash Flood	NSW State Emergency Service
Riverine Flood	NSW State Emergency Service
Hazardous Materials Emergency (Including oil spills)	NSW Fire Brigade - (rendering safe, operations that are land based including inland waterways other than Coastal Waters). Sydney Ports Corporation - (State Waters-based operations) Environment Protection Authority - (land based clean up operations) Workcover issues information in relations to handling and safety
Road Transport Emergency	Local Emergency Operations Controller to control with District support.
Aviation Emergency	Local Emergency Operations Controller to control with District support, Refer State Aviation Sub Plan.
Landslide	Local Emergency Operations Controller to control with District support.
Rail Emergency	
Maritime Emergency	Local Emergency Operations Controller to control with District and / or Maritime Authorities support.
Animal, pest and plant disease	NSW Department of Primary Industries.
Water Supply Contamination	Sydney Water Corporation with assistance of Local Emergency Operations Controller
Earthquake	Local Emergency Operations Controller to Control with District Support
Flood - Dam Failure	State Emergency Service
Tsunami/Storm Surge	State Emergency Service
Urban Fire	NSW Fire Brigades within Fire Districts & Rural Fire Service outside

- 205. Unless otherwise stated, the role of the AGENCIES shown in this Part apply equally to the management of incidents **and** emergencies within the Sydney North District
- 206. DISTRICT EMERGENCY OPERATIONS CONTROLLER (DEOCON)

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- a. Maintain this Plan as required.
- b. Maintain liaison with Local Emergency Operations Controllers.
- c. Monitor local level operations whenever a Local Displan is activated.
- d. Monitor District level operations controlled by a combat agency.
- e. Assist a combat agency that is primarily responsible for controlling the response to an emergency in carrying out that responsibility.
- f. Conduct emergency response operations, for which there is no Combat Agency.
- g. assume responsibility for controlling response to an emergency when directed by SEOCON.
- h. when requested by or where after consultation and agreement control has been handed over from a Combat Agency, at the District level in accordance with section 107 (d) of this plan.
- i. Control emergency operations which affect more than one Local Area.
- j. Activate and staff the District Emergency Operations Centre according to DEOC Standing Operating Procedures.
- k. Ensure the SEOCON and DEOCONs from adjoining Districts are kept informed of the situation.
- l. As necessary, request additional resources from the SEOCON including Commonwealth Government resources.
- m. Undertake tasks as directed by SEOCON.
- n. Ensure that the person appointed as Acting Region Commander Inner Metropolitan Region is aware of their responsibilities as DEOCON, and that the SEOCON and DEMO are advised of these changes.
- o. Ensure recovery operations are initiated during the earliest stages of response operations.
- p. Ensure that District Supporting Plans, Sub Plans and Local Disaster Plans are prepared and maintained.

207. DISTRICT EMERGENCY MANAGEMENT OFFICER (DEMO)

- a. Advise, assist and support the District Emergency Operations Controller during response and recovery operations
- b. Assist with the preparedness of the District Emergency Operations Centre (DEOC)
- c. Ensure that another DEMO /s is/are available to provide support, either in the absence of the DEMO or for extra duty in the DEOC or as determined by the DEOCON.

AGENCY ROLES AND RESPONSIBILITIES

207. AGRICULTURAL AND ANIMAL SERVICES

- a. NSW Department of Primary Industries is the combat agency for animal, pest and plant disease and other animal emergency operations. This means implementing procedures with state and national authorities for the eradication or control of animal, pest and plant diseases, including:
 - i. detection, diagnosis, risk assessment and surveillance of the disease;
 - ii. destruction and disposal of infected animals/plants and products as required;
 - iii. disinfection of contaminated areas, buildings and vehicles;
 - iv. programs for vector control, e.g. insect, feral and domestic animal control;
 - v. quarantine controls for the movement of persons, animals and plants.
 - vi. provision of adequate trained staff to ensure quarantine requirements are observed.
- b. Provide immediate animal care services and continuing rehabilitation assistance to primary producers, including:
 - i. assessment of injured stock;
 - ii. disposal of carcasses
 - iii. assessment of rural property losses and damage to buildings, fences, crops, equipment and fodder;
 - iv. coordination of the supply and distribution of emergency fodder supplies and other materials;
 - v. administration of financial assistance to victims
 - vi. assistance to primary producers suffering emergency induced traumas, with the Department of Community Services: and
 - vii. with support of Participating and Supporting Organisations, manage the care of companion pets.
- c. With support of Participating and Supporting Organisations, provide animal care services for wildlife, for domestic animals, and for companion pets of victims evacuated from an area affected by an emergency
- d. Provide a Liaison Officer to the District Emergency Operations Centre as requested.
- e. Assist in any other emergency management activities by means of prevention, preparation or initial recovery operations, including emergency management training for which NSW Department of Primary Industries' training and equipment are suitable.
- f. Assist in any other emergency management by means of prevention, preparedness or initial recovery operations including emergency management training for which the NSW Department of Primary Industries North Metropolitan District's human resources, training and equipment is suitable.

208. AMBULANCE SERVICE of NSW

- a. Provide ambulance transport and pre-hospital care for the sick and injured.
- b. Provide transport for designated health teams to the sites of emergencies when so requested by the State Health Services Functional Area Coordinator.
- c. Provide coordinated communications for all health systems involved in emergency responses.
- d. As determined by the State Rescue Board, provide accredited "rescue units".
- e. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

209. COMMUNICATION SERVICES

- a. Advise on the establishment and maintenance of reliable communications for the control and coordination of emergency response and initial recovery operations.
- b. Arrange for alternate communications links in case of an overload or need for greater capacity.
- c. Arrange for alternate means of communication in case of failure of established systems.
- d. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

210. ENERGY AND UTILITY SERVICES

- a. Provide Energy and Utility support to a Combat Agency, and other Functional Areas or Organisations involved in the emergency.
- b. Coordinate (in conjunction with the Engineering Functional Area) the establishment of electrical power, water, sewerage, petroleum and gas supplies, either temporarily or permanently as required.
- c. Coordinate the supply of advice to the SEOCON from Utility and Energy providers in accordance with Utility and Energy Supply continuity plans.

NOTE: This functional area does not effect the management of normal restoration and management work carried out by an energy or utility provider. The purpose of this function is to coordinate a large scale response to an emergency.

211. ENGINEERING SERVICES

- a. Provide engineering services support to a combat agency, and other Functional Areas or organisations involved in incidents or emergencies, including;
 - i. coordination of resources, which may be specified items, specialist equipment or personnel.
 - ii. technical advice or expertise; and
 - iii. planning for anticipated needs.
- b. Coordinate the provision of all engineering resources required for emergency response and initial recovery operations, including:

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- i. clearance and re-establishment of roads and bridges;
 - ii. demolition and shoring up of buildings;
 - iii. removal of debris;
 - iv. establishment of electrical power, water, sewage and gas services, either temporarily or permanently as required;
 - v. construction of levees to control flooding;
 - vi. maintenance of essential services; and
 - vii. other related engineering matters.
- c. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

212 ENVIRONMENTAL SERVICES

- a. Protect the environment during emergency response and initial recovery operations.
- b. Coordinate scientific support for the on scene Controller during operations to combat the pollution of the sea and inland waters within New South Wales.
- c. Advise and coordinate scientific support to the New South Wales Fire Brigades during land based hazardous materials emergency response operations.
- d. Advise the combat agency and other Functional Areas or Organisations involved in the emergency, on environmentally sound and legal practices for the disposal of wastes or contaminated materials resulting from an emergency.
- e. Once the material has been rendered safe, direct and coordinate cleanup of hazardous materials which pose a threat to the environment.
- f. Conduct post response operations investigations following incidents or emergencies involving hazardous materials.
- g. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

213 HEALTH SERVICES

- a. Coordinate and control the mobilisation of all health responses to emergencies when this plan is activated. This includes ambulance, medical, mental and public health services, and involves:
 - i. the mobilisation of health resources to the emergency site or sites and the initiation of prioritised patient management;
 - ii. the provision of coordinated hospital and medical response;
 - iii. the provision of mental health services to victims, emergency workers and the communities affected by emergencies;
 - iv. the provision of public health services to prevent, prepare for, respond to and recover from emergencies.
- b. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

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New South Wales Health is the Combat Agency for all Health Emergencies within NSW. This particularly applies to human infectious disease emergencies from whatever cause. Five major contributing health service components constitute the whole of health response incorporating all-hazards approach. They are:

- a. Medical Services;
- b. Ambulance Services;
- c. Mental Health Services;
- d. Public Health Services; and
- e. Health Communications.

214 LOCAL GOVERNMENT

- a. At the request of the relevant Agency / Agency Controller or Emergency Operations Controller:-
 - i. provide human, plant, equipment and material resources, as available and as required, to assist during incident and emergency response and recovery.
 - ii. provide expertise and support, as requested, to an agency or functional areas identified in this plan.
 - iii. support and assume a lead role in local recovery operations.
- b. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

215 NSW FIRE BRIGADES

- a. In relation to Fire Districts, prescribed in the New South Wales Fire Brigades Act, 1989, (as amended), is the designated combat agency for taking all practicable measures for preventing and extinguishing fires and protecting and saving life and property in case of fire in any fire District.
- b. Is the designated combat agency for land based hazardous materials incidents and emergencies within New South Wales, specifically for taking all practicable measures;
 - i. for protecting and saving life and property endangered by hazardous material incidents:
and
 - ii. for confining or ending such an incident: and
 - iii. for rendering the site of such an incident safe.
- c. Provide fire control services by:
 - i. dealing with outbreaks of fire and the rescue of persons in fire endangered areas;
 - ii. taking such measures as may be practicable to prevent the outbreak of fires; and
 - iii. on land, dealing with the escape of hazardous materials or a situation, which involves the imminent danger of such an escape.
- d. As determined by the State Rescue Board, provide accredited "rescue units".

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- e. At the request of relevant combat agency or Emergency Operations Controller, assist in any other response or initial recovery operations for which the NSW Fire Brigades training and equipment are suitable.
- f. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

216 NSW POLICE SERVICE

- a. Is the designated combat agency for law enforcement.
- b. Is the designated combat agency for search and rescue.
- c. As necessary, control and coordinate the evacuation of victims from the area affected by the emergency.
- d. Maintain law and order, protect life and property, and provide assistance and support to a combat agency, Functional Areas, and other Organisations as required. This may include:
 - i. reconnaissance of the area affected by the emergency;
 - ii. traffic and crowd control;
 - iii. access and egress route security and control;
 - iv. recovery and identification of the dead and injured and notifying next of kin;
 - v. establishing temporary mortuaries;
 - vi. maintaining the security of property;
 - vii. statutory investigative requirements;
 - viii. operation of a public enquiry centre capable of providing general information on emergencies to members of the public;
- e. Respond accredited "rescue units" to general and specialist rescue incidents, and control and coordinate rescue operations.
- f. As determined by the State Rescue Board, provide accredited "rescue units"
- g. Manage Disaster Victim Registration, ensure that Disaster Victim Registration is conducted promptly and information forwarded to the State Emergency Operations Centre according to procedures as set out on the Disaster Victim Registration form.
- h. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

217 NSW RURAL FIRE SERVICE

- a. In relation to Rural Fire Districts, prescribed in the Rural Fires Act, 1997 (as amended) is the designated combat agency for bush and other fires within Rural Fire Districts.
- b. Provide rural fire control services by:
 - i. dealing with outbreaks of fire and the rescue of persons in fire endangered areas; and
 - ii. taking such measures as may be practicable to prevent the outbreak of and mitigating the

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effects from bush fires.

- iii. taking all practicable measures for preventing and extinguishing fires and protecting and saving life and property in case of fire.
- c. At the request of relevant combat agency or Emergency Operations Controller, assist in any other response or initial recovery operations for which the Rural Fire Services' training and equipment are suitable.
- d. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

218 PUBLIC INFORMATION SERVICES

- a. Assist the effective conduct of emergency response and recovery operations by coordinating the release of official and current information to the media and the public about the emergency, including measures being undertaken or planned. This may require:
 - i. establishing a Media Information Centre, arranging media conferences on behalf of the District Emergency Operations Controller and when appropriate, arrange access by media representatives to the area affected by the emergency.
 - ii. preparing media releases on the behalf of the District Emergency Operations Controller and District Emergency Management Committee.
 - iii. preparing, for approval and issuing by the DEOCON, official warnings and messages for broadcast to the public by the electronic media.
 - iv. establishing and maintaining a register of available public relations support personnel.
- b. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

219 STATE EMERGENCY SERVICE

- a. Is the designated combat agency for dealing with floods, and to coordinate the rescue, evacuation and welfare of affected communities.
- b. Is the designated combat agency for damage control for storms, including coastal erosion from storm activity and to coordinate the evacuation and welfare of affected communities.
- c. At the request of relevant combat agency or Emergency Operations Controller, assist in any other response or initial recovery operations for which the State Emergency Service training and equipment are suitable.
- d. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

Note: Responsibility for evacuees related to flood and storm emergencies is to be handed over to the Welfare Services as soon as possible.

220. SYDNEY PORTS CORPORATION

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- a. Is the designated combat agency for Hazardous Materials emergencies and Marine Oil and Chemical Spills in State waters from Catherine Hill Bay to Garie Beach and is to:
 - i. Provide an On-Scene Coordinator and other trained emergency response personnel to combat oil and chemical spills.
 - ii. Make available all emergency response equipment.
 - iii. Provide on request, a liaison officer to the Operations Centre of the State Oil and Chemical Spill Commander.
 - iv. Assist other emergency services with available resources and personnel during emergency operations when requested by the District Emergency Operations Controller.
 - v. Provide a liaison officer to the District Emergency Operations Centre, if requested.

221. TRANSPORT SERVICES

- a. Coordinate the provision of transport support as required by a Combat Agency and other Functional Areas, while maintaining as far as practicable, the normal operations and activities of public and commercial transport services. Tasks for providing transport to other agencies might include:
 - i. movement of emergency equipment and personnel;
 - ii. movement of emergency supplies and goods including water, fuel and food;
 - iii. evacuation of people; and
 - iv. assistance for medical transport.
- b. Maintain and operate a road condition / closure advisory service to a combat agency and other Functional Areas, and members of the public.
- c. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

221. WELFARE SERVICES

- a. During response and initial recovery operations, provide welfare services to victims of incidents and emergencies. This may require:
 - i. establishing Evacuation and Welfare / Recovery Centres to manage the provision of short term emergency accommodation, essential material needs and the delivery of welfare services to victims of incidents and emergencies;
 - ii. providing welfare information, and advisory services, to victims;
 - iii. providing personal welfare support, and referral services;
 - iv. providing immediate financial aid;
 - v. establish a support unit to coordinate and distribute offers of donated relief aid;
 - vi. providing mobile welfare services teams;
 - vii. ensuring, in conjunction with Agriculture and Animal Services, the provision of companion animal care; and
 - viii. ensuring, in conjunction with Health Services, the provision of medical and mental

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health (counselling) services.

- b. Mobilise and coordinate catering facilities and services to provide;
 - i. feeding of victims of emergencies, including evacuees in transit or in Evacuation and Welfare / Recovery Centres, and displaced or homeless people in short term emergency accommodation centres; and
 - ii. by arrangement, meals for personnel engaged in emergency response and initial recovery operations.
- c. Provide a Liaison Officer to the District Emergency Operations Centre as requested.
- d. **Long Term Recovery / Reconstruction**
 - i. establish Recovery Centres to manage the welfare needs of victims;
 - ii. coordinate emergency accommodation for homeless victims of incidents and emergencies;
 - iii. arrange for the acquisition, reception, storage, issue and disposal of material needs including clothing, bedding and personal requisites; and
 - iv. provide emergency financial assistance to victims of incidents and emergencies.
 - v. provide a Liaison Officer to the District Emergency Operations Centre as requested.

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PART 3

PREVENTION/MITIGATION

RESPONSIBILITIES AND STRATEGIES

- 301. The District Emergency Management Committee is responsible, using the Hazard Analysis Process, to identify prevention/mitigation options, to refer these options and recommendations to the appropriate agency, and to monitor outcomes.
- 302. Responsibilities for the development and implementation of Prevention/Mitigation strategies are not subject to DISPLAN arrangements, but rest with the agencies and organisations detailed below.

HAZARD	AGENCY / COMMITTEE RESPONSIBLE	PREVENTION/MITIGATION STRATEGIES
Bush fires	NSW Rural Fire Service	-Require landowners to clear Firebreaks' & remove fire hazards. -Regulate property development & building construction.
	Bush Fire Management Committees	-Prepare bush fire risk management plans. -Implement bush fire fuel management programs.
	"Fire Fighting Authorities" - Rural Fire Service, NSW Fire Brigades, Parks & Wildlife Division-Department of Environment & Conservation	-Prepare and Implement bush fire risk management plans
Earthquake	Local Government	-Regulate property development & building construction through LEPs & DCPs.
Animal, Pest and Plant Disease	NSW Dept of Primary Industries	-Surveillance by NSW DPI, especially through Australian Quarantine Inspection Service. -Training of NSW DPI staff in detection of diseases.
Hazardous Materials Emergencies. (Including Marine Oil and Chemical Spills)	Department of Environment and Conservation (Environmental Protection Division)	- Regulate the transport of hazardous materials. - assists industry with the development of safe handling and response procedures.
	Workcover Authority	- Regulate the production & storage of hazardous materials.
	Sydney Ports Corporation	-Regulate the handling, production & storage of hazardous materials
Flood	Local Government	-Regulate property development & building construction through LEPs & DCPs
	NSW Dept of Commerce; and	-Development & maintenance of flood mitigation works.
	Dept. of Infrastructure, Planning and Natural Resources.	Preparation of mitigation schemes and flood plain management plans.

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PART 4

PREPARATION

DISTRICT PLANNING STRUCTURE

DISTRICT EMERGENCY MANAGEMENT COMMITTEE

401. The District Emergency Management Committee (DEMC), chaired by the District Emergency Operations Controller (DEOCON) and with the executive support of the District Emergency Management Officer (DEMO), is responsible for the development and maintenance of a District Disaster Plan (Displan), and to identify the need for Supporting Plans and Sub Plans related to specific hazards, emergencies and functions within the District.
402. Responsibility for the preparation and maintenance of Supporting Plans and Sub Plans rests with the respective Agency Controllers and Functional Area Coordinators.
403. The emergency risk management process is to be used as the basis for emergency planning for all plans prepared in relation to emergency management within the Sydney North District.
404. By agreement the DEMC has the following mission and functions:-

Mission:

405. To develop, maintain and coordinate comprehensive all agency incident and emergency management arrangements for the community within the District, and provide advice and assistance to Local Emergency Management Committees.

Functions:

- a. to prepare, maintain and review the District Disaster Plan (Displan);
- b. review District Supporting Plans, Sub Plans and Local Disaster Plans;
- c. to identify, evaluate and monitor hazards and threats to life and property, and where appropriate recommend specific hazard management guidelines;
- d. to establish and review appropriate emergency management structures at Local and District level;
- e. to identify resources both within and outside the District and make plans for the allocation and coordination of the use of those resources during emergencies;
- f. to establish and review systems for use in the control and coordination of emergency operations at District and Local Levels;
- g. to review and recommend emergency management arrangements (including legislation and proposals for legislation of other agencies) to the State Emergency Management Committee;
- h. to provide advice on the creation of combined local government emergency management arrangements to the State Emergency Management Committee;
- i. to establish communication networks within and between Combat Agencies, Functional Area and Local Governments;
- j. to arrange emergency management training for individuals, including individuals employed in Combat Agencies, Functional Area and Local Governments;
- k. to disseminate educational material on established emergency management policies and

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procedures;

- l. to arrange the conduct of exercises to periodically test emergency management plans and procedures;
- m. to arrange for graduated warnings of emergencies to the public;
- n. to assist the State Emergency Management Committee and District Emergency Operations Controller as required;
- o. to review Combat Agency and Functional Area incident, disaster and emergency plans and procedures; and
- p. to establish and coordinate functional area and other sub committees as required.

LOCAL LEVEL PLANNING STRUCTURE

LOCAL EMERGENCY MANAGEMENT COMMITTEES

- 406. Local Emergency Management Committees are chaired by a senior representative of the local council with executive support provided by the Local Emergency Management Officer.
- 407. The Committees are subject to the direction of the District Emergency Management Committee and are responsible for the development and maintenance of Local Displans and Sub Plans relating to specific hazards or emergencies. Supporting Plans for Functional Areas are developed and maintained **if required** by the relevant District Functional Area Coordinator.
- 408. The mission and functions of Local Emergency Management Committees are to reflect those of the DEMC, as detailed by paragraph 404/405 of this Plan.

LOCAL DISPLANS

- 409. Local Displans are to recognise and reflect:-
 - a. the roles and structures detailed in this Plan for each combat agency and functional areas;
 - b. the activation procedures, stages, sequence of actions and coordination, response and initial recovery arrangements detailed in this Plan.
- 410. Local Displans are also to include arrangements for a handover of responsibility for emergency response and initial recovery operations between Agency Controllers and the Local Emergency Operations Controller.
- 411. The emergency risk management process is to be used as the basis for emergency planning in Local Displans.

RESOURCE AND CONTACT DIRECTORIES

- 412. Each Agency Controller, Functional Area Coordinator and other Agency participating in Displan arrangements is to develop and maintain up to date resource and contact directories, used for their operational requirements.

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WARNING/PUBLIC INFORMATION ARRANGEMENTS

- 413. LEOCON and the relevant Combat Agency Controllers are to advise the DEOCON whenever an event occurs which may:
 - a. require support at either Local or District level;
 - b. escalate to a Local or District level emergency operation.

- 414. The DEOCON notifies the State Emergency Operations Centre (SEOC) and DEOCONs from adjoining Districts of potential and developing situations.

- 415. Participating Organisations, wherever possible, are warned and placed on alert. These organisations must be prepared to respond a Liaison Officer to the District Emergency Operations Centre as requested.

- 416. Responsibilities for providing warnings to the community, the DEOCON, Agencies and Functional Areas in relation to the Districts hazards/threats are detailed in the following matrix:-

HAZARD OR THREAT	AGENCY RESPONSIBLE	WARNING PROVIDED
Bush fire	Bureau of Meteorology	General fire weather advices to the wider community via electronic & print Media.
	Rural Fire Service	Specific warnings & Total Fire Ban advices to the Community, DEOCON & relevant Agencies and Functional Areas.
Animal, Pest & Plant Disease	NSW DPI	Warnings to the community, DEOCON, and relevant agencies specific to exotic disease outbreaks & restricted areas.
Flooding	SES Division Controllers	Local Flood Advices, Flood Bulletins & Evacuation Warnings to:- - Flood affected communities via the electronic Media; - the DEOCON; and - relevant Agencies and Functional Areas.
	Bureau of Meteorology	
Hazardous Materials Spillage	POLICE, LEOCON or DEOCON acting on the advice of the NSW Fire Brigades and/or Sydney Ports Corporation	Evacuation warnings, public safety directions and warnings relating to spillage into waterways.
Severe Storms	Bureau of Meteorology	General advices to the wider community via regional electronic Media.
	SES Division Controllers	General advices and warnings to the DEOCON, LEOCON's and relevant Emergency Services and Functional Areas.
Dam Failure	Dam Owner	Specific warnings re concerns about safety of Dam to NSW SES.
	NSW SES	Specific warnings to the DEOCON.
	DEOCON	Specific warnings (including evacuation arrangements) to the community.
Other Warnings	DEOCON	General and Evacuation Warnings to affected communities and relevant Participating Organisations.

- 417. Public warnings are communicated, by the responsible agency, to the wider community through the following regional electronic media:-
 - a. Television Networks -
 - b. Radio Stations - or
 - c. As determined by the DEOCON.

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STANDARD EMERGENCY WARNING SIGNAL (S.E.W.S)

- 418. The Standard Emergency Warning Signal is a nationally adopted distinctive sound which may be broadcast over radio or television immediately before an urgent public safety message. The S.E.W.S. is designed to attract the attention of the public to an urgent safety message.
- 419. Authority to use the S.E.W.S. is restricted to:
 - a. State Emergency Operations Controller (SEOCN) or Deputy;
 - b. Combat Agency Controller at State level;
 - c. District Emergency Operations Controller (DEOCN); and
 - d. Combat Agency Controller at Region / District level.
- 420. Full instructions for the use of the S.E.W.S. are included in the Standing Operating Procedures for the District Emergency Operations Centre.

PUBLIC EDUCATION

- 421. Responsibilities for the conduct and coordination of public education relating to the Districts hazards/threats are detailed in the following matrix:-

HAZARD	AGENCY AND RESPONSIBILITY
Bush fires	<u>Rural Fire Service, NSW Fire Brigades and NSW NPWS</u> to coordinate public education programs relating to bush and grass fire threat throughout the District.
URBAN FIRE (Industrial or Commercial)	NSW Fire Brigades Rural Fire Service Department of Environment and Conservation Work Cover
Animal, Pest and Plant Disease	<u>NSW Department of Primary Industries</u> , is responsible for public awareness concerning the implications of animal, pest and plant disease and appropriate strategies for it's prevention and detection.
Flooding	<u>NSW State Emergency Service</u> is responsible for ensuring that residents are aware of the flood threat and how to protect themselves against it.
Severe Storm	<u>State Emergency Service</u> is responsible for ensuring that the residents of their divisions are aware of the likely effects of storm impact and how to protect themselves against it.
Hazardous Materials (Includes Marine Oil and Chemical Spills)	<u>Work Cover Authority</u> is responsible for information "SAFE STORAGE & PACKAGING" <u>DEC</u> is responsible for advice on "TRANSPORT, CLEAN UP & DISPOSAL" <u>NSW FIRE BRIGADES</u> is responsible for information on protecting life and property and responding to and rendering an incident safe. <u>Sydney Ports Corporation</u> is responsible for advice on response to, clean-up, transport and disposal of marine oil and chemical spill waste on State Waters.

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PART 5

CONTROL AND COORDINATION ARRANGEMENTS

TYPES OF OPERATIONS

SINGLE SERVICE MANAGED OPERATIONS (INCIDENTS)

501. In single service managed operations, the responsible Agency Controller, controls the operation and coordinates **planned** support from other agencies. The DEOCON may monitor these operations.

SINGLE SERVICE SUPPORTED OPERATIONS

502. In single service supported operations the responsible Agency Controller retains overall control of the operation and DEOCON:-
- a. at the request of the Combat Agency, coordinates support; or
 - b. at the request of the Combat Agency, manages part of the operation to meet the requirements of the Agency Controller, (eg. evacuations).
 - c. Controls part/s of the operation outside the control of the Combat Agency

EMERGENCY OPERATIONS

503. The DEOCON controls emergency operations where there is no Combat Agency.(eg Earthquake)
504. The DEOCON would not normally assume control from a Combat Agency unless they can no longer contain the situation. This should only occur after consultation with, and the agreement of, the Agency Controller and the State Emergency Operations Controller if agreement cannot be reached, by direction of Minister.

DISTRICT EMERGENCY OPERATIONS CENTRE (DEOC)

505. The DEOC, or Alternate DEOC, is controlled by the DEOCON and when activated is the focal point for District level emergency management operations.
506. The DEOC is activated by the District Emergency Operations Controller to:
- a. control District level emergency operations;
 - b. coordinate support to Local level emergency operations;
 - c. coordinate support to single service supported operations as required; and
 - d. coordinate support to other Districts either on a pre-planned basis or as directed by SEOCON.
507. The DEOCON is responsible for:-
- a. establishing, maintaining and controlling the DEOC;
 - b. preparing and maintaining Standing Operating Procedures for the DEOC;
 - c. ensuring that sufficient personnel are available to staff the DEOC when required;
 - d. maintaining a contact directory of DEOC staff; and
 - e. providing appropriate training for DEOC staff.

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- 508. Personnel to staff the DEOC, except Liaison Officers and their assistants, are drawn from the Police Service and, if necessary, other participating and supporting agencies.
- 509. The DEMO, as executive officer to the DEOCON, is responsible for the preparedness of the DEOC including:
 - a. development and maintenance of the contact directory;
 - b. development and review of Standing Operating Procedures; and
 - c. staff training.

PARTICIPATING ORGANISATION CONTROL & COORDINATION

510. Participating organisations are controlled / coordinated at the following levels:

PARTICIPATING ORGANISATION	LEVEL	AREA COVERED
Agriculture and Animal Services	Regional	Sydney North
Ambulance Service	Regional	Sydney Metropolitan
Rural Fire Service	Regional	East
Communication Services	District	Sydney North
Engineering Services	Regional	Sydney North
Environmental Services	Regional	Metropolitan
Fire Brigades	Regional	North
Health Services	Area	Sydney North & Central Coast
Public Information	District	Sydney North
Police Service	Regional	Greater Metropolitan & Inner Metropolitan Regions
State Emergency Service	Division	Sydney Northern
Transport Services	Regional	Sydney Metropolitan
Welfare Services	Area	Sydney North

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LIAISON ARRANGEMENTS

511. During single service managed operations or single service supported operations the DEOCON would normally provide a liaison officer to the Combat Agency Operations Centre.
512. When required, Combat Agencies, Functional Areas and other Organisations are to provide a liaison officer to the District Emergency Operations Centre, if necessary on a continuous basis for the duration of operations.
513. Liaison officers are to be capable of providing immediate advice to the DEOCON on the capabilities and status of their Agency or Functional Area, and must have authority to commit resources from their respective Agency or Functional Area.
514. Liaison officers are also responsible for briefing their own agency / functional area on the progress and likely requirements of operations.
515. During prolonged operations the DEOCON conducts at least one reporting / briefing / planning meeting daily in the DEOC. These meetings are to be attended by all combat agency Controllers, Agencies, Functional Area Coordinators and other Organisations involved in operations. If practical, LEOCON should also attend these meetings.

COMMUNICATIONS

516. The landline telephone and facsimile services is the primary means of communication for control and coordination of emergency management operations.
517. The alternative means of communications, should the primary means fail or be unable to provide sufficient flexibility, is to be radio communication systems. Combat Agencies, Functional Areas and other Organisations unable to provide their own alternate communications systems are responsible for advising the District Communication Services Functional Area Coordinator of their requirements.
518. The District Communication Services Functional Area Supporting Plan details the availability, allocation and coordination of communication resources within the District.

INFORMATION AND INTELLIGENCE

519. The DEOCON is responsible for the passage of operational information and intelligence to the SEOCON and adjoining DEOCONs during all types of operations and stages of activation.
520. During single service operations and single service supported operations the relevant Combat Agency Controller is responsible for the passage of public information to the community and the media, and for operational information and intelligence between the DEOCON, LEOCON and all involved agencies.
521. During single service operations the relevant Combat Agency Controller may request the DEOCON to assume responsibility for the passage of all, or certain classes of operational information and intelligence between LEOCON and/or involved agencies.

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522. During District level emergency operations the DEOCON is responsible for:-
- a. the passage of operational information and intelligence between LEOCON and/or all involved agencies, using the DEOC as the collection and distribution point;
 - b. the passage of public information to the community;
 - c. the release of regular media releases; and
 - d. ensuring the SEOCON is kept informed of developments and forecast support needs.
523. The relevant LEOCONs are responsible for the passage of operational information and intelligence to the DEOCON during all types of operations and stages of activation at the Local level.

RESCUE ARRANGEMENTS

524. Rescue arrangements as detailed in the State Rescue Policy will be adhered to by all agencies or functional areas represented in this plan.

PART 6

RESPONSE ARRANGEMENTS

RESPONSE ARRANGEMENTS

601. This plan is always active.
602. The DEOCON is responsible to initiate response actions when:-
 - a. Local emergency operations are being conducted and District level support may be required;
 - b. It is necessary to coordinate two or more Local level emergency management operations;
 - c. District level emergency management operations are required; or
 - d. Directed by the State Emergency Operations Controller.
603. The DEOCON automatically initiates response actions whenever:-
 - a. a person is authorised by the Commissioner of the NSW Rural Fire Service to take charge of bush fire fighting operations and bush fire prevention measures, under the provisions of section 44 of the Rural Fires Act 1997; or
 - b. a State Emergency Service Division Controller is conducting flood and storm operations, including the coordination of evacuation and welfare of affected communities, under the provisions of the State Emergency Service Act, 1989.
604. In either case, the DEOCON, other Agency, Functional Areas and Participating Organisations are to provide support as requested by the "authorised person of the Commissioner of the NSW Rural Fire Service" in bush fires, or the SES Division Controller for floods and storm operations.
605. During response actions for bush fires, floods, storms, hazardous materials operations, animal health emergencies or other combat agency operations, control remains with the designated combat agency. The DEOCON will not assume control from a combat agency unless by agreement with the Combat Agency Controller or after consultation with the SEOCN.

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STAGES OF RESPONSE

606. Provided time permits, resources are mobilised in the following stages:-

- **ALERT**
- **STANDBY**
- **CALLOUT**
- **STAND DOWN**

ACTION AT EACH STAGE

PHASE	ACTION
ALERT	<p>DEOCON receives advice on operations which could escalate to an emergency, or which could require coordination of support.</p> <p>DEOCON monitors the situation.</p> <p>DEOCON informs:-</p> <ul style="list-style-type: none"> * relevant Agencies / Functional areas * Local Emergency Operations Controllers. <p>DEOCON activates DEOC to appropriate state of readiness.</p>
STAND BY	<p>Combat Agency, LEOCON or SEOCON advises DEOCON that assistance under DISPLAN arrangements, or DEOCON determines that a District level emergency operation is likely to be required.</p> <p>DEOCON</p> <ul style="list-style-type: none"> * continues to monitor the situation. * activate the DEOC. * advises relevant Agencies / Functional areas * briefs DEOC staff, LEOCONs and the SEOCON on situation. * briefs adjoining DEOCONs as appropriate. <p>LIAISON OFFICERS:</p> <ul style="list-style-type: none"> * report to DEOC.

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PHASE	ACTION
CALL OUT	<p>Impact emergency occurs, or Combat Agency, SEOCON or LEOCON advises DEOCON that support is required.</p> <p>DEOCON:</p> <ul style="list-style-type: none"> * escalates DEOC to required state of readiness. * activates relevant Agencies / Functional areas. * liaise with the SEOCON and LEOCONs and adjoining DEOCONs as required. <p>Liaison Officers:</p> <ul style="list-style-type: none"> * maintain contact with their respective agencies and respond resources as directed by the DEOCON, in accordance with the appropriate plans.
STAND DOWN and DEBRIEF	<p>DEOCON determines that support is no longer required.</p> <p>DEOCON:</p> <ul style="list-style-type: none"> * hand control to a Combat Agency or LEOCON. * advises Liaison Officers. * advises LEOCONs, adjoining DEOCONs and SEOCON as appropriate. * arranges time and location for debriefing. <p>Agency and Functional Area personnel are debriefed and stood down on completion of their final tasks.</p> <p>Final reports are completed and distributed by Agencies in accordance with Standing Operating Procedures.</p>

RESOURCE DEPLOYMENT

607. Priorities for deployment of resources being coordinated by the DEOCON are determined by the DEOCON.

ASSISTANCE FROM OTHER AREAS

608. Any agency may obtain their own organisation’s resources from outside the District. The DEOCON is to be advised when this occurs.

609. All other requests for out of area resources are to be passed by the DEOCON to the SEOCON, or acted upon according to the appropriate plan.

ASSISTANCE TO OTHER AREAS

610. Combat Agencies and Functional Areas may deploy their own organisation’s resources outside the District. The DEOCON is to be advised when this occurs.

COMMONWEALTH ASSISTANCE ARRANGEMENTS

- 611. Access to all Commonwealth support is arranged by the State Emergency Operations Controller through the National Emergency Management Coordination Centre of Emergency Management Australia (Canberra).
- 612. Australian Defence Force (ADF) support may be available to perform emergency tasks.(See Cat 1)

DEFENCE ASSISTANCE TO THE CIVIL COMMUNITY (DACC).

- 613. This is the provision of Defence Force personnel, equipment, facilities or capabilities to perform emergency tasks which are primarily the responsibility of civil authorities or organisations, for which the civilian community lacks the necessary equipment or resources.

ADF POLICY

- 614. State agencies are responsible for combatting emergencies in the first instance. The ADF is available to support in areas where State authorities are unable to cope. Details of the emergency categories of DACC are as follows:

CATEGORY 1

- 615. This is immediate assistance by a local area ADF Service Commander where:
 - a. Immediate action is necessary to save human life or alleviate suffering, or prevent extensive loss of animal life, or loss or damage to property;
 - b. Local resources are inadequate, not available or cannot be mobilised in time; and
 - c. Immediate assistance can be provided from within the resources available.
- 616. Category 1 assistance requests are passed directly by the LEOCON to the ADF Service Commander in the particular Local Area, who has the authority to provide support if the resources are available. The DEOCON is to be informed whenever this occurs.

OTHER CATEGORIES

- 617. There are two other categories of assistance, which apply to emergencies but where the immediate and local nature of Category 1 assistance does not apply.
- 618. These emergency assistance requests are to be passed through Local Emergency Operations Controllers to the District Emergency Operations Controller for referral to the State Emergency Operations Controller, who is authorised to request assistance from the Commonwealth through Emergency Management Australia.

NOTES:

- a. ADF resources made available for operations remain under the command of Defence Force Commanders who are responsive to the Operations Controller to whom they are providing support.
- b. The ADF provides deployed elements with administrative support.
- c. ADF resources are made available for specific tasks, and their tasking is not to be changed except as arranged between the State Emergency Operations Controller and Emergency Management Australia.

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EVACUATION

619. Evacuation of persons or animals from an area of danger or potential danger is a possible strategy in combatting any particular hazard impact

DECISION

- 620. The decision to evacuate persons or animals is not one which should be taken lightly. During evacuations, there are many tasks which need to be done by a number of different organisations. This necessitates a co-ordinated approach to ensure that all of the evacuee’s needs are met. In some circumstances, it may be more appropriate for people to remain in their homes and take other measures to ensure their safety.
- 621. The requirement to evacuate or stay put should ideally be identified during the planning process and be included in organisation’s sub plans or standing operating procedures as necessary.
- 622. The organisation with the authority to order an evacuation is to ensure that the community is informed, through a public education program, of the proposed evacuation strategies. Appropriate leaflets should also be provided, if appropriate.
- 623. The controller of the incident/emergency (Combat Agency Controller, Section 44 Appointee, LEOCON or DEOCON) will determine the need for evacuation.
- 624. If evacuation is the preferred option, the Controller is to consult with the Welfare Services Functional Area Co-ordinator to identify a safe and suitable Welfare Centre from those identified in Local DISPLANS.

AUTHORITY

625. The authority to order an evacuation should also be clear. The following table indicates which individuals and organisations have authority to order an evacuation of persons or animals and under which circumstances.

INDIVIDUAL / ORGANISATION	CIRCUMSTANCES	AUTHORITY
Minister for Emergency Services; or “Emergency Service Officer” when authorised by the Minister	During a State of Emergency, declared under Division 4 of Part 3 of the Act if satisfied that it is necessary or convenient.	Direct a person to: leave premises and move out of an emergency area or part thereof; take any persons in their care with them; and/or not to enter an emergency area or part of it, including doing all such things as are reasonably necessary to ensure compliance , including use of reasonable force. (S. 37 - the Act)
A Senior Police Officer (ie. of or above the rank of Sergeant)	If satisfied that there are reasonable grounds for doing so for the purpose of protecting persons from injury or death threatened by an actual or imminent emergency.	Direct (or authorise another police officer to direct) a person to: leave premises and move out of an emergency area or any part of it; take any persons in their care with them; and/or not enter the danger area, including doing all such things as are necessary to ensure compliance, including use of reasonable force. (S 60L of the Act)
Police Officer	Where directed or authorised by a police officer of or above the rank of Sergeant.	Direct a person to: leave premises and move out of an emergency area or any part of it; take any persons in their care with them; and/or not enter the danger area, including doing all such things as are necessary to ensure compliance, including use of reasonable force. (S 60L of the Act)

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INDIVIDUAL / ORGANISATION	CIRCUMSTANCES	AUTHORITY
A member of the Police Service	If satisfied that there are reasonable grounds for doing so for the purpose of protecting persons from injury or death.	The protection of persons from injury or death whether arising from criminal acts or in any other way. (S 6 (3) (b) Police Service Act
Police Officer	Where the persons are or property is endangered by fire or hazardous materials incident.	In support of the authority of a member of the NSW Fire Brigade acting under the Commissioner's orders and to assist him or her where the persons are or property is endangered by fire or hazardous materials incident. (S. 25 - Fire Brigades Act)
Members of the Police Service (including Public Service Staff) & ALL other persons in NSW	Protection of persons from injury or death, or property from damage, when the persons are or property is endangered by fire or imminent danger of such fire	Recognise and support the authority of, and assist, the Commissioner of the NSW Rural Fire Service and any member of the rural fire brigade or fire control officer acting under Commissioner's direction. (S 41 Rural Fires Act)
A Police Officer	Where activities being undertaken or conditions constituted a danger or potential danger to the safety of persons or property.	As an authorised officer, power to control persons and vehicles in the forest estate and direct persons and vehicles to leave an area if the activities being undertaken or conditions constituted a danger or potential danger to the safety of persons or property. (S. 15 - Forestry Act)
A Police officer, and All other members of emergency service organisations	Emergency operation related to flood or storm or when directed by SEOCON.	Recognise authority of the Director-General SES and emergency officers acting under the orders of the Director-General, division controller or local controller (S. 21 - State Emergency Services Act)
NSW Fire Brigade officer in charge at a fire or hazardous materials incident	To protect and save life or property; or to control and extinguish fire; or to confine and end hazardous materials incidents and render site safe	Take such measures as the officer thinks fit, including may cause to be removed any person, vehicle, vessel or thing which might interfere with the work of the Fire Brigades (S. 13; 19 - Fire Brigades Act)
The Director General, SES; or "Emergency Service Officer" (as defined) when authorised by the Director General	Emergency related to flood or storm; or when directed by SEOCON	Direct a person to: leave premises and move out of an emergency area or part thereof; taking any persons in their care with them; and/or not to enter an emergency area or part thereof, including doing all such things as are reasonably necessary to ensure compliance, including use of reasonable force (S. 22 - State Emergency Service Act)
Commissioner of NSW Rural Fire Service; or an officer of a rural fire brigade of a rank designated by the Commissioner; Fire control officer	To protect persons or property; or to control or suppress an existing or imminent danger arising out of a fire, incident or other emergency, except in relation to land or property vested in, or under control of, the State Rail Authority or Rail Access Corporation unless permission is granted	Any action authorised by or under Rural Fires Act (S. 22; 27; 38 & 44 Rural Fires Act)

WARNING

- 626. Evacuation warnings to the public, or advice not to evacuate, are to be authorised and released by the person or agency in control of the event, in accordance with normal operating procedures.
- 627. The normal means of disseminating warnings and advice to the public is via the electronic media. In some circumstances, particularly if there is a need for urgent evacuations or other actions, evacuation

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warnings will be reinforced by:

- a. Use of public address systems fitted to emergency services vehicle; and
 - b. Evacuation teams, made up of emergency services personnel and others as necessary, to carry out door knocks of the affected area.
628. Warnings to evacuate, whether disseminated via the media or by door knocks, should contain:
- a. Instruction to evacuate;
 - b. Location of assembly areas for transport to Welfare Centres;
 - c. Location of Welfare Centres, for those using private transport;
 - d. Authorised route(s) to evacuation centres;
 - e. Arrangements for children in schools and pre - schools;
 - f. Arrangements for elderly or infirmed residents unable to self evacuate; and
 - g. Likely duration of the evacuation.
629. A media contact directory is to be maintained at the combat agency operations centre and Local / District Emergency Operations Centres for warnings to the public.

WITHDRAWAL

630. Provided it is within their capabilities, Combat Agencies may conduct evacuations but must liaise with Police to ensure security of the evacuated area. Consultation must occur with the necessary supporting services, eg. Welfare Services Co-ordinator and the Transport Services Co-ordinator.
631. Police, if requested by the Combat Agency Controller, LEOCON or DEOCON, will conduct the evacuation of persons to the selected Welfare Centre(s), secure the affected area and co-ordinate Disaster Victim Registration.
632. Transport requirements are to be organised by the Transport Services Functional Area Co-ordinator.
633. Buildings which have been evacuated are to be identified as directed (eg. With towel or similar item securely tied to the front door handle or nearby fixture) so as to be visible from the street. This obviates the need to revisit individual premises to ensure they have been evacuated.
634. The Combat Agency Controller, LEOCON or DEOCON is to arrange for a check of the area to ensure that the evacuation has been effective.
635. If the evacuation is necessary to an adjoining Local Emergency Management Area, arrangements are to be co-ordinated at the District Level.

SHELTER

636. The Local Welfare Services Functional Area Co-ordinator is to:
- a. Arrange for staffing of the identified Welfare Centre(s) in time to receive the evacuees;
 - b. Provide welfare support services to evacuees in accordance with the Welfare Services Supporting Plan; and

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- c. Address longer term accommodation requirements.

RETURN

- 637. The Agency / Authority who initiates the evacuation determines, in consultation with the Combat Agency, Recovery Co-ordinating Committee (if established) , and the Co-ordinators of the Engineering Services, Health Services and Welfare Services Functional Areas, when it is safe for evacuees to return to their homes, and arrange for the evacuees to be advised accordingly.
- 638. Transport is to be arranged by the Transport Services Functional Area Co-ordinator.

ROAD CLOSURES

- 639. Those individuals or organisations which have authority to close roads, and under which circumstances, are detailed in the table below.

INDIVIDUAL/ ORGANISATION	CIRCUMSTANCES	AUTHORITY
Minister for Emergency Services; or "Emergency Service Officer" when authorised by the Minister	During a <i>State of Emergency</i> declared under Division 4 of Part 3 of the Act and if satisfied that it is necessary or convenient	Direct a person not to enter an emergency area or part there of, including doing all such things as are reasonably necessary to ensure compliance, including use of reasonable force. (S 37 of the Act)
	During a <i>State of Emergency</i> declared under Division 4 of Part 3 of the Act and if satisfied there are reasonable grounds for doing so for the purpose of protecting persons from injury or death or protecting property.	Direct the closure to traffic of any street, road, lane, thoroughfare or footpath or place open to or used by the public; and / or the closure of any other public or private place (S 37A of the Act)
Senior Police Officer (ie of or above the rank of sergeant)	If satisfied there are reasonable grounds for doing so for the purposes of protecting persons from injury or death threatened by an actual or imminent emergency.	Direct (or authorise another police officer to direct) a person not to enter a danger area , including doing all such things as are reasonably necessary to ensure compliance, including use of reasonable force. (S 60L of the Act)
	If satisfied there are reasonable grounds for doing so for the purpose of protecting persons from injury or death or protecting property threatened by an actual or imminent emergency.	Direct (or authorise another police officer to direct) the closure to traffic of any street, road, lane, thoroughfare or footpath or place open to or used by the public; and / or the closure of any other public or private place (S 61 of the Act)
Police Officer	Where directed or authorised by a senior police officer.	Direct a person not to enter a danger area , including doing all such things as are reasonably necessary to ensure compliance, including use of reasonable force. (S 60L of the Act)

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INDIVIDUAL/ ORGANISATION	CIRCUMSTANCES	AUTHORITY
		Direct the closure to traffic of any street, road, lane, thoroughfare or footpath or place open to or used by the public; and / or the closure of any other public or private place (S 61 of the Act)
Police Officer	During any temporary obstruction or danger to traffic or for any other purpose.	Close any public street to traffic; and prevent the traffic of any vehicle or horses in streets closed to traffic under any Act. (S 23 Traffic Act)
NSW Fire Brigades officer in charge at a fire or hazardous materials incident	To protect and save life and property; to control and extinguish fire; or to confine and end hazardous material incident and render site safe.	Take such measures as officer thinks fit, including close to traffic any street or public place in the vicinity. (S 13 & 14 Fire Brigades Act)
Police office	Where persons or property endangered by fire or hazardous material incident.	Recognise authority of, and support, Commissioner and members of the NSWFB acting under the Commissioner's orders; and officer in charge at a fire or hazardous materials incident. (S 25 Fire Brigades Act)
An Officer of the Rural Fire Brigade of or above the rank of Deputy Captain.	Where persons or property endangered by fire, incident or other emergency.	May cause any street or public place in the vicinity of a fire, incident or other emergency to be closed to traffic (S24 Rural Fires Act)
Director General SES or "Emergency service officer when authorised by Director General.	Emergency related to flood or storm; or when directed by SEOCON.	Direct a person not to enter an emergency area or any part of it, including doing all such things as are reasonably necessary to ensure compliance, including use reasonable force. (S 22 State Emergency Service Act)
Police Officer; and All members of emergency service organisations	Emergency operations related to flood or storm or when directed by SEOCON.	Recognise authority of, and assist, Director General SES and emergency Officers acting under the orders of the Director General, Division Controller or Local Controller. (S 21 State Emergency Service Act)

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INDIVIDUAL/ ORGANISATION	CIRCUMSTANCES	AUTHORITY
Members of the Police Service (including Public Service Staff)	Protection of persons from injury or death, or of property from damage, when the persons are or the property is endangered by fire or imminent danger of such fire.	Recognise and support the authority of, and assist, the Commissioner of NSW Rural Fire Service and any member of rural fire brigade or fire control officer acting under Commissioner’s direction. (S 41 Rural Fires Act)
Roads authority (includes RTA and councils)	RTA for any purpose; Other road authorities for purposes of; protecting road from damage protecting public from hazard; or protecting vehicle and property from damage	Regulate traffic on public road by means of barriers or notices. (S 115 Roads Act)
Director General Parks & Wildlife Division, Department of Environment & Conservation; Officer of Parks & Wildlife Division; Police Officer (as ex-officio ranger)	Within any Park (as defined).	Close the whole or any part; and/or regulate, control or prohibit the entry of any person; and/or close public traffic and road, track, trail or other way. (S 154 & 155 of National Parks & Wildlife Act)
Minister for Primary Industries	Within a quarantine or protected area prevent or regulate the movement of stock or vehicles.	Close any road; or authorise the erection of fencing and gates across any road. (S 12, 15B, & 23 Stock diseases Act)
Department of Primary Industries Inspector	During an exotic disease outbreak	Declare entry and exit points. (S 13 Exotic Disease of Animals Act)

ADVICE OF ROAD CLOSURES

- 640. When major transport routes are either closed by an authorised organisation or individual or found to be closed as a result of the hazard impact during a District Level incident or emergency, advice of that closure is to be passed by that authorised organisation or individual or Local Emergency Operations Centre to the District Emergency Operations Centre, where the information will be collated and disseminated.

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641. During Local Level incidents or emergencies, Local Emergency Operations Centres are responsible for collection, collation and dissemination of information on road conditions and closure.

SUPPORT

642. Responding agencies and organisations are responsible for providing their own logistic support, including re-supply and relief of their own personnel.
643. Responding agencies and organisations are also responsible for advising the DEOCON of any specific requirements which they cannot meet from their own resources.

WORKERS COMPENSATION

644. When participating in emergency response and initial recovery operations under the direction of Agency Controllers or Functional Area Coordinators:
- a. the provisions of the Workers Compensation Act, 1987 (as amended) apply to employees of the crown; and
 - b. the provisions of the Workers Compensation (Bush Fire, Emergency and Rescue Services) Act, 1987 (as amended) apply to registered emergency volunteers or casual emergency volunteers.

EMERGENCY FUNDING

645. Dept. of Community Services (Disaster Welfare Service), State Emergency Service, Rural Fire Service, Department of Environment and Conservation Authority and NSW Dept. of Commerce have their own systems for emergency funding, which are to be used.
646. For Supporting Organisations, which are Government Departments or Authorities, the cost of providing resources, including Liaison Officers, during emergency response or recovery operations is to be met in the first instance by the providers from their normal operating budgets.
647. For private sector organisations or personnel, the cost of providing resources during emergency response or initial recovery operations is to be met by the requesting agency, which would usually be the agency responsible for meeting the cost during normal circumstances.

STAND DOWN AND DEBRIEF

648. The relevant Combat Agency Controller is responsible for issuing the Stand Down and conducting a debrief of all agencies involved in District level single service operations. The Controller is also to give the DEOCON a report on the operation and debrief, for presentation to the DEMC.
649. The DEOCON, in consultation with the relevant responsible agency if appropriate, is responsible for issuing the Stand Down and conducting a debrief of all agencies, including LEOCON controlled or coordinated by the DEOCON during:-
- a. District supported operations; or
 - b. District level emergency operations.
650. Following District supported operations or District level emergency operations:-
- a. The DEOCON debriefs DEOC staff before closing the DEOC.
 - b. Each agency involved in an operation is to conduct a debrief of it's own personnel and report to the DEOCON within fourteen days of the issue of the Stand Down.
 - c. The DEOCON conducts a combined agency debrief within twenty one days of the issue of the Stand Down.

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- d. The DEOCON reports to the DEMC on lessons learned from the operation and matters highlighted during the debrief. A copy of the report is to also be forwarded to the SEOCON.
651. Following Local level supported or emergency operations:-
- a. The LEOCON is to debrief LEOC staff before closing the LEOC.
 - b. Each agency involved in an operation is to conduct a debrief of it's own personnel and report to the LEOCON within seven days of the issue of the Stand Down.
 - c. The LEOCON conducts a combined agency debrief within fourteen days of the issue of the Stand Down.
 - d. The LEOCON reports to the LEMC on lessons learned from the operation and matters highlighted during the debrief. A copy of the report is to also be forwarded to the DEOCON.

PART 7

RECOVERY

ARRANGEMENTS FOR TRANSITION TO RECOVERY

701. When an emergency has been contained, the emergency management structure continues to conduct initial recovery operations to satisfy personal and community needs, and to restore services to a level where the continuing process can be managed by local government and the responsible agencies. Whilst local government authorities have significant responsibility for the well being of local communities, and take a major role in recovery operations, they may require significant resource support after the impact of an emergency, particularly with respect to the overall coordination of recovery operations.
702. It is essential that the requirements for recovery operations are assessed and planned for during the earliest stages of emergency response operations. The District Emergency Operations Controller, assisted by the District Recovery Coordinating Committee, is responsible for ensuring that this requirement is met at District level, and for requesting State level support from the State Emergency Operations Controller.
703. Local Emergency Operations Controllers, assisted by Local Recovery Coordinating Committees, are responsible for ensuring that the need for Local recovery operations is assessed and planned for during the earliest stages of response operations, and for requesting District level support from the DEOCON.
704. The DEOCON may convene an extraordinary meeting of the DEMC as early as possible during District level emergency response operations to assist with recovery operations.
705. Agency Controllers and Functional Area Coordinators are :
- a. to determine their Agency and Functional Area requirements for recovery operations within their respective areas of jurisdiction.
 - b. to assist the DEOCON in determining overall Agency or Functional area requirements within the District, and
 - c. as directed by the DEOCON, be prepared to take the lead role in recovery operations in the District when the circumstances and expertise indicate this to be appropriate.

COORDINATION OF RECOVERY OPERATIONS AT DISTRICT LEVEL

706. The DEOCON is responsible for:-
- a. ensuring that recovery planning occurs within the District.
 - b. when conditions in an area or areas affected by an emergency in the District are safe, approving of appropriate Agency or Functional Area reconnaissance teams to visit the area to obtain firm damage information, and for assessment of recovery needs.
707. To maintain the level of access to the resources necessary for the efficient and effective conduct of initial recovery operations, the DEOCON can make a request to the SEOCON that he recommend to the Minister the declaration of a “State of Emergency”, if one is not already in place, or the extension of an existing declaration within the District.
708. The DEOCON may establish a District Recovery Coordinating Committee to undertake the foregoing tasks, if required.

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DISTRICT EMERGENCY OPERATIONS CENTRE

709. The DEOC is the focal point for the overall coordination of recovery operations within the District. Other control or coordination centres may be used for the coordination of specific activities of Participating and Supporting Organisations, or for coordination of elements of other Agencies and Functional Areas as they contribute to recovery operations.

DISTRICT RECOVERY COORDINATING COMMITTEE

710. The District Recovery Coordinating Committee if established, is to be a sub committee of the DEMC, and is to comprise representatives of all appropriate organisations involved.
711. Subject to any directions of the SEOCON, the DEOCON is responsible for appointing the Chairperson of the District Recovery Coordinating Committee. The DEOCON may be the Chairperson of the Committee.
712. The role of the District Recovery Coordinating Committee if established at District level to:-
- a. undertaking initial and continuing reconnaissance of affected areas within the District to assist it in determining the scope and magnitude of recovery tasks required within the District, and advising the DEOCON of recovery requirements.
 - b. agree on assigned roles, responsibilities and tasks of Agencies, Functional Areas, Participating and Supporting Agencies involved in recovery operations.
 - c. making an overall assessment of resources required to deal with recovery issues, including emergency relief funding issues and the need for external assistance.
 - d. coordinating District level recovery operations, including the allocation of priorities for the use of resources for long term recovery operations including personal recovery and physical reconstruction within the District, and
 - e. monitor, oversight, coordinate and support local recovery operations and activities if appropriate.
 - f. assess any special requirements, for example, large scale emergency accommodation, debris removal etc.,
713. The District Recovery plan is implemented at the direction of the DEOCON and managed by the Chairperson of the District Recovery Coordinating Committee
714. The Committee's Chairperson is responsible for:-
- a. keeping the DEOCON informed in regard to progress on recovery, including forecast requirements on continued recovery activity.
 - b. preparing a report for the DEOCON (for forwarding to the SEOCON or State Recovery Coordinating Committee), detailing the need for longer term reconstruction operations and/or outstanding recovery measures that need to continue or be implemented.
715. Meetings of the District Recovery Coordinating Committee are to monitor recovery operations, resolve issues, assess the adequacy of recovery planning arrangements, and recommend changes.
716. When the Chairperson of the District Recovery Coordinating Committee is satisfied that recovery from the emergency has been substantially satisfied, he/she is to liaise with the DEOCON who is to:-
- a. Recommend through the SEOCON, that the Minister cancel the declaration of a “State of Emergency” if one is in force for an area in the District.
 - b. Cancel the response phase of the District recovery plan if in his/her opinion it is appropriate to do

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- c. Direct appropriate Agency Controllers, Functional Area Coordinators and Supporting Organisations to cease recovery operations in the District;
- d. Arrange for the media and public to be informed.
- e. Organise for a District operational debrief to occur.

PROCEDURES AT LOCAL LEVEL

718. Procedures at local level are to reflect those detailed above. At Local level the Chairperson of the Local Recovery Coordinating Committee is to be the Chairperson of the Local Emergency Management Committee.

APPOINTMENT OF A SPECIAL RECOVERY COORDINATOR

719. In the event that a District Recovery Coordinating Committee needs significant assistance to be able to coordinate appropriate recovery operations, the State Emergency Operations Controller may recommend to the Minister the formation of a State Recovery Coordinating Committee, to undertake long term recovery planning and coordination and the appointment of a Special Recovery Coordinator, who if so appointed by the Minister, is to be the Chairperson of the State Recovery Committee.

EMERGENCY FINANCIAL ASSISTANCE

720. Emergency financial assistance to victims of emergencies is coordinated by the Welfare Services Functional Area, with details contained in the State Disaster Welfare Supporting Plan. Some assistance programs to farmers and small rural businesses are administered by the Rural Assistance Authority

NATURAL DISASTER RELIEF ARRANGEMENTS

721. The Natural Disaster Relief Arrangements (NDRA) are a set of financial services which may be activated following a natural disaster.
722. Under the NDRA a natural disaster includes bushfires, cyclones, earthquakes, floods and storms (including hail).
723. Each of the relief and restoration schemes has a separate specific objective. The Personal Hardship and Distress Scheme, as administered by the Department of Community Services, is the only scheme available on a standing basis, all others must be specially approved by the Premier. If approved, the schemes are administered by the government agency indicated in the table below.

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WHO CAN APPLY	ASSISTANCE AVAILABLE	FOR FURTHER INFORMATION
Individuals/Households	Assistance to persons suffering personal hardship and distress includes the provision of food, clothing, accommodation and essential repair/replacement of essential items of furniture and personal effects.	Department of Community Services
Primary Producers	<p>Assistance to primary producers in the form of concessional interest rate loans for carry on requirements and replacement of livestock and plant.</p> <p>Road and Rail freight subsidies on the carriage of fodder and livestock.</p> <p>Assistance for damage to homes.</p>	<p>NSW Rural Assistance Authority</p> <p>NSW Department of Primary Industries</p> <p>Department of Community Services</p>
Small Business	Concessional interest rate loans.	Rural Assistance Authority
Councils	<p>Grants to meet additional costs of emergency services to restore essential services and grants to permanently restore other essential Council assets.</p> <p>Grants to permanently restore roads and bridges to pre-disaster standards when proclaimed and subject to conditions</p>	<p>Department of Commerce</p> <p>Roads and Traffic Authority</p>
Sporting Clubs	Grants and concessional interest loans to sporting clubs for the restoration of essential club facilities that have been damaged or destroyed	NSW Treasury
Churches/Voluntary Organisations	Loan assistance to churches and voluntary non-profit organisations for restoration of essential facilities that have been damaged or destroyed.	NSW Rural Assistance Authority
Trustees of Parks and Reserves	Grants to trustees of parks and reserves considered as public assets to meet restoration costs.	Department of Planning and Natural Resources.

CONCEPT OF EMERGENCY OPERATIONS

TYPE OF EMERGENCY OPERATION	CONTROL	SUPPORT	INFORMATION/LIAISON
<p>COMBAT AGENCY MANAGED</p>	<p>Combat agency controls operation and may request other agencies or Emergency Operations Controllers to assume responsibility for controlling specific elements.</p> <p>Supporting agencies command own elements and carry out support tasks as directed by combat agency, other agency or Emergency Operations Controller.</p>	<p>Support tasks which can be foreseen are agreed and reflected in combat agency plans, Displans, sub plans or supporting plans where applicable.</p> <p>Unforeseen support can be co-ordinated by the Emergency Operations Controller or the combat agency can deal direct with supporting agencies. In the latter case the Emergency Operations Controller must be kept informed.</p>	<p>It is the responsibility of the Combat Agency to ensure that the Emergency Operations Controller and the supporting Emergency Service Organisation and Functional Area Coordinators are kept informed of the situation.</p> <p>Emergency Operations Controllers, and supporting agencies under control of combat agency, provide liaison and resources to combat agency operations centres as required.</p> <p>Supporting agencies carrying out tasks under the coordination of an emergency operations controller provide liaison to the emergency operations centre as required.</p>
<p>OPERATIONS CONTROLLED BY EMERGENCY OPERATIONS CONTROLLERS</p> <p>This applies when: Emergency operations controllers are designated in plans as controllers.</p> <p>There is no designated combat agency.</p> <p>Emergency Operations Controllers are requested by the Head of the combat agency to assume control.</p>	<p>Emergency Operations Controller controls operations and coordinates resources, Individual agencies command own resources and carry out tasks as directed.</p>	<p>Support is provided by Functional Areas. Emergency Operations Controller may request other agency to coordinate support</p>	<p>It is the responsibility of the Emergency Operations Controller to ensure that the Emergency Service Organisations and Functional Area Coordinators are kept informed of situation. Agencies provide liaison to Emergency Operations Centre as required.</p>