TITLE:

NORTH WEST METROPOLITAN DISTRICT DISASTER PLAN (DISPLAN) – Interim Version

AUTHORITY:

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

APPROVED

Original Signed

(Denis J Clifford APM)
Chairman
North West Metropolitan District Emergency Management Committee.

Dated: 23 December 2011

ENDORSED

Original Signed

(Phil Koperberg AO AFSM BEM)
Chairman
State Emergency Management Committee.

Dated: 27 June 2012
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AMENDMENTS

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

District Emergency Management Officer
North West Metropolitan Emergency Management District
North West Metropolitan Region Office
Level 10, 130 George Street
PARRAMATTA NSW 2150.

Fax: 02 9689 7003

The North West Metropolitan 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.

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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 North West Metropolitan 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)
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 North West Metropolitan 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 North West Metropolitan 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 in accordance with SEMC EOC Policy.

Emergency Services Officer
Means: a police officer, an officer of New South Wales Fire Brigades of or above the position of station commander, an officer of the State Emergency Service of or above the position of unit controller, a member of a rural fire brigade of or above the position of deputy captain, a District Emergency Management Officer, a member of the Ambulance Service of NSW of or above the rank of station 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.
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) 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 (SEOCON)
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
ii. Botany Bay
iii. Port Kembla
iv. Twofold Bay
v. Part of the Clarence River
vi. 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.
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<tr>
<td>DEOCON</td>
<td>District Emergency Operations Controller</td>
</tr>
<tr>
<td>DESFAC</td>
<td>District Engineering Services Functional Area Coordinator</td>
</tr>
<tr>
<td>DHSFAC</td>
<td>District Health Services Functional Area Coordinator</td>
</tr>
<tr>
<td>DISPLAN</td>
<td>Disaster Plan</td>
</tr>
<tr>
<td>DoT</td>
<td>Department of Transport</td>
</tr>
<tr>
<td>DPI</td>
<td>Department of Primary Industries</td>
</tr>
<tr>
<td>DTSFAC</td>
<td>District Transport Services Functional Area Coordinator</td>
</tr>
<tr>
<td>DWSFAC</td>
<td>District Welfare Services Functional Area Coordinator</td>
</tr>
<tr>
<td>EOC</td>
<td>Emergency Operations Centre</td>
</tr>
<tr>
<td>EUSFAC</td>
<td>State Energy and Utility Services Functional Area Coordinator</td>
</tr>
<tr>
<td>FACS</td>
<td>Family and Community Services</td>
</tr>
<tr>
<td>FRNSW</td>
<td>Fire &amp; Rescue New South Wales</td>
</tr>
<tr>
<td>LEMC</td>
<td>Local Emergency Management Committee</td>
</tr>
<tr>
<td>LEMO</td>
<td>Local Emergency Management Officer</td>
</tr>
<tr>
<td>LEOCON</td>
<td>Local Emergency Operations Controller</td>
</tr>
<tr>
<td>LEPs</td>
<td>Local Environment Plans</td>
</tr>
<tr>
<td>NDRA</td>
<td>Natural Disaster Relief Arrangements</td>
</tr>
<tr>
<td>OEH</td>
<td>Office of Environment and Heritage</td>
</tr>
<tr>
<td>PIFAC</td>
<td>State Public Information Services Functional Area Coordinator</td>
</tr>
<tr>
<td>RFS</td>
<td>Rural Fire Service</td>
</tr>
<tr>
<td>SEMC</td>
<td>State Emergency Management Committee</td>
</tr>
<tr>
<td>SEO</td>
<td>State Emergency Operations Centre</td>
</tr>
<tr>
<td>SEOCON</td>
<td>State Emergency Operations Controller</td>
</tr>
<tr>
<td>SERCON</td>
<td>State Emergency Recovery Controller</td>
</tr>
<tr>
<td>SERM Act</td>
<td>State Emergency &amp; Rescue Management Act</td>
</tr>
<tr>
<td>SES</td>
<td>State Emergency Service</td>
</tr>
</tbody>
</table>
1. **AIM**

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

2. **PURPOSE**

This plan 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 or as dictated in state level sub-plans;

   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 the SEOCON

   h. providing assistance as directed by the SERCON

3. **OBJECTIVES**

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.
4. **Scope**

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.

5. **Planning Assumptions**

Arrangements detailed in this Plan are based on the assumption that the resources upon which the Plan relies are available when required.

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 business continuity plans.

6. **Principles**

The following principles are applied in this plan:

a. Responsibility for preparedness, response and recovery rests initially at the local level. If local level agencies require assistance and/or available resources are insufficient or depleted, then those at district level will augment them. If assistance or resources required are beyond that available at district level, then support will be provided from state and/or national level.

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 agency from outside the affected local area or district if they are needed to conduct single agency operations.

d. During an operation which is the legal responsibility of a designated combat agency, the respective 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, and

e. The DEOCON will control operations which are defined in Sub-plans to the State Displan as the responsibility of the Emergency Operations Controller to control and the lowest level of control is district level.

f. Emergency preparedness, response and recovery operations should be conducted with all agencies carrying out their normal functions wherever possible.

g. Prevention measures remain the responsibility of authorities / agencies charged by statute with the responsibility.
h. Combat Agencies **MUST** advise the DEOCOM 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.

7. **AREA COVERED**

The area covered in this plan is the North West Metropolitan Emergency Management District, includes all of the North West Metropolitan Police Region (except the parts of St Marys Local Area Command which fall within Wollondilly Local Government Area) and incorporating the local government areas of Blacktown, Blue Mountains, Hawkesbury, Holroyd, Hornsby, Hunters Hill, Ku-ring-gai, Lane Cove, Manly, Parramatta, Penrith, Pittwater, Ryde, The Hills, Warringah and Willoughby. All the navigable waters of Broken Bay, Pittwater, Cowan Creek and the Hawkesbury River to Wisemans Ferry Vehicle Ferry.

<table>
<thead>
<tr>
<th>Local Government Area</th>
<th>Area (Sq. Km)</th>
<th>Population</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blacktown</td>
<td>246.9</td>
<td>307,816</td>
</tr>
<tr>
<td>Blue Mountains</td>
<td>1432</td>
<td>77,943</td>
</tr>
<tr>
<td>Hawkesbury</td>
<td>2800</td>
<td>63,175</td>
</tr>
<tr>
<td>Holroyd</td>
<td>40</td>
<td>102,188</td>
</tr>
<tr>
<td>Hornsby *(1)</td>
<td>510</td>
<td>164,034</td>
</tr>
<tr>
<td>Hunters Hill *(2)</td>
<td>6</td>
<td>14,591</td>
</tr>
<tr>
<td>Ku-Ring-Gai *(1)</td>
<td>91</td>
<td>112,361</td>
</tr>
<tr>
<td>Lane Cove #(3)</td>
<td>10.5</td>
<td>33,335</td>
</tr>
<tr>
<td>Manly *(4)</td>
<td>16</td>
<td>41,925</td>
</tr>
<tr>
<td>Parramatta</td>
<td>61</td>
<td>172,333</td>
</tr>
<tr>
<td>Pittwater *(4)</td>
<td>125</td>
<td>59,847</td>
</tr>
<tr>
<td>Penrith</td>
<td>407</td>
<td>186,221</td>
</tr>
<tr>
<td>Ryde *(2)</td>
<td>40.7</td>
<td>106,289</td>
</tr>
<tr>
<td>The Hills</td>
<td>380</td>
<td>179,716</td>
</tr>
<tr>
<td>Warringah *(4)</td>
<td>152</td>
<td>145,865</td>
</tr>
<tr>
<td>Willoughby #(3)</td>
<td>23</td>
<td>70,008</td>
</tr>
</tbody>
</table>

**District Totals**

|                      | 6341.1        | 1,837,647  |

*(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 Police and Emergency Services as outlined in Section 27 of the SERM Act 1989.(as amended)

Area and population figures are from local government websites. The population shown is the estimated population as at June 2010 extrapolated from the 2006 census data.
8. **TRANSPORT ROUTES**

The main transport routes through the District consist of Motorways, Freeways, Highways significant connecting roads, major rail lines and rail/bus interchanges which are as follows

a. **Motorways/Freeways/Highways**

- Warringah / Gore Hill Freeways
- North West Orbital (M7)
- Western Motorway (M4)
- Pacific Highway
- Cumberland Highway
- Sydney - Newcastle Freeway (F3)
- The Hills Motorway (M2)
- Lane Cove Tunnel
- Cumberland Highway
- Pacific Highway
- Great Western Highway

b. **Significant connecting Roads**

- Parramatta Road
- Military / Spit / Pittwater and Barrenjoey Roads
- Lane Cove / Ryde/ Mona Vale Roads
- Victoria Road
- Epping / Beecroft Roads
- Pennant Hills Road
- Boundary Street / Warringah Road
- Blacktown / Richmond Road
- Windsor Road
- Old Windsor Road
- The Northern Road
- Old Northern Road
- Galston Road
- Bells Line of Road
- Mulgoa Road
- Castle Hill Road
- Hawkesbury / Londonderry Road
- Putty Road
- James Ruse Drive
- Wiseman’s Ferry/Pitt Town Road

c. **Significant rail lines passing through district.**

- The North Shore Line
- The main Northern Line
- The main Western Line
- The Blue Mountains Line
- Clyde/Carlingford Branch Line
- Epping to Chatswood Rail Link

d. **Major rail/bus interchanges within the district.**

- Chatswood
- Blacktown
- Parramatta
- Penrith
9. WATERWAYS

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.

The main rivers within the district are:

- Lane Cove River
- Parramatta River
- Nepean River
- Hawkesbury River
- Colo River
- Gross River

10. WATER STORAGE AREAS / PRESCRIBED DAMS

<table>
<thead>
<tr>
<th>STORAGE AREA</th>
<th>LOCATION</th>
<th>RESERVOIR/RIVER/STREAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Killara Reservoir</td>
<td>Hornsby/Ku-ring-gai</td>
<td>Reservoir</td>
</tr>
<tr>
<td>Lower Cascade Dam*</td>
<td>Blue Mountains</td>
<td>Cascade Creek</td>
</tr>
<tr>
<td>Lake Medlow Dam*</td>
<td>Blue Mountains</td>
<td>Adams Creek</td>
</tr>
<tr>
<td>Manly Dam*</td>
<td>Manly/Warringah/Pittwater</td>
<td>Curl Curl &amp; Manly Creeks</td>
</tr>
<tr>
<td>Lake Parramatta*</td>
<td>Parramatta</td>
<td>Hunts Creek</td>
</tr>
<tr>
<td>Prospect Reservoir</td>
<td>Blacktown</td>
<td>Reservoir</td>
</tr>
<tr>
<td>Thornleigh Reservoir</td>
<td>Hornsby/Ku-ring-gai</td>
<td>Reservoir</td>
</tr>
<tr>
<td>Woodford Creek Dam*</td>
<td>Blue Mountains</td>
<td>Woodford &amp; Bull’s Creeks</td>
</tr>
<tr>
<td>Warringah Reservoir</td>
<td>Manly/Warringah/Pittwater</td>
<td>Reservoir</td>
</tr>
</tbody>
</table>

11. CORRECTIONAL CENTRES

<table>
<thead>
<tr>
<th>Centre Name</th>
<th>Security Level</th>
<th>Local Government Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cobham Juvenile Justice Centre</td>
<td>Juvenile</td>
<td>Penrith</td>
</tr>
<tr>
<td>Emu Plains Juvenile Justice Centre</td>
<td>Juvenile</td>
<td>Penrith</td>
</tr>
<tr>
<td>John Morony 1</td>
<td>Medium</td>
<td>Penrith</td>
</tr>
<tr>
<td>Outer Metropolitan Multi Purpose Correctional Centre</td>
<td>Minimum</td>
<td>Penrith</td>
</tr>
<tr>
<td>Dillwynia</td>
<td>Medium</td>
<td>Penrith</td>
</tr>
<tr>
<td>Emu Plains Prison Farm</td>
<td>Minimum</td>
<td>Penrith</td>
</tr>
<tr>
<td>Parklea</td>
<td>Maximum</td>
<td>Blacktown</td>
</tr>
<tr>
<td>Compulsory Drug Treatment Centre</td>
<td>Medium</td>
<td>Blacktown</td>
</tr>
<tr>
<td>Parramatta</td>
<td>Medium</td>
<td>Parramatta</td>
</tr>
</tbody>
</table>

* Denotes Prescribed Dam under the Dams Safety Act.
12. **INDUSTRY AND CRITICAL INFRASTRUCTURE**

Industry in this District varies between Council Areas, which are zoned for heavy, medium and light industry, Special Business and Rural Industry. This includes seven major hazard facilities. Each Local DISPLAN maintains information in relation to Industry within its area.

There are 16 identified major pieces of critical infrastructure within the district. They are Shell Gore Bay Terminal, Shell Clyde Refinery, Shell Pipeline Gore Bay to Clyde, Caltex Sydney to Newcastle Fuel Pipeline, Sydney to Newcastle Gas Pipeline, Belrose Satellite Station, Sydney Water Pumping Station at West Ryde, RAAF Bases at Richmond and Glenbrook, Defence Establishment Orchard Hills, RAAF Transmitter Station at Londonderry, Brooklyn Bridge over the Hawkesbury River and four major hospitals including, Royal North Shore, Westmead, Nepean and the Children’s Hospital at Westmead.

In addition to the four major hospitals there are 29 public and private hospitals, in excess of 239 aged care facilities and a significant number of retirement villages and over 55 developments across the district.

A number of major shopping complexes are located at Hornsby, Chatswood, Brookvale, Parramatta, Blacktown, Mount Druitt, Rouse Hill and Penrith with other smaller shopping centres spread throughout the District.

Significant business hubs are located at Chatswood, Parramatta and Penrith with major corporate headquarters located within the North Ryde area. There are six university campuses across the district.

Tourism is significant throughout the area with many attractions including the beaches and waterways and the National Parks and reserves with their picnic areas and walking trails. The largest being the Blue Mountains National Park with an estimated four million visitors per year.

13. **HAZARDS**

The main hazards which could require district level response are:-

<table>
<thead>
<tr>
<th>HAZARD</th>
<th>LIKELIHOOD</th>
<th>CONSEQUENCE</th>
<th>RISK RATING</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bush fire</td>
<td>Likely</td>
<td>Major</td>
<td>High</td>
<td>Refer to Plans prepared by Bush Fire Management Committees under s.52 of the Rural Fires Act.</td>
</tr>
<tr>
<td>Severe Storms</td>
<td>Likely</td>
<td>Major</td>
<td>High</td>
<td>General threat throughout the District.</td>
</tr>
<tr>
<td>Flash Flood</td>
<td>Likely</td>
<td>Major</td>
<td>High</td>
<td>General threat throughout the District.</td>
</tr>
<tr>
<td>Riverine Flood</td>
<td>Likely</td>
<td>Major</td>
<td>High</td>
<td>Refer to SES Flood Plans</td>
</tr>
<tr>
<td>Major Transportation Accident – Road</td>
<td>Likely</td>
<td>Major</td>
<td>High</td>
<td>A number of Freeways, Motorways and Major Roads traverse the area as identified in this plan.</td>
</tr>
<tr>
<td>Cold Climate</td>
<td>Likely</td>
<td>Major</td>
<td>High</td>
<td>Prolonged and extreme cold events may lead to utility failure, road closures and deaths.</td>
</tr>
<tr>
<td>Hazardous Materials Emergency</td>
<td>Likely</td>
<td>Major</td>
<td>High</td>
<td>General threat, but particularly involving transport of hazardous materials through major urban areas on the major roads, rail lines and waterways</td>
</tr>
<tr>
<td>HAZARD</td>
<td>LIKELIHOOD</td>
<td>THREAT LEVEL</td>
<td>CONSEQUENCE</td>
<td>RISK RATING</td>
</tr>
<tr>
<td>---------------------------------------</td>
<td>------------</td>
<td>--------------</td>
<td>-------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Hawkesbury/Nepean flooding</td>
<td>Likely</td>
<td>Major</td>
<td>High</td>
<td></td>
</tr>
</tbody>
</table>
| Aviation Emergency                    | Possible   | Catastrophic | High        |             | A large RAAF base is located within the district  
Large numbers of aircraft pass over the District daily, both passenger and cargo.                                                           |
| Maritime Emergency                    | Possible   | Major        | High        |             | Involving passenger and cargo vessels moving up and down the coast and commercial vessels in Broken Bay and on the Hawkesbury River.       |
| High Rise Fire Emergency              | Possible   | Major        | High        |             | A significant number of high rise buildings which are mainly commercial with some residential buildings.                                  |
| Major Transportation Accident – Rail  | Possible   | Major        | High        |             | Many passenger & Freight Trains use the Main Northern and Western Rail Lines which traverse the District. Passenger trains use the North Shore, Northern, Western Rail Lines as well as the Epping to Chatswood Rail Link. |
| Earthquake                            | Unlikely   | Catastrophic | High        |             | General threat throughout District                                                                                                     |
| Major Transportation Accident - Water  | Possible   | Moderate     | Medium      |             | A number of major rivers traverse the district including Hawkesbury, Nepean, Parramatta, Lane Cove and Colo Rivers.  
Pittwater and Broken Bay are the also major areas for recreational boating.                                                               |
| Flood - Dam Failure                   | Unlikely   | Major        | Medium      |             | Refer SES Regional Flood Plans for details.                                                                                             |
| Animal, Pest and Plant Disease        | Unlikely   | Moderate     | Medium      |             | Main animal quarantine station is located within the District  
Refer to the NSW Animal Health Emergency Sub Plan for details.                                                                             |
| Water Supply Contamination            | Unlikely   | Moderate     | Medium      |             | Water supplies are all easily accessible outside of authorised activity.  
Contamination is remote.                                                                                                                   |
| Landslide                             | Unlikely   | Moderate     | Medium      |             | Threat to specific areas and addressed in Local DISPLANs                                                                                 |
| High Rise Building Collapse           | Rare       | Catastrophic | Medium      |             | A significant number of high rise buildings which are mainly commercial with some residential buildings.                                  |
| Tsunami/Storm Surge                   | Rare       | Catastrophic | Medium      |             | Threat to Coastal Areas                                                                                                                  |
| Major Public Health Emergency         | Rare       | Moderate     | Medium      |             | Some areas of the district are densely populated. Refer to State and Local Health District Health Plans                                   |
14. **District Supporting Plans**

The following are supporting plans to this Displan:

a. North Sydney Local Health District Health Services Supporting Plan
b. Western Sydney Local Health District Health Services Supporting Plan
c. Nepean Blue Mountains Local Health District Health Services Supporting Plan

15. **District Sub-plans**

The following are sub plans to this Displan:

a. Sydney Western Region Flood Plan
b. Sydney Northern Region Flood Plan

16. **Reviewing, Testing, Evaluating and Maintaining the Plan**

The DEOCON is responsible for ensuring that this Plan is reviewed, tested, evaluated and maintained in a current state.

The DEOCON is to conduct an exercise at least once every two years to:

a. Ensure all participants are familiar with the contents of the Plan.
b. Test specific aspects of the Plan.
c. Familiarise all participants with the Standing Operating Procedures prepared for the proper functioning of the EOCs.

d. **This plan will be reviewed following the DEMC meeting planned to be held in June 2012 or if one of the following occurs beforehand:**

   a. After an emergency, changes of legislation or the State Displan;
   b. After each exercise to test the Plan;
   c. In the event that deficiencies are identified;
   d. As directed by the SEMC.
17. GENERAL

This part deals with response and recovery roles and responsibilities only. Roles and responsibilities relating to Prevention are dealt with in Part 3 and those dealing with Preparedness are in Part 4.

18. DISTRICT EMERGENCY OPERATIONS CONTROLLER (DEOCON)

a. Maintain liaison with LEOCONs.

b. Monitor Local operations either controlled or supported by LEOCONs.

c. Monitor District level operations controlled by a combat agency.

d. Coordinate support and control the allocation of resources to District level combat agency controlled operations when requested by the combat agency.

e. In consultation with the combat agency and SEOCON, assume control of District level operations from the combat agency if the situation can no longer be contained.

f. Control emergency operations which affect more than one local area in the District.

g. Control District level operations when there is no designated combat agency or as directed by the SEOCON.

h. Advise and activate appropriate emergency service organisations and functional areas.

i. Activate and staff the DEOC in accordance with DEOC Standing Operating Procedures.

j. Ensure the State Emergency Operations Controller and DEOCONs from adjoining Districts are kept informed of the situation.

k. As necessary, request additional resources from the State Emergency Operations Controller.

l. Appoint a deputy who in the absence of the DEOCON will have all the functions of the DEOCON.

m. Ensure recovery operations are initiated during the earliest stages of response operations.

n. Ensure recovery operations are initiated during the earliest stages of response operations.

o. Undertake tasks as directed by SEOCON.
19. **District Emergency Management Officer (DEMO)**

a. Advise, assist and support the DEOCON during response and recovery operations.

b. Advise, assist and support LEOCON/s during local level response and recovery operations.

c. Assist LEOCONs and the DEOCON with the conduct and reporting of Impact Assessments

d. Ensure that another DEMO is available to provide support, either in the absence of the DEMO or for relief duty in the DEOC, and advise the DEOCON accordingly.
20. **AGRICULTURE AND ANIMAL SERVICES**

**Coordinated by Department of Primary Industries**

Designated Combat Agency for exotic animal and plant operations and other animal health emergencies.

a. This means implementing procedures in conjunction with State and National Authorities for the eradication or control of exotic animal and plant diseases, including:

1. detection, diagnosis, risk assessment and surveillance of disease;
2. destruction and disposal of infected animals, plants and products as required;
3. disinfection of contaminated areas, buildings and vehicles;
4. programs for vector control, for example, insect and feral animal control;
5. quarantine controls for the movement of persons, animals and plants; and
6. 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:

1. assessment of injured stock;
2. disposal of carcasses;
3. assessment of rural property losses and damage to buildings, fences, crops, equipment and fodder;
4. coordination of the supply and distribution of emergency fodder supplies and other materials;
5. administration of financial assistance to victims.
6. assistance to primary producers suffering emergency induced traumas, in conjunction with the Department of Community Services; and
7. with the support of Participating and Supporting Organisations, manage the care of companion pets.

c. With the 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. Planning for response to agricultural emergencies and advising on animal care, veterinary public health and plant disease control measures.

e. Provide a Liaison Officer to the District Emergency Operations Centre as requested.
21. **Ambulance Service of NSW**

a. Provide pre hospital care and transport for the sick and injured persons.

b. Provide and/or assume responsibility for transport of designated Health Service teams and their equipment to the sites of incidents or emergencies, receiving hospitals or emergency medical facilities when so requested by the Health Services Functional Area Coordinator.

c. Provide coordinated communications for all health services involved in emergency responses.

d. Provide a Liaison Officer to the District Emergency Operations Centre as requested.
22. COMMUNICATION SERVICES

Coordinated at state level by Government Chief Information Officer
Department of Finance and Services

Role:

a. Advise on the establishment and maintenance of reliable communications for the control and coordination of emergency response and recovery operations.

b. Advise on alternate communications links in the event of overloading or need for greater capacity.

c. Advise on alternate means of communication in the event of failure of the normal telephone system.

d. Provide a Liaison Officer to the District Emergency Operations Centre as requested.
23. **ENERGY AND UTILITY SERVICES**

Coordinated at state level by Department of Trade and Investment

**Role:**

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.

d. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

**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.
24. **ENGINEERING SERVICES**

Coordinator – NSW Public Works

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 recovery operations, including:
   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.
25. **ENVIRONMENTAL SERVICES**

Coordinator – Environmental Protection Authority  
Office of Environment and Heritage

a. Protect the environment during emergency response and 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 Fire & Rescue NSW during land base hazardous materials incidents and 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 major incidents or emergencies involving hazardous materials.

g. Provide a Liaison Officer to the District Emergency Operations Centre as requested.
26. FIRE & RESCUE NSW

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 materials incidents and emergencies;
   
ii. for confining or ending such an incident or emergency; and
   
iii. for rendering the site of such an incident or emergency 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 fire; and 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".

e. Provide a Liaison Officer to the District Emergency Operations Centre as requested.
27. **HEALTH SERVICES**

Coordinator – Relevant Local Health District (Northern Sydney, Western Sydney or Nepean Blue Mountains)

a. Is the designated Combat Agency for all Health Emergencies within New South Wales
   
   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:
   
   i. Medical Services;
   
   ii. Ambulance Services;
   
   iii. Mental Health Services;
   
   iv. Public Health Services; and
   
   v. Health Communications.

b. Coordinate and control the mobilisation of all health responses to emergencies. This includes ambulance, medical, mental and public health services, and involves:
   
   i. the mobilisation of health services to the emergency site or sites and the initiation of prioritised patient management;
   
   ii. provision of coordinated hospital and medical response to emergencies;
   
   iii. the provision of mental health services to victims, emergency workers, and the communities affected by emergencies;
   
   iv. provision of public health services to prevent, prepare for, respond to and recover from emergencies.

c. Provide a Liaison Officer to the District Emergency Operations Centre as requested.
28. **LOCAL GOVERNMENT**

a. provide human, plant, equipment and material resources, as available and as required, to assist during incident and emergency response and recovery.

b. provide expertise and support, as requested, to an agency or functional areas identified in this plan.

c. Assume a lead role in and support local recovery operations.

d. Provide a Liaison Officer to the District Emergency Operations Centre as requested.
29. NSW POLICE FORCE

a. Is the designated Combat Agency for law enforcement during a State of Emergency.

b. Is the designated combat agency for terrorist acts.

c. Coordination of search and rescue operations.

d. As necessary, control and coordinate the evacuation of victims from the area affected by the emergency.

e. 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 an emergency;
   ii. Traffic control and crowd control, including access and egress route security and control;
   iii. Recovery and identification of the dead and injured and notification of next of kin;
   iv. Security of evacuated areas and personal property of the dead and injured;
   v. Establishing temporary mortuaries and conducting investigations on behalf of, or in conjunction with, the Coroner; and
   vi. Statutory investigation into specific events.
   vii. Operation of a public enquiry centre capable of providing general information on incidents and emergencies to members of the public.

f. Manage Disaster Victim Registration, and a disaster victim enquiry system capable of:
   i. Providing a Disaster Victim Registration system for victims of emergencies;
   ii. Managing a disaster victim enquiry centre capable of providing relatives and close friends with basic details on the location and safety of victims of emergencies occurring within New South Wales; and
   iii. Managing a similar disaster victim enquiry service when the National Registration and Inquiry System (NRIS) are activated in relation to emergencies in other States and Territories.

g. Respond accredited "rescue units" and control and coordinate rescue operations, except where control is vested by law in another agency.

h. As determined by the State Rescue Board, provide accredited "rescue units".

i. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

NOTES:

I. The senior member of the NSW Police present at the scene of a rescue operation is responsible for coordinating and determining the priorities of action of the persons engaged in the rescue operation. This applies whether those persons are members of a permanent or volunteer agency except when control is vested by law in another agency (such as when the person or property is endangered by an actual fire at which a member of the Fire & Rescue NSW is in charge of the fire ground, or when the operation results from an emergency which is subject to the control of another person or Combat Agency). This applies despite anything to the contrary in any other Act.

II. Some members of the NSW Police are appointed under the provisions of the State Emergency and Rescue Management Act, 1989 (as amended), as Emergency Operations Controllers. Roles and responsibilities of Emergency Operations Controllers are detailed earlier in this plan.
30. **NSW Rural Fire Service**

a. In relation to Rural Fire Districts, prescribed in the Rural Fires Act, 1997 (as amended), is the Combat Agency for fire incidents and emergencies.

b. Provide fire control services by:

   I. dealing with outbreaks of bush fire and the rescue of persons in bush fire endangered areas; and

   II. taking such measures as may be practical to prevent the outbreak of and mitigating the 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. Assist in any other response or recovery operation for which the Rural Fire Services' training and equipment is suitable, for example, the provision of emergency water supplies and pumping equipment.

d. Provide a Liaison Officer to the District Emergency Operations Centre as requested.
31. **NSW 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.

   Is the designated combat agency for Tsunami including planning for, warnings and evacuation

   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.

   As determined by the State Rescue Board, provide accredited "rescue units".

   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.
32. **PUBLIC INFORMATION SERVICES**

*Coordinated at state level by Public Affairs Branch, NSW Police Force*

**Role:**

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, arranging access by media representatives to the area affected by the emergency;
   
   ii. preparing media releases on 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; and
   
   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.
33. TRANSPORT SERVICES

Coordinator – Transport For NSW

a. Coordinate the provision of transport support as required by Combat Agencies, participating organisations and other Functional Areas, whilst maintaining as far as practicable, the normal operations and activities of public and commercial transport services. Tasks may 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
34. **Volunteer Rescue Association**

a. At the request of relevant combat agency or Emergency Operations Controller, assist in any other response or initial recovery operations for which the Volunteer Rescue Association’s training and equipment are suitable.

b. Provide a Liaison Officer to the District Emergency Operations Centre as requested.
35. Welfare Services

Coordinator – Community Services - Department of Family and Community Services

a. During response or recovery operations, provide welfare services to victims of major incidents and emergencies. This may require:

i. establishing Evacuation Centres through which the provision of emergency accommodation, essential material needs, and the delivery of welfare services to victims of major incidents and emergencies can be managed;
ii. providing welfare information and advisory services to victims;
iii. providing personal welfare support and referral services, including immediate financial aid;
iv. establishing a support unit to coordinate offers of donated relief aid;
v. providing mobile welfare teams to operate within the area affected by the emergency;
vi. ensuring, in conjunction with Agriculture and Animal Services, the provision of companion animal care; and
vii. ensuring, in conjunction with Health Services, the provision of medical and mental 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 Centres, and displaced or homeless people in emergency accommodation centres; and
ii. by arrangement, meals for personnel engaged in emergency response and recovery operations.

c. Coordinate emergency accommodation for homeless victims of emergencies.

d. Arrange for the acquisition, reception, storage, issue and disposal of material needs including clothing, bedding and personal requisites.

e. Provide emergency financial assistance to victims of incidents and emergencies.

i. Provide Staff to Recovery Centres to provide welfare services to victims of emergencies.

ii. Provide a Liaison Officer to the District Emergency Operations Centre as requested.

Unless otherwise stated, the role of the AGENCIES shown in this Part apply equally to the management of incidents and emergencies within the North West Metropolitan District

The State Displan determines which agencies are designated combat agencies and their combat roles. Agencies listed in the State Displan as supporting or participating agencies which are not mentioned above will undertake the roles and responsibilities outlined in the State Displan as required.
PART 3 - PREVENTION

36. Responsibilities and Strategies

a. Responsibility for the development and implementation of Prevention and Mitigation strategies rests with the agencies, organisations and/or committees detailed below and is not subject to DISPLAN arrangements.

b. To facilitate coordination of Prevention and Mitigation measures, the agencies, organisations and/or committees with responsibilities have provided details of the strategies they implement within the District, which are listed below.

<table>
<thead>
<tr>
<th>HAZARD</th>
<th>AGENCY/COMMITTEE RESPONSIBLE</th>
<th>MITIGATION/PREVENTION STRATEGIES</th>
</tr>
</thead>
</table>
| BUSH, GRASS OR RURAL FIRES          | Local Government Councils                                                                   | • Require landowners to clear firebreaks & remove fire hazards.  
• Regulate burning off.  
• Regulate property development & building construction through Local Environment Plans and Development Control Plans.  
• Coordinate bush fire fuel management strategies.  
• Implement bush fire fuel management programs. |
|                                     | Bush Fire Management Committee                                                              |                                                                                                                                                                  |
|                                     | Fire Agencies – NSW Rural Fire Service, Fire & Rescue NSW, Office for Environment and Heritage |                                                                                                                                                                  |
| EARTHQUAKE                          | Local Government Councils                                                                   | • Regulate property development & building construction through Local Environment Plans & Development Control Plans.                                                   |
| EXOTIC ANIMAL AND PLANT DISEASE     | NSW Department of Primary Industries                                                        | • Surveillance by NSW Agriculture, especially through Australian Quarantine Inspection Service.  
• NSW State Animal Health Emergency Sub Plan  
• AUSVETPLAN  
• Training of NSW Agriculture staff in detection of diseases. |
| FLOOD                               | Local Government Councils                                                                   | • Regulate property development & building construction through Local Environment Plans & Development Control Plans.  
• Development & maintenance of flood mitigation works.  
• Preparation of floodplain management plans.  
• Preparation of mitigation schemes and floodplain management plans. |
<p>|                                     | NSW Department of Finance and Services and the Environmental Protection Authority            |                                                                                                                                                                  |</p>
<table>
<thead>
<tr>
<th>HAZARD</th>
<th>AGENCY/COMMITTEE RESPONSIBLE</th>
<th>MITIGATION/PREVENTION STRATEGIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAZARDOUS MATERIALS ACCIDENTS</td>
<td>Environmental Protection Authority</td>
<td>• Regulate the transport of dangerous goods.</td>
</tr>
<tr>
<td></td>
<td>WorkCover Authority</td>
<td>• Assists industry with the development of safe handling and response procedures.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Regulate the production &amp; storage of dangerous goods.</td>
</tr>
</tbody>
</table>
37. **District Planning Structure**

**District Emergency Management Committee**

a. The DEMC, chaired by the DEOCON and with the executive support of the DEMO is responsible for the development and maintenance of a District DISPLAN and to identify the need for sub plans and supporting plans related to specific hazards, emergencies and functions within the District.

b. Responsibility for the preparation and maintenance of sub plans and supporting plans rests with the respective Combat Agency Controller and Functional Area Coordinator.

c. 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 North West Metropolitan District.

By agreement, the DEMC has the following mission and functions:

**Mission:**

To develop, maintain and coordinate comprehensive all agency emergency management arrangements for the community within the District and provide advice and assistance to LEMCs.

**Functions:**

a. To prepare, maintain and review the District DISPLAN.
   i. Review District Supporting Plans and Sub Plans and Local DISPLANs.
   ii. To identify, evaluate and monitor hazards and threats to life and property within the District, and where appropriate recommend specific hazard management guidelines.
   iii. To establish and review appropriate emergency management structures at Local and District level.

b. To identify resources within the District and make plans for the allocation and coordination of those resources during incidents and emergencies.
   i. To establish and review systems for use in the control and coordination of emergency operations at District and Local levels.
   ii. To review and recommend emergency management arrangements (including legislation and proposals for legislation of other agencies) to the State Emergency Management Committee.
   iii. To provide advice on the combination of local government areas for emergency management purposes to the SEMC.
   iv. To establish communication networks between Participating Organisations within the District.
   v. To arrange emergency management training for individuals and groups in...
c. To disseminate educational material on established emergency management policies and procedures within the District.

d. To arrange the conduct of exercises to periodically test emergency management plans and procedures.

e. To produce standing orders, instructions and standing operating procedures relative to District emergency management plans and arrangements.

d. To arrange for graduated warnings of emergencies to the public.

e. To assist the SEMC and DEOCON as required.

f. To establish and coordinate functional area and other sub committees within the District, as required.

38. **LOCAL LEVEL PLANNING STRUCTURE**

**Local Emergency Management Committees**

a. LEMCs are chaired by a senior representative of the local council with executive support provided principally by the Local Emergency Management Officer (LEMO).

b. The committees are subject to the direction of the DEMC and are responsible to develop and maintain a Local DISPLAN (DISPLAN) and Sub Plans relating to specific hazards or emergencies. Supporting Plans for Functional Areas are to be developed and maintained by the relevant District Functional Area Coordinator if they are required.

c. The mission and functions of LEMCs are to reflect those of the DEMC, as detailed above.

**Local Displans**

a. Local DISPLANS are to recognise and reflect:

   i. the roles detailed in this Plan for each Participating Organisation.

   ii. the Combat Agencies designated in this Plan.

   iii. the activation procedures, stages, sequence of actions and coordination, response and recovery arrangements detailed in this Plan.

b. Local DISPLANS are also to include arrangements for handover of responsibility for emergency response and recovery operations between Combat Agencies and the LEOCON.

c. The emergency risk management process is to be used as the basis for emergency planning in Local Displans.

39. **RESOURCE AND CONTACT DIRECTORIES**

Each Participating Organisation is to develop and maintain up to date resource and contact directories, relevant to their operational requirements.
40. **Warning Arrangements**

a. LEOCONs and the relevant Combat Agency Controller at District level are to advise the DEOCON whenever an event occurs which does or may:
   
   i. require support at either a Local or District level.
   
   ii. escalate to a Local or District level emergency operation.

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

c. Participating Organisations, wherever possible, are warned and placed on stand by. These organisations must be prepared to respond a LO to the DEOC when requested to do so.

d. Responsibilities for providing warnings to the community, the DEOCON, Participating Organisations and other agencies in relation to the District's hazards or threats are detailed in the following table.

<table>
<thead>
<tr>
<th>Hazard or Threat</th>
<th>Agency Responsible</th>
<th>Warning Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bush fire</td>
<td>Bureau of Meteorology</td>
<td>General fire weather advices to the wider community via electronic &amp; print Media.</td>
</tr>
<tr>
<td></td>
<td>Rural Fire Service</td>
<td>Specific warnings &amp; Total Fire Ban advices to the Community, DEOCON &amp; relevant Agencies and Functional Areas.</td>
</tr>
<tr>
<td>Animal, Pest &amp; Plant Disease</td>
<td>NSW Department of Primary Industries</td>
<td>Warnings to the community, DEOCON, and relevant agencies specific to exotic disease outbreaks &amp; restricted areas.</td>
</tr>
<tr>
<td>Flooding</td>
<td>SES Region Controllers</td>
<td>Local Flood Bulletins &amp; Evacuation Warnings to: - Flood affected communities via the electronic Media; - the DEOCON; and - relevant Agencies and Functional Areas.</td>
</tr>
<tr>
<td></td>
<td>Bureau of Meteorology</td>
<td>Local Flood Advices and Warnings</td>
</tr>
<tr>
<td>Hazardous Materials Spillage</td>
<td>POLICE, LEOCON or DEOCON acting on the advice of the Fire &amp; Rescue NSW and/or Sydney Ports Corporation</td>
<td>Evacuation warnings, public safety directions and warnings relating to spillage into waterways.</td>
</tr>
<tr>
<td>Severe Storms</td>
<td>Bureau of Meteorology</td>
<td>General advices to the wider community via regional electronic Media.</td>
</tr>
<tr>
<td></td>
<td>SES Region Controllers</td>
<td>General advices and warnings to the DEOCON, LEOCONs and relevant Emergency Services and Functional Areas.</td>
</tr>
<tr>
<td>Dam Failure</td>
<td>Dam Owner</td>
<td>Specific warnings re concerns about safety of Dam to NSW SES.</td>
</tr>
<tr>
<td></td>
<td>NSW SES</td>
<td>Specific warnings to the DEOCON</td>
</tr>
<tr>
<td></td>
<td>DEOCON</td>
<td>Specific warnings (including evacuation arrangements) to the community.</td>
</tr>
</tbody>
</table>
HAZARD OR THREAT | AGENCY RESPONSIBLE | WARNING PROVIDED
---|---|---
Other Warnings | DEOCON | General and Evacuation Warnings to affected communities and relevant Participating Organisations.

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.

Standard Emergency Warning Signal (S.E.W.S)

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.

Authority to use the S.E.W.S. is restricted to:

a. State Emergency Operations Controller (SEOCON) or Deputy;
b. Combat Agency Controller at State level;
c. District Emergency Operations Controller (DEOCON); and
d. Combat Agency Controller at Region / District level.

Full instructions for the use of the S.E.W.S. are included in the Standing Operating Procedures for the District Emergency Operations Centre.

41. **Public Education**

Responsibilities for the conduct and coordination of public education relating to the District's hazards/threats are detailed in the table below.

<table>
<thead>
<tr>
<th>HAZARD</th>
<th>AGENCY AND RESPONSIBILITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bush fires</td>
<td>Rural Fire Service, Fire &amp; Rescue NSW and NSW NPWS to coordinate public education programs relating to bush and grass fire threat throughout the District.</td>
</tr>
<tr>
<td>URBAN FIRE (Industrial or Commercial)</td>
<td>Fire &amp; Rescue NSW, NSW Rural Fire Service, Office for Environment and Heritage, Work Cover</td>
</tr>
<tr>
<td>Animal, Pest and Plant Disease</td>
<td>NSW Department of Primary Industries, is responsible for public awareness concerning the implications of animal, pest and plant disease and appropriate strategies for its prevention and detection.</td>
</tr>
<tr>
<td>Flooding</td>
<td>NSW State Emergency Service is responsible for ensuring that residents are aware of the flood threat and how to protect themselves against it.</td>
</tr>
<tr>
<td>Severe Storm</td>
<td>NSW State Emergency Service 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.</td>
</tr>
<tr>
<td>HAZARD</td>
<td>AGENCY AND RESPONSIBILITY</td>
</tr>
<tr>
<td>---------------------------------------------</td>
<td>------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Hazardous Materials (Includes Marine Oil and Chemical Spills)</td>
<td>Work Cover Authority is responsible for information “SAFE STORAGE &amp; PACKAGING”</td>
</tr>
<tr>
<td></td>
<td>Environmental Protection Authority is responsible for advice on “TRANSPORT, CLEAN UP &amp; DISPOSAL”</td>
</tr>
<tr>
<td></td>
<td>Fire &amp; Rescue NSW is responsible for information on protecting life and property and responding to and rendering an incident safe.</td>
</tr>
<tr>
<td></td>
<td>Sydney Ports Corporation is responsible for advice on response to, clean-up, transport and disposal of marine oil and chemical spill waste on State Waters.</td>
</tr>
</tbody>
</table>
PART 5 - CONTROL & COORDINATION ARRANGEMENTS

42. TYPES OF OPERATION

a. A COMBAT AGENCY MANAGED OPERATION is an operation in which the responsible combat agency controls the operation. The Combat Agency may request the Emergency Operations Controller or other agencies to coordinate support. The Emergency Operations Controller may also be requested to manage part of the operation to meet the requirements of the Combat Agency Controller (e.g., evacuation). Supporting agencies command their own elements and carry out support tasks as directed by the Combat Agency, other agencies or the Emergency Operations Controller.

b. OPERATIONS CONTROLLED BY EMERGENCY OPERATIONS CONTROLLERS is an operation in which the emergency operations controller controls operations and coordinates resources. Individual agencies command own resources and carry out tasks as directed. This type of operation applies when:
   - Emergency operations controllers are designated in plans as controllers;
   - There is no designated combat agency;
   - Emergency operations controllers are requested by the combat agency to assume control, with the approval of the combat agency head.

c. The DEOCON would not normally assume control from a Combat Agency unless the situation can no longer be contained. This should only occur after consultation with, and the agreement of, the Combat Agency Head and the State Emergency Operations Controller.

43. CONCEPT OF EMERGENCY OPERATIONS

Concept of emergency operations is shown at Annex C.

44. EMERGENCY OPERATIONS CENTRE (DEOC)

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 trained personnel are available to staff the DEOC when required.
d. Maintaining a contact directory of DEOC staff.
e. Providing appropriate training for DEOC staff.

In the event the DEOC becomes inoperable, an alternate DEOC is to be established at a location to be advised by DEOCON.

The DEOC, or Alternate DEOC, is controlled by the DEOCON and when activated is the focal point for District level emergency management operations.

The DEOC is activated by the DEOCON to:

a. Control District level emergency operations.
b. Coordinate support to Local level emergency operations.
c. Coordinate support to single service incidents as required.
d. Coordinate support to other Districts either on a pre-planned basis or as directed by the SEOCON.
Personnel to staff the DEOC, except for LOs and their assistants, are drawn from the North West Metropolitan Region Police and Participating Organisations as required.

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.


c. Staff training.

45. **AGENCY/FUNCTIONAL AREA CONTROL/COORDINATION CENTRES**

INTENTIONALLY LEFT BLANK

46. **LOCAL EMERGENCY OPERATIONS CENTRES (LEOC)**

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47. **PARTICIPATING ORGANISATION CONTROL AND COORDINATION**

Participating organisations are controlled / coordinated at the following levels:

<table>
<thead>
<tr>
<th>PARTICIPATING ORGANISATION</th>
<th>LEVEL</th>
<th>AREA COVERED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture and Animal Services</td>
<td>Region</td>
<td>North West Metropolitan</td>
</tr>
<tr>
<td>Ambulance Service – North Sydney Central Coast</td>
<td>Region</td>
<td>Northern Sydney</td>
</tr>
<tr>
<td>Ambulance Service – Western Sydney Nepean Blue Mountains</td>
<td>Region</td>
<td>Western Sydney</td>
</tr>
<tr>
<td>Rural Fire Service – Region East</td>
<td>Region</td>
<td>Sydney Metropolitan and surrounds</td>
</tr>
<tr>
<td>Communication Services</td>
<td>State</td>
<td>State-wide</td>
</tr>
<tr>
<td>Engineering Services</td>
<td>Regional</td>
<td>North West Metropolitan</td>
</tr>
<tr>
<td>Environmental Services</td>
<td>Regional</td>
<td>Sydney Metropolitan</td>
</tr>
<tr>
<td>Fire &amp; Rescue NSW – Metro East</td>
<td>Regional</td>
<td>Northern Sydney</td>
</tr>
<tr>
<td>Fire &amp; Rescue NSW – Metro West</td>
<td>Regional</td>
<td>Western Sydney</td>
</tr>
<tr>
<td>Health Services – North Sydney LHD</td>
<td>District</td>
<td>Northern Sydney</td>
</tr>
<tr>
<td>Health Services – Western Sydney LHD</td>
<td>District</td>
<td>Western Sydney</td>
</tr>
<tr>
<td>Health Services – Nepean Blue Mountains LHD</td>
<td>District</td>
<td>Nepean Blue Mountains</td>
</tr>
<tr>
<td>Public Information</td>
<td>State</td>
<td>State-wide</td>
</tr>
<tr>
<td>Police Force – North West Metropolitan</td>
<td>Regional</td>
<td>North West Metropolitan</td>
</tr>
<tr>
<td>State Emergency Service – Sydney Northern</td>
<td>Regional</td>
<td>Northern Sydney</td>
</tr>
<tr>
<td>State Emergency Service – Sydney Western</td>
<td>Regional</td>
<td>Western Sydney</td>
</tr>
</tbody>
</table>
48. **LIAISON ARRANGEMENTS**

During single service managed operations or single service supported operations the DEOCON would normally provide a LO to the combat agency control centre (if located within the District).

At the request of the DEOCON, Participating Organisations are to provide a LO to represent them at the DEOC, if necessary, on a continuous basis for the duration of the operation.

LOs must have the authority to commit the resources of their Organisation or have a direct link to those that have the authority such as their agency control/communications/coordination centre.

LOs are to:

a. Maintain a communications link between the DEOC and their Organisation's control or coordination centre.

b. Provide advice to the DEOCON and DEOC staff on the capabilities and status of their Organisation.

c. Keep the DEOCON and DEOC staff informed of the actions taken by and requirements of their Organisation.

d. Brief their own organisation on the progress and likely requirements of operations.

e. Convey the DEOCONs directions/requests to their commander, controller or coordinator as appropriate.

f. Contribute to any Impact Assessments and situation reported processes.

49. **COMMUNICATIONS**

The landline telephone and facsimile services is the primary means of communication for control and coordination of emergency management operations."

The public switched telephone network currently provided by Telstra Australia is the primary means of communication for control and coordination of emergency management operations.

Alternate means of communications, should the primary means fail or be unable to provide sufficient flexibility, are mobile telephones or radio communication systems. Emergency services, functional areas and other agencies unable to provide their own alternate communications systems are responsible for advising the State Communications Functional Area Coordinator of their requirements through the DEMO.

The State Communication Services Functional Area Supporting Plan details the availability, allocation and coordination of communication resources within the District.
50. **INFORMATION AND INTELLIGENCE**

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.

During single service managed 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, LEOCONs and all involved agencies.

During single service managed 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 LEOCONs and/or involved agencies.

During District level emergency operations the DEOCON is responsible for:

a. The passage of operational information and intelligence between LEOCONs 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.

d. Ensuring the SEOCON is kept informed of developments and forecast support needs.

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.

51. **RESCUE ARRANGEMENTS**

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

a. This Plan is always active.

b. The arrangements in this Plan may be implemented by the DEOCON.

c. This plan is activated by the DEOCON:

   i. Local emergency operations are being conducted and District level support may be required;
   ii. When it is necessary to coordinate two or more Local level emergency operations;
   iii. District level emergency management operations are required; or
   iv. When directed by the SEOCON.

d. The DEOCON automatically initiates response actions whenever:

   i. An emergency is declared and a person appointed to take charge of fire fighting operations, under the provisions of Section 44 of the Rural Fires Act 1997 and in accordance with the relevant Section 53 Plan of operations; or
   ii. The Sydney Western and/or Sydney Northern Region Controller of the SES is conducting flood, storm or Tsunami operations, including the coordination of evacuation and welfare of affected communities, under the provisions of the SES Act, 1989.

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 Region Controller for floods and storm operations.

e. During implementation of this plan for bush fires, floods, storm, hazardous materials operations, animal health emergencies or other combat agency operations, control remains with the designated combat agency. The DEOCON would not normally assume control from a combat agency unless the situation can no longer be contained. This should only occur after consultation with, and the agreement of, the Combat Agency Head and the SEOCON or as specified in specific Sub Plans.

53. STAGES OF MOBILISATION

The recognised stages of mobilization are MONITOR (White), STANDBY (Yellow), OPERATIONAL (Red) and STAND DOWN (Green). However, due to the nature of the event and time constraints, the STANDBY stage may be by-passed.
## 54. ACTION AT EACH STAGE

<table>
<thead>
<tr>
<th>PHASE</th>
<th>ACTION</th>
</tr>
</thead>
</table>
| Monitor       | DEOCON receives advice on operations which could escalate to an emergency, or which could require coordination of support. DEOCON monitors the situation. DEOCON informs, as appropriate:  
- Relevant Participating Organisation Controllers or Coordinators.  
- LEOCONs.  
- DEOCONs from adjoining Districts  
- State Emergency Operations Controller. DEOCON activates DEOC to appropriate state of readiness, if necessary. |
| Stand by      | 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. DEOCON:  
- continues to monitor the situation.  
- implements the arrangements in DISPLAN as required.  
- activates DEOC to appropriate state of readiness.  
- advises relevant Participating Organisations  
- briefs DEOC staff, LEOCONs and the SEOCON on the situation.  
- briefs adjoining DEOCONs as appropriate. LOs:  
- report to DEOC if requested. |
| Operational   | Impact emergency occurs, or Combat Agency, SEOCON or LEOCON advises DEOCON that support is required. DEOCON:  
- escalates DEOC to required state of readiness.  
- activates relevant Participating Organisations and requests LOs to report to DEOC.  
- liaise with the SEOCON and LEOCONs and adjoining DEOCONs as required. Liaison Officers:  
- maintain contact with their respective agencies and respond resources as directed by the DEOCON, in accordance with the appropriate plans. |

Red
PHASE | ACTION
--- | ---
STAND DOWN and DEBRIEF (Green) | Combat Agency, SEOCON or LEOCON advises DEOCON that support is no longer required, or the DEOCON determines that District level operations are no longer required.

DEOCON:
- hands control to Combat Agency, LEOCON or Recovery Coordinator.
- advises LOs.
- advises LEOCON, adjoining DEOCONs and SEOCON as appropriate.
- arranges time and location for debriefing.

Agency and Functional Area personnel are debriefed and stood down on completion of their final tasks.

Final reports are completed and distributed by Agencies in accordance with Standing Operating Procedures.

55. **RESOURCE DEPLOYMENT**

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

b. Each Participating Organisation is to develop and maintain up to date resource registers relevant to their operational requirements.

56. **ASSISTANCE FROM OTHER AREAS**

a. Combat Agencies and Participating Organisations may obtain their own organisation's resources from outside the District. The DEOCON should be advised when this occurs.

b. All other requests for out of area support are to be directed to the DEOCON who then requests such support from the SEOCON, or in accordance with the appropriate plan.

57. **ASSISTANCE TO OTHER AREAS**

a. A Combat Agency and Participating Organisations may deploy their own organisation's resources outside the District.

b. Functional Areas may deploy their own functional area resources outside the District in accordance with their respective Supporting Plans.

58. **DEFENSE ASSISTANCE TO THE CIVIL COMMUNITY**

Australian Defence Force assistance may be sought to perform emergency tasks which are primarily the responsibility of civil authorities or organisations, and for which the civil community lacks the necessary equipment or resources. Details of the emergency categories of Defence Assistance to the Civil Community and arrangements for obtaining such assistance are detailed at ANNEX F of this Plan.
59. **Logistical Support**

Responding agencies and organisations are responsible for providing their own logistic support, including re-supply and relief of their own personnel.

Responding agencies and organisations are responsible for advising the DEOCO of any specific requirements which cannot be met from their own resources.

60. **Advice of Road Closures**

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.

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

61. **Workers Compensation**

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.

62. **Emergency Funding**

A Welfare Services, NSW State Emergency Service, NSW Rural Fire Service, Office of Environment and Heritage and NSW Public Works use their own systems for emergency funding.

For Participating Organisations, which are Government Departments or Authorities, the cost of providing resources, including LOs, during emergency response or recovery operations is to be met in the first instance by the providers from their normal operating budgets.

For private sector organisations or personnel, the cost of providing resources during emergency response or recovery operations is to be met by the requesting agency, which would usually be the agency/organisation responsible for meeting the cost during normal circumstances.
63. **STAND DOWN AND DEBRIEF**

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 provide the DEOCON with a report on the operation and debrief, for presentation to the DEMC.

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.

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 its own personnel and report to the DEOCON within fourteen days of the issue of the Stand Down.

c. The DEOCON conducts a combined agencies debrief within twenty one days of the issue of the Stand Down.

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 be forwarded to the SEOCON.
PART 7 - EMERGENCY RECOVERY OPERATIONS

64. EMERGENCY RECOVERY OPERATIONS

Emergency Recovery Operations in NSW will be conducted in accordance with the NSW Recovery Plan and the National Disaster Recovery Principles.

As soon as possible following an emergency, the Local Emergency Management Committee (LEMC) will meet to discuss recovery implications including the need for a Local Recovery Committee. The LEMC will consider any impact assessment in determining the need for recovery arrangements. This is conveyed in the first instance to the SEOCON for confirmation with the SERCON.

Those involved in contributing to recovery operations should keep in mind that the whole purpose of such operations is to assist the affected community to manage its own recovery, while recognising that there may be a requirement for external technical, physical and financial assistance.

65. PRINCIPLES

Disaster recovery is most effective when the following nationally recognised principles are applied:

- Disaster recovery is part of emergency management, which includes the broader components of prevention, preparedness and response. Planning for recovery is integral to emergency preparation and mitigation actions may often be initiated as part of recovery.

- Disaster recovery includes physical, environmental and economic elements, as well as psychosocial wellbeing. Recovery can provide an opportunity to improve these aspects beyond previous conditions, by enhancing social and natural environments, infrastructure and economies – contributing to a more resilient community.

Successful recovery relies on:

- understanding the context;
- recognising complexity;
- using community-led approaches;
- ensuring coordination of all activities;
- employing effective communication; and
- acknowledging and building capacity.
Figure 1: The national principles for disaster recovery

The relationship between the six principles is provided in Figure 1. Whilst all are equally part of ensuring effective recovery, the understanding of complexity and context are seen as foundation factors. The following paragraphs describe all six principles in more detail.

Understanding the context
Successful recovery is based on an understanding of the community context. Recovery should:

- appreciate the risks faced by communities;
- acknowledge existing strengths and capacity, including past experiences;
- be culturally sensitive and free from discrimination;
- recognise and respect differences; and
- support those who may be more vulnerable; such as people with disabilities, the elderly, children and those directly affected.

Recognising complexity
Successful recovery acknowledges the complex and dynamic nature of emergencies and communities. Recovery should recognise that:

- information on impacts is limited at first and changes over time;
- affected individuals and communities have diverse needs, wants and expectations, which are immediate and evolve rapidly;
- quick action to address immediate needs is both crucial and expected;
- disasters lead to a range of effects and impacts that require a variety of approaches; they can also leave long-term legacies;
- conflicting knowledge, values and priorities among individuals, communities and organisations may create tensions;
- emergencies create stressful environments where grief or blame may also affect those involved;
- the achievement of recovery is often long and challenging and
• existing community knowledge and values may challenge the assumptions of those outside the community.

Using community-led approaches
Successful recovery is responsive and flexible, engaging communities and empowering them to move forward. Recovery should:

• centre on the community, to enable those affected by a disaster to actively participate in their own recovery;
• seek to address the needs of all affected communities;
• allow individuals, families and communities to manage their own recovery;
• consider the values, culture and priorities of all affected communities;
• use and develop community knowledge, leadership and resilience;
• recognise that communities may choose different paths to recovery;
• ensure that the specific and changing needs of affected communities are met with flexible and adaptable policies, plans, and services; and
• build strong partnerships between communities and those involved in the recovery process.

Ensuring coordination of all activities
Successful recovery requires a planned, coordinated and adaptive approach based on continuing assessment of impacts and needs. Recovery should:

• be guided by those with experience and expertise, using skilled and trusted leadership;
• reflect well-developed planning and information gathering;
• demonstrate an understanding of the roles, responsibilities and authority of other organisations and coordinate across agencies to ensure minimal service disruption;
• be part of an emergency management approach that integrates with response and contributes to future prevention and preparedness;
• be inclusive, using relationships created before and after the emergency;
• have clearly articulated and shared goals based on desired outcomes;
• have clear decision-making and reporting structures;
• be flexible, take into account changes in community needs or stakeholder expectations;
• incorporate the planned introduction to and transition from recovery-specific actions and services; and
• focus on all dimensions; seeking to collaborate and reconcile different interests and time frames.

Employing effective communication
Successful recovery is built on effective communication with affected communities and other stakeholders. Recovery should:

• ensure that all communication is relevant, timely, clear, accurate, targeted, credible and consistent;
• recognise that communication with a community should be two-way, and that input and feedback should be sought and considered over an extended time;
ensure that information is accessible to audiences in diverse situations, addresses a variety of communication needs, and is provided through a range of media and channels;
- establish mechanisms for coordinated and consistent communication with all organisations and individuals; and
- repeat key recovery messages because information is more likely to reach community members when they are receptive.

Acknowledging and building capacity
Successful recovery recognises, supports and builds on community, individual and organisational capacity. Recovery should:

- assess gaps between existing and required capability and capacity;
- support the development of self-reliance;
- quickly identify and mobilise community skills and resources;
- acknowledge that existing resources will be stretched, and that additional resources may be required;
- recognise that resources can be provided by a range of stakeholders;
- understand that additional resources may only be available for a limited period, and that sustainability may need to be addressed;
- provide opportunities to share, transfer and develop knowledge, skills and training; understand when and how to disengage; and develop networks and partnerships

The recovery process begins at impact and every effort will be made to ensure that individuals from the affected communities are actively involved in their own recovery. Management of recovery services should, whenever possible, occur at local level, although District and, on occasions, State support will be required.

Recovery services are most effective when managed by either a Recovery Committee or a Recovery Coordinator. Depending on the scale of the recovery, a Recovery Coordinator may be appointed by the SERCON to oversee the recovery process.

66. PLANNING FOR RECOVERY

Emergency Management Committees at all levels are responsible for recovery planning, which is to be undertaken in accordance with the principles contained herein, and the relevant State level supporting plans & sub plans.

The main roles of Recovery Committees are:

a) Coordinate the assessment of the impacts of an emergency;
b) Establish priorities;
c) Identify shortfalls in resources;
d) Coordinate the activities of agencies with responsibility for the delivery of services; and

e) Keep the community informed of recovery strategies.

67. RECOVERY AT LOCAL LEVEL

As soon as possible following an emergency, the LEMC is to meet in order to consider the need to form a Local Recovery Committee. The advice is then forwarded to SEOCON who then consults with SERCON over the Recovery requirements.
The LEMC provides a good basis for a Local Recovery Committee, but local community groups such as the local Chamber of Commerce, other government agencies and non-government agencies should be added as required. The Combat Agency should attend the early meetings to provide an overview of the situation. Coordination of the recovery operation may occur from local or district level.

The DEMO and appropriate District Functional Area Coordinators (eg Health, Welfare, Engineering and Agriculture) are to be invited to the initial meeting and to subsequent meetings as required.

68. **LOCAL RECOVERY COORDINATORS**

A Local Recovery Coordinator may be appointed to oversee the recovery operations. This can be discussed by the LEMC when it meets to consider forming a Local Recovery Committee. The SERCON, in consultation with the SEOCON, is responsible for the appointment of a Local Recovery Coordinator and nominating the appropriate candidate to the Minister for Emergency Services.

In the event that there is likely to be the need for significant outside resources, the SERCON on the advice of the LEMC/DEMCO may recommend the appointment of a higher level Recovery Coordinator.

69. **HIGHER LEVEL RECOVERY COORDINATORS**

The DEMC may recommend appointment of a higher level Recovery Coordinator. The SERCON, in consultation with the SEOCON, may also recommend the appointment of a District Recovery Coordinator and nominate an appropriate candidate to the Minister for Emergency Services.

70. **RECOVERY AT DISTRICT LEVEL**

In the event that an emergency affects several local areas, a District Emergency Management Committee (DEMCO) will meet to discuss recovery implications including the need for a District Recovery Committee. This is conveyed in the first instance to the SEOCON for confirmation with the SERCON.

Once the need for recovery has been identified, the SERCON, in consultation with the SEOCON, may recommend the appointment of a District Recovery Coordinator and nominate an appropriate candidate to the Minister for Emergency Services.

The SERCON may send a representative to the DEMC and subsequent recovery meetings to provide expert recovery advice and guidance.

The Combat Agency Controller and District Emergency Operations Controller (DEOCON) attend recovery meetings to provide an overview of the situation.

Where a District Recovery Committee is established and local recovery committees have not been established, a key consideration may be the need to establish Local Recovery Committees to coordinate the recovery at the local level.

71. **RECOVERY CENTRES**

Delivery of recovery services can be undertaken from Recovery Centres, which brings together all service providers within one location.

Recovery Centres will be established in cooperation with local government.

The SERCON is responsible for authorising the establishment of a Recovery Centre. The Recovery Committee may recommend the need for a Recovery Centre to the SERCON.

The agencies providing services in the centre may include:
a) Community Services;  
b) Community Partners and Agencies (non government organisations);  
c) Public Works;  
d) Industry and Investment NSW;  
e) NSW Rural Assistance Authority;  
f) NSW Health Department;  
g) Dept of Housing;  
h) Centrelink;  
i) Utility service providers;  
j) Office of Fair Trading; and  
k) Telecommunications providers.  
l) Local Government.

A Recovery Centre may include the following facilities:

a) Security for access – separating clients from the general office;  
b) Reception area;  
c) Interview rooms;  
d) Meeting room;  
e) Staff room;  
f) Storage area;  
g) Administration area and offices.

72. **EMERGENCY FINANCIAL ASSISTANCE**

Community Services coordinates immediate assistance to persons affected by emergencies. If a Natural Disaster Declaration is made, a number of assistance measures are available under the NSW Disaster Assistance Guidelines Arrangements. See Annex 4 NSW Recovery Plan and the Ministry for Police and Emergency Services website for the NSW Disaster Assistance Guidelines.

The types of assistance measures available address impacts on:

- individuals and households  
- small businesses  
- primary producers  
- Local Government  
- community organisations

**Public Appeals and Donations**  
Any appeal should always be based on the identified needs of those impacted through a needs assessment.

Monetary donations are usually the most efficient and effective means for members of the public to support recovery efforts. Monetary donations allow goods to be purchased locally where possible, to ensure appropriateness of the goods for the community and to assist the local economy.
It is recommended that recovery committees actively discourage individual material donations. The logistics of transporting and distributing material donations can often be very expensive and time consuming and may not best meet the needs of the community. They reduce the capacity of persons affected by emergencies to manage their own recovery.

If a public appeal is to be run, a separate group independent of the Recovery Committee should be established to manage any appeals and donations.
## ANNEX A - CONCEPT OF EMERGENCY OPERATIONS

<table>
<thead>
<tr>
<th>TYPE OF EMERGENCY OPERATION</th>
<th>CONTROL</th>
<th>SUPPORT</th>
<th>INFORMATION/LIAISON</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMBAT AGENCY MANAGED</td>
<td>Combat agency controls operation and may request other agencies or Emergency Operations Controllers to assume responsibility for controlling specific elements. Supporting agencies command own elements and carry out support tasks as directed by combat agency, other agency or Emergency Operations Controller.</td>
<td>Support tasks which can be foreseen are agreed and reflected in combat agency plans, Displans, sub plans or supporting plans where applicable. 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.</td>
<td>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. Emergency Operations Controllers, and supporting agencies under control of combat agency, provide liaison and resources to combat agency operations centres as required. Supporting agencies carrying out tasks under the coordination of an emergency operations controller provide liaison to the emergency operations centre as required.</td>
</tr>
<tr>
<td>OPERATIONS CONTROLLED BY EMERGENCY OPERATIONS CONTROLLERS</td>
<td>Emergency Operations Controller controls operations and coordinates resources. Individual agencies command own resources and carry out tasks as directed.</td>
<td>Support is provided by Functional Areas. Emergency Operations Controller may request other agency to coordinate support</td>
<td>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.</td>
</tr>
</tbody>
</table>

This applies when: Emergency operations controllers are designated in plans as controllers. There is no designated combat agency. Emergency Operations Controllers are requested by the Head of the combat agency to assume control.
ANNEX B – MANAGEMENT OF EVACUATION

DEFINITION

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

DECISION

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.

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.

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.

The controller of the incident/emergency (Combat Agency Controller, Section 44 Appointee, LEOCON or DEOCON) will determine the need for evacuation.

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

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.

<table>
<thead>
<tr>
<th>INDIVIDUAL / ORGANISATION</th>
<th>CIRCUMSTANCES</th>
<th>AUTHORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minister for Police and</td>
<td>During a State of Emergency, declared under Division 4 of Part 3 of the Act if satisfied that it is necessary or convenient.</td>
<td>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)</td>
</tr>
<tr>
<td>Emergency Services; or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>“Emergency Service Officer” when authorised by the Minister</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A Senior Police Officer (ie. of or above the rank of Sergeant)</td>
<td>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.</td>
<td>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)</td>
</tr>
<tr>
<td>INDIVIDUAL / ORGANISATION</td>
<td>CIRCUMSTANCES</td>
<td>AUTHORITY</td>
</tr>
<tr>
<td>---------------------------</td>
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</tr>
<tr>
<td>Police Officer</td>
<td>Where directed or authorised by a police officer of or above the rank of Sergeant.</td>
<td>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)</td>
</tr>
<tr>
<td>A member of the Police Force</td>
<td>If satisfied that there are reasonable grounds for doing so for the purpose of protecting persons from injury or death.</td>
<td>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)</td>
</tr>
<tr>
<td>Police Officer</td>
<td>Where the persons are or property is endangered by fire or hazardous materials incident.</td>
<td>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)</td>
</tr>
<tr>
<td>Members of the Police Force (including Public Service Staff) &amp; ALL other persons in NSW</td>
<td>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</td>
<td>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)</td>
</tr>
<tr>
<td>A Police Officer</td>
<td>Where activities being undertaken or conditions constituted a danger or potential danger to the safety of persons or property.</td>
<td>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)</td>
</tr>
<tr>
<td>A Police officer, and All other members of emergency service organisations</td>
<td>Emergency operation related to flood or storm or when directed by SEOCON.</td>
<td>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)</td>
</tr>
<tr>
<td>Fire &amp; Rescue NSW officer in charge at a fire or hazardous materials incident</td>
<td>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</td>
<td>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)</td>
</tr>
<tr>
<td>INDIVIDUAL / ORGANISATION</td>
<td>CIRCUMSTANCES</td>
<td>AUTHORITY</td>
</tr>
<tr>
<td>--------------------------</td>
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<td>-----------</td>
</tr>
<tr>
<td>The Commissioner, SES; or “Emergency Service Officer” (as defined) when authorised by the Commissioner</td>
<td>Emergency related to flood or storm; or when directed by SEOCON</td>
<td>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)</td>
</tr>
<tr>
<td>Commissioner of NSW Rural Fire Service; or an officer of a rural fire brigade of a rank designated by the Commissioner; Fire control officer</td>
<td>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</td>
<td>Any action authorised by or under Rural Fires Act (S. 22; 27; 38 &amp; 44 Rural Fires Act)</td>
</tr>
</tbody>
</table>

**WARNING**

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.

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 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.

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
- e. Likely duration of the evacuation.

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

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.

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.

Transport requirements are to be organised by the Transport Services Functional Area Co-ordinator.

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.

The Combat Agency Controller, LEOCON or DEOCON is to arrange for a check of the area to ensure that the evacuation has been effective.

If the evacuation is necessary to an adjoining Local Emergency Management Area, arrangements are to be co-ordinated at the District Level.

SHELTER

The District 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

c. Address longer term accommodation requirements.

RETURN

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.

Transport is to be arranged by the Transport Services Functional Area Co-ordinator.
ANNEX D – COMMONWEALTH ASSISTANCE

COMMONWEALTH ASSISTANCE ARRANGEMENTS
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).

DEFENCE AID TO THE CIVIL COMMUNITY (DACC)
This is the provision of Australian Defence Force personnel, equipment, facilities or capabilities to perform emergency tasks which are primarily the responsibility of civil authorities or organisations, and for which the civilian community lacks the necessary equipment or resources.

DACC POLICY
State agencies are responsible for combating 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
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.

Category 1 assistance requests are passed directly by the LEOCON or DEOCON 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 the LEOCON makes such a request.

OTHER CATEGORIES
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.

These emergency assistance requests are to be passed through LEOCONs to the DEOCON for referral to the SEOCON, who is authorised to request assistance from the Commonwealth through Emergency Management Australia (EMA).

GENERAL
Requests for ADF support are to be made to perform a specific task(s), NOT for specific resources.

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.

The ADF provides deployed elements with administrative support.

ADF resources are made available for specific tasks, and their tasking is not to be changed except as arranged between the SEOCON and Emergency Management Australia (EMA).