

BROKEN HILL CITY COUNCIL

LOCAL DISASTER PLAN

(DISPLAN)



BROKEN HILL LOCAL EMERGENCY MANAGEMENT COMMITTEE

AUTHORITY

The Broken Hill City Council Local Disaster Plan (DISPLAN) has been prepared by the Broken Hill Local Emergency Management Committee in compliance with the State Emergency and Rescue Management Act, 1989 Section 29(1).

APPROVED

.....

Chairperson
Broken Hill Local Emergency Management Committee
Dated:

ENDORSED

.....

Chairperson
Far West District Emergency Management Committee
Dated:

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PART 1 – INTRODUCTION.

PURPOSE:

- a) This plan details arrangements that prevent or mitigate, prepare for, respond to and recover from emergencies within the Broken Hill City Council & Unincorporated Area. It covers arrangements where:
 - i) a combat agency is in control;
 - ii) a combat agency is in control and support is coordinated by the Local Emergency Operations Controller;
 - iii) emergency operations for which there is no combat agency;
 - iv) operations where a combat agency has passed control to the Local Emergency Operations Controller;
 - v) operations at District or State level where the Local Emergency Operations Controller continues to co-ordinate local level operations.
- b) The arrangements detailed in this plan apply to emergency operations conducted by the local emergency operations controller or the relevant combat agency.

OBJECTIVES:

The objectives of the Broken Hill City Council Local Disaster Plan are to:

- a) Detail responsibilities for prevention and mitigation strategies;
- b) Detail roles and responsibilities in preparation for, response to and recovery from emergencies;
- c) Set out the control, coordination and liaison arrangements at Local level;
- d) Detail activation and alerting arrangements;
- 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 the review, testing, evaluation and maintenance of this plan; and
- i) Detail reporting and information flow arrangements.

SCOPE:

- a) The plan describes the arrangements at local level to prevent, prepare for, respond to and recover from emergencies and also provides policy direction for the preparation of Sub-plans and Supporting Plans.
- b) Arrangements detailed in this plan are based on the assumption that the resources upon which the plan relies are available when required.
- c) The effectiveness of arrangements detailed in this plan are dependent upon all involved agencies preparing, testing and maintaining appropriate internal instructions and/or standing operating procedures.

PLANNING PRINCIPLES:

The Broken Hill City Council Local DISPLAN is based on the following principles:

- a) Responsibility for preparation, response and recovery rests initially at the local level. If local agencies and available resources cannot cope they are augmented by those at District, State, or Commonwealth levels.
- b) Control of emergency response and recovery is conducted at the lowest effective level.
- c) Combat agencies may deploy their own resources from outside the affected local area or district if they are needed.
- d) The Local Emergency Operations Controller is responsible, when requested by a combat agency, to co-ordinate all or part of the support resources needed.
- e) During an operation which is the legal responsibility of a designated combat agency, the Emergency Operations Controller is responsible, when so requested by that combat agency, to coordinate the provision of support resources through the Emergency Operations Centre. The Emergency Operations Controller is responsive to the requirements of the Controller of the combat agency. **Emergency Operations Controllers would not normally assume control of an operation from a designated combat agency unless the situation can no longer be contained and a change of control is likely to improve matters. In any case a change of control at any level can only occur after consultation between SEOCAN and the State Controller of the combat agency, and agreement from the latter, or at the direction of the Minister.**
- f) Emergency preparation, response and recovery should be conducted with all agencies carrying out their normal functions wherever possible.

AREA COVERED BY THIS PLAN:

The area covered by this plan includes the whole of the Broken Hill City Council which has an area of 170 square kilometres and has a population of 20,440 and the Unincorporated Area which has an area of 93,283 square kilometres and has a population of 828

The area covered under this plan is the combined areas of Broken Hill City Council and the Unincorporated Area.

This Plan supports the Tibooburra Local Disaster Sub-plan that is bounded by the Tibooburra Sector Police Boundary within the Unincorporated Area.

The Broken Hill City Council and Unincorporated Area are bounded by:

- Queensland Border
- South Australia Border
- Wentworth Shire
- Central Darling Shire
- Bourke
- Brewarrina

A map detailing the Broken Hill City & Unincorporated Area can be found in Annexure “B”.

PART 2 - AGENCY ROLES AND RESPONSIBILITIES.

COMBAT AGENCY & LEOCON RESPONSIBILITY:

The following organisations have been identified by the NSW State DISPLAN, or by local arrangement, as the agencies primarily responsible for controlling the hazards/emergencies listed below:

THREATS	AGENCY OR EOCON RESPONSIBLE FOR CONTROL AND INITIAL RECOVERY
Earthquake	Appropriate EOCON under Displan arrangements
Animal or Plant Disease	NSW Department of Primary Industries Plant & Animal Services
Flood	NSW State Emergency Service Flash Flooding can occur in the city of Broken Hill and small communities throughout the Unincorporated Area.
Fires - Urban (within Fire Districts proclaimed under the provisions of the Fire & Rescue NSWs Act).	Fire & Rescue NSW Incident Controller, or in accordance with a Bush Fire Management Committee Plan of Operations or Mutual Aid Agreement.
Fires - Rural (Bush, Grass and other fires within Rural Fire Districts as prescribed in the Rural Fires Act 1997)	NSW Rural Fire Service Incident Controller or in accordance with a Bush Fire Management Committee Plan of Operations in respect to Class 2 or Class 3 fires.
Hazardous Materials Emergency (including Transport related Hazmat emergencies)	<p><u>Fire & Rescue NSW</u> - Protect and save life and property and confine, end the incident and render the site safe that are land based including inland and coastal waterways other than State Waters.</p> <p><u>Office of Environment & Heritage</u> - scientific support, enforcement and legislative requirements.</p> <p><u>Far West Local Health District – Public Health Unit</u> - Provide advice and health warnings in the event of persons being affected by the hazardous material.</p>

THREATS	AGENCY OR EOCON RESPONSIBLE FOR CONTROL AND INITIAL RECOVERY
	Any accident involving transported hazardous materials, particularly in build-up urban areas could pose significant management problems including containments, rescue (if necessary), possible evacuation of nearby residents and environmental damage. This would be particularly so where the Barrier & Silver City Highways pass through both residential areas and adjacent to the Councils and Unincorporated Area major waterways.
Storm	State Emergency Service
Transport Impact Emergency - (Road related)	Appropriate EOCON under Displan arrangements
Transport Impact Emergency - (Aviation related)	Appropriate EOCON under Displan arrangements
Transport Impact Emergency - (Rail related)	Appropriate EOCON under Displan arrangements
Water Supply Contamination	Office of Environment & Heritage- under Displan arrangements. Far West Local Health District – <u>Public Health Unit</u> - Provide advice and health warnings in the event of persons being affected by the hazardous material.
Waterways	Far West Local Health District – <u>Public Health Unit</u> Office of Environment & Heritage Broken Hill City Council – Manager Infrastructure: Manager Sustainability.

AGENCY ROLES:

LOCAL EMERGENCY OPERATIONS CONTROLLER (LEOCON).

- a) Monitor operations controlled by combat agencies.
- b) Maintain liaison with combat agency and support organisations.
- c) Coordinate support and control the allocation of resources to combat agency-controlled operations when required by the combat agency.

- d) Control operations when there is no designated combat agency.
- e) In consultation with the DEOCON and combat agency, assume control of the operation from the combat agency if the situation can no longer be contained.
- f) Advise and activate appropriate emergency service organisations and Functional Areas.

Activate and staff the Local Emergency Operations Centre in accordance with LEOC Standing Operating procedures.

- g) Ensure the District Emergency Operations Controller is kept apprised of the situation.
- h) As necessary, request “out of local area” resources through the District Emergency Operations Controller.

LOCAL EMERGENCY MANAGEMENT OFFICER (LEMO).

- a) Provide executive support to the LEMC.
- b) Act as Executive Officer to the LEOCON.
- c) Act as liaison officer of the Council.
- d) Assist the LEOCON to establish and maintain the LEOC.
- e) Maintain a directory of contacts within the Council.
- f) Co-ordinate emergency management public education programs, which are not the responsibility of a combat agency.
- g) Collate a comprehensive resource register and media directory (Councils, Emergency Service and Functional Areas).
- h) provide executive support at the LEOC when activated.
- i) Co-ordinate arrangements for a central debrief following operations and prepare a consolidated report on the operation, in consultation with the Local Emergency Operations Controller.
- j) Ensure that adequate “back-up” arrangements are made to cover any period of absence and that the LEOCON is advised of the absence or intended absence of the LEMO.

AMBULANCE SERVICE OF NSW.

The Ambulance Service is responsible for:

- A coordinated Ambulance Service response for prevention, preparation, emergency response and subsequent recovery from the impacts of an emergency;
- The provision of a coordinated Ambulance Service response for initial triage, treatment, management and transport of injured persons;
- The provision of telecommunications for the NSW Department of Health response to an emergency;
- The possible re-allocation of ambulance resources as required to provide the best management for multiple casualties;
- Maintaining appropriate core ambulance services throughout the State during an emergency;
- The deployment of key position holders or mobile specialists teams as requested when HEALTHPLAN is activated;
- Arranging transport for designated disaster medical teams, mental health teams and public health teams and their equipment, to and from the site of an emergency;
- The monitoring of on site practices related to operational safety of all responding Ambulance Service and NSW Health personnel involved in the emergency;

- Through the AMRS the provision of both fixed and rotary wing pre-hospital and Aero-medical retrieval services across NSW;
- Ensuring that all tasking and coordination of AMRS is only by the Aero-medical Operations Centre (AOC);
- At the direction of the State Ambulance Controller the Aero-medical resources may also be used to transport Ambulance and / or Health personnel to the site.

The AMRS and the AOC form part of normal ASNSW pre-hospital resources for core business functions and will fall under the authority of the State Ambulance Controller with the activation of HEALTHPLAN/AMPLAN.

The Ambulance Service provides the medical component of a multi-agency task force in the form of SCAT paramedics to USAR taskforces.

The Ambulance Service also provides the medical component of multi-agency taskforces in the form of SCAT paramedics to:

- Fire & Rescue NSW – for hazardous material and CBR response medical care in the “hot zone” and
- Rural Fire Service and National Parks and Wildlife – in Remote Area Firefighting Teams (RAFT)

Local Participating Organisations

Broken Hill - NSW Ambulance
Tibooburra -

Local Supporting Organisations

GWAHS
RFDS
SES
Police
NSWFB

Further information

www.asnsw.health.nsw.gov.au

www.emergency.nsw.gov.au

FIRE & RESCUE NSW.

1. In relation to Fire Districts, prescribed in the New South Wales Fire & Rescue NSWs 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.
2. Is the designated Combat Agency for land based hazardous materials incidents and emergencies within New South Wales, specifically for taking all practicable measures:
 - i. for protecting and saving life and property endangered by hazardous material incidents; and
 - ii. for confining or ending such an incident; and
 - iii. for rendering the site of such an incident safe.
 - iv. Provide fire control services by:
 - v. dealing with outbreaks of fire and the rescue of persons in fire endangered areas;
 - vi. taking such measures as may be practicable to prevent the outbreak of fires; and
 - vii. on land, dealing with the escape of hazardous materials or a situation which involves the imminent danger of such an escape.

3. As determined by the State Rescue Board, provide accredited "rescue units".
4. Assist in any other response or initial recovery operations for which the Fire & Rescue NSWs' training and equipment is suitable, for example, the provision of emergency water supplies and pumping equipment.
5. Provide a liaison officer to the Local Emergency Operations Centre or Combat Agency Operations Centre as appropriate.
6. Inform the LEOCON of the existence of serious incidents.

Local Participating Organisations

Fire & Rescue NSW Broken Hill

Local Supporting Organisations

NSW Rural Fire Service

Broken Hill Council

Office of Environment and Heritage (OEH)

SES

Police

NSW Ambulance

Essential Energy

Further information

www.emergency.nsw.gov.au

www.nswfb.nsw.gov.au

NSW POLICE.

- a) Is the designated Combat Agency for law enforcement.
- b) Is the designated Combat Agency for search and rescue.
- c) As necessary, control and coordinate the evacuation of victims from the area affected by the emergency.
- d) Maintain law and order, protect life and property, and provide assistance and support to a Combat Agency, Functional Areas, and other Organisations as required. This may include:
 - e) reconnaissance of the area affected by the emergency;
 - f) traffic control, and crowd control;
 - g) access and egress route security and control;
 - h) identifying the dead and injured, and notifying next of kin;
 - i) establishing temporary mortuaries;
 - j) maintaining the security of property;
 - k) statutory investigative requirements; and
 - l) operation of a public enquiry centre capable of providing general information on incidents and emergencies to members of the public.
- m) Respond accredited "rescue units" to general and specialist rescue incidents, and control and coordinate rescue operations. (See note next page).
- n) 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) is activated in relation to emergencies in other States and Territories.
- o) Provide overall control and co-ordination for emergency response and short-term recovery operations.
- p) Maintain law and order, protect life and property and provide support to other combat agencies, other organisations and functional areas as required. This may include:
 - i) initial reconnaissance of the area affected by the emergency;
 - ii) traffic and crowd control, including the control of evacuations if required;
 - iii) identifying the dead and injured and notifying next of kin;
 - iv) establishing temporary mortuaries;
 - v) maintaining the security of property;
 - vi) statutory investigative requirements; and
 - vii) operation of an inquiry centre capable of providing general information on incidents and emergencies to members of the public.
- q) Call out and co-ordinate accredited rescue units to respond to land and marine rescue incidents and emergencies.
- r) Operate a registration and inquiry system capable of:
- s) Providing a registration system for victims of emergencies;
- t) Providing an inquiry centre capable of furnishing relatives and close friends with basic details on the whereabouts and safety of victims of emergencies.
- u) Provide a liaison officer to the Local Emergency Operations Centre or Combat Agency Operations Centre as appropriate.

Local Participating Organisations

NSW Police Broken Hill
NSW Police Tibooburra

Local Supporting Organisations

NSW Ambulance
SES
Fire & Rescue NSW
Rural Fire Service
Broken Hill City Council
DPI
RLPB
Essential Energy
Family & Community Services
Roads & Maritime Services
Mines Rescue

Further information

STATE EMERGENCY SERVICE.

- a) Is the designated Combat Agency for dealing with floods, and to coordinate the rescue, evacuation and immediate welfare of affected communities.
- b) Is the designated Combat Agency for damage control for storms and tsunamis (including coastal erosion and tidal inundation from storm activity), and to coordinate the evacuation and immediate welfare of affected communities.
- c) As determined by the State Rescue Board, provide accredited "rescue units".
- d) Assist, at their request, the Police, Fire & Rescue NSW, Rural Fire Service, Ambulance Service and other services in dealing with incidents or emergencies.
- e) Assist in any other emergency management prevention, preparedness, response or recovery operations, including emergency management training.
- f) Provide a liaison officer to the Local Emergency Operations Centre or Combat Agency Operations Centre as appropriate.

Local Participating Organisations

Broken Hill SES
Tibooburra SES
Packsaddle SES

Local Supporting Organisations

Broken Hill City Council
Rural Fire Service
Police
Mines Rescue
DEC – Office of Environment and Heritage (OEH)

Further information

www.emergency.nsw.gov.au

www.ses.nsw.gov.au

NSW RURAL FIRE SERVICE.

- a) In relation to the Western Region Rural Fire District, (as defined in the Rural Fires Act 1997), or in accordance with Mutual Aid Agreements, is the designated combat agency for fire incidents and emergencies and for taking all practical measures for preventing and extinguishing fires and for protecting and saving life and property.
- b) Dealing with outbreaks of fire and the rescue of persons in fire-endangered areas.
- c) Provide fire protection to accredited rescue units during course of rescue operations.
- d) Takes such measures as may be practicable to prevent the outbreak of bush fires.
- e) Assist in any other response or initial recovery operations for which Rural Fire Service training and equipment is suitable, for example, the provision of bulk water supplies, pumping equipment, 4WD equipment operation, chainsaw specialists and first aid response capabilities.

- f) Provides a liaison officer to the Local Emergency Operations Centre when requested by the Local Emergency Operations Controller.

Local Participating Organisations

RFS Silverton

RFS Tibooburra

List rural brigades

Local Supporting Organisations

Broken Hill NSWFB

Broken Hill SES

Tibooburra SES

Packsaddle SES

DEC – Office of Environment and Heritage (OEH)

Further information

www.emergency.nsw.gov.au

State Bush Fire Plan

West Darling Bush Fire Plan

www.bushfire.nsw.gov.au

FUNCTIONAL AREAS ROLES:

Support provided by functional areas, and other agencies included in the following section, is co-ordinated by the appropriate District Functional Area Co-ordinator.

AGRICULTURE AND ANIMAL SERVICES (State and District Plans):

COORDINATION - at District / State Level by NSW Department of Primary Industries.

- a. NSW Department of Primary Industries is the designated **combat agency** for plant and animal disease operations. This includes implementing procedures in conjunction with National and State authorities for the eradication or control of plant and animal diseases, including:
 1. detection, diagnosis, risk assessment and surveillance of the disease;
 2. destruction and disposal of infected animals, plants and products;
 3. disinfection of contaminated areas, building and vehicles;
 4. programs for vector control, e.g. insect, feral and domestic 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 Family & 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, domestic animals and companion pets of victims evacuated from an area affected by an emergency.
- d. Planning for response and recovery operations for agricultural emergencies and advising on animal care, veterinary public health and plant disease control measures.
- e. Provide a liaison officer to the LEOC if requested by the LEOCON.

Local Participating Organisations

Department Primary Industries Broken Hill
 Rural Lands Protection Board Broken Hill and Milparinka
 DEC – (National Parks and Wildlife Service)

Local Supporting Organisations

Broken Hill City Council
 Pastoralists Association of West Darling
 Private Veterinarian

Office of Environment and Heritage - RRANA
OEH
RSPCA
Department of Infrastructure and Planning

Further information

www.emergency.nsw.gov.au

NSW Animal Health Emergency Sub Plan

NSW Agriculture and Animal Services Functional Area Plan

Far West District Agricultural and Animal Services Plan

Livestock Flood Relief – Flood Operation Plan

NSW Department of Primary Industries Bushfire Operating Plan

COMMUNICATIONS (TELSTRA) State Plan through District ESLO.

- a) Advise on communications facilities of the Public Switched Telephone Network available to emergency service agencies and functional area agencies and organisations.
- b) Detail the provisioning procedures necessary to provide Displan services when requested by emergency service agencies and functional area agencies and organisations.
- c) Provide all types of Telstra services supplied under Displan arrangements.
- d) Provide Emergency Services Liaison Officer representation on Local Emergency Management Committees throughout the District.
- e) Provide a liaison officer to the District and/or Local Emergency Operations Centre when requested by the Emergency Operations Controller.

Local Participating Organisations

Local Supporting Organisations

Telstra ESLO Broken Hill District

Brett Cooper (08)8642 2190

Mobile 0409 243 291 (Primary Contact)

Steve Chadd (02)8886 4032

Mobile 0419 233 820 (NSW ESLO)

or

Urgent Critical Faults

1800 077 011

Further information

www.emergency.nsw.gov.au

NSW Communication Services Functional Area Plan

ENERGY AND UTILITY SERVICES (State Plan).

Local arrangements/coordination, for instance Power (Essential Energy):

- a) Provide advice to the Broken Hill LEMO of any need to disconnect power supplies or of any time table for reconnection.
- b) Clear or make safe any hazard caused by power lines or electrical reticulation equipment.
- c) Assess the necessity for and implement the disconnection of customer's electrical installations where these may present a hazard.
- d) Advise the public with regard to electrical hazards during flooding and storms to the availability or otherwise of the electricity supply.
- e) Inspect, test and reconnect customers electrical installations as conditions allow.

Local Participating Organisations

Essential Energy Broken Hill

Essential Energy

Further information

www.emergency.nsw.gov.au

Local Supporting Organisations

ENGINEERING SERVICES (Broken Hill City Council).

- a) Coordinate all engineering resources associated with emergency response and initial recovery operations, including clearance and re-establishment of roads and bridges, demolition and shoring up of buildings, removal of debris, and assist in the establishment of electrical power, water, sewerage, and gas services, either temporarily or permanently as required, construction of levees to control flooding, maintenance of essential services and other related matters.
- b) Provide Engineering Services support to a Combat Agency, and other Functional Areas or Organisations involved in the emergency.
- c) Co-ordinate resources required for hazardous materials clean up operations.
- d) Provide a liaison officer to the Local Emergency Operations Centre or Combat Agency Operations Centre as appropriate.

Local Participating Organisations

Broken Hill City Council

RTA

Further information

NSW Engineering Services Functional Area Plan

Local Supporting Organisations

Dept Commerce Broken Hill

ARTC

DEC-Office of Environment and Heritage (OEH) & EPA

www.emergency.nsw.gov.au

ENVIRONMENTAL SERVICES (State Plan).

- a) Protect the environment during emergency response and recovery operations.
- b) Co-ordinate scientific support for the on site controller during operations to combat the pollution of inland waters within NSW.
- c) Advise and co-ordinate scientific support to the Fire & Rescue NSWs during land base hazardous materials incidents and emergency response operations.
- d) Advise other combat agencies on environmentally sound and legal practices for the disposal of wastes or contaminated materials resulting from an emergency.
- e) Act as the co-ordinating agency for hazardous materials clean up operations.
- f) Conduct post response operations investigations following incidents or emergencies involving hazardous materials.
- g) Provide a liaison officer to the Local Emergency Operations Centre or Combat Agency Operations Centre as appropriate.

Local Participating Organisations

Broken Hill City Council

DEC – Office of Environment and Heritage (OEH) Broken Hill

DEC – Office of Environment and Heritage (OEH) Tibooburra

Further information

NSW Environmental Services Functional Area Plan

Local Supporting Organisations

Fire & Rescue NSW

DEC – EPA Buronga

www.emergency.nsw.gov.au

HEALTH SERVICES (State Health Plan & District FWLHD Plan).

- a) Co-ordinate and control the mobilisation of all medical/hospital responses to emergencies when this plan is activated. This includes medical, nursing, first aid, mental health services and public health matters, and involves:
 - i) hospital and medical services for the management of large numbers of casualties resulting from an emergency;
 - ii) provision of field hospital medical teams to manage casualties in the field. This may be prior to, or as an alternative to later transport to hospital; and
 - iii) medical and mental health services to welfare centres.
- b) Provide a liaison officer to the Local Emergency Operations Centre or Combat Agency Operations Centre as appropriate.
- c) Co-ordinate and control the mobilisation of public health responses to emergencies including:
 - i) public health units and scientific specialists; and
 - ii) control of sanitation and communicable diseases.

- d) Provide a liaison officer to the Local Emergency Operations Centre or Combat Agency Operations Centre as appropriate.

Local Participating Organisations

Health Services Broken Hill

NSW Ambulance Broken Hill

Further information

www.emergency.nsw.gov.au

Greater Western Area Health Plan

NSW Health Plan

Local Supporting Organisations

Royal Flying Doctor Service

PUBLIC INFORMATION SERVICES (State Plan Police Media Unit).

- a) Attends the District, or Local Emergency Operations Centre/s when requested by the Emergency Operations Controller.
- b) Assists the DEOCON and/or LEOCONs effectively conduct 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, or a Local 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, or a Local Emergency Operations Controller.
 - iii. preparing, for approval and issuing by the DEOCON or a LEOCON, official warnings and messages for broadcast to the public by the regional electronic media.
- c) Establishing and maintaining a register of available public relations support personnel.

Local Participating Organisations

NSW Police Broken Hill

Tibooburra

Further information

www.emergency.nsw.gov.au

NSW Police Media Unit

Local Supporting Organisations

NSW Public Information Services Functional Area Plan

TRANSPORT SERVICES (State and District Plans).

- a) Mobilise co-ordinate facilities and services to provide plant & equipment: provide and maintain testing of transport related resources;
- b) In conjunction with the Roads & Maritime Services, co-ordinate a road condition/closed advisory service and emergency services, other functional areas and members of the public.
- c) Co-ordinate the provision of transport support as required by other Combat Agencies and other Functional Area Agencies, whilst maintaining, as far as practicable, the normal operations and activities of public and commercial transport services, including:
 - i) movement of emergency equipment and personnel;
 - ii) movement of emergency supplies and goods including water, fuel and food;
 - iii) evacuation of people;
 - iv) assistance for medical transport; and
 - v) transport of animals and stock.
- d) Provide a liaison officer to the Local Emergency Operations Centre or Combat Agency Operations Centre as appropriate.

Local Participating Organisations

Far West Transport Services Functional
Area Co-ordinator

Local Supporting Organisations

Further information

www.emergency.nsw.gov.au

State Transport Services Functional Area Plan

Ministry of Transport

WELFARE SERVICES (State & District Plans).

- a) During response and or recovery operations, provide relief services to victims of incidents and emergencies. This may require:
- b) establishing Welfare Centres through which the provision of emergency accommodation, essential material needs, and the delivery of personal services to victims of emergencies can be made;
- c) providing information and advisory services to victims of emergencies;

- d) providing personal support, counselling and referral services, including financial aid and Child Care services;
- e) establishing a support unit to co-ordinate offers of donated relief aid; and
- f) providing mobile welfare teams to operate within the area affected by the emergency.
- g) Mobilise and co-ordinate catering facilities and services to provide:
 - i) feeding of victims of emergencies, including evacuees in transit or in Welfare Centres, and displaced or homeless people in emergency accommodation centres; and
 - ii) meals for Combat Agency or other Functional Area personnel engaged in response and/or recovery operations, by arrangement between the Combat Agencies or Functional Area and the responsible Welfare Services Catering Co-ordinator.
- h) Provide short-term emergency accommodation for homeless victims of emergencies.
- i) Arrange for the acquisition, reception, storage, issue and disposal of material needs including clothing, bedding and personal requisites.
- j) Provide emergency financial assistance to victims of emergencies.
- k) Provide a liaison officer to the Local Emergency Operations Centre or Combat Agency Operations Centre as appropriate.

Local Participating Organisations

Dept.of Community Services
 Family & Community Services

Local Supporting Organisations

St Vincent de Paul Red Cross
 Seventh Day Adventist Anglicare
 Police CWA
 ADRA Care

Further information

www.emergency.com.au

State Disaster Recovery Human Services Functional Area Plan

BROKEN HILL CITY COUNCIL.

- a) Establish and maintain an LEOC for the LEOCON.
- b) Provide support staff for the LEOC.
- c) Provide human resources, plant, equipment, materials and services, as required in dealing with an incident or emergency. Some of these Broken Hill City Council services would include Grader, Water Trucks, Front End Loaders, Backhoes and miscellaneous trucks.
 Provide support to combat agencies and functional area agencies as required including:
 - i) reconnaissance of the area affected by the emergency; and
 - ii) post disaster damage assessment.
- d) Provide facilities for reception and registration of evacuees at the request of the Police and/or Family & Community Services.

- e) Assist, at their request, the NSW Police Service, Fire & Rescue NSWs, NSW Ambulance Service, NSW Rural Fire Service and NSW State Emergency Service in dealing with any incident or emergency.
- f) Assist in any other emergency management prevention, preparedness or recovery operations, including emergency management training, for which the Council's training and equipment is suitable.
- g) At the request of the LEOCON, co-ordinate disaster recovery operations, excluding welfare assistance to disaster victims for whom Family & Community Services is responsible.
- h) Provide engineering resources required for response and recovery operations including:
 - Damage assessment
 - Clear and re-establish roads and bridges
 - Demolish and shore-up buildings
 - Remove debris
 - Construct and maintain temporary levees and evacuation routes, when appropriate
 - Erection of barricades and fences for public protection.
 - Fire line construction and other support services.
- i) Provide a liaison officer and executive support to the LEOC and LEOCON or Combat Agency Controller.
- j) Provides an officer to represent the Area Health Service Public Health Unit in relation to Public Health emergency management matters.
- k) Provides an officer to represent the District Engineering Functional Area Coordinator in relation to engineering emergency management matters.
- l) Provides an officer to represent the District Environmental Functional Area Coordinator in relation to engineering emergency management matters.
- m) Provides an officer to liaise with Transport Operations Division.

Local Participating Organisations

Broken Hill City Council

Further information

Local Supporting Organisations

Dept. Commerce

www.emergency.nsw.gov.au

PART 3 – PREVENTION:

LEMC RESPONSIBILITY.

- a) The Local Emergency Management Committee, using the emergency risk management process to identify prevention or mitigation options, may refer these options and recommendations to the appropriate agency, and monitor outcomes.
- b) 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.

- c) 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 local area, which are listed below:-

AGENCY RESPONSIBILITIES AND STRATEGIES.

Cross reference with ERM Plan

HAZARD	AGENCY / COMMITTEE RESPONSIBLE	MITIGATION / PREVENTION STRATEGIES
BUSH, GRASS OR RURAL FIRES	NSW Rural Fire Service	Provide community education & mitigation strategies. Require removal of bushfire hazards through s66 process. Maintain fire trails and strategic breaks throughout LGA and Unincorporated Area. Implement hazard reductions as required.
	Local Government Councils	Regulate property development & building construction through LEPs & DCPs.
	Bush Fire Management Committees	Coordinate bush fire fuel management strategies.
	NSW Rural Fire Service, Fire & Rescue NSWs, DEC National Parks and Wildlife Service.	Implement bush fire fuel management programs.
CONTAMINATION OF WATER SUPPLY / WATERWAYS	Local Government Councils, Department of Natural Resources (Now OEH), Water Management Authority for Water body refer to Regional Algal Contingency Plan.	<ul style="list-style-type: none"> • Monitor water supply at water treatment plants. • Erect warning signs at sites of contaminated water. eg lagoons • Surveillance of waterways through testing of water samples •
EARTHQUAKE	Local Government Councils	Regulate property development & building construction through LEPs & DCPs.
ANIMAL AND PLANT DISEASE	DPI - Agriculture and Animal Services	<ul style="list-style-type: none"> • Surveillance by NSW DPI, especially through Australian Quarantine Inspection Service. • Training of NSW DPI staff in detection of diseases.
FLOOD	Local Government Councils	<ul style="list-style-type: none"> • Regulate property development & building construction through LEPs & DCPs. • Development & maintenance of flood mitigation works. • Preparation of floodplain management plans.

HAZARD	AGENCY / COMMITTEE RESPONSIBLE	MITIGATION / PREVENTION STRATEGIES
	SES	<ul style="list-style-type: none"> • Preparation of Flood Plan • Member of the Flood Management Committee • Provide Emergency Risk Management advise on e.g. Flood warnings and evacuation capabilities • Assure relevant information produced as a consequence of the Flood processes are incorporated in the Emergency Plan. • Provide advice to Council regarding Flood Plain Management
	Dept of Land & Water Conservation Western Lands Commission.	Preparation of mitigation schemes and floodplain management plans.
Severe Storm	SES	<ul style="list-style-type: none"> • Preparation of Storm Plan • Member of the Flood/Storm Management Committee • Provide Emergency Risk Management advise on e.g. Storm warnings and evacuation capabilities • Assure relevant information produce as a consequence of the Storm processes are incorporated in the Emergency Plan. • Provide advice to Council regarding Storm management procedures
HAZARDOUS MATERIALS ACCIDENTS	Local Government Council	<ul style="list-style-type: none"> • Regulate the transport of dangerous goods. • Assists industry with the development of safe handling and response procedures.
	Workcover Authority	Regulate the production & storage of dangerous goods.

PART 4 – PREPARATION:

PLANNING.

EMERGENCY RISK MANAGEMENT PROCESS.

The Local Emergency Management Committee is to conduct Emergency Risk Management studies and reviews within the NSW Context and that identify, analyse, evaluate and treat community risks. The outputs and outcomes of this process is to form the basis for all emergency management plans developed, reviewed and updated by the Local Emergency Management Committee.

RISK IDENTIFICATION, ANALYSIS, EVALUATION AND TREATMENT.

Only those risks that may require a significant and coordinated multi agency response are processed by the LEMC. The risks satisfying these criteria are detailed at ANNEX C

COMMUNITY VULNERABILITY.

Vulnerable groups requiring special attention including Nursing Homes, Hospitals, Retired Persons Accommodation, Schools and Pre schools, Special Schools and Sheltered Workshop.

Details of those elements and/or parts of the community that are at risk are also shown at ANNEX C and D

SUB PLANS.

Sub-plans for specific hazards and Supporting Plans for functional areas that have been produced as separate documents to this plan are listed below:

- Tibooburra Local Displan
- Broken Hill Storm Water Plan
- Broken Hill City - Airport Emergency Plan
- West Darling Bush Fire Management Plan

SUPPORTING PLANS.

* Note: District plans applied to local level

- Agriculture & Animal Services*
- Communication Services (State Plan applies)
- Energy and Utility Services (State Plan applies)
- Engineering Services*
- Environmental Services (State Plan applies)

- Health Services*
- Public Information Services (State Plan applies)
- Transport Services*
- Welfare Services

ORGANISATIONAL PLANS & PROCEDURES

- a) These plans and procedures are the responsibility of the relevant schools, industry, commercial organisations and institutions to update. The Local Emergency Management Committee will not normally review these documents.
- b) The Standing Operating Procedures, Standing Orders and Instructions of all participating and supporting Agencies for both incidents and emergencies support this plan.

REVIEWING, TESTING, EVALUATING AND MAINTAINING THE LOCAL DISPLAN

- a) The LEOCON is to ensure that this DISPLAN is reviewed, tested and evaluated.
- b) This DISPLAN is to be reviewed by the Local Emergency Management Committee:
 - i) After each local operation
 - ii) After each exercise to test the DISPLAN (or part thereof)
 - iii) If deficiencies are identified
 - iv) At least once every two years and
 - v) As roles and responsibilities of agencies change due to legislative changes
- c) The LEOCON is to ensure that this DISPLAN is tested through the conduct of an exercise every two years to:
 - i) Ensure all participants are familiar with the contents of the plan
 - ii) Test specific aspects of the plan and
 - iii) Practice procedures associated with the plan
- d) The Broken Hill City Council Local Emergency Management Officer maintains this DISPLAN and issues amendments.
- e) All sub-plans are to be tested and reviewed each year and the results advised to the Local Emergency Management Committee.

MAP STANDARDS.

To ensure uniformity and alleviate problems during response operations, the District Emergency Management Committee recommends:

- a) 1:250000 scale topographic maps or digital mapping systems, which utilise Australian Map Grid (AMG) co-ordinates, be used by agencies when necessary for operational purposes: and
- b) UBD Street Directories is used by agencies when necessary for operational purposes.

RESOURCE AND CONTACT DIRECTORIES

Each Emergency Service Controller, Functional Area Co-ordinator and other Agency participating in DISPLAN arrangements is to develop and maintain up to date resource and contact directories, relevant to their operational requirements.

LOCAL EMERGENCY OPERATIONS CENTRE (LEOC) MANAGEMENT

- a) The LEOCON is responsible for controlling the LEOC and preparing and maintaining Standing Operating Procedures for the LEOC.
- b) The Local Council has accepted responsibility for:-
 - i) Establishing and maintaining a Local Emergency Operations Centre for its local community.
 - ii) Ensuring that sufficient adequately trained Council personnel are available to staff the LEOC when required.
 - iii) Maintaining a contact directory of LEOC staff.
 - iv) Providing appropriate training for LEOC staff.
 - v) Liaison Officers and their Assistants, required at the LEOC, are to be drawn from relevant participating and supporting agencies.

PUBLIC EDUCATION.

- a) Responsibilities for the conduct and co-ordination of public education relating to the local hazards/threats are detailed in the following matrix:-

Cross reference with ERM Plan

HAZARD	AGENCY AND RESPONSIBILITY
Bush & Grass Fires	The NSW Rural Fire Service in conjunction with the Bush Fire Management Committee provides public education programs relating to the bush and grass fire threat throughout the Local Area.
Animal & Plant Disease	Rural Lands Protection Board assists Department of Primary Industries with public awareness concerning the implications of animal and plant disease and appropriate strategies for its prevention and detection.
Flooding	State Emergency Service Local/Unit Controller is responsible for ensuring, as detailed in the State Flood Plan, that the residents of their Local Area are aware of the flood threat and how to protect themselves against it.
Severe Storm	State Emergency Service Local/Unit Controller is responsible for ensuring that the residents of their Local Areas are aware of the likely effects of storm impact and how to protect themselves against it.
Structure Fires	Fire & Rescue NSW and NSW Rural Fire Service
Electrical Hazards	Not for public – Essential Energy

- b) Develop community education programs that will provide an awareness of:

- i) The nature of local hazards
- ii) Public warning systems
- iii) Agency roles and responsibilities
- iv) Emergency procedures

PART 5 - CONTROL AND CO-ORDINATION:

CONTROL AND COORDINATION RELATIONSHIPS.

TYPE OF OPERATION	CONTROL	PLANNING	INFORMATION \ LIAISON
<p>COMBAT AGENCY MANAGED</p>	<p>Combat Agency controls operation and may request other agencies or Emergency Operations Controller to coordinate support.</p> <p>Supporting agencies command their own elements and carry out support tasks as directed by the Combat Agency, other agency or Emergency Operations Controller</p>	<p>Support tasks, which can be foreseen, are agreed to and reflected in Combat Agency Plans, Displans, Sub Plans or Supporting Plans where applicable.</p> <p>The Emergency Operations Controller can coordinate unforeseen support, or the Combat Agency can deal direct with the supporting agencies. In the latter case the Emergency Operations Controller must be kept informed.</p>	<p>The Combat Agency is responsible to ensure that the Emergency Operations Controller, supporting emergency service organisation and functional area coordinators are kept informed of the situation.</p> <p>Emergency Operations Controllers and supporting agencies, under the control of the Combat Agency, provide resources to the Combat Agency Control Centre as required.</p> <p>Supporting agencies carrying out tasks under the coordination of an Emergency Operations Controller provide liaison to the Emergency Operations Centre as required.</p>
<p>OPERATIONS CONTROLLED BY EMERGENCY OPERATIONS CONTROLLERS</p> <ul style="list-style-type: none"> • 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 Combat Agency to assume control, with the approval of the Combat 	<p>Emergency Operations Controller controls operations and coordinates resources.</p> <p>Individual agencies command their own resources and carry out tasks as directed.</p>		<p>The Emergency Operations Controller is responsible to ensure that the emergency service organisations and functional area coordinators are kept informed of the situation.</p> <p>Agencies provide liaison to Emergency Operations Centre as required.</p>

TYPE OF OPERATION	CONTROL	PLANNING	INFORMATION \ LIAISON
Agency head.			

COMBAT AGENCY OPERATIONS:

STORM AND FLOOD OPERATIONS.

Overall control and the coordination of support resources for flood and storm operations and rescue is the responsibility of Local/Unit Controller SES.

RURAL FIRE OPERATIONS.

Control of “Fire Ground” operations and coordination of fire fighting support resources is the responsibility of a NSW Rural Fire Service Incident Controller. In the event of section 44 declaration as defined under the Rural Fires Act 1997, overall control and the coordination of all response arrangements for bush fire operations is the responsibility of an Incident Controller appointed by the Commissioner of the Rural Fire Service. During a section 44 bushfire emergency, a LEOCON may be requested to coordinate non-fire fighting support to an Incident controller.

HAZMAT AND URBAN FIRE OPERATIONS.

Control of “Fire Ground” operations and coordination of fire fighting and/or HAZMAT support resources is the responsibility of a Fire & Rescue NSW Incident Controller. Usually Police would be requested by the Incident Controller to control and coordinate all other non fire fighting and/or HAZMAT support resources and activities (eg Evacuation, perimeter control, road closures).

FUNCTIONAL AREA SUPPORT.

Support provided by the Agricultural/Animal Services, Communications Services, Environmental Services, Engineering Services, Public Information Services, Health Services, Transport Services and Recovery Services Functional Areas is co-ordinated by the appropriate District Functional Area Co-ordinator.

LIAISON

- a) Liaison Officers representing Combat Agency Controllers or Functional Area Co-ordinators at the LEOC must be capable of providing immediate advice to the LEOCON, and other combat agencies, on the capabilities and current resource status of their agency and must have the authority to commit their agencies resources.
- b) During prolonged operations the LEOCON, or the Combat Agency Controller is to conduct regular progress report/briefing/planning meetings in Broken Hill EOC, to be attended by all combat agency controllers and functional area co-ordinators. The minimum requirement is for a daily meeting, at a mutually convenient time, to plan for the next 24-hour period. Secondary location – Broken Hill City Council Chambers

COMMUNICATIONS.

- a) The primary means of communication between the LEOCON and agencies is to be telephone, email and facsimile.
- b) Backup radio communications will be arranged and co-ordinated by the LEOCON and LEMO.

INFORMATION MANAGEMENT AND INTELLIGENCE.

- a) During bushfires the appointed Incident Controller is responsible for the passage of operational information between agencies. This officer is also responsible to ensure the Council Information Centre is kept fully informed.
- b) During floods and storm damage control operations the SES Local/Unit Controller is responsible for the passage of operational information between agencies. This officer is also responsible to ensure the Council Information Centre is kept fully informed.
- c) During other Combat Agency managed operations, the Combat Agency Controller is responsible for the passage of operational information and intelligence to the LEOCON.
- d) The Combat Agency Controller is also responsible for:-
 - i) the passage of operational information and intelligence to and from all involved agencies, using the combat agency control centre as the collection and distribution point.
 - ii) the passage of public information to the community.
 - iii) the release of regular media releases.
 - iv) ensuring the LEOCON is kept informed of developments and forecast support needs.
- e) During Combat Agency managed operations the relevant Combat Agency Controller may request the LEOCON to assume responsibility for the passage of all or certain classes of operational information and intelligence between LEOCONs and/or involved agencies.
- f) During operations controlled by the LEOCON, the LEOCON is responsible for the passage of operational information and intelligence to the DEOCON and adjoining LEOCONS. The LEOCON is also responsible for:-
 - i) the passage of operational information and intelligence to and from all involved agencies, using the LEOC as the collection and distribution point.
 - ii) the passage of public information to the community.
 - iii) the release of regular media releases.
 - iv) ensuring the DEOCON is kept informed of developments and forecast support needs.
- g) The following may be used to disseminate public information throughout the community:-

Television Stations	Channel / Frequency	Area Covered
Gold Coast	Austar	All of the Council
Broken Hill Free to Air Digital	ABC1; ABC2; ABC3; ABC News 24 BKN 7, 7 Two; 7 Mate Nine; Ten; Go!; One; Eleven; GEM SBS One; SBS Two	All of the Council
Crows Nest	SBS	All of the Council
Alice Springs	Imparja	All of the Council

AM Radio Stations	Channel / Frequency	Area Covered
Bourke 2WEB	972	Northern Unincorporated
ABC – 2NB	999	All of the Council
2BH	567	All of the Council

FM Radio Stations	Channel / Frequency	Area Covered
HYPE FM	87.6	All
Hill FM	106.9	All
ABC	102.9	All
Vision FM	94.9	All

- i) The Barrier Daily Truth Newspaper.
 - ii) Radio Station/ Community Broadcaster in Broken Hill and Unincorporated area are:
 - iii) Broken Hill Tourist Information Centre.
 - iv) Letter box drops and public displays, and public addresses at service clubs and schools.
- h) In the event of a widespread power failure, printed public information material will be required. Australia Post will be requested to assist in distribution.

FOR UPDATED CONTACT DETAILS FOR ANY OF THE ABOVE REFER TO THE FOLLOWING:

- Broken Hill Telstra Phone Directory N10Y White and Yellow Pages
- Broken Hill City Council Web page – www.brokenhill.local-e.nsw.gov.au

RESCUE ARRANGEMENTS.

- a) Rescue arrangements detailed in this Plan are subject to the provisions of the State Rescue Policy and the command structure of the NSW Police Service, except when an Emergency Operations Controller controls an operation.
- b) Initial response to rescue operations is coordinated by Police Operations Staff at Sydney Police Communications Centre. Coordination of a rescue operation passes to the senior officer on the first Police vehicle to arrive at the scene.
- c) The general areas of operation of the accredited rescue units operating within the local area are described, in general terms, in the responsibility section of this Displan.
- d) Rescue arrangements are managed by the relevant Police Local Area Commander (or delegate), assisted by the Local Rescue Committee. The Local Rescue Committee is responsible to the District Rescue Committee that in turn is responsible to the State Rescue Board for the implementation of State Rescue Policy.
- e) Rescue related matters, involving local rescue resources, that are raised at Committee meetings, particularly Emergency Management Committees, are to be referred, as soon as practical, to the Police Local Area Commander, Barrier LAC.

PART 6 - RESPONSE ARRANGEMENTS:

ACTIVATION OF PLAN.

- a) This plan is activated by the LEOCON, but does not need activating for combat agencies to respond to incidents.
- b) Whenever a combat agency responds to a major incident, or receives warning that it may need to do so, the controller is to advise the LEOCON in accordance with local arrangements. The LEOCON is to then maintain contact with that combat agency and monitor the incident.
- c) The arrangements in this plan are automatically activated when:
 - i. The lead combat agency controller indicates assistance may be needed; or
 - ii. The Incident Controller appointed under the provisions of Section 44 of the Rural Fires Act, to take charge of fire fighting operations;
 - iii. The SES Local Controller is conducting:-
 - Storm damage control incidents and emergencies; or
 - Flood incident and emergency operations in accordance with the State Emergency Service Flood Plan; localised flash flooding.
 - iv. The LEOCON believes that an emergency has or may occur.
 - v. Directed by the DEOCON

MOBILISATION OF RESOURCES:

Provided circumstances permit, resources are to be mobilised in three stages:-

- a) **Alert Stage**
- b) **Standby Stage**
- c) **Callout Stage**
- d) **Stand Down & Debrief**

STAGES OF ACTIVATION AND STAND-DOWN

ALERT STAGE	
RESPONSIBILITY	ACTION
Relevant Combat or Warning Agency	<ul style="list-style-type: none"> • Notifies the LEOCON in accordance with local arrangements that an operation with potential to escalate has occurred or is imminent.
LEOCON	<ul style="list-style-type: none"> • Notifies the LEMO, DEMO and DEOCON • Organise briefing of LEMC/LRC within an hour of impact

	<ul style="list-style-type: none"> • Monitors operations
LEMO	<ul style="list-style-type: none"> • Notifies the Supporting Emergency Services Controllers • Notifies the Functional Area Representative

STANDBY STAGE	
RESPONSIBILITY	ACTION
The Lead Combat Agency Controller	<ul style="list-style-type: none"> • Notifies the LEOCON that assistance under DISPLAN arrangements might be required.
The LEOCON	<ul style="list-style-type: none"> • Notifies the LEMO, DEMO and the DEOCON. • Collects intelligence on the potential emergency
The LEMO	<ul style="list-style-type: none"> • Notifies the Mayor and General Manager of Broken Hill City Council • Notifies supporting Emergency Services Controllers • Notifies functional Area Coordinators • Activates the LEOC and tests communications
Supporting Emergency Services Controllers	<ul style="list-style-type: none"> • Open Control Centres and test communications with the LEOC • Prepare resources for response
Functional Area Representatives	<ul style="list-style-type: none"> • Move to normal work place test communications with the LEOC • Prepare resources for response

CALLOUT STAGE	
RESPONSIBILITY	ACTION
Combat Agency Controller LEOCON	<ul style="list-style-type: none"> • Notifies the LEOCON that assistance under DISPLAN arrangements is required. • Provides a liaison officer to Combat Agency's control centre • Notifies the LEMO, DEMO and DEOCON • Moves to the LEOC
LEMO	<ul style="list-style-type: none"> • Notifies the Mayor and General Manager of Broken Hill City Council • Notifies Supporting Agency Controllers • Notifies Functional Area Co-ordinators • Escalates LEOC to required staff level • Ready State • Standby State • Callout State

CALLOUT STAGE	
RESPONSIBILITY	ACTION
The LEMO	<ul style="list-style-type: none"> • Notifies the Mayor and General Manager of Broken Hill City Council • Notifies supporting Emergency Services Controllers • Notifies functional Area Coordinators • Activates the LEOC and tests communications
Supporting Emergency Services Controllers	<ul style="list-style-type: none"> • Moves to LEOC • Through their own Centres, deploy resources as required by the LEOCON
Functional Area Representatives	<ul style="list-style-type: none"> • Provide liaison officer to the LEOC • From their normal workplace, deploy resources as required by the LEOCON

STAND DOWN STAGE	
RESPONSIBILITY	ACTION
Agencies	<ul style="list-style-type: none"> • Controllers must authorise the 'stand down' of their own and supporting agency resources after incidents.
LEOCON	<ul style="list-style-type: none"> • If the LEOCON issues an alert, standby or callout, the LEOCON is to issue the 'stand down' advice to all agencies originally placed on alert or called out. This may be done after consultation with the combat agency controller if there is a combat agency for the particular type of operation

DEBRIEFING	
RESPONSIBILITY	ACTION
Combat Agency	<ul style="list-style-type: none"> • Each agency is to conduct its own debrief and report to the LEOCON
LEOCON	<ul style="list-style-type: none"> • The LEOCON is to ensure that a combined agency debrief is conducted for all major incidents within seven days of the incident occurring.

OPERATIONS CENTRES:

For the purposes of this plan the **BROKEN HILL** Local Emergency Operations Centre and alternate locations are **Restricted information to be maintained in a separate document controlled for issue to emergency management organisations as determined by the BROKEN HILL Local Emergency Management Committee**

For the purposes of this plan Combat Agency, Emergency Service control and coordination centre locations and Functional Area Coordination Centre Locations are **Restricted information to be maintained in a separate document controlled for issue to emergency management organisations as determined by the BROKEN HILL Local Emergency Management Committee**

WARNING ARRANGEMENTS:

- a) Local Combat Agency Controllers are to advise the LEOCON whenever an event occurs which may escalate to a Local level emergency operation.
- b) Responsibilities for providing warnings to the community, the LEOCON, Emergency Services, Functional Areas and other agencies in relation to the Local Area hazards/threats are detailed in the following matrix:-

HAZARD OR THREAT	AGENCY RESPONSIBLE	WARNING PROVIDED
Bush & Grass Fire	Bureau of Meteorology	General fire weather advice to the wider community via regional electronic and print media.
	NSW Rural Fire Service	Specific warnings and Total Fire Ban advice to the community, LEOCON, relevant Emergency Services, Functional Area representatives and Essential Energy.
Animal & Plant Disease	Dept. Primary Industries LEOCON	Warnings to the community and LEOCON. Warnings to relevant agencies specific to exotic disease outbreaks and restricted areas.
Flooding – Flash and Riverina	SES Local/Unit Controller Bureau of Meteorology	Stock Warnings, Local Flood Advice, Flood Bulletins, Flood Heights and Evacuation Warnings to the LEOCON and relevant Emergency Services and Functional Area representatives General weather advice and specific flood predictions to the community.
Hazardous Materials Spillage	Fire & Rescue NSW	Warnings and advice to Site Controller, LEOCON, DEOCON, EPA regarding public safety directions and warnings relating to spillage into waterways.
Severe Storms	Bureau of Meteorology SES Local/Unit Controllers	General advice to the wider community via regional electronic media. General advice and warnings to the LEOCON, relevant Emergency Services and Functional Area representatives.

HAZARD OR THREAT	AGENCY RESPONSIBLE	WARNING PROVIDED
Other Warnings	LEOCON	General and Evacuation Warnings to affected communities and relevant Emergency Services and Functional Area representatives.

- c) A guide to the contents of emergency warning message is attached at Annexure 3 - Guidelines for the Use of the Standard Emergency Warning Signals (SEWS)
- d) If time permits emergency warnings may be broadcast over the following media as appropriate;

Television Stations	Channel / Frequency	Area Covered
Gold Coast	Austar	All of the Council
Broken Hill	Central GTS / BKN Ch7 Southern Cross Channel 11 Channel 9 Channel 10	All of the Council
Broken Hill	ABC Channel 2	All of the Council
Crows Nest	SBS	All of the Council

AM Radio Stations	Channel / Frequency	Area Covered
ABC – 2NB	999	All of the Council
2BH	567	All of the Council
		All of the Council

FM Radio Stations	Channel / Frequency	Area Covered
HYPE FM	87.6	All of the Council
Hill FM	106.9	All of the Council
ABC	102.9	All of the Council
Vision FM	94.9	All of the Council

- i) If time permits appropriate personnel will deliver evacuation warnings through a door knock operation and mobile public address systems.

AREA CONTROL:

The Police are to control access to and egress from any disaster area designed by the LEOCON or Combat Agency Controller. The Council is to assist by supplying road barriers and personnel to staff them as required.

ROAD CLOSURES:

- a) When major road transport routes are closed by an authorised agency or individual or found to be closed as a result of the hazard impact, the advice is to be passed by that agency or individual to the LEOCON.
- b) The authority to order road closures and the applicable circumstances is detailed in the table below.

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

ROAD CLOSURES		
INDIVIDUAL OR ORGANISATION	CIRCUMSTANCES	AUTHORITY
		public; and or the enclosure of any other public or private place. (S.61 of the SERM Act)
Police Officer	Where directed or authorised by a senior police officer (ie. of or above rank of Sergeant)	Direct a person not to enter a danger area, including doing all such things as are reasonably necessary to ensure compliance including use of reasonable force. (S.60L of the SERM Act)
Police Officer		Direct closure to traffic of any street, road, lane, thoroughfare or footpath or place open to or used by the public; and/or the closure of any other public or private place. (S.61 of the Police Act)
Police Officer	During temporary obstruction or danger to traffic or for any temporary purpose.	Close any public street to traffic and prevent the traffic of any vehicles or horses in the street closed to traffic under any Act. (S.23 Traffic Act)
Fire & Rescue NSW Officer in charge at a fire or hazardous	<ul style="list-style-type: none"> • Protect and save life and property. • Control and extinguish fire. • Confine and end hazardous material incident and render site safe. 	Take such measures as officer thinks fit, including close to traffic any street or public place in the vicinity. (SS. 13 & 14 Fire & Rescue NSWs Act)
Police Officer	Where persons or property endangered by fire or hazardous material incident.	Recognise authority of, and support, Commissioner and members of the Fire & Rescue NSW acting under the Commissioner's orders; and officer in charge at a fire or hazardous material incident. (S.25 Fire & Rescue NSWs Act)

ROAD CLOSURES		
INDIVIDUAL OR ORGANISATION	CIRCUMSTANCES	AUTHORITY
Commissioner SES or “Emergency Service Officer” when authorised by Commissioner	Emergency related to flood or storm; or when directed by SEOCON.	Direct a person not to enter an emergency area or any part of it, including doing all such things as are reasonably necessary to ensure compliance, including use of reasonable force;. (S.22 State Emergency Service Act)
Police Officer and all members of emergency services organisations	Emergency operations related to flood or storm; or when directed by SEOCON.	Recognise authority of, and assist Commissioner SES and emergency officers acting under the orders of the Commissioner, Region Controller or Local/Unit Controller. (S21. State Emergency Service Act)
An officer of the NSW Rural Fire Service.	To protect persons or property or to control or suppress an existing or imminent danger arising out of a fire, incident or emergency, except in relation to land or property vested in, or under the control of, the State Rail Authority, or Rail Access Corp unless permission granted.	Any action authorised by or under Rural Fires Act. (SS. 22, 24, 27, 38 & 44 Rural Fire Act).
Member of Police Services	Protection of persons from injury or death, or of property from damage, when the persons are or the property is endangered by fire or imminent danger of such fire.	Recognise and support the authority of, and assist the Commissioner of NSW Rural Fire Service and any member of rural Fire & Rescue NSW or fire control officer acting under Commissioners direction. (S.41 Rural Fires Act)
Roads Authority (RTA is now Roads & Maritime Services and Council)	Roads & Maritime Services: for any other purpose. Other roads authorities for the purpose of protecting road from damage, protecting public from hazards; or	Regulate traffic on public road by means of barriers or notices. (S.115 Roads Act)

ROAD CLOSURES		
INDIVIDUAL OR ORGANISATION	CIRCUMSTANCES	AUTHORITY
	protecting vehicles and property from damage.	
Commissioner of National Parks and Wildlife Service. Police Officer (as ex officio ranger)	Within any Park (as defined)	Close the whole or any part and or regulate, control or prohibit the entry of any person; and or close to public traffic any road, track, trail or other way. (SS. 16&155 National Parks & Wildlife Act)
Minister for Agriculture	Within quarantine or protected area to prevent or regulate the movement of stock or vehicles.	Close any road; or authorise the erection of fencing and gates across any road. (SS.12, 15B & 23 Stock Diseases Act)
Department of Primary Industries - Agriculture Inspector	During a disease outbreak	Declare entry and exit points. (S. 13 Exotic Diseases of Animals Act)

EVACUATION ARRANGEMENTS:

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

DECISION

- a) 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 carried out by a number of different organisations. This necessitates a coordinated approach to ensure that all 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.
- b) The requirement to evacuate or stay put will ideally be identified during the planning process and be included in organisation's sub plans or standing operating procedures as necessary.
- c) 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. Information leaflets should also be provided, if appropriate.
- d) The controller of the major incident/emergency (Combat Agency Controller, Section 44 Appointee/Incident Controller, LEOCON or DEOCON) will determine the need for evacuation. Early identification of evacuation as a possible strategy during a response operation may allow time for the controller to brief the LEOCON/Local Emergency

Management Committee allowing for more specific preparedness measures to be taken. At the first available opportunity the LEOCON will also advise the DEOCON in order that District Functional Areas may be alerted.

- e) If evacuation is the preferred option, the Controller is to consult with the Welfare Services Functional Area Coordinator to identify a safe and suitable Evacuation Centre from those identified in Local DISPLANS and Welfare Supporting Plans.

AUTHORITY.

The Authority to order an evacuation must also be clear. The following Table indicates which individuals and organisations have authority to order an evacuation of persons or animals and under which circumstances.

INDIVIDUAL OR ORGANISATION	CIRCUMSTANCES
The Minister, or an "emergency services officer" (as defined) when authorised by the Minister.	During a declared State of Emergency, 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. (S.37 - SERM Act)
A senior Police Officer (ie. of or above the rank of Sergeant)	If satisfied that there are reasonable grounds for doing so for the purpose of protecting persons from injury or death threatened by an actual or imminent emergency. (S.60L - SERM Act)
A Police Officer	<ul style="list-style-type: none"> • In support of the authority of a member of the Fire & Rescue NSW acting under the Chief Officer's orders and to assist him or her where the persons are or property is endangered by fire or a hazardous materials incident. (S. 25 Fire & Rescue NSWs) • In support of the authority of and in compliance with directions given by the NSW RFS Commissioner, other NSW RFS Officers or Incident Controller in connection with the prevention, control and suppression of any rural fire. (S. 44 and 41 Rural Fires Act) Act) • 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 constitute a danger or potential danger to the safety of persons or property. (S. 15 Forestry Act)
A Police officer and all other members of emergency service organisations	In recognition of the authority of the Commissioner and emergency officers, provide assistance in connection with flood or storm operations. (S.21 - State Emergency Service Act)

INDIVIDUAL OR ORGANISATION	CIRCUMSTANCES
The Fire & Rescue NSW officer in charge at a fire or hazardous materials incident.	Take such measures as the officer thinks fit to protect life and property and to remove any person, vehicle, vessel or thing that might interfere with the work of the Fire & Rescue NSWs. (S.13; 19- Fire & Rescue NSW Act)
The Commissioner State Emergency Service or an "Emergency Officer"(as defined) when authorised by the Commissioner.	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. (S. 22 State Emergency Service Act)
Rural Fire & Rescue NSW Captains, Group Captains, Fire Control Officers, the Commissioner NSW Rural Fire Service, or their respective deputies or appointees.	Do any act, matter or thing (including evacuation) necessary for or incidental to the protection of life or property from any existing or imminent bush fire danger, except in relation to land or property vested in or under the Control of the State Rail Authority, unless SRA grants permission. (S. 22, 38, 44-Rural Fires Act)
State Emergency Service	Authority is limited to the evacuation of people during flood, storm, or at the direction of the State Emergency Operations Controller (S. 19; 22 State Emergency Service Act)
Ambulance Service	The Ambulance Service may be directed by the Police Service to assist in the conduct of evacuations, or, during a declared State of Emergency, by any authorised officer as determined under Section 37 of the State Emergency and Rescue Management Act 1989 (as amended). Evacuation of medical facilities such as hospitals or nursing homes will be at the direction of the Medical Controller.
Local Government Authorities	In connection with fire safety related to buildings, the issue of orders to cease the use of premises evacuate premises, to leave premises, or not to enter premises. (S 124 to S 152 - Local Government Act)

WARNING.

- a) Evacuation warnings to the public, or advice not to evacuate, are to be authorised and released by the person or agency nominated in Part 4 of this plan in accordance with the agency's normal operating procedures.

- b) 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 :
 - i) Use of public address systems fitted to emergency services vehicles.
 - ii) Evacuation teams, made up of emergency services personnel and others as necessary, to carry out door knocks of the affected area.
- c) Warnings to evacuate, whether disseminated via the media or by door knocks, should contain:
 - i) Instruction to evacuate;
 - ii) Location of assembly areas for transport to welfare centres;
 - iii) Location of Evacuation Centres, for those using private transport;
 - iv) Authorised route(s) to evacuations centres;
 - v) Arrangements for children in schools and pre-schools;
 - vi) Arrangements for elderly or infirm residents unable to self evacuate; and
 - vii) Likely duration of the evacuation.

WITHDRAWAL.

- a) The Combat Agency may initiate and conduct evacuations if it is within its capability but must liaise with Police to ensure security of the evacuated area. Consultation must also occur with the necessary supporting services, eg. Welfare Service Coordinator and the Transport Services Coordinator.
- b) Police, if requested by the Combat Agency Controller, Section 44 (Rural Fires Act) Incident Controller, LEOCON or DEOCON, will conduct the evacuations of persons to the selected Evacuation Centre, secure the affected area and coordinate Disaster Victim Registration. Police are to advise the Welfare Functional Area Coordinator of the activation of the selected Evacuation Centres.
- c) Transport requirements are to be organised by the Transport Services Functional Area Coordinator.
- d) Buildings, which have been evacuated, are identified as directed (eg with a towel, similar item or emergency service barrier tape 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.
- e) The Combat Agency Controller, Incident Controller or LEOCON is to arrange for a check of the area to ensure the evacuation has been effective.
- f) Response to some hazard impacts may require the partial or complete evacuation of some smaller town and village areas to larger centres in adjoining local areas and/or districts. Evacuation strategies to deal with such situations are detailed in Local DISPLANs and shown at ANNEX L of this plan. If evacuation to an adjoining local area or district is necessary, operations may be controlled at District Level.

SHELTER

- a) Assembly areas and Evacuation Centres that may be used in an emergency are detailed in the Local DISPLAN and Local Disaster Welfare Plans. The Local DISPLAN and Local Disaster Welfare Supporting Plan are to detail the same evacuation centre information.
- b) Police and the Local Disaster Welfare Coordinator are to maintain up to date details of Key Holders of evacuation centres.
- c) The District Disaster Welfare Service Coordinator is to ensure that nominated evacuation centres are assessed, on a regular basis, as to their suitability for use.
- d) The District Welfare Services Functional Area Coordinator is to:
 - i) Arrange for staffing of the identified Evacuation Centre(s) in time to receive evacuees;
 - ii) Provide welfare support services to evacuees in accordance with the Welfare Services Supporting Plan; and
 - iii) Address longer-term accommodation arrangements.

RETURN

- a) The Agency/Authority who initiated the evacuation determines, in consultation with the Combat Agency, Recovery Coordinating Committee (if established), and the Coordinators of the Engineering Services, Health Services and Welfare Services Functional Areas, when it is safe for evacuees to return to their homes, and arranges for the evacuees to be advised accordingly.
- b) Transport is to be arranged by the Transport Services Functional Area Coordinator.

OUT OF AREA ASSISTANCE:

- a) Combat agencies may obtain additional resources from outside the local area or deploy their own resources outside the local area. The LEOCON is to be advised in either event.
- b) All other requests for out of area resources are to be passed by the LEOCON to the Far West District Emergency Operations Controller.

RESOURCE ASSEMBLY AREAS:

Resources arriving from outside the Council area may be marshalled at designated assembly areas determined on the day:

LOGISTIC SUPPORT:

- a) Each responding agency is responsible to relieve and re-supply its own personnel.

- b) If required by the LEOCON the District Disaster Welfare Manager is to provide meals for disaster workers and volunteers assisting them.
- c) At the request of the relevant agency, disaster workers brought in from outside the Council area are to be accommodated and fed under District Disaster Welfare Plan arrangements.

EMERGENCY FUNDING:

- a) Combat Agencies, Emergency Services and Functional Areas should have their own systems for emergency funding.
- b) For Participating and Supporting Organisations, which are Government Departments or Authorities, the cost of providing resources, including Liaison Officers, during emergency response or recovery operations is to be met by the providers from their normal operating budgets.
- c) 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.

COMMONWEALTH AND DEFENCE ASSISTANCE:

AUSTRALIAN DEFENCE FORCE ASSISTANCE ARRANGEMENTS

The type of assistance available from the Australian Defence Force (ADF) during an emergency is known as: **Defence Assistance to the Civil Community (DACC)**. This is the provision of Defence 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.

ADF 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 (DACC 1)

This is immediate assistance by a local area ADF Service Commander for a period of up to 48 hours 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 to the ADF Service Commander in

the particular Local Area, who has the authority to provide support if the resources are available. The DEOCON is to be informed whenever this occurs.

OTHER CATEGORIES

There are two other categories of assistance, known as DACC 2 and DACC 3, which apply to emergencies, but where the immediate and local nature of Category 1 assistance does not apply, i.e. beyond the initial 48-hour allocation of assistance described above.

These more complex and/or more enduring emergency assistance requests are to be passed through Local Emergency Operations Controllers to the District Emergency Operations Controller for referral to the State Emergency Operations Controller (SEOCON), who is authorised to request assistance from the Commonwealth through Emergency Management Australia (EMA). Combat agencies using their own chain of command may request ADF assistance through their state headquarters to the SEOCON for Commonwealth requests for assistance.

NOTES:

- a. ADF resources made available for operations always remain under the command of Defence Force Commanders who are responsive to the Operations Controller to whom they are providing specified tasking support. Joint Operations Support Staff (JOSS) will provide liaison officers to combat agencies and EOC to support ADF deployments.
- b. The ADF may deploy elements with integral administrative support or utilise local arrangements.
- c. ADF resources are made available for specific tasks, and their tasking is not to be changed except as arranged between the SEOCON and EMA.

Contacts: Joint Operations Support Staff – Duty Officer - Mobile: **0419 444 346**

Fax: **(02)9393 2754**

PART 7 - RECOVERY ARRANGEMENTS:

RECOVERY:

(section update 2010)

A “RECOVERY” operation aims, as far as possible, to assist the affected community to manage its own recovery [*“the process of returning an affected community to its proper level of functioning after an emergency”*], while recognising that there may be a need for external technical, physical and financial assistance.

The transition to RECOVERY needs to reassure the community that services are still available, despite the withdrawal of emergency response agencies and response resources. There must be a coordinated public information strategy to support the transition from “response” to “recovery” phases of the emergency.

The LEOCON and relevant Combat Agency is responsible for the initial transition public information strategy.

NOTE:

A comprehensive overview of the RECOVERY process and the structures that manage recovery in NSW are detailed in the “NSW State Recovery Plan” – a SUB PLAN to the State DISPLAN.

*The following arrangements are detailed for LOCAL Recovery operations applicable to the **BROKEN HILL CITY COUNCIL** local emergency management area.*

PLANNING FOR RECOVERY:

The Local Emergency Management Committee is responsible for recovery planning.

STATE EMERGENCY RECOVERY CONTROLLER (SERCon) and DEPUTY STATE EMERGENCY RECOVERY CONTROLLER (DSERCon):

The Minister for Emergency Services has appointed a SERCon and DSERCon who has responsibility for the overall coordination of recovery operations at State level.

The SERCon and DSERCon will support, guide and direct Recovery Coordinators and / or Recovery Committees in the exercise of their responsibilities.

RESPONSIBILITIES OF THE SERCon / DSERCon:

- Liaise closely with the DEOCON and / or LEOCON during the response phase on an emergency.
- Coordinate comprehensive assessments of the extent of damage (in consultation with DEOCON and / or LEOCON if the response is still ongoing) and evaluate the need for recovery operations.
- In consultation with the DEOCON and / or the LEOCON recommend the appointment of a “Recovery Coordinator” to the Minister for Emergency Services.
- Oversee and support the “Recovery Coordinator”, if appointed.
- In consultation with the DEOCON and / or LEOCON coordinate recovery activities at the local level if a “Recovery Coordinator” is not appointed.
- Monitor and report to the Minister for Emergency services on the progress of recovery operations.

IMPACT ASSESSMENT:

The LEOCON, in conjunction with the District Emergency Management Officer (DEMO), will prepare an “Impact Assessment Report” (using the approved template issued by Emergency Management NSW) and submit to the DEOCON when an emergency event impacts upon the local area.

The DEOCON will submit the impact assessment report to the SEOCON and the SERCon when received from the LEOCON.

The DEOCON will make a recommendation to the SEOCON and SERCon in relation to the necessity for the establishment of a Local Recovery Committee; and / or the need for the appointment of a Recovery Coordinator.

As soon as the full extent of the damage has become apparent and is able to be fully accessed a more comprehensive assessment of impact and consequent recovery needs will be undertaken by the LEOCON and submitted to the DEOCON; SEOCON and SERCon.

The LEOCON will consult wherever possible with the Combat Agency, and appropriate agency members of the LEMC, in the collection of information for the production of the Impact Assessment Report.

RECOVERY OPERATIONS AT LOCAL LEVEL:

As soon as possible following an emergency, the 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 DEOCON for submission to the SEOCon for confirmation with the SERCon.

The DEMO and appropriate District level emergency service controllers and functional area coordinators are to be invited to the initial local meeting and to subsequent meetings as required.

If deemed necessary; following assessment of the LEOCON provided Impact Assessment Report, and / or consideration of the LEMC recommendations, the SERCon may nominate an appropriate candidate to the Minister for Emergency Services for appointment as a Local Recovery Coordinator.

NOTE: The Chair of the Local Emergency Management Committee or local government authority is often appointed as the Local Recovery Coordinator, but this appointment will be determined by the SERCon.

LOCAL RECOVERY COORDINATOR(s):

A Local Recovery Coordinator will normally be appointed by the SERCon when there is a need for a structured recovery operation.

The Local Recovery Coordinator is the face of the recovery operation, providing leadership to the Recovery Committee and coordinating the recovery effort in accordance with the agreed recovery plans.

The Recovery Coordinator will establish and maintain liaison with the Combat Agency Controller and / or Local Emergency Operation Controller.

The Recovery Coordinators specific functions are:

- Chair the Local Recovery Committee.
- Facilitate and coordinate recovery operations, including needs assessment, priority setting and resource allocations.
- Establish communications with key stakeholders, which includes: DEOCON; LEOCON, SERCon and the General Manager of the Local Government Authority; to ensure their participation in, and awareness of, intended recovery process.
- Establish and maintain effective communication links with the community and stakeholders.
- Manage release of information to the local media during the recovery phase, acknowledging the high level of community and political interest that will be associated with the emergency event.
- Assist with facilitation and coordination of organisations' services involved in the recovery process.
- Mediate where conflicts emerge during the recovery process.
- Ensure that financial commitments and account of financial monies are in-place and regularly reviewed to ensure that recovery priorities and the overall recovery process are being carried out.
- Report regularly to the SERCon; DEOCON and LEOCON on the progress of the recovery operation.
- Advise the SERCon / DSERCon of issues that cannot be resolved at the Local or District Level.
- At the conclusion of the recovery phase, provide a report to the SERCon; LEOCON and Local Emergency Management Committee detailing actions taken; monies expended, predicted further expenditure required, lessons identified and recommended reduction measures to prevent or mitigate future emergencies.

NOTE:

- (1) *The SERCon may recommend the appointment of a DISTRICT level Recovery Coordinator for complex emergency events; and / or for an emergency event that has impacted upon one or more Local Emergency Management Areas.*
- (2) *If a DISTRICT Recovery Coordinator is appointed; and a DISTRICT Recovery Committee established the SERCon will ensure that the LOCAL area is adequately represented on that committee.*

LOCAL RECOVERY COMMITTEE:

The Local Recovery Committee is the strategic decision making body for the recovery. It provides visible and strong leadership and has a key role in restoring community confidence. The Recovery Committee will be formed by the SERCon, in consultation

with the DEOCON and LEOCON, when an Impact Assessment indicates that a formal recovery operation will be required.

The Local Recovery Committee will:

- Liaise closely with and be briefed by the LEOCON and Combat Agency whilst the RESPONSE phase is continuing.
- Determine the overall recovery objectives and strategies.
- Ensure that relevant stakeholders, especially the affected communities, are involved in the development and implementation of the recovery objectives and strategies.
- Establish a Local Community Consultation Group to enable members of the local community to provide input and guidance to the recovery committee.
- Coordinate continuing impact and consequence assessment.
- Monitor grants and forms of assistance available.
- Coordinate preparation of public communication relevant to the recovery operation; objectives and strategies.
- Work to restore confidence and provide reassurance to the general community and public.
- Report to, and provide information on a needs basis to any DISTRICT or STATE level Recovery Committee(s) that may be established in association with an emergency event.

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

NOTE:

Depending on the size and complexity of the recovery operation, the Local Recovery Committee may establish task-groups to manage each of the four (4) components of recovery, with sub-groups as required or identified by the SERCon; DEOCON and / or LEOCON.

The components of recovery are:

- *Social Environment*
- *Built Environment*
- *Economic Environment*
- *Natural Environment.*

RECOVERY CENTRES:

Recovery Centres may be established to support service provision to the community. The decision to establish a Recovery Centre will be made by the SERCon in consultation with the SEOCON and DEOCON.

The following facilities have been accessed as being suitable for the establishment of a Recovery Centre in the BROKEN HILL Local Emergency Management Area:

- Emergency Operation Centre (Age Person Rest Centre) – Blende Street, Broken Hill

Recovery Centres will be established by the DISTRICT Engineering Services Functional Area Coordinator, who will procure and fit-out a suitable property at the request of the SERCon, and / or appointed Recovery Coordinator.

The ongoing logistical support and centre management will be provided through the appointed Recovery Coordinator, using commercial contract arrangements. The Recovery Centre will be a one-stop-shop, providing a single point of information and assistance to disaster affected persons.

Agencies providing support and services in the Recovery Centre will be determined by the Recovery Coordinator and will be dependant upon the nature and scale of the emergency event.

Agencies with core responsibilities in recovery are:

- Department of Premier and Cabinet
- Department of Local Government
- Department of Industry and Investment (NSW Primary Industries, Energy, Rural Assistance Authority, Livestock Health & Pest Authority, State and Regional Development including Tourism)
- Department of Services, Technology and Administration (NSW Public Works – Engineering Functional Area, Office of Fair Trading and Government Chief Information Office – Communications Functional Area)
- Treasury
- Office of Environment & Heritage.
- Department of Health (Health Services)
- Transport and Infrastructure (Ministry of Transport, Roads & Maritime Services)
- Department of Human Services (Community Services, Aboriginal Affairs, Housing NSW and Ageing Disability & Home Care)
- Education & Training
- Communities NSW (Community Relations Commission, Sport & Recreation)
- Emergency Service Agencies
- Local Government Authority

NOTE: The vast majority of these agencies will be managed and coordinated at a DISTRICT level, and be monitored by the DEMC and / or DEOCON.

Recovery Action Plan:

A Recovery Action Plan will be developed by the determined and appointed recovery authority, supported by Emergency Management NSW as required, and completed for all emergency events requiring a formal recovery process.

Agency Funding – Recovery Operations:

Agencies providing recovery services and participating in the recovery process are to use their own systems for funding the services being provided and meet the cost of the support they provide.

Local Government Authorities, if involved in recovery operations and programs, are to keep a record of financial expenditure associated with their recovery services. The recoupment of financial expenditures are to be actioned after approval by the SERCon through Emergency Management NSW.

All provided Recovery program services are to be approved by the Recovery Coordinator, and / or the SERCon before implementation.

Agencies are to seek reimbursement of costs associated with the provision of recovery services and programs through their normal channels for reimbursements for emergency operations expenditure.

The appointed Recovery Coordinator will use commercial contract arrangements for operations associated with the Recovery Centre. These expenditures will be controlled by approved delegations of authority and operating procedures as determined by the SERCon.

PLANNING FOR RECOVERY OPERATIONS.

- a) As early as possible during an emergency, the LEOCON is to call together the Broken Hill Local Recovery Co-ordinating Committee which comprises of:
 - i) Mayor, Broken Hill City Council
 - ii) General Manager Broken Hill City Council
 - iii) Manager Infrastructure, Broken Hill City Council
 - iv) Manager Financial Services, Broken Hill City Council
 - v) Manager Environment Services, Broken Hill City Council
 - vi) LEOCON
 - vii) LEMO
 - viii) Recovery Services Functional Area Coordinator
 - ix) Other representatives as required by the Committee
- b) The committee may invite members of the community to help it define the community's recovery needs.
- c) The committee is to be briefed on the emergency by the LEOCON and then meet daily (except during protracted operations when it may meet less frequently), monitor response operations, define the recovery problem and prepare a recovery plan.
- d) At the time the LEOCON issues the stand down signifying the end of response operations the LEOCON is to provide a final brief to the hand control of operations to the Mayor.

RECOVERY OPERATIONS:

- a) The recovery co-ordinating committee is to act as the sole source of requests for assistance to the District Recovery Co-ordinating Committee or any Special Recovery Co-ordinator appointed by the State Government.
- b) The Committee may appoint one of its members or request the Broken Hill City Council General Manager to act as a special recovery co-ordinator if this is appropriate.
- c) At the conclusion of the recovery period the Mayor in conjunction with the LEOCON, is to recommend to the District Recovery Co-ordinating Committee (or the Special Recovery Co-ordinator if one is appointed by the State Government) the type of longer-term reconstruction operations, which may be required. This includes a statement of outstanding relief measures (including continuing welfare matters) that need to continue or be implemented by Government Departs or statutory authorities.

REGISTRATION:

The Police are to ensure that all disaster victims (including evacuees) are registered and details forwarded to the Address on the Disaster Victim Registration (DVR) forms in accordance with Police Services instructions.

DISASTER RELIEF FUNDING ARRANGEMENTS:

- a) Emergency financial assistance to victims of emergency is co-ordinated by the Dept of Family & Community Services, Recovery Services Functional Area Coordinator. Details are contained in the State Disaster Welfare Plan.
- b) Some assistance programs to farmers and small business are administered by the Rural Assistance Authority.

EMERGENCY RECOVERY OPERATIONS:

Refer to Part 6 annexure "I".

ANNEXURES:

ANNEXURE A CONTACTS.

Restricted information to be maintained in a separate document controlled for issue to emergency management organisations as determined by the Broken Hill Local Emergency Management Committee. Full contact details of LEMC see key information document.

Refer to LEMC Contact Directory (reviewed every three months).

ANNEXURE B MAP OF THE LOCAL AREA

A3 of Council Area

ANNEXURE C RISK REGISTER**HAZARDS**

The following hazards although not priorities were considered to pose a significant threat to the Council's full hazard analysis is detailed in Annexure A

HAZARD	RATING	REMARKS	LEAD COMBAT AGENCY
Flood	High	See Flood Plan	SES
Bushfire	High	See District Bushfire Plan	RFS
Bush of Like Accident	High	See Police SOPS	Police
Storm	Moderate	Refer SES	SES
Passenger Rail Accident	Low	Refer Police SOPS	Police

The Hazard/Sources of risk table from the previous Displan can be placed here pending completion of the Emergency Risk Management Process. A statement needs to be clearly shown stating that Sources of risk identified and risk ratings determined through Hazard and Community Analysis processes are currently under review using the Emergency Risk Management (ERM) Process as required by the NSW State Emergency Management Committee. Pursuant to the Coroners Report after the Thredbo Landslide emergency, the Local Emergency Management Committee will consider Landslide as part of the ERM process.

ANNEXURE D VULNERABLE GROUPS

The occupants in the following locations are considered to be potentially vulnerable to an emergency incident. This may be due to their age, mobility or access to the location and may depend on the type and onset of a particular hazard. It is appropriate to ensure that at least annually; details in regard to each location are reviewed to ensure currency.

REFER TO THE BROKEN HILL DIRECTORY AND COUNCIL ATTACHED OR WEB PAGE -- Community Directory

ANNEXURE E EVACUATION CENTRES

Evacuation Centres may be required for one day, short-term (4-5 days) or long term (5-6 weeks) use.

The Department of Family & Community Services will maintain a register of Evacuation Centres and key holder contacts.

Restricted information to be maintained in a separate document controlled for issue to emergency management organisations as determined by the Broken Hill Local Emergency Management Committee

ANNEXURE F DEFINITIONS

Note: Where appropriate, the source of definitions has been provided and indicated as follows: -

- (*) State Emergency and Rescue Management Act, 1989, as amended.**
- (**) Fire & Rescue NSWs (Hazardous Materials) Amendment Act, 1993.**
- (***) Hazardous Materials Major Incident and Emergency sub-Plan (HAZMATPLAN) dated 1 December 1993**
- (****) NSW State Disaster Plan**

Act

Means the State Emergency and Rescue Management Act 1989, as amended.

Agency (*)

Means a government agency or a non-government agency.

Call Out

Means the process of staffing the LEOC with sufficient personnel, particularly Liaison Officers, to deal with a situation;

Casual Volunteer

A person who:

- a) assists an accredited rescue unit in carrying out a rescue operation with the consent of the person in charge of the rescue operation; or
- b) assists, on his or her own initiative, in a rescue operation or otherwise in response to an emergency in circumstances in which the assistance was reasonably given.

Combat Agency (*)

The agency identified in the State Disaster Plan as the agency primarily responsible for responding to a particular emergency.

Combat Agency Controller

The statutory head of the organisation, which has operational control of the resources of the particular combat agency.

Command (**)**

Means the direction of members and resources of an agency/organisation in the performance of the agency/organisation's role 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.

Concept of Operations

In this plan refers to the Emergency Operations Controller's general idea or notion, given the anticipated problems or effects of the event, of how the emergency response and initial recovery operation will be conducted. It is a statement of the Emergency Operations Controller's operational intentions, and may be expressed in terms of stages/phases of the emergency operation.

Control (*)

Means the overall direction of the activities, agencies or individuals concerned.

Coordination (*)

Means the bringing together of agencies and individuals to ensure effective emergency or rescue management, but does not include the command or control of agencies and individual.

Disaster Welfare

- a) the provision of immediate and continuing care of disaster affected persons who may be threatened, distressed, disadvantaged, homeless or evacuated; and
- b) the maintenance of health and well being of such persons with all available community resources until their rehabilitation is achieved.

District

Means the Far West District and incorporates the local government areas of Bogan, Bourke, Brewarrina, Broken Hill City, Central Darling, Cobar and the Unincorporated Area of NSW.

District Emergency Management Committee (DEMC)

Means the Mid North Coast District Emergency Management Committee constituted under the Act, which is responsible for the preparation and maintenance of plans in relation to the prevention of, preparation response to 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)

District Emergency Management Officer (DEMO)

Means the person appointed by the Act to act as the Executive officer to the DEMC and Staff Officer (Emergency Management) to the DECON.

District Emergency Operations Centre (DEOC)

Means the centre established at District level, from which the control of District level emergency operations and co-ordination of resources is affected.

District Emergency Operations Controller (DEOCON)

Means the Police Region Commander appointed by the Commissioner of Police as District Emergency Operations Controller for the Far West Emergency Management District.

Emergency (*)

Means an emergency due to an actual or imminent occurrence such as fire, flood, storm, earthquake, explosion, accident, epidemic or warlike action which:-

- a) endangers, or threatens to endanger, the safety or health of persons in the State; or
- b) destroys or damages, or threatens to destroy or damage, any property in the State;

Being emergency which requires a significant and co-ordinated response.

Emergency Services Organisation (*)

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

Emergency Operations Centre (EOC)

A facility established at State, District or Local level, from which the control of emergency operations and co-ordination of resources is affected.

Emergency Officer

Means the Commissioner of SES or a person appointed as an Emergency Officer under Section 15 of the SES Act. A person may be appointed as an Emergency Officer even if not a member of the SES.

Emergency Service Officer

Means a Police Officer, an officer of the Fire & Rescue NSWs or above the position of Station Commander, an officer of the SES of or above the position of Local/Unit Controller, or a Region Business Service Manager or the Director of Operations of that Service, a member of the Rural Fire Service of or above the position of Deputy Captain, or a District Emergency Management Officer.

Evacuation Assembly Area

Means a facility/area/centre to which persons are directed to go immediately upon being evacuated from their homes/locale, where they stay for a short time before returning to their homes or proceeding to a Welfare Centre for a longer stay, or to have their longer term needs met. An evacuation assembly centre may also be the venue for disaster victim registration, triage and/or the meeting of immediate needs of evacuated persons.

Evacuation Centre

Means a facility/area/centre to which persons are directed to go immediately upon being evacuated from their homes/locale, where they may stay for a short time before returning to their homes or being transported to a Welfare Centre for a longer stay.

Functional Area (**)**

Means a category of services involved in preparations for an emergency, including the following:

- Agriculture & Animal Services
- Communication Services
- Energy and Utility Services
- Engineering Services
- Environmental Services
- Health Services
- Public Information Services
- Transport Service
- Welfare Services

Functional Area Co-ordinator (**)**

Means the nominated co-ordinator of a functional area, task to co-ordinate the provision of Functional Area support and resources for emergency response and initial recovery operations, which, by agreement of participating organisations within the functional area, has the authority to commit the resources of those agencies.

Government Agency (*)

Means:

- a) a government department or administrative office as defined in the Public Sector Management Act 1988;
- b) public authority, being a body (whether incorporated or not) established by or under an Act for any public purpose, other than:
 - the Legislative Council or Legislative Assembly or a committee of either or both of those bodies; or
 - a court or other judicial tribunal;
- c) the Police Service;
- d) a local government council or other local authority; or

- e) a member or office of an agency referred to in paragraphs (a)-(d) or any other person in the service of the crown who has statutory functions, other than:
- the Governor, the Lieutenant Governor or the Administrator of the State;
 - a Minister of the Crown;
 - a member of the Legislative Council or Legislative Assembly or an officer of that Council or Assembly;
 - a judicial officer.

Hazard (**)**

Means a potential or existing condition that may cause harm to people or damage to property or the environment.

Hazardous Material ()**

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 (Fire & Rescue NSW Act, 1989, as amended).

Hazardous Materials Incident (*)**

means any spillage or escape of gas, liquid, solid or substance during its manufacture, use, handling, transport or storage in sufficient quantity to endanger, or threaten to endanger, the health or safety of any person, or damage or destroy, or threaten to damage or destroy any property or the environment; including fires that involve, or may involve hazardous materials, and fires that have the potential to, or are causing pollution. Such incident may be land based, or occur on or in the inland waters or the state waters of New South Wales.

Incident

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

Incident Controller

In this plan means the person in overall control of bush fire fighting operations within all or part of a particular area?

Liaison Officer (LO)

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 must have the authority to commit the resources of their organisation or functional area.

Local Area

Means the local government area of the Broken Hill City Council/Unincorporated Area.

Local Government Area

Means a Council within the meaning of the Local Government Act 1993 or combined local government areas as referred to in Section 27 of the State Emergency and Rescue Management Act, 1989.

Local Emergency Management Committee (LEMC)

Means the Local Emergency Management Committees established within the State Emergency and Rescue Management Act, 1989, as amended. In the exercise of their functions, these Committees are responsible to the Mid North Coast Emergency Management Committee.

Local Emergency Operations Centre (LEOC)

Means the centre established at the Local Area level as a centre of communications during an emergency.

Local Emergency Operations Controller (LEOCON)

Means a member of the Police Service stationed within the Broken Hill Local Area command appointed by the DEOCON.

Local Emergency Management Officer (LEMO)

Means the person appointed by Council, under the Act to act as Chairperson to the LEMC and Executive Officer to the LECON for emergencies affecting that particular local area.

Logistics (**)**

Means the range of operational activities concerned with supply, handling, transportation and distribution of materials. Also applicable to the transportation of people.

Marshalling Area

Means an area in which resources from outside the local area may either congregate prior to allocation of tasks, or establish a mobile headquarters remote from the Local Emergency Operations centre. (EOC)

Mutual Aid Group (MAG)

Comprises representatives of like industries/organisations with the aim of providing mutual aid and developing emergency plans to help minimise environmental impact and develop efficient response capabilities in any emergency.

Non Government Agency

Means a voluntary organisation or any other private individual or body, other than a government agency.

Participating Organisation

Means the Government Departments, statutory authorities, volunteer organisations and other agencies who have given formal notice to agency Controllers, Functional Area Coordinators, or have 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 or resources or support as appropriate to the emergency operation.

Plan (**)**

Means a step-by-step sequence for the conduct of a single or series of connected emergency operations to be carried out simultaneously or in succession. It is usually based upon stated assumptions, and is a promulgated record of a previously agreed set of roles, responsibilities, functions, actions and management arrangements. The designation “plan” is usually used in preparing for emergency operations well in advance. A plan may be put into effect at a prescribed time, or on signal, and then becomes the basis of the emergency operation order for that emergency operation.

Preparation (*)

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

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.

Ready State

Means the process of establishing, equipping and staffing, with minimal resources, a Local Emergency Operations Centre;

Recovery

Initial Recovery: in this plan means recovery operations to satisfy personal and community needs, and to restore services to the level where the continuing process can be managed by local government and the normal responsibility agencies.

Long Term Recovery/Reconstruction: in this plan means long term recover, reconstruction or rehabilitation measures which are subject to separate arrangements.

Registered Emergency Volunteer

Means the registered officer or member of any accredited volunteer emergency service organisation as defined in the State Emergency and Rescue Management Act 1989, or as approved by the Minister.

Rescue (*)

Means the safe removal of persons or animals from actual or threatened danger of physical harm.

Rescue Area

In this plan, means the general areas of operation of accredited rescue units.

Note: Where appropriate, the source of definitions has been provided and indicated as follows: -

- (*) State Emergency and Rescue Management Act, 1989, as amended.
- (**) Fire & Rescue NSWs (Hazardous Materials) Amendment Act, 1993.
- (***) Hazardous Materials Major Incident and Emergency sub-Plan (HAZMATPLAN) dated 1 December 1993
- (****) NSW State Disaster Plan

means a unit (comprising a group of persons) which carries out rescue operations for the protection of the public or a section of the public.

Response (*)

In relation to an emergency includes the process of combating an emergency and of providing immediate relief for persons affected by an emergency.

Roads Authority

Means officers of the Roads and Maritime Services, and Council authorised under the Roads Act 1993.

Section 44 Appointee

In this plan means the person appointed by the Commissioner, Rural Fire Service to take charge of fire fighting operations for a particular bush fire or within a particular Council area, or areas?

Site Control

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

Site Controller

Means a Police officer appointed by and subject to the direction of the emergency operations controller, to be responsible for determining the site, establishing site control and controlling the on ground response to the emergency. Until the emergency operations controller appoints a site controller, the senior Police officer will assume control.

Standby State

Means the process of gradually increasing LEOC personnel and equipment resource levels to deal with an increase in activities;

State Emergency Operations Controller (SEOCN)

Means the person appointed by the Governor, on the recommendation of the Minister, responsible for, in the event of an emergency affecting more than one district, controlling the allocation of resources in response to the emergency.

State of Emergency

Means a state of emergency declared by the Premier in accordance with Section 33 (1) of the State Emergency & Rescue Act. (Source: SERM Act)

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, Dam Safety Act 1978 and Rural Fires Act 1996 (as amended)

Sub-Plan (**)**

Means an action plan required for a specific hazard, critical task or special event. It is prepared when management arrangements necessary to deal with the affects of the hazard, or the critical task or special event differ from the general co-ordination arrangements set out in the main or supporting plans for the area.

Supporting Plan (**)**

Is an action plan, which describes how a single service or functional area is to be coordinated in order to fulfil the roles and responsibilities, allocated. These plans are to be prepared by functional areas, however Emergency Services Operations Manuals, etc., may subsidise for the supporting plan all allocated roles/responsibilities are covered.

Warning Agency

Means the person, agency or organisation, which provides initial advice of the existence of an actual or imminent incident.

Welfare Centre

Means any centre established to provide welfare services to disaster victims. It may be Evacuation Centre, Disaster Relief/Recovery Centre, Welfare Assembly Centre, One Stop Relief Centre and Accommodation Centre.

ANNEXURE G

ABREVIATIONS

ABS	Australian Bureau of Statistics
ADF	Australian Defence Forces
CBR	Chemical, Biological or Radiological emergencies
DACC	Defence Assistance to the Civil Community
OEH	Office of Environment & Heritage
DEMC	District Emergency Management Committee

DEMO	District Emergency Management Officer
DEOC	District Emergency Operations Centre
DEOCON	District Emergency Operations Controller
DISPLAN	Disaster Plan
DoFCS	Department of Family & Community Services
DPI	Department of Primary Industries
EOC	Emergency Operations Centre
EOCON	Emergency Operations Controller
EPA	Environment Protection Authority (part of OEH)
ESLO	Emergency Services Liaison Officer
GWAHS	Far West Local Health District
HAZMAT	Hazardous Material
LEMC	Local Emergency Management Committee
LEMO	Local Emergency Management Officer
LEOC	Local Emergency Operations Centre
LEOCON	Local Emergency Operations Controller
LEP	Local Environment Plan
LESFAC	Local Engineering Services Functional Area Co-ordinated
LO	Liaison Officer
MAG	Mutual Aid Group
OFFICE OF ENVIRONMENT AND HERITAGE (OEH)	National Parks and Wildlife Service (part of OEH)
NRIS	National Registration and Inquiry System
NSWFB	New South Wales Fire & Rescue NSWs
RFS	Rural Fire Service
RMS	Roads & Maritime Services
SEMC	State Emergency Management Committee
SERM Act	State Emergency and Rescue Management Act 1989 as amended
SEOC	State Emergency Operations Centre
SEOCON	State Emergency Operations Controller
SES	NSW State Emergency Service
SITREP	Situation Report
SO	Standing Order
SOP	Standing Operating Procedure
TOC	Transport Operations Centre
UBD	Universal Business Directory - Street Directory
WIRES	Wildlife Information and Rescue Service

ANNEXURE H DISTRIBUTION

This document is controlled by the LEMO as an electronic file.

Distribution List – Broken Hill City Council Local Disaster Plan	
APPOINTMENT / ORGANISATION	Number
Far West District Emergency Operations Controller	1
Far West District Emergency Management Officer	1
Barrier Local Emergency Operations Controller	1
Broken Hill Local Emergency Operations Controller	1
Broken Hill Local Emergency Management Officer	1
Local Emergency Management Committee's	
Wentworth LEMC	1
Bourke LEMC	1
Central Darling LEMC	1
Tibooburra Sub - LEMC	1
AGENCIES	
NSW Ambulance	
Broken Hill	1
Tibooburra	1
Wentworth	1
Menindee	
Co-ordination Centre Dubbo	1
Divisional Dubbo	1
NSW Rural Fire Service	
Fire Control Officer, Cobar	1
Silverton	1
Tibooburra	1
Region RFS, Cobar	1
Fire & Rescue NSW	
Broken Hill	1
Dubbo Zone Office	1
Leeton Zone Office	1
Wentworth	1
Katoomba Communications	1

NSW Police	
Barrier LAC	1
Broken Hill	1
Tibooburra	1
Wentworth	1
Wilcannia	1
Menindee	1
SA Police	
Cockburn	1
Port Pirie	1
State Emergency Service	
Local Controller Broken Hill	1
Local Controller Tibooburra	1
Local Controller White Cliffs	1
Local Controller Menindee	1
Local Controller Wentworth	1
Unit Controller Packsaddle	1
Region Controller HQ Cobar	1
FUNCTIONAL AREAS	
AGRICULTURE AND ANIMAL SERVICES	
Dept Primary Industries, Regional Manager Dubbo	1
Dept Primary Industries, Regional Manager Broken Hill	1
Rural Lands Protection Board, Wentworth	1
COMMUNICATION SERVICES	
Telstra ESLO Broken Hill ? Located at Pt. Augusta	1
ENERGY AND UTILITY SERVICES	
Essential Energy – Broken Hill	1
Essential Energy – Broken Hill	1
ENGINEERING SERVICES	
Broken Hill City Council – Manager Engineering Services	1
ENVIRONMENTAL SERVICES	
Broken Hill City Council – Manager Sustainability	1
Dept. Environment & Conservation (OFFICE OF ENVIRONMENT AND HERITAGE (OEH)) - Tibooburra	1
Dept. Environment & Conservation (OFFICE OF ENVIRONMENT AND HERITAGE (OEH)) - Broken Hill	1
Dept. Environment & Conservation (EPA) – Regional Operations Officer, Buronga	1

HEALTH SERVICES	
Broken Hill District Hospital – CEO	1
Far West Local Health District – Broken Hill	1
Tibooburra	1
Menindee	1
Wilcannia	1
White Cliffs	1
Royal Flying Doctor Service	2
PUBLIC INFORMATION SERVICES	
NSW Police Media Unit	1
Media Liaison Officer – ABC Radio	1
TRANSPORT SERVICES	
Department of Infrastructure & Transport	1
WELFARE SERVICES	
Department of Family & Community Services – Broken Hill	1
Dubbo	1
SPECIAL ADVISORS	
Western Lands Commission - Dubbo	1
Defence Force Broken Hill 10/27 RSAR	1
ARTC	1
Pacific National	1
OTHER	
Broken Hill City Council – General Manager	1
Broken Hill City Council Library	1
Perilya – Mine Broken Hill	1
Bemax – Mine Broken Hill	1
Pooncarie	1
Library – Broken Hill	1
Tibooburra	1
SPARES	5
TOTAL	70

ANNEXURE I EXCERPT FROM STATE DISASTER PLAN EMERGENCY RECOVERY OPERATIONS

GENERAL.

601. When an emergency has been contained, the emergency management structure continues to conduct initial recovery operations to satisfy personal and community needs, and to restore services to the level where the continuing process can be managed by local government and the normal responsible agencies. While local government authorities have significant responsibility for the well-being of local communities, and play a major role in recovery operations, they may require significant resource support, particularly with respect to the overall coordination of recovery operations.
601. It is essential that the requirements of recovery operations are assessed and planned during the earliest stages of an emergency response operation. Although an overlap will occur between the commencement of the recovery phase and the completion of the response phase, the handover of responsibilities between the response organisations and the recovery organisations needs to be considered carefully. The State Emergency Operations Controller is responsible for ensuring recovery planning occurs.
603. 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 will invariably be a requirement for external technical, physical and financial assistance.

PRINCIPLES.

604. Disaster recovery is most effective when the following nationally recognised principles are applied:
- a. management arrangements recognise that disaster recovery is a complex, dynamic and protracted process;
 - b. agreed plans and management arrangements are well understood by the community and disaster management agencies;
 - c. recovery agencies are properly integrated into disaster management arrangements;
 - d. community service and reconstruction agencies have input into key decision-making;
 - e. recovery services are conducted with the active participation of the affected community;
 - f. recovery managers are involved from the initial briefing on the operation;
 - g. recovery services are provided in a timely, fair, equitable and flexible manner, and
 - h. recovery personnel are supported by training programs and exercises
(Source: National Standing Committee of Community Services and Income Security Administrators).
605. The recovery process will commence as soon as possible during and following the impact and every effort will be made to ensure that individuals from the affected communities are actively involved in their own recovery.
606. Management of recovery services should, whenever possible, occur at local level, although District and, on occasions, State support will be required.
607. Recovery services are most effective when managed by an identified recovery coordinator.

608. There are a number of coordination options available, these include:
- LEOCON appointments – Disaster Recovery Coordinator - LEOCON established Committee.
 - DEOCON appointments – Disaster Recovery Coordinator - DEOCON established Committee.
 - Disaster Recovery (Human Services) Functional Area Coordinator – Disaster Recovery (Human Services) Committee and key representatives advise.
 - Engineering Functional Area Coordinator – Engineering Functional Area committee and key representatives advise.
 - SEOCON appointments – Disaster Recovery (Human Services) Coordinator - SEOCON established Committee.
 - Minister appointments – Disaster Recovery (Human Services) Coordinator Appointee established committee or task force.

PLANNING FOR RECOVERY.

609. 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.
610. The main roles of Recovery Committees are:
- coordinate arrangements to make an initial assessment of the impact;
 - establish priorities;
 - identify shortfalls in resources;
 - coordinate provision of services; and
 - keep the community informed of recovery strategies.

RECOVERY AT LOCAL LEVEL.

611. As soon as possible following an emergency, the LEMC is to meet in order to form a Local Recovery Committee. The LEMC provides a good basis for a Local Recovery Committee, but local community groups such as the local Chamber of Commerce and non-government agencies should be added. The Combat Agency will need to attend the early meetings to provide an overview of the situation.
612. Coordination of the recovery operation may occur from local or district level.
613. 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.

LOCAL RECOVERY COORDINATORS.

614. The appointment of a Local Recovery Coordinator is critical to the success of recovery operations. This should be discussed by the LEMC when it meets to form the Local Recovery Coordination Committee. The appointment of the coordinator should occur in consultation with the DEOCON, on the recommendation of the LEOCON.
615. In the event that there is likely to be the need for significant outside resources, the LEOCON on the advice of the LEMC will normally recommend the appointment of a higher level Recovery Coordinator.

HIGHER LEVEL RECOVERY COORDINATORS.

616. In the event that the need is identified for a higher level Recovery Coordinator to be appointed, the DEOCON, as Chair of the District Emergency Management Committee will consult with the SEOCON who will appoint a coordinator in liaison with appropriate State level agencies.

RECOVERY AT DISTRICT LEVEL.

617. In the event that an emergency impacts on several local government areas within an emergency management district, it will be necessary to form a District Recovery Coordination Committee.
618. In such circumstances the DEMC will meet to determine the composition of the committee and nominate a Coordinator to the SEOCON for approval. Local Recovery Committees will be required, but will act as sub-committees to the District Recovery Committee.

RECOVERY AT STATE LEVEL.

619. When an emergency impacts on several adjoining emergency management districts, or in the event of a major emergency, it may be necessary to establish a State level Recovery Coordinating Committee.
620. When there is likelihood that this may be required, the SEOCON will meet with the SEMC and make a decision on an appropriate structure, including the appointment of a State Recovery Coordinator.

LONG TERM RECOVERY.

621. In the event that long term recovery and reconstruction are going to be needed, SEOCON and the SEMC may recommend to the Minister or Premier the formation of a Special Recovery Coordinating Committee to coordinate long term recovery planning and coordination.
622. The Minister or Premier may appoint a Special Recovery Coordinator, who if so appointed is to be the Chairperson of the Special Recovery Coordinating Committee, and will normally report directly to Government.

RECOVERY CENTRES.

623. Delivery of recovery services is undertaken from Recovery Centres, which brings together all service providers within one location.
624. Recovery Centres will be established in cooperation with local government.
625. The need to establish Recovery Centres will be considered whenever there is an emergency.
626. The decision to establish a Recovery Centre is made by the **FCS** Disaster Recovery Human Services Manager in consultation with the relevant Emergency Service organisation.
627. The agencies providing services in the centre may include:
- **FCS**
 - Community Partners and Agencies (NGOs)
 - Department of Commerce
 - Department of Agriculture
 - Rural Assistance Authority
 - Department of Health

- Department of Housing
- Centrelink
- Electricity service providers
- Department of Fair Trading, and
- Telecommunications service providers.

628. A Recovery Centre may include the following facilities:

- Security for access – separating clients from the general office
- Reception area
- Interview rooms
- Meeting room
- Staff room
- Storage area
- Administration area and offices.

EMERGENCY FINANCIAL ASSISTANCE

629. Emergency financial assistance to persons affected by emergencies is coordinated by the Disaster Recovery Human Services Functional Area.

END

Ensure LEMC identifies and listed contact details in separate document.

- **Local Emergency Operations Centre**
- **Evacuation Centres**
- **Agency Control and Coordination Centre**
- **LEMC Contact Directory**