

CAMDEN LOCAL EMERGENCY MANAGEMENT AREA



LOCAL DISASTER PLAN (Displan)

Copy No. 41

**Camden Local Disaster Plan
(Displan)**

TITLE:

CAMDEN LOCAL DISASTER PLAN (Displan),

This Camden Local Displan relates to the Camden Local Emergency Management Area.

AUTHORITY:

The Camden Local Disaster Plan (Displan) has been prepared by the Local Emergency Management Committee for the Camden Local Emergency Management Area in compliance with the State Emergency and Rescue Management Act, 1989 (as amended) Section 29 (1).

APPROVED

Chairperson
Local Emergency Management Committee
Camden Local Area

Dated:

ENDORSED

Chairperson
District Emergency Management Committee
Sydney South West District

Dated:

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AMENDMENTS

Suggested amendments or additions to this Plan are to be forwarded in writing to:

Local Emergency Management Officer
Camden Council
PO Box 183
CAMDEN NSW 2570

Suggested amendments or additions received need to be endorsed by the Local Emergency Management Committee for the Camden area prior to inclusion.

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

AMENDMENT		ENTERED	
NUMBER	AMENDMENT DATE	SIGNATURE	DATE
1 Complete Reprint	January 1999	Reprint	January, 1999
2 Complete Reprint (see Note below)	October 2003	Reprint	October, 2003
3 Complete Reprint (See Note below)	October, 2006	Reprint	October, 2006

Amendment . 3 Note: This version of the Local Displan is a complete rewrite and reprint to accommodate amendments resulting from the amendment of the State Emergency and Rescue Management Act, the State and District Displans, changes to the various Acts, and other changes following a routine review as agreed to by the LEMC

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A current version of this document will be available on the following websites:

www.demc.nsw.gov.au
www.camden.nsw.gov.au

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ABBREVIATIONS

ADF	Australian Defence Forces
ADFLO	Australian Defence Forces Liaison Officer
DACC	Defence Assistance to the Civil Community
DCSC-SC	Defence Corporate Support Centre - Sydney Central
DEMC	District Emergency Management Committee
DEMO	District Emergency Management Officer
DEOC	District Emergency Operations Centre
DEOCON	District Emergency Operations Controller
Displan	Disaster Plan
DoCS	Department of Community Services
EMA	Emergency Management Australia
EOC	Emergency Operations Centre
EOCON	Emergency Operations Controller - Generic term, where level (Local, District or State) not specified
HAZMAT	Hazardous Material
LEMC	Local Emergency Management Committee
LEMO	Local Emergency Management Officer
LEOC	Local Emergency Operations Centre
LEOCON	Local Emergency Operations Controller
LESFAC	Local Engineering Services Functional Area Coordinator
LO	Liaison Officer
NGO	Non Government Organisation
RTA	Roads and Traffic Authority
SEMC	State Emergency Management Committee
SEOC	State Emergency Operations Centre
SEOCON	State Emergency Operations Controller
SERM Act	State Emergency and Rescue Management Act, 1989 (as amended)
SES	State Emergency Service

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SEWS	Standard Emergency Warning Signal
SITREP	Situation Report
SOP	Standing Operating Procedure
USAR	Urban Search and Rescue

DEFINITIONS

NOTE:

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

Act

in this plan means the State Emergency and Rescue Management Act, 1989 (as amended), (SERM Act).

Agency

means a government agency or a non-government agency.
(Source: SERM Act).

Bush Fire

in this plan means a type of fire, irrespective of location, primarily involving vegetation such as trees, bush, scrub, grass, cultivated crops etc.

Combat Agency

means the agency identified in the [State] Displan as the agency primarily responsible for controlling the response to a particular emergency.
(Source: SERM Act).

Combat Agency Controller

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

Command

in this plan means the direction of members and resources of an agency/organisation in the performance of the agency/organisation's roles and tasks. Authority to command is established in legislation or by agreement within 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 of the 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 activities, agencies or individuals concerned.
(Source: SERM Act).

Control operates horizontally across all agencies / organisations, functions and individuals. Situations are controlled.

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Coordination

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

Disaster

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

Displan

in this plan means the Local Disaster Plan. The object of Displan is to ensure the coordinated preparation for, response to and recovery from emergencies by all agencies having responsibilities and functions in emergencies.

Note: In this document the word Displan refers to the Camden Local Emergency Management Area Displan unless qualified by the context in which it is used.

District

the State is divided into such districts as the Minister may determine by order published in the Gazette. Any such order may describe the boundaries of a district by reference to local government areas, maps or otherwise.
(Source: SERM Act).

in this plan means the Sydney South West Emergency Management District, generally comprising the areas defined as the Bankstown, Camden, Campbelltown, Fairfield, Liverpool, Wingecarribee and Wollondilly Local Government Areas.

District Emergency Management Committee (DEMC)

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

District Emergency Management Officer (DEMO)

means the person appointed pursuant to the Act to act as Executive Officer to the DEMC and the DEOCON.
(Source SERM Act).

District Emergency Operations Centre (DEOC)

in this plan means a facility, established at District level, from which the control of District level emergency operations and / or coordination of District resource support is effected.

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District Emergency Operations Controller (DEOCON)

in this plan means the Region Commander of Police, appointed by the Commissioner of Police as the District Emergency Operations Controller for the Emergency Management District.
(Source: SERM Act).

Emergency

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

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

being an emergency which requires a significant and coordinated response.

i) For the purposes of the definition of 'emergency', property in the State includes any part of the environment of the State. Accordingly, a reference to threats or danger to property includes a reference to threats or danger to the environment, and a reference to the protection of property includes a reference to the protection of the environment.

(Source: SERM Act).

Emergency Officer

means the Director General of SES or a person appointed as an Emergency Officer under Section 15 of the State Emergency Service Act. A person may be appointed as an Emergency Officer even if not a member of the State Emergency Service.
(Source: SES Act).

Emergency Operations Centre (EOC)

in this plan means a centre established at State, District or Local level, from which the control of emergency operations and coordination of resources is effected.

Emergency Risk Management

in this plan means the process approved by the State Emergency Management Committee and published in the NSW Implementation Guide for Emergency Management Committees.
(Source: State Displan)

Emergency Services Officer

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

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Emergency Services Organisation

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

Essential services

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

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

Evacuation Assembly Centre

in this plan means a facility / area / centre outside the danger area 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 proceeding to a Welfare Centre for a longer stay or to have their longer term needs met. An evacuation assembly centre may also be a venue for disaster victim registration, triage and the meeting of immediate needs of evacuated persons. Evacuation Assembly Centres are to be determined by the agency responsible, at the time, for the evacuations.

External Resources

in this plan means any resource, manpower, or equipment, which does not directly belong to a particular agency or is covered by a formalised memorandum of understanding for cooperative assistance.

Fire - Bush

See Bush Fire.

Fire - Urban

See Urban Fire.

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Functional Area

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

- a. Agriculture and Animal Services;
- b. Communication Services;
- c. Energy and Utility Services
- d. Engineering Services;
- e. Environmental Services;
- f. Health Services;
- g. Public Information Services;
- h. Transport Services; and
- i. Welfare Services.

Functional Area Coordinator

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

Government Agency

Means:

- (a) a government department or administrative office as defined in the Public Sector Management Act, 1988;
- (b) a public authority, being a body (whether incorporated or not) established by or under an Act for a public purpose, other than:
 - (i) the Legislative Council or the Legislative Assembly or a committee of either or both of these bodies; or
 - (ii) a court or other judicial tribunal;
- (c) the Police Service;
- (d) a local government council or other local authority; or
- (e) a member or officer 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:
 - (i) The Governor, the Lieutenant-Governor or the Administrator of the State;
 - (ii) a Minister of the Crown;
 - (iii) a Member of the Legislative Council or Legislative Assembly or an officer of that Council or Assembly; or
 - (iv) a judicial officer.

(Source: SERM Act)

Hazard

in this plan means a potential or existing condition that may cause harm to people or damage to property or the environment.

(Source: State Displan)

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Hazardous Material

means anything, when produced, stored, moved, used or otherwise dealt with without adequate safeguards to prevent it from escaping, may cause injury or death or damage to property.

(Source: Fire Brigades Act , 1989 (as amended))

Hazardous Materials Emergency

means any hazardous materials incident which requires significant and coordinated response. Such emergencies may be land based, or occur on or in the inland waters or the marine waters of New South Wales.

(Source: Hazmat/CBR Plan)

Hazardous Material Incident

means an actual or impending land based spillage or other escape of hazardous material that causes or threatens to cause injury or death or damage to property.

(Source: Fire Brigades Act, 1989 (as amended)).

Incident

in this plan means a localised event, either accidental or deliberate, which may result in death or injury or damage to property which requires normal response from an agency or agencies.

(Source State Displan)

An incident becomes an emergency when the resources of the combat agency are insufficient to deal with the incident and External Resources are desirable or required.

Inland Waters

All riverine and estuary systems within NSW not included in State Waters. (*For 'State Waters' see State Displan*)

(Source: Hazmat/CBR Plan)

Inner Perimeter

in this plan means the outer extent of the area at an event site which is secured to facilitate control of the operational activities by a response agency to render safe an existing dangerous situation. The area inside the Inner Perimeter is generally under the control of the Combat agency and access to that area is usually restricted.

Land Based

Any area in NSW including land and inland waters.

(Source: Hazmat/CBR Plan)

Liaison Officer

in this plan means a person, nominated or appointed by an organisation or functional area to represent that organisation or functional area at a control centre, emergency operations centre, coordination centre or Site Control Point. 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.

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Local Area

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

In this Plan, reference to Local Area refers to the Camden Local Government Area unless qualified by the context in which it is used.

Local Emergency Management Committee (LEMC)

means the Committee, constituted under the State Emergency Management Act, 1989 (as amended), for each local government area, and is responsible for the preparation of plans in relation to the prevention of, preparation for, response to and recovery from emergencies in the local government area, for which it is constituted. In the exercise of its functions, any such committee is responsible to the relevant District Emergency Management Committee.
(Source: SERM Act).

Local Emergency Management Committee Chairperson

means a senior representative of the council of the relevant local government area, nominated by that council to be the Chairperson of the committee.

The Chairperson of a [Local] Committee is to be a person who has the authority of the council to coordinate the use of council's resources in the prevention of, preparation for, response to, and recovery from emergencies.
(Source SERM Act).

Local Emergency Management Officer (LEMO)

in this plan means the person, appointed by Council under the Act to act as principal executive officer to the LEMC and the LEOCON for emergencies affecting that particular local area.

The LEMO and the Chairperson of the LEMC need not be the same person.

Local Emergency Operations Controller (LEOCON)

means the Police officer appointed by the District Emergency Operations Controller as the Local Emergency Operations Controller for the Local Government Area.

Logistics

means the range of operational activities concerned with supply, handling, transportation, and distribution of materials. Also applicable to the transportation of people.
(Source: State Displan)

Marshalling Area

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

Minister

means the Minister for Emergency Services.

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Natural Disaster

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

(Source: COAG Review into Natural Disasters in Australia, August 2002).

Non Government Agency

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

(Source: SERM Act).

Outer Perimeter

in this plan means a physical area surrounding an Inner Perimeter which has been secured by some means to effectively control entry or exit of persons or equipment from that area. The area between the Inner and Outer Perimeters is normally a 'safe area' from where emergency services and supporting agencies can operate and be coordinated, and usually contains agency command posts and Site Control Point (if established). This area will be controlled by the Site Controller (if appointed) or NSW Police.

Participating Organisation

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

Plan

in this 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 or plans to deal with an emergency or the effects of an emergency.

(Source: SERM Act).

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Prevention

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

Public Awareness

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

Recovery

in relation to an emergency means the process of returning an affected community to its proper level of functioning after an emergency.
(Source: SERM Act).

Relief

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

Rescue

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

Response

in relation to an emergency means the process of combatting an emergency and of providing immediate relief for persons affected by an emergency.
(Source: SERM Act).

Risk

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

Risk Assessment

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

Risk Management

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

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Roads Authority

means officers of the Roads and Traffic Authority, and councils, authorised under the Roads Act 1993.

(Source: State Displan)

Site

In this plan means the area at the scene of an event normally contained within the 'Outer Perimeter'.

Site Controller

In this plan 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 Point and controlling the on ground activities in response to the emergency which are not under the direct control of the combat agency

Site Control Point

In this plan means the location from which a Site Controller, agency commanders and liaison officers coordinate the resources deployed to the site. It usually includes the relevant emergency service commanders and representatives of other agencies or Functional Areas operating at the site.

State Emergency Management Committee (SEMC)

means the committee constituted under the State Emergency and Rescue Management Act, 1989 (as amended), as the principal committee established under the Act for the purposes of emergency management throughout the State, and, in particular, is responsible for emergency planning at State level.

(Source: SERM Act).

State Emergency Management Structure

the emergency management structure of New South Wales consists of the State, District and Local Emergency Management Committees, and established emergency operations centres at State, District and Local levels, which provides for the control and coordination of emergency response and initial recovery operations by all agencies having responsibilities and functions in emergencies.

(Source: State Displan)

State Emergency Operations Controller (SECON)

means the person appointed by the Governor, on the recommendation of the Minister, responsible, in the event of an emergency which affects more than one District, for controlling the allocation of resources in response to the emergency. The State Emergency Operations Controller is to establish and control a State Emergency Operations Centre.

(Source: SERM Act).

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State of Emergency

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

Note: Other New South Wales legislation also provides for a declaration of an emergency which has different meanings and different authorities within that specific legislation - that is: Essential Services Act, 1988; Dam Safety Act, 1978; and Rural Fires Act, 1997 (as amended), etc.

Sub Plan

In this plan means an action plan required for a specific hazard, critical task or special event. It is prepared when the management arrangements necessary to deal with the effects of the hazard, or the critical task or special event differ from the general coordination arrangements set out in the Displan or Supporting Plans for the area referred to in the Sub Plan.

Supporting Organisation

means the Government Departments, statutory authorities, volunteer organisations or other specialist agencies who have indicated willingness to participate and provide specialist support resources to a combat agency controller or Functional Area Coordinator during emergency operations.
(Source: State Displan)

Supporting Plan

means a plan prepared by an agency / organisation or functional area, which describes the support which is to be provided to the controlling or coordinating authority during emergency operations. It is an action plan which describes how the agency/organisation or functional area is to be coordinated in order to fulfill the roles and responsibilities allocated.
(Source State Displan)

Terrorist Act

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

Urban Fire

in this plan means any type of fire except bush fires, occurring in a town or city, primarily involving established structures such as industrial, commercial or residential buildings, vehicles, vessels and aircraft etc.

Victim

in this plan means a person adversely affected by an emergency.

Welfare Centre

in this plan means any centre / facility established to provide either short term or long term welfare / recovery services to victims of an emergency. Welfare Centres are to be determined by the agency responsible, at the time, for the provision of Welfare Services, normally the Dept of Community Services

PART 1

INTRODUCTION

LEGISLATIVE BASIS

101. The Government of New South Wales acknowledges the inevitable nature of emergencies and their potentially significant social, economic and environmental consequences. Accordingly, the Government has enacted the State Emergency and Rescue Management Act, 1989 (as amended).
102. Emergencies may be controlled by combat agencies or emergency operations controllers as specified in this plan, and the State Emergency and Rescue Management Act, 1989 (as amended), recognises the need for a coordinated response by all agencies having roles or responsibilities for such emergencies. It provides the legislative basis for the preparation of a State Disaster Plan (Displan) as well as District and Local Disaster Plans to record the agreed management arrangements for coordination of emergency preparedness, response and recovery operations.

PURPOSE

103. This plan details arrangements for:
 - a. identifying prevention and mitigation strategies within the local area;
 - b. providing support to incidents and emergencies within the local area;
 - c. controlling emergency operations at local level where there is no combat agency.
 - d. coordinating local level support
 - f. providing assistance to other local areas either on a pre-planned basis, or as requested or directed by DEOCON.

OBJECTIVES

104. The objectives of this plan are to:
 - a. detail responsibilities for the identification, development and implementation of prevention and mitigation strategies;

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- b. define Participating Organisation and Functional Area roles and responsibilities in preparation for, response to and recovery from emergencies;
- c. set out the control, coordination and liaison arrangements at Local level;
- d. detail activation and alerting arrangements for involved agencies;
- e. detail arrangements for the acquisition, coordination and deployment 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

105. This plan describes the Local level arrangements, within the Camden local area, to prevent, prepare for, respond to and recover from incidents and emergencies, and also provides policy direction for the preparation of Local Sub Plans and Supporting Plans within the Camden local area.

PLANNING ASSUMPTIONS

106. This plan is based on the following assumptions:
- a. Arrangements detailed in this plan are based on the assumption that the resources upon which the plan relies are available when required.
 - b. 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, and training their personnel in these arrangements, instructions and/or standing operating procedures
 - c. The effectiveness of this plan is dependent upon all involved agencies utilising the arrangements agreed to and detailed in this Plan.

PRINCIPLES

107. The following principles are applied in this plan:

- a. **Responsibility for preparation, response and initial recovery rests initially at Local level.** If Local agencies and available resources cannot cope, they are augmented by those from District, State or Commonwealth levels.
- b. **Control / Coordination** of emergency response and recovery operations **is conducted at the lowest effective level.**
- c. **Designated combat agencies may deploy additional resources from their own service** from outside the affected Local Area if they are needed to conduct single service operations.
- d. During an operation which is the legal responsibility of a designated combat agency, the Emergency Operations Controller is responsible, when so requested, to coordinate the provision of support resources. This is normally done through the Emergency Operations Centre. The Emergency Operations Controller is responsive to the requirements of the Controller of the combat agency.
- e. Combat agency Controllers at all levels are required to keep Emergency Operations Controllers advised of the situation during emergency operations which are their responsibility.
- f. **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 DEOCON and the District Controller of the combat agency, and the agreement of the latter, or at the direction of the SEOCON.**
- g. In the event that an Emergency Operations Controller has assumed control of an operation which would normally be the responsibility of a combat agency, control should be passed to the combat agency as soon as the situation is stabilised and when change of control will not adversely affect operations.
- h. Emergency Management Operations following a terrorist attack will be controlled by the SEOCON.
- i. Emergency preparation, response and recovery **operations should be conducted with all agencies carrying out their normal functions** wherever possible.
- j. **Prevention measures remain the responsibility of authorities / agencies charged by statute with the responsibility.**

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SECURITY OF INFORMATION

108. Displans (State, District and Local), Sub Plans and Supporting Plans are public documents, they are not to contain contact details or locations of operations centres, evacuation centres or recovery centres which are to be maintained separately and have controlled distribution.

AREA COVERED

109. This Plan covers the whole of the Camden Local Government area.

AREA DESCRIPTION

110. The Camden Local Government Area comprises an area of almost 206 sq km with a population of about 50,513. It comprises the townships of Camden and Narellan, with villages at Leppington, Catherine Field, Cobbitty, Bringelly and a part of Rossmore.
111. Physical boundaries are Bringelly Creek, Greendale Road and Bringelly Road to the North, Cowpasture Road, Camden Valley Way and the Sydney Water Supply to the East, the Nepean River, Griffith Avenue, Wire Lane and Westbrook Road to the South and Fosters Lane, Burrongorang Road, the Old Oaks Road, Benwerrin Crescent, Sickles Creek, the Nepean River and Bringelly Creek to the West.

A map of Local Government Area is included as an annex.

TRANSPORT ROUTES

112. The major transport routes passing through the Area are:-

a. ROAD

Greendale Road, Bringelly Road, The Northern Road, Camden Valley Way, Narellan Road, Camden Bypass, Springs Road and Old Hume Highway.

b. RAIL

The area has no major rail line passing through it although a spur line exists to service the Glenlee Clutha Limited quarry.

WATERWAYS / WATER STORAGES

113. The Nepean River system runs through the area.
114. The Sydney Water Supply flows through the area but there are no other major Water Storage facilities in the area.

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CORRECTIONAL / DETENTION CENTRES

115. There are no Correctional and Detention Centres in the area.

AIRPORTS / AIRFIELDS

116. There is one Airport in the area. Camden Airport is located at Kirkham, off Macquarie Grove Road, and is privately operated.

Camden airport generally services light aircraft and gliders, with typical operations being for aircraft up to 5,700 kg (9 seats) or aircraft up to 12,000 kg with pavement concessions from the owner, Camden Airport Limited.

HAZARDS

117. The following table indicates comparisons between various hazards in relation to their respective emergency management requirements. The list is not intended to include all possible hazards.

HAZARD	REMARKS
FIRE (BUSH and URBAN)	Combat Agency ▾ RURAL FIRE SERVICE in Rural Fire Districts. NSW FIRE BRIGADES in NSW Fire District. Support may be required with engineering resources, evacuations, welfare and traffic control, Refer to District Bush Fire Plan.
FLOOD	Combat Agency ▾ NSW STATE EMERGENCY SERVICE Support may be required with engineering resources, evacuations, welfare, traffic control and clean up. Refer to Local Flood Plan.
STORM	Combat Agency - NSW STATE EMERGENCY SERVICE. Support may be required with engineering resources, evacuations, welfare, traffic control and clean up.
MAJOR PASSENGER TRANSPORT ACCIDENT	Local Emergency Operations Controller to control. Support may be required with traffic control, evacuations, engineering resources, welfare etc.
HAZARDOUS MATERIAL/CBR EMERGENCY	Combat Agency - NSW FIRE BRIGADES to render safe in accordance with State Hazmat Plan/CBR. Support may be necessary with possible widespread evacuations, traffic and crowd control and clean up.
EARTHQUAKE	Local Emergency Operations Controller to control with District support. District Emergency Operations Controller to assume control if effect widespread.

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HAZARD	REMARKS
AIRCRAFT EMERGENCY	Local Emergency Operations Controller in initial control, supported by or handing control to District or State in accordance with State Aviation Sub Plan.
ANIMAL AND PLANT DISEASE	Combat Agency - DEPT. OF PRIMARY INDUSTRY. Support may be required with engineering resources, vehicle and personnel movement control, area security and decontamination.

118. In addition to the specific support indicated above, in any of the above emergencies evacuations may be necessary and /or support may be required with welfare, engineering, transport, health, fire fighting, and rescue resources.

PART 2

ROLES AND RESPONSIBILITIES

GENERAL

201. This part describes the primary roles and responsibilities of Emergency Services, Functional Areas and other Organisations. Participating Organisations and Supporting Organisations have been grouped together into Functional Areas on the basis of the most efficient provision of resources to support emergency operations.
202. This part deals with Response and Recovery roles and responsibilities only. Roles and responsibilities relating to Prevention are dealt with in Part 3 and those dealing with Preparation are in Part 4.
203. Collectively the Emergency Services and Functional Areas, listed in this section of the Plan, are the operational arms within the emergency management structure. All agencies, Functional Areas and State resources are available for the conduct of emergency response and recovery operations.
204. Participating and Supporting Organisations are as listed in the District Displan.
205. **LOCAL EMERGENCY OPERATIONS CONTROLLER (LEOCON)**

The LEOCON will:

- a. Monitor operations controlled by combat agencies
- b. Maintain liaison with combat agencies and support organisations.
- c. Coordinate support and control the allocation of resources.
- d. Control Local level operations when there is no designated combat agency.
- e. In consultation with, and the agreement of, the combat agency and the DEOCON, assume control of Local level operations from the combat agency if they can no longer contain the situation.
- f. Advise and activate appropriate agencies, Emergency Service organisations and Functional Areas.
- g. Activate and staff the Local Emergency Operations Centre in accordance with the LEOC's Standing Operating Procedures (SOPs).
- h. Ensure the DEOCON is kept apprised of the situation.
- i. As necessary, request "out of local area" resources from the District Emergency Operations Controller.

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- j. Ensure that the Alternative LEOCON, LEMO, DEOCON and DEMO are advised of any absence or intended absence of the LEOCON or alternate LEOCON.
- k. Ensure that recovery operations are initiated during the earliest stages of response operations.
- l. Respond to directions from the DEOCON.

206. CHAIRPERSON OF LOCAL EMERGENCY MANAGEMENT COMMITTEE

- a. The Chairperson of the LEMC is a senior representative of the council of the relevant local government area nominated by that council.
- b. The Chairperson is to be a person who has the authority of the council to coordinate the use of council's resources for the prevention of, response to and recovery from emergencies. (Source: SERM Act)
- c. Act as a Liaison Officer of the Council during Emergency Operations but may delegate this role.
- d. The Chairperson is to ensure that another officer of Council is delegated responsibility for and authority to act as Alternative to the appointed Chairperson in his/her absence and that the LEOCON, DEOCON and DEMO are advised of any absence or intended absence of the LEMC Chairperson or Deputy Chairperson.

207. LOCAL EMERGENCY MANAGEMENT OFFICER

The LEMO will:

- a. Advise, assist and support the LEOCON during response and recovery operations.
- b. Act as principal executive officer to the LEOCON and to the LEOC.
- c. Ensure that another officer of Council is delegated responsibility for and authority to act as Alternative to the appointed LEMO in his/her absence and that the LEOCON, DEOCON and DEMO are advised of any absence or intended absence of the LEMO or alternate LEMO.

208. SITE CONTROLLER

The Site Controller is responsible to and will report to the respective LEOCON, as appropriate.

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The Site Controller will;

- a. In support of the combat agency, control and coordinate the activities of all agencies involved at the site who are not under the direct control of the Combat agency.
- b. Establish a Site Control Point, notify all relevant agencies of its location and details and request Liaison Officers from agencies at the site, as necessary.
- c. Determine priorities of actions of the individuals or agencies, other than the Combat Agency, concerned at the site.
- d. Ensure that perimeters are established and access to the site is controlled.
- e. In consultation with medical authorities, designate a treatment/triage area and ambulance loading area.
- f. Designate equipment and personnel assembly areas, marshalling areas, rest areas, media assembly or briefing area, evacuation assembly areas, etc as necessary.
- g. Designate a helicopter landing area if required.
- h. When requested, arrange support services and resources, through the LEOCON, and coordinate that support to agencies in attendance at the site.
- i. Provide SITREPS as required to the next higher level of Emergency Management, e.g. Local Emergency Operations Controller.
- j. Through the agencies' commanders, coordinate the provision of support services to the members of various agencies in attendance at the site, e.g. meals, toilets, shelter, etc.
- k. For protracted operations, determine and preplan possible needs to support the activities at the site, e.g. suitable lighting, telephone/facsimile lines, catering and ablutions, etc.

209. **AGRICULTURE AND ANIMAL SERVICES**

Coordinator - Department of Primary Industries

This Function will be coordinated at District Level

- a. Is the combat agency for animal and plant health emergencies. This includes implementing procedures in conjunction with State and National authorities for the eradication or control of animal and plant health emergencies, including:
 - i. detection, diagnosis, risk assessment and surveillance of disease;
 - ii. destruction and disposal of infected animals and products as required;
 - iii. disinfection of contaminated areas, buildings and vehicles;
 - iv. programs for vector control, for example, insect and feral animal control;
 - v. quarantine controls for the movement of persons, animals and plants; and
 - vi. provision of adequate trained staff to ensure quarantine requirements are observed.
- b. Provide immediate animal care services and continuing rehabilitation assistance to primary producers, including:
 - i. assessment of injured stock;
 - ii. disposal of carcasses;
 - iii. assessment of rural property losses and damage to buildings, fences, crops, equipment and fodder;
 - iv. coordination of the supply and distribution of emergency fodder supplies and other materials;
 - v. administration of financial assistance to victims.
 - vi. assistance to primary producers suffering emergency induced traumas, in conjunction with the Department of Community Services.
 - vii. with the support of Participating and Supporting Organisations, manage the care of companion pets.
- c. With the support of Participating and Supporting Organisations, provide animal care services for wildlife, for domestic animals and for companion pets of victims evacuated from an area affected by an emergency.

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- d. Planning for response and initial 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 District Emergency Operations Centre, as requested.

210. AMBULANCE SERVICE OF NSW

- a. Provide pre-hospital care and transport for the sick and injured.
- b. Provide and/or assume responsibility for transport of designated Health Service teams and their equipment to the sites of incidents and emergencies or receiving hospitals or emergency medical facilities when so requested by the State Health Service Functional Area Coordinator.
- c. Provide coordinated communications for all health services involved in emergency responses.
- d. As determined by the State Rescue Board, provide accredited 'rescue units'.
- e. Assist, at their request, the relevant combat agency and members of the NSW Police, NSW Fire Brigades, NSW Rural Fire Service or NSW State Emergency Service in dealing with incidents or emergencies.
- f. At the request of the Local Emergency Operations Controller, assist in any response or recovery operation for which the Ambulance Service's training and equipment is suitable.
- g. Provide a Liaison officer to the Local Emergency Operations Centre, as requested.

211. COMMUNICATION SERVICES

Coordinator - Telstra Australia

This Function will be coordinated at District Level

- a. Advise on the establishment and maintenance of reliable communications for the control and coordination of emergency response and recovery operations.
- b. Arrange for alternative communications links in the event of overloading or need for greater capacity.
- c. Arrange for alternative means of communication in the event of failure of the normal telephone system.
- d. Provide a Liaison Officer to the District Emergency Operations Centre, as requested.

212. **ENGINEERING SERVICES**
Coordinator - Department of Commerce

Note: This Function will be coordinated at District level with Council and resources provided to the Local Area being coordinated at the local level by the Local Engineering Functional Area Coordinator (LESFAC) who is an officer of the local Council

- a. Coordinate all engineering resources associated with emergency response and recovery operations, including clearance and re-establishment of roads and bridges, demolition and shoring up of buildings, removal of debris, and 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. Provide a Liaison Officer to the District Emergency Operations Centre, as requested. The LESFAC will attend the LEOC at the request of the LEOCON.

213. **ENVIRONMENTAL SERVICES**
Coordinator - Dept of Environment and Conservation (Environment Protection Authority)
This Function will be coordinated at District Level

- a. Protect the environment during emergency response and recovery operations.
- b. Coordinate scientific support for the on scene Controller during operations to combat the pollution of the sea and inland waters within New South Wales.
- c. Advise and coordinate scientific support to the NSW Fire Brigades during land base hazardous materials incidents and emergency response operations.
- d. Advise the combat agency and other Functional Areas or organisations involved on environmentally sound and legal practices for the disposal of wastes or contaminated materials resulting from an emergency.
- e. Once the material has been rendered safe, direct and coordinate clean up of hazardous materials which pose a threat to the environment.
- f. Conduct post response investigations following incident or emergency operations involving hazardous materials.

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- g. Provide a Liaison Officer to the District Emergency Operations Centre, as requested.

214. HEALTH SERVICES

Coordinator - NSW Health Department (Sydney South West Area Health Service)

This Function will be coordinated at District Level

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

215. LOCAL GOVERNMENT COUNCIL

- a. Provide manpower, plant, equipment, services and materials as available and required to assist in the prevention of, preparation for, response to, and recovery from incidents or emergencies, including the provision of council's resources to assist outside their own local government area.
- b. Provide their expertise and support as requested to the following Functional Areas, whether established at Local, District or State level:
 - i. Agriculture and Animal Services;
 - ii. Communications Services;
 - iii. Energy and Utility Services;
 - iv. Engineering Services;
 - v. Environmental Services;
 - vi. Health Services;
 - vii. Public Information Services;

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- viii. Transport Services; and
- ix. Welfare Services.
- c. Provide an officer, to be known as the Local Engineering Services Functional Area Coordinator, to coordinate all engineering services, and resources, whether council or other in conjunction with the District Engineering Services Functional Area Coordinator.
- d. Assume a lead role in local Recovery operations and support District and Local Recovery operations.
- e. Provide a Liaison Officer to the Local Emergency Operations Centre and / or District Emergency Operations Centre as requested.

216. NSW FIRE BRIGADES

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

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- e. At the request of the Local Emergency Operations Controller, assist in any response or recovery operation for which the NSW Fire Brigades' training and equipment is suitable.
- f. Provide a Liaison Officer to the Local Emergency Operations Centre, as requested.

217. **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 the evacuation of victims from the area affected by the emergency.
- d. Maintain law and order, protect life and property, and provide assistance and support to a combat agency, Functional Areas, and other organisations as required. This may include:
 - i. Reconnaissance of the area affected by an emergency;
 - ii. Traffic control and crowd control;
 - iii. Access and egress route security and control;
 - iv. Identifying the dead and injured and notifying next of kin;
 - v. Establishing temporary mortuaries;
 - vi. Maintaining the security of property;
 - vii. Statutory investigative requirements; and
 - viii. Operation of a public enquiry centre capable of providing general information on emergencies to members of the public.
- e. Respond accredited 'rescue units' to general and specialist rescue incidents, and control and coordinate rescue operations.

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

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- f. As determined by the State Rescue Board, provide accredited rescue units.
- g. 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.
- h. Assist, at their request, the relevant combat agency and members of the NSW Fire Brigades, NSW Rural Fire Service, Ambulance Service of NSW or NSW State Emergency Service in dealing with incidents or emergencies.
 - i. At the request of the Local Emergency Operations Controller, assist in any response or recovery operation for which the NSW Police training and equipment is suitable.
 - j. Provide a Liaison Officer to the Local Emergency Operations Centre, as requested.

218. NSW RURAL FIRE SERVICE

- a. In relation to Rural Fire Districts, prescribed in the Rural Fires Act, 1997, (as amended), is the designated combat agency for fire incidents and emergencies.
- b. Provide fire services by:
 - i. dealing with outbreaks of bush fire and the rescue of persons in bush fire endangered areas; and
 - ii. taking such measures as may be practicable to prevent the outbreak of bush fires.
- c. Assist, at their request, the relevant combat agency and members of the NSW Police, NSW Fire Brigades, Ambulance Service of NSW or NSW State Emergency Service in dealing with incidents or emergencies.
- d. At the request of the Local Emergency Operations Controller, assist in any other response or recovery operation for which the Rural Fire Service's training and equipment is suitable.

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- e. Provide a Liaison Officer to the Local Emergency Operations Centre, as requested.

219. NSW STATE EMERGENCY SERVICE

- a. Is the designated combat agency for dealing with floods and to coordinate the rescue, evacuation and welfare of affected communities.

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

- b. Is the designated combat agency for damage control for storm (including coastal erosion from storm activity) and to coordinate the evacuation and welfare of affected communities.

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

- c. Assist, at their request, the relevant combat agency and members of the NSW Police, NSW Fire Brigades, NSW Rural Fire Service or Ambulance Service of NSW in dealing with incidents or emergencies.
- d. At the request of the Local Emergency Operations Controller, or another emergency services organisation, assist in any response or recovery operation for which the State Emergency Service's training and equipment is suitable.
- e. Provide a Liaison Officer to the Local Emergency Operations Centre, as requested.

**220. PUBLIC INFORMATION SERVICES
Coordinator - NSW Police, Public Affairs Branch**

As there is currently no Public Information Functional Area established within this District, this function will be coordinated at State level.

- a. Assist the effective conduct of emergency response and recovery operations by coordinating the release of official and current information to the media and the public about the emergency, including measures being undertaken or planned.
This may require:
 - i. establishing a Media Information Centre, arranging media conferences on behalf of the District Emergency Operations Controller, and, when appropriate, arranging access by journalists to the area affected by the emergency;

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- ii. preparing media releases on behalf of the District Emergency Operations Controller:
 - iii. Establishing a Joint Media Information Centre for the dissemination of information to the public, but excluding inquiries regarding victims, and
 - iv. Preparing and issuing official messages to the public for broadcast by the media (these may be preceded by the Standard Emergency Warning Signal (SEWS)).
- b. Provide a Liaison Officer to the District Emergency Operations Centre, as requested.

221. TRANSPORT SERVICES

Coordinator - Ministry of Transport

This Function will be coordinated at District Level

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

222. WELFARE SERVICES

Coordinator - Department of Community Services

- a. During response and recovery operations, provide welfare services to victims of emergencies. This may require:
 - i. establishing Evacuation and Welfare / Recovery Centres to manage the provision of short term emergency accommodation, essential material needs, and the delivery of welfare services to victims of emergencies;
 - ii. providing welfare information and advisory services to victims;

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- iii. providing personal welfare support, and referral services;
 - iv. providing immediate financial aid;
 - v. establishing a support unit to coordinate and distribute offers of donated relief aid;
 - vi. providing mobile welfare service teams;
 - vii. ensuring, in conjunction with Agricultural and Animal Services, the provision of companion animal care; and
 - viii. ensuring, in conjunction with Health Services, the provision of medical and mental health (counselling) services.
- b. Mobilise and coordinate catering facilities and services to provide:
- i. feeding of victims of emergencies, including evacuees in transit or in Evacuation and Welfare / Recovery Centres, and displaced or homeless people in short term emergency accommodation centres; and
 - ii. By arrangement, meals for personnel engaged in emergency response and initial recovery operations.

223. LONG TERM RECOVERY/RECONSTRUCTION

- a. Establishing Welfare / Recovery Centres to manage the welfare needs of victims;
- b. Coordinate emergency accommodation for homeless victims of emergencies.
- c. Arrange for the acquisition, reception, storage, issue and disposal of material needs including clothing, bedding and personal requisites; and
- d. Provide emergency financial assistance to victims of emergencies.
- e. Provide a Liaison Officer to the Local Emergency Operations Centre, as requested.

PART 3

PREVENTION

RESPONSIBILITIES AND STRATEGIES

301. Responsibility for the development and implementation of Prevention and Mitigation strategies rests with the agencies, organisations and/or committees detailed below. These responsibilities exist due to other obligations and are not necessarily imposed by Displan.
302. To facilitate coordination of Prevention and Mitigation measures, the agencies, organisations and/or committees with responsibilities have provided the following indication of the strategies they implement within the District.

HAZARD	AGENCY / COMMITTEE RESPONSIBLE	MITIGATION / PREVENTION STRATEGIES
BUSH FIRES	Camden Council Bush Fire Management Committee Fire Agencies - Rural Fire Service, NSW Fire Brigades, National Parks and Wildlife Service, Sydney Water, public authorities (as described in the Rural Fires Act), property owner/occupier.	<ul style="list-style-type: none"> - Require landowners to clear firebreaks & remove fire hazards. - Regulate burning off. - Regulate property development & building construction through Local Environment Plans & Development Control Plans. - Coordinate bush fire fuel management strategies. - Implement bush fire fuel management programs.
EARTHQUAKE	Camden Council	<ul style="list-style-type: none"> - Regulate property development & building construction through Local Environment Plans & Development Control Plans.

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HAZARD	AGENCY / COMMITTEE RESPONSIBLE	MITIGATION / PREVENTION STRATEGIES
URBAN FIRES	NSW Fire Brigade Camden Council	<ul style="list-style-type: none"> - Implement and co-ordinate fire prevention/education programs and information - Regulate property development & building construction through Local Environment Plans & Development Control Plans.
ANIMAL AND PLANT HEALTH EMERGENCIES	Dept Primary Industries	<ul style="list-style-type: none"> - Surveillance by Dept Primary Industries, and Australian Quarantine Inspection Service. - NSW State Animal Health Emergency Sub Plan - AUSVETPLAN - Training of Dept Primary Industries' staff in detection of diseases.
FLOOD	Camden Council Dept of Infrastructure, Planning & Natural Resources.	<ul style="list-style-type: none"> - Regulate property development & building construction through Local Environment Plans & Development Control Plans. - Development & maintenance of flood mitigation works. - Preparation of flood plain management plans. - Preparation of mitigation schemes.
STORM	Camden Council	<ul style="list-style-type: none"> - Regulate property development & building construction through Local Environmental Plans & Development Control Plans.

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HAZARD	AGENCY / COMMITTEE RESPONSIBLE	MITIGATION / PREVENTION STRATEGIES
HAZARDOUS MATERIALS ACCIDENTS	<p>Dept of Environment and Conservation (Environment Protection Authority)</p> <p>Camden Council and other Local Authorities</p> <p>WorkCover Authority</p>	<ul style="list-style-type: none"> - Regulate the transport of dangerous goods. - Assists industry with the development of safe handling and response procedures. - Regulates scheduled activities under the Protection of the Environment Operations Act, 1997. - Regulates non-scheduled activities except where specified under the Protection of the Environment Operations Act, 1997 (Sect 6(2)). - Regulate the production & storage of dangerous goods.

PART 4

PREPARATION

GENERAL

- 401. This is the Camden Local Disaster Plan (Displan).
- 402. Each Local Emergency Management Committee is to develop and maintain its own Local Disaster Plan (Local Displan), with appropriate Supporting Plans and Sub Plans, as required by Functional Area Coordinators and Combat Agency Controllers.

EMERGENCY RISK MANAGEMENT

- 403. The Emergency Risk Management process is to be used as the basis for emergency planning in NSW. This methodical approach to the planning process is to be applied by emergency management committees at Local level.

LOCAL PLANNING STRUCTURE

LOCAL EMERGENCY MANAGEMENT COMMITTEE

- 404. The Local Emergency Management Committee (LEMC), chaired by a senior representative of the Council, and with the executive support of the Local Emergency Management Officer (LEMO), is responsible for preparing plans in relation to the prevention of, preparation of, response to and recovery from emergencies in the local area. The LEMC is to develop and maintain a Local Disaster Plan (Displan).
- 405. The Local Emergency Management Committee is responsible for the review of Functional Area Supporting Plans, Sub Plans prepared by combat agencies and to identify the need for and develop, as appropriate, Sub Plans related to specific hazards and emergencies within the local area where there is no combat agency.
- 406. Responsibility for the preparation and maintenance of Supporting Plans and Sub Plans rests with the respective Functional Area Coordinator or combat agency controller.
- 407. The mission and functions of Local Emergency Management Committees are to reflect those of the DEMC.

LOCAL LEVEL PLANNING

LOCAL EMERGENCY MANAGEMENT COMMITTEE

408. The Local Emergency Management Committee (LEMC) has the following mission and functions:

a) MISSION:

- i) To develop, maintain and coordinate 'Comprehensive', 'All Agency', emergency management arrangements for the community within the Camden Local Area.

b) FUNCTIONS:

- i) To prepare, maintain and review the Camden Local Displan.
- ii) Review Local Supporting Plans and Local Sub Plans.
- iii) To identify, evaluate and monitor hazards and threats to life and property within the Local Area and where appropriate recommend specific hazard management guidelines.
- iv) To establish and review appropriate emergency management structures at Local level.
- v) To identify resources within the local area and make plans for the acquisition, allocation and coordination of those resources during major incidents and emergencies.
- vi) To establish and review systems for use in the control and coordination of emergency operations at Local level.
- vii) To review and recommend emergency management arrangements (including legislation and proposals for legislation of other agencies) to the District Emergency Management Committee.
- viii) To establish communication networks between Participating Organisations within the Local area.
- ix) To arrange emergency management training for individuals and groups in Participating Organisations within the Local area.
- x) To disseminate educational material on established emergency management policies and procedures within the Local area.
- xi) To arrange the conduct of exercises to periodically test emergency management plans and procedures.

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- xii) To produce instructions and Standing Operating Procedures relative to Local Emergency Management Plans and arrangements, including SOPs for the Local Emergency Operations Centre.
 - xiii) To make arrangements for the issue to the public of warnings of emergencies.
 - xiv) To assist the District Emergency Operations Controller and Local Emergency Operations Controller as required.
 - xv) To establish and coordinate functional area and other sub-committees within the Local area as required.
409. The Local Emergency Management Committee and Functional Areas are required to identify resources within their respective area of operation which could potentially be required or used during emergency operations and make arrangements for accessing those resources.
410. A basic generic list of Assistance or Resource Requirements which potentially could be requested from the LEOCON, during emergency operations, is shown as an Annex. 'G'
- This list is not exhaustive but is to be used as the minimum basis for the development of Resource Registers by the Local Emergency Management Committee and by Functional Areas.
411. The LEMC, supported by the Participating Organisations and Functional Areas, is to develop and maintain up to date resource and contact directories, relevant to their operational requirements. These lists are to be reviewed and updated at least annually.

LOCAL Displan

412. This Local Displan recognises:
- a. the combat agencies designated in the District Displan;
 - b. the Functional Areas designated in the District Displan;
 - c. the response and recovery procedures detailed in the District Displan
413. This Local Displan also includes arrangements, if appropriate, for the coordination of support resources to a combat agency conducting single service managed operations, and for the handover of responsibility for emergency response and recovery operations between Local and District levels of the emergency management structure.

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LOCAL SUPPORTING PLANS

414. Supporting Plans describe the manner in which support is to be provided to the controlling or coordinating body by Functional Areas during operations. Supporting Plans are the responsibility of the respective Functional Area Coordinator. Supporting Plans that relate to this local area are listed at Annex 'B'.
415. At the discretion of the DEMC, District Functional Area Coordinators are required to produce District level Functional Area Supporting Plans which must include detail of the resources which Participating and Supporting Agencies have agreed to provide.
416. The requirement for Supporting Plans below District level will be determined by District Functional Area Coordinators.
417. Where produced, it will be common for District level Supporting Plans to cover local requirements of a particular Functional Area. Thus negating the need for most local Functional Area Supporting Plans.
418. Local Supporting Plans are to be prepared in a format acceptable to the Local Emergency Management Committee.
419. Local Supporting Plans require the approval of the relevant Local Emergency Management Committee.

LOCAL SUB PLANS

420. Planning for a particular hazard below District level is the responsibility of the respective combat agency.
421. If it considers it necessary, or if directed by the DEMC, the LEMC will then be responsible for developing the relevant local Sub Plan for hazards for which there is not a designated combat agency.
422. The format of Local Sub Plans is the prerogative of the combat agency. Local Sub Plans require the endorsement of the relevant Local Emergency Management Committee.
423. Sub Plans that relate to this local area are listed at Annex 'B'.

ARRANGEMENTS FOR REVIEWING, TESTING, EVALUATING AND MAINTAINING PLANS

424. The Local Emergency Management Committee is responsible for ensuring that Local plans are reviewed, tested, evaluated and maintained in a current state.
425. The LEMC is to ensure all participants are familiar with the contents of the plans and conduct an exercise at least once every two years to:-
 - a. test specific aspects of the Plans, and

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- b. familiarise all participants with the Standing Operating Procedures prepared for the proper functioning of the Local EOC.
426. The Local Plans are to be reviewed by the Local Emergency Management Committee:-
- a. after each operation,
 - b. after each exercise to test the Plan,
 - c. in the event that deficiencies are identified,
 - d. in the event that roles or responsibilities change, or
 - e. at least once every two years.

RESOURCE AND CONTACT DIRECTORIES

427. Local Emergency Management Committees and Functional Areas are required to identify resources within their respective area of operation which could potentially be required or used during emergency operations and make arrangements for accessing those resources. Where a Functional Area is not operating at Local level this requirement is to be met by the District Functional Area Coordinator.
428. A basic, generic list of 'Assistance or Resource Requirements' which potentially could be requested from the LEOCON, during emergency operations, is shown at Annex 'G'.
- This list is not exhaustive but is to be used as the minimum basis for the development of Resource Registers by the Local Emergency Management Committee and by Functional Areas.
429. Each **Participating Organisation and Functional Area** is to develop and maintain up to date Resource and Contact directories, relevant to their operational requirements. These lists are to be reviewed and updated at least annually.
- Copies of all such Resource and Contact directories are to be lodged at the Local Emergency Operations Centre.
430. The **Local Emergency Management Committee** is to develop and maintain up to date Resource and Contact Directories, relevant to their operational requirements. These lists are to be reviewed and updated at least annually.
- Copies of all such resource and contact directories are to be lodged with the LEOCON and at the Local and District Emergency Operations Centres.
431. These resource and contact directories are to be treated as 'confidential' and not released to the public.

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432. The LEMO will monitor and advise on the currency and appropriateness of Participating Organisation, Functional Area, and Contact and Resource Directories.

VULNERABLE FACILITIES

433. LEMCs are to establish and maintain a listing, including after hours contacts, of facilities which are identified as vulnerable facilities.
434. Detailed lists of vulnerable facilities within the local area are to be held at the LEOC and the DEOC and by the LEOCON and alternate LEOCON.

EVACUATION CENTRE LISTING

435. The LEMC is to establish and maintain a listing, including after hours access arrangements, of locations which may be suitable as possible Evacuation Centres.
436. The locations of the identified Evacuation Centres and the access details are to be lodged with the LEOCON and the Local and District Emergency Operations Centre.

WARNING ARRANGEMENTS

437. Combat agency controllers, and the Police are to notify the LEOCON and the DEOCON, via the DEMO whenever an event occurs, or is imminent, which:
- a. requires or has the potential to require the application of 'external resources', irrespective of how those resources are / will be acquired by the combat agency, unless the arrangements for the acquisition of those external resources has been tabled before the relevant emergency management committee, or
 - b. requires the evacuation of an 'area' or a 'Vulnerable Facility' irrespective of who does / will carry out the evacuation, or
 - c. requires other support at a Local level, or
 - d. may escalate to a Local or District level emergency operation, irrespective of who is / will control or coordinate the operation.
438. The LEOCON arranges notification to the District Emergency Operations Centre (DEOC), via the DEMO if the DEOC is not opened, of the potential and developing situation of local level emergency operations.
439. Participating Organisations, wherever possible and appropriate, are warned and placed on stand by. These organisations must be prepared to send a liaison officer to the Local Emergency Operations Centre when requested to do so.

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WARNING AND INFORMATION TO THE PUBLIC

440. Responsibilities for providing warnings to the community, the LEOCON, Participating Organisations and other agencies in relation to the local area's hazards or threats are detailed in the following table.

HAZARD OR THREAT	AGENCY RESPONSIBLE	WARNING PROVIDED
BUSH FIRES	Bureau of Meteorology Rural Fire Service	General fire weather advice to the wider community. Specific warnings & Total Fire Ban advices to the Community, LEOCON, DEOCON via DEMO & relevant Participating Organisations.
ANIMAL and PLANT HEALTH EMERGENCIES	NSW Department of Primary Industries.	Warnings to the community, LEOCON, DEOCON via DEMO and relevant agencies specific to an outbreak of an animal or plant health emergency.
FLOODING	Bureau of Meteorology NSW SES	General weather advice and specific flood predictions advice to the wider community. Pump & Stock Warnings, Local Flood Advices, Flood Bulletins, Flood Height Broadcasts & Evacuation Warnings to:- - flood affected communities via the electronic Media; - the LEOCON; DEOCON via DEMO and - relevant Participating Organisations.
DAM FAILURE	Dam Owner NSW SES LEOCON	Specific warnings re concerns about safety of Dam to NSW SES. Specific warnings to the LEOCON & DEOCON via DEMO. Specific warnings (including evacuation arrangements) to the community, where agreed.
HAZARDOUS MATERIALS / CBR	NSW FIRE BRIGADES Police, LEOCON or DEOCON	Warning and advice to the Police, LEOCON and DEOCON, via DEMO, public safety directions and warnings re Hazardous Materials. Evacuation warnings.

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HAZARD OR THREAT	AGENCY RESPONSIBLE	WARNING PROVIDED
URBAN FIRES	NSW FIRE BRIGADES	Warning and advice to the Police, LEOCON and DEOCON, via DEMO, public safety directions and warnings re Urban Fires.
	Police, LEOCON or DEOCON	Evacuation warnings.
SEVERE STORMS	Bureau of Meteorology	General weather advice to the wider community.
	NSW SES	General advices and warnings to the LEOCON and relevant Participating Organisations.
OTHER WARNINGS	LEOCON	General and Evacuation Warnings to affected communities and relevant Participating Organisations.

STANDARD EMERGENCY WARNING SIGNAL (SEWS)

441. The broadcast of safety information to the public in an emergency will enable the community to take appropriate actions to protect life and property. The Standard Emergency Warning Signal (SEWS) will alert the public to messages about things they can do to reduce potential loss of life and property.
442. The signal is only to be used to warn the public when they need to take some urgent and immediate action in order to reduce the potential for loss to life or property from emergency events such as:
- | | |
|---|--|
| <ul style="list-style-type: none"> • Severe Thunderstorms • Severe Floods • Hazardous Materials Emergencies • Earthquake Aftershocks • Dam Failure • Terrorist Act. | <ul style="list-style-type: none"> • Gale Force Winds • Cyclones • Biological Hazards • Tsunamis • Bush Fires |
|---|--|
443. The purpose of SEWS is to:
- Alert* listeners/viewers of radio/television that an official emergency announcement is about to be made concerning an actual or potential emergency.
- Alert* the community at large, via a public address system, to an important official emergency announcement.

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AUTHORITY TO USE SEWS

444. Emergency Operations Controllers and combat agency commanders / controllers at Local, District and State level are authorised to use SEWS for the above purposes.

PROCEDURES FOR THE USE OF SEWS

445. Requests to the Media to broadcast SEWS will be confirmed by facsimile.

446. The SEMC is responsible for issuing the SEWS signal to the electronic media annually.

447. Format of 'Request to the Media to use SEWS', is at Annex 'I'.

PUBLIC EDUCATION

448. Responsibilities for the conduct and coordination of public education relating to the Local Area's hazards/threats are detailed in the following table.

HAZARD	AGENCY AND RESPONSIBILITY
BUSH FIRES	The Rural Fire Service coordinates public education programs relating to the bush fire threat throughout the Local area. The NSW Fire Brigades also provides public education related to bush fires.
HAZARDOUS MATERIALS EMERGENCY	WorkCover NSW issues information regarding hazardous materials handling and safety. This activity is supplemented by: NSW Fire Brigades. Material Safety Data Sheets should be supplied by the manufacturer and/or supplier to the receiver of the goods.
ANIMAL AND PLANT HEALTH EMERGENCIES	NSW Department of Primary Industries, is responsible for public awareness concerning the implications of animal and plant health emergencies and appropriate strategies for their prevention and detection.
URBAN FIRES	The NSW Fire Brigades coordinates training programs and public education related to urban fires and their prevention. The Rural Fire Service also provides public education related to urban fires.
FLOODING (River and Dam failure)	NSW State Emergency Service is responsible for ensuring, as detailed in SES Local and Region Flood Plans, that residents are aware of the flood threat and how to protect themselves against it. Camden Council has a responsibility to advise owners of the level of risk to properties.

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HAZARD	AGENCY AND RESPONSIBILITY
SEVERE STORM	NSW State Emergency Service is responsible for ensuring that residents are aware of the likely effects of storm impact and how to protect themselves against it.

- 449. Education of the public about the existence and arrangements contained in this plan is the responsibility of the Local Emergency Management Committee.
- 450. The LEMC will advise the public of this plan and the arrangements included herein by making copies available at council's libraries, through the Council's website at www.camden.nsw.gov.au and through the District's web site at www.demc.nsw.gov.au

PART 5

CONTROL & COORDINATION ARRANGEMENTS

GENERAL

501. The arrangements detailed in this Part of Displan are aimed at ensuring that all actions that can be taken before, during, or after an emergency are effectively implemented to minimise the effects of an emergency on life and property.

TYPES OF LOCAL LEVEL OPERATIONS

INCIDENTS

COMBAT AGENCY MANAGED OPERATIONS

502. In Combat Agency managed operations, the responsible combat agency controller controls the response operation and coordinates pre-planned support from other agencies. The LEOCON monitors these operations.

EMERGENCIES

COMBAT AGENCY SUPPORTED OPERATIONS

503. In Combat Agency supported operations the responsible combat agency controller retains control of the response operation.
504. the LEOCON will:
- a. Coordinate support at the request of the combat agency controller; or
 - b. Manage part/s of the operation (eg. Evacuations), at the request of the combat agency, to meet the requirements of the combat agency controller.
 - c. Controls part/s of the operation outside of the control of the combat agency.
505. The LEOCON would not normally assume control from a combat agency unless the situation can no longer be contained by the combat agency. This should only occur after consultation with, and the agreement of, the combat agency and the District Emergency Operations Controller.

OPERATIONS WHERE CONTROL IS HANDED TO OR ASSUMED BY THE LEOCON

506. The Local Emergency Operations Controller may assume responsibility for controlling the response to an emergency under Displan if:

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- a. the District Emergency Operations Controller is satisfied that it is necessary to do so in the circumstances of the case, and
 - b. the combat agency has requested or agreed to the Local Emergency Operations Controller assuming that responsibility, or, in the case of a disagreement on the matter, the Minister has directed the Local Emergency Operations Controller to do so.
507. If the Local Emergency Operations Controller has assumed control of an operation from the responsible combat agency, control should revert to that combat agency as soon as it is expedient to do so.

OPERATIONS FOR WHICH THERE IS NO COMBAT AGENCY

508. Local level emergency operations are controlled by the LEOCON. The LEOCON automatically assumes control of operations where there is no designated combat agency.

LOCAL EMERGENCY OPERATIONS CONTROLLER (LEOCON)

509. The Local Emergency Operations Controller is a Police Officer stationed within the District and appointed to the position by the DEOCON.
510. The LEOCON is responsible, in the event of an emergency, for controlling, in accordance with the Act, the response to an emergency that affects only that area, provided that there is not a single combat agency primarily responsible under Displan for controlling the response to the emergency unless the LEOCON has assumed control in accordance with the following paragraph.
511. the Local Emergency Operations Controller is not responsible for controlling the response to an emergency for which the State or District Emergency Operations Controller has assumed responsibility.
512. the Local Emergency Operations Controller may, if responsible for controlling the response to an emergency, issue directions to agencies who have functions in connection with responses to the emergency.
513. the Local Emergency Operations Controller may assist a combat agency that is primarily responsible for controlling the response to an emergency in carrying out that responsibility.
514. the functions of the Local Emergency Operations Controller may be exercised without the need for a declaration of a state of emergency, but during a state of emergency the exercise of those functions is subject to Division 4 of the Act.
515. the Local Emergency Operations Controller is to establish and control a local emergency operations centre.

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516. The LEOCON is responsible for:-
- a. Ensuring that the SOPs for the LEOC are adequate and appropriate.
 - b. Ensuring that trained personnel are available to staff the LEOC when required.
 - c. Maintaining a contact directory of LEOC staff.
 - d. Arranging for appropriate training of LEOC staff.
517. The Local Emergency Operations Controller is subject to the direction of the District Emergency Operations Controller.

SITE CONTROLLER

518. At the site of an incident or emergency, the many resources in attendance may require a higher than normal degree of control and coordination. If this is the case, the DEOCON or a LEOCON may appoint a Police officer to assume the role of Site Controller. In the absence of any such appointment, the senior Police officer present at the site should ensure that the functions of Site Controller are carried out.
519. The duties performed by a Site Controller only relate to the control of the situation at that site and includes tasking agencies, coordinating resources and determining priorities of action by all agencies and individuals, other than the combat agency, involved at that site.
520. The Site Controller manages the site in support of the activities of the combat agency but does not control the activities of the combat agency or the agencies under the direct control of the combat agency.
521. During any event, there may be more than one site, resulting in the need to appoint a Site Controller for each site.
522. The 'Site' usually consists of the area contained within the 'Outer Perimeter'. The area within the 'Inner Perimeter' is normally controlled by the combat agency.
523. The Site Control Point may be identified by a flashing 'Green' light.

OPERATIONAL CONTROL / COORDINATION RELATIONSHIPS

524. Operational control and coordination relationships are shown in the 'Summary of Emergency Control / Coordination Arrangements' at Annex 'C'.

LOCAL EMERGENCY OPERATIONS CENTRE (LEOC)

525. The LEOC is activated by the Local Emergency Operations Controller to:
- a. Control Local level emergency operations.
 - b. Coordinate support to local emergency operations.
 - c. Coordinate support to single service incidents as required.
 - d. Coordinate support to other Local Areas either on a pre-planned basis or as directed by DEOCON.
526. In the event the LEOC becomes inoperable, an alternative LEOC is to be established at a location to be nominated and advised by LEOCON.
527. Personnel to staff the LEOC, except for liaison officers and their assistants, are drawn, initially, from the NSW Police and Participating Organisations as required and are then supplemented by Camden Council as soon as practicable.
528. The Local Emergency Management Officer (LEMO), as executive officer to the LEOCON, is responsible for the preparedness of the LEOC including:
- a. Assisting the LEOCON with the development and maintenance of the LEMC contact directory.
 - b. Assisting the LEOCON with the review of LEOC Standing Operating Procedures.
 - c. Assisting the LEOCON with arranging of LEOC staff training.

PARTICIPATING ORGANISATIONS' CONTROL / COORDINATION CENTRES

529. Participating Organisations and Functional Areas may coordinate their resources and support from their own control / coordination centres.

Agencies or Functional Areas without a control / coordination centre within the Local Area may, with the approval of the LEOCON, operate from the Local Emergency Operations Centre.

LIAISON ARRANGEMENTS

530. During single service managed operations or single service supported operations the LEOCON would normally provide a liaison officer to the combat agency control centre.

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531. During emergency operations, Participating Organisations are to provide a liaison officer, when requested, to represent them at the LEOC, and if necessary, on a continuous basis for the duration of the operation or as otherwise required by the LEOCON.
532. To ensure effective control and coordination, and the timely flow of information between Emergency Operations Controllers, agency Controllers and Functional Area Coordinators at all levels, Controllers / Coordinators are to appoint Liaison Officers to represent them in the Local Emergency Operations Centre
533. Liaison officers are to:
- a. Be capable of providing immediate advice to the appropriate Emergency Operations Controller or the combat agency on the capabilities and current status of resources of their Agency / Organisation or Functional Area.
 - b. Have the authority to commit resources from their respective Agency, Organisation or Functional Area.
 - c. Maintain a communication link between the LEOC and their organisation's control or coordination centre
 - d. Provide advice to the LEOCON and LEOC staff on the capabilities and status of their organisation or Functional Area.
 - e. Keep the LEOCON and LEOC staff informed of the actions taken by and requirements of their organisation.
 - f. Brief their own organisation on the progress and likely requirements of the operations.
 - g. Convey the LEOCON's tasking directions / requests to their commander, controller or coordinator as appropriate.

COMMUNICATIONS

534. The landline services (telephone fax and internet / email as well as mobile phone services) are the primary means of communication for control and coordination of emergency response and recovery operations.
535. Should the primary communications means not be available, or are unable to provide the flexibility required, radio communications may be an alternative means, using established radio networks.
536. To counter the possibility of a communications (landline and radio) failure between the Emergency Operations Centre and Agency Control / Functional Area Coordination Centres, Controllers / Coordinators are to include the need for personnel and transport to specifically provide a courier service in their operational planning.

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537. Agencies, functional areas and other organisations unable to provide their own alternative communications systems are responsible for advising the Local Communications Functional Area Coordinator or the LEOCON of their requirements.

INFORMATION AND INTELLIGENCE

538. The LEOCON is responsible for the passage of operational information and intelligence to the DEOCON, Agencies, Functional Areas and other organisations during all types of operations and stages of mobilisation.
539. During single service managed operations and single service supported operations the relevant combat agency controller is responsible for the passage of public information to the community and the media, and for operational information and intelligence to the LEOCON and all involved agencies.
540. During single service 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 involved agencies.
541. During Local level emergency operations the LEOCON is responsible for:-
- a. The passage of operational information and intelligence between all involved agencies, using the LEOC as the collection and distribution point.
 - b. the passage of public information to the community.
 - c. the release of regular media releases.
 - d. ensuring the DEOCON is kept informed of developments and forecast support needs.
542. The LEOCON is responsible for the passage of operational information and intelligence to the DEOCON during all types of operations and stages of activation at the local level.

PART 6

RESPONSE

ACTIVATION OF PLAN

601. This Plan is active at all times.
602. This Part describes the sequence of actions required to mobilise the emergency management structure for the conduct of response operations. The provisions of Displan apply without the need for any activation or the declaration of a State of Emergency.
603. The capability of the emergency management structure to effectively mobilise for response operations depends on the degree of warning. On many occasions, emergencies occur as the result of an escalating incident, for example, floods, or animal health emergencies, and, provided an efficient intelligence gathering system is in place, it should be possible to give the emergency management structure sufficient warning to mobilise effectively. However, for impact events such as earthquakes, major industrial and transport accidents, and unpredicted storms and bush fires there is unlikely to be much warning, so the structure must be able to mobilise quickly.
604. The arrangements in this plan may be implemented by the Local Emergency Operations Controller (LEOCON):-
- a. Whenever a single agency operation is being conducted and support may be required;
 - b. When it is necessary to control or coordinate two or more single agency emergency operations;
 - c. When directed by the DEOCON; or
 - d. When considered necessary by the LEOCON.
605. The LEOCON is to be prepared to provide / coordinate support whenever:
- a. A bush fire emergency is declared within the Local Area and a person is appointed to take charge of fire fighting operations, under the provisions of Section 44 of the Rural Fires Act 1997; or
 - b. The State Emergency Service is conducting flood or storm operations within the Local Area, including the coordination of evacuation and welfare of affected communities, under the provisions of the State Emergency Service Act, 1989 (as amended).

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606. In either case (605 a. or b.), the LEOCON is to be prepared to provide support as requested by the person appointed by the Commissioner of the Rural Fire Service in the case of bush fires, or the SES Local Controller in the case of floods or storm.

EARLY WARNING

607. The Local Emergency Operations Controller is to advise the District Emergency Operations Centre, or the DEMO if the DEOC has not yet opened, as soon as an operation occurs, or is likely to occur for which they are required to assume control, or to coordinate support to any agency.
608. Combat agency controllers are to advise the LEOCON as soon as a Local level emergency occurs, or any event occurs which has the potential to require resource support.
609. Contact with the Local Emergency Operations Centre, during periods when it is non-operational, or in 'Monitoring' mode will be via the LEOCON.
610. These notifications are to occur even if requests for Local level support are not anticipated.

STAGES OF LOCAL MOBILISATION

611. Whilst this Plan is always active, with the arrangements being available at all times and without any declarations, the level of mobilisation will depend upon the prevailing circumstances.

The arrangements in this Plan will normally be considered to be in MONITORING mode.

This Plan utilises the following stages of mobilisation, MONITOR - ALERT - STANDBY - CALL OUT - STAND DOWN and DEBRIEF. However, due to the nature of the event and time constraints, the ALERT and/or STANDBY stages may be by-passed.

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ACTION AT EACH STAGE

STAGE	ACTION
MONITOR	<p>This is the situation when NO emergency operations are being conducted or imminent.</p> <p>The LEOCON will monitor incidents and single agency managed operations to determine if there are any emergency management implications.</p> <p>The LEMO will maintain:</p> <ul style="list-style-type: none"> • Contact Directories, • Resource Registers, • The operational readiness of the LEOC, and • Establish and maintain communication links with combat agencies, Functional Areas and other agencies.
ALERT	<p>LEOCON receives advice on operations which could escalate to an emergency, or which could require coordination of support.</p> <p>LEOCON monitors the situation.</p> <p>LEOCON informs, as appropriate:</p> <ul style="list-style-type: none"> • LEMO, Agencies and / or Functional Areas. • Arrange for the media and the public to be informed, as appropriate. • District Emergency Operations Controller via DEMO. <p>LEOCON activates LEOC to appropriate state of readiness.</p> <p>Agency Controllers and Functional Area Coordinators are to:</p> <ul style="list-style-type: none"> • Warn key personnel for duty, including control and coordination centre staff, • If requested deploy liaison officers to the Local Emergency Operations Centre to provide information on the event, and to pass information and tasking directions to back their organisations; and • Advise Participating, Supporting and other Organisations of the situation.

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STAGE	ACTION
<p align="center">STAND BY</p>	<p>LEOCON is advised that assistance under Displan arrangements may be required, or LEOCON determines that a local level emergency operation is likely to be required.</p> <p>LEOCON:</p> <ul style="list-style-type: none"> • Activates LEOC to appropriate state of readiness. • Prepare a concept of operations, including a priority of tasks, resource allocations, and transmit the concept of operations to Controllers and Coordinators as appropriate. <ul style="list-style-type: none"> ○ Briefs LEOC staff, agencies and functional areas and DEOCON via DEMO on the situation. ○ Arrange for the media and the public to be informed, as appropriate. <p>Agency Controllers and Functional Area Coordinators are to:</p> <ul style="list-style-type: none"> • Warn Participating, Supporting and other Organisations for operations, • Prepare to deploy resources for the tasks allotted by the Local Emergency Operations Controller; and • Maintain communication links between their Control and Coordination Centres and their Liaison Officer at the Local Emergency Operations Centre.

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STAGE	ACTION
<p align="center">CALL OUT</p>	<p>Impact emergency occurs, or LEOCON determines that support is required.</p> <p>LEOCON:</p> <ul style="list-style-type: none"> • Continues to assess the situation, and controls and coordinates operations, particularly for: <ul style="list-style-type: none"> ○ follow-up resources or additional measures to counter unforeseen developments, ○ requests for assistance from the District or the State and / or other Local areas via the District, ○ the coordination of resource support to a combat agency, other Agencies or Functional Areas engaged in response operations, ○ the passage of information to the DEOCON, media and the public, and ○ the management of offers of assistance from the public. • Local level Agency Controllers and Functional Area Coordinators, control and coordinate operations and activities in accordance with the Local Emergency Operations Controller's tasking directives, Local DISPLAN, Agency or Functional Area Supporting Plans and Standing Operating Procedures, and by liaison with other Controllers and Coordinators, ensure that: <ul style="list-style-type: none"> ○ the Local Emergency Operations Controller and Participating or Supporting Organisations are kept fully informed on progress and developments; ○ that their Liaison Officers are kept fully informed on the deployment and availability status of resources, and the capability to sustain response operations; and ○ that planning for recovery operations occurs concurrently. • Local level Agency Controllers and Functional Area Coordinators in Local Areas not directly affected by, but adjoining the area of emergency, are to be prepared to activate their Operations Centres,. The Local Emergency Operations Centre is to be advised activation has occurred, if required to activate.

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STAGE	ACTION
<p>STAND DOWN</p> <p>and</p> <p>DEBRIEF</p>	<p>Combat agency, SEOCON or DEOCON advises LEOCON that support is no longer required, or the LEOCON determines that Local level operations are no longer required.</p> <p>LEOCON:</p> <ul style="list-style-type: none"> • Informs DEOCON, and recommends either cancellation of the 'State of Emergency', if one is in force, or, to cover the period of recovery operations if necessary, its extension. • Advises the time of cancellation of 'State of Emergency' if appropriate, to relevant Agency Controllers and Functional Area Coordinators, • Advise all concerned of the arrangements to apply during emergency recovery operations, • Arrange for the media and public to be informed; and • Advise the procedures for an operational debrief. <p>When the arrangements included herein are 'Stood Down' the Stage of Mobilisation will normally revert to Monitor mode unless the LEOCON determines that a higher level is appropriate.</p> <p>LEOCON</p> <ul style="list-style-type: none"> • Advises all relevant agencies of the new Stage of Mobilisation.

RESOURCE DEPLOYMENT

612. Priorities for deployment of resources being coordinated by the LEOCON are determined by the LEOCON.

ASSISTANCE FROM OTHER LOCAL AREAS

613. An agency, including emergency services, or Functional Areas may obtain their own organisation's resources from outside the Local Area.

614. All other requests for External Resources or out of local area support are to be directed to the LEOCON who then requests such support from the DEOCON, or in accordance with the appropriate Functional area Supporting Plan.

ASSISTANCE TO OTHER LOCAL AREAS

615. An agency or Functional Area may deploy their own organisation's resources outside the Local area. If this occurs whilst there is an emergency operation being conducted within the Local area, the LEOCON should be advised.

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616. Functional Areas may deploy their own functional area resources outside the Local Area in accordance with their respective Supporting Plans. If this occurs whilst there is an emergency operation being conducted within the Local Area, the LEOCON should be advised.

EVACUATION

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

DECISION

618. The decision to evacuate persons or animals is not one which should be taken lightly. During evacuations, there are many tasks which need to be done by a number of different organisations. This necessitates a coordinated approach to ensure that all of the evacuee's needs are met. In some circumstances, it may be more appropriate for people to remain in their homes or to shelter 'in place' and take other measures to ensure their safety.
619. The requirement to evacuate or stay put should ideally be identified during the planning process and be included in organisation's sub plans or standing operating procedures as necessary.
620. The agencies with the authority to order the evacuation for a specific event are to ensure that the community is informed, through a public education program, of the proposed evacuation strategies. Appropriate leaflets should also be provided, if required.
621. The Controller responsible at the time (combat agency controller, EOCON or the Police) will determine the need for evacuation.
622. If evacuation is the preferred option, the relevant Controller is to consult with the Police to identify a safe and suitable Evacuation Centre with consideration to those identified by the Local Emergency Management Committee.

AUTHORITY TO EVACUATE

623. The authority to order an evacuation should also be clear. Certain individuals and organisations have authority to order an evacuation of persons or animals. The following Table identifies the individuals, or organisations that have the authority to order an evacuation during an emergency and under which circumstances.

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INDIVIDUAL / 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	In support of the authority of a member of the Fire Brigade 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 Brigades Act)
	In support of the authority of and in compliance with directions given by the Commissioner or Rural Fire Service officers in connection with the prevention, control and suppression of any fire. (S. 41; 44 - Rural Fires 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 services organisations	To recognise the authority of the Director General and emergency officers, provide assistance in connection with flood or storm operations. (S. 21 - State Emergency Service Act)
The Fire Brigade officer in charge at a fire or hazardous materials incident.	Take such measures as the office thinks fit to protect life and property and to remove any person, vehicle, vessel or thing which might interfere with the work of the Fire Brigades. (S. 13; 19 - Fire Brigades Act)
The Director General, State Emergency Service, or an 'Emergency Officer' (as defined) when authorised by the Director General	Direct a person to leave premises and move out of an emergency area or part thereof, taking any person in their care with them , and/or not to enter an emergency area or part thereof. (S. 22 - State Emergency Service Act)
Rural Fire Service officers and the Commissioner's Appointee.	Take any other action that is reasonably necessary or incidental to the controlling or suppression of a fire or protecting persons, property or the environment from an existing or imminent danger arising out of a fire, incident or other emergency (S. 22 - Rural Fires Act)

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INDIVIDUAL / ORGANISATION	CIRCUMSTANCES
State Emergency Service	Authority is limited to the evacuation of people during flood, and 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 an 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 the premises, evacuate premises, to leave premises or not to enter premises. (S. 124 - Local Government Act)

EVACUATION WARNINGS

624. Evacuation warnings to the public, or advice not to evacuate, will be authorised and released by the person or agency in control of the event.
625. 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 actions, evacuation warnings should be reinforced by:
- a. Use of emergency services vehicles fitted with public address equipment,
 - b. Evacuation teams, made up of emergency services personnel and others as necessary, to carry out door knocks of the affected area.
626. Warnings to evacuate, whether disseminated via the media or doorknocks, should contain:
- a. Instruction to evacuate;
 - b. Location of assembly areas for transport to Evacuation Centres;
 - c. Location of Evacuation Centres, for those using private transport;
 - d. Authorised route(s) to Evacuation Centres;
 - e. Arrangements for children in schools, pre-schools etc;

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- f. Arrangement for elderly or infirm residents unable to self evacuate; and
 - g. Likely duration of the evacuation.
627. A media contact directory is to be maintained at the combat agency operations centre and Local / District Emergency Operations Centres for warnings to the public.

WITHDRAWAL FROM THE AREA BEING EVACUATED

628. Provided it is within their capabilities, combat agencies may conduct evacuations but must liaise with Police to ensure security of the evacuated area and registration of evacuees. If support is considered necessary, consultation through the LEOCON must also occur with the necessary supporting services. eg. Welfare Services, Transport Services etc.
629. Police, if requested by the combat agency controller or LEOCON, will conduct the evacuation of persons to suitable Evacuation Centre/s, secure the affected area and coordinate Disaster Victim Registration.
630. Welfare requirements should be organised, through the LEOCON, by the Welfare Services Functional Area Coordinator who should be alerted whenever an Evacuation Centre is activated.
631. Transport requirements should be organised, through the LEOCON, by the Transport Services Functional Area Coordinator.
632. Buildings which have been evacuated are to be identified, as directed (eg. with a towel, Police tape or similar item securely tied to the front door handle or nearby fixture), so as to be visible from the street. This obviates the need to revisit individual premises to ensure they have been evacuated.
633. The agency ordering the evacuation is to arrange for a check of the area to ensure that the evacuation has been effective.
634. If evacuation is necessary to an adjoining Local Government Area, arrangements are to be coordinated at District level.

SHELTER DURING EVACUATION

635. The Welfare Services Functional Area Coordinator is to:
- a. Arrange for staffing of the identified Welfare Centre(s) in time to receive evacuees, or as soon as possible thereafter;
 - b. Provide welfare support services to evacuees in accordance with the Welfare Services Supporting Plan;
 - c. Address longer term accommodation requirements; and

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- d. Arrange through the LEOCON the relocation of evacuees to Welfare Centres or other accommodation for longer term care if it is considered necessary;

RETURN FOLLOWING EVACUATION

636. 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.
637. Transport should be arranged, through the LEOCON, by the Transport Services Functional area Coordinator.

ROAD CLOSURES

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

ACT	SECTION	SITUATION	AUTHORISED PERSON	PROVISO
Road Transport (Safety and Traffic Management) Act, 1999	74	Close any public street to traffic during any temporary obstruction or danger	Police	Non emergency situations
Law Enforcement (Powers and Responsibilities) Act, 2000	186			
State Emergency and Rescue Management Act, 1989	37	Persons not to enter the emergency area	Minister or authorised Emergency Services Officer	A State of Emergency must be declared
Fire Brigades Act, 1989	13	Close any street in the vicinity of a fire or HAZMAT incident	OIC at a fire or HAZMAT incident	
Rural Fires Act, 1997	24	Close any street or public place in the vicinity of a fire, incident or other emergency	OIC at a Fire Incident or other emergency	
State Emergency Service Act, 1989	22(1)(c)	Persons not to enter the Emergency Area	Director General or authorised Emergency Officer	

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ACT	SECTION	SITUATION	AUTHORISED PERSON	PROVISO
Ambulance Services Act, 1990	12	Close a road for the protection of persons from injury or death	Ambulance Officer.	
Stock Diseases, Act, 1923	12 & 15	Restriction of entry to and exit from a quarantined area and closure of roads which pass through a restricted area to vehicles and stock	Minister for Agriculture	Notification in Gazette and newspaper
Exotic Diseases of Animals Act, 1991	13	Declaration of entry and exit points during an animal or plant health emergency.	Department of Primary Industries Inspector	
Roads Act, 1993	115	Close roads to protect the public from any hazards on the public road	Roads Authority	This power is rarely used in emergencies as the powers of Emergency Services Officers generally suffice. Relates only to those roads for which Council is deemed to be the "Roads Authority"
Roads Act, 1993	116	Roads Authority applies to RTA for consent to regulate traffic	Roads Authority	
Roads Act, 1993	120	Minister may direct Roads Authority to exercise traffic regulation powers	Minister	
Roads Act, 1993	121	Minister may regulate traffic in certain circumstances	Minister	
Roads Act, 1993	122	Roads Authority may temporarily regulate traffic including prohibiting vehicles to pass	Roads Authority	
Roads (General) Regulation, 1994	Clause 56	Roads Authority may temporarily close ferries	Roads Authority	

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ACT	SECTION	SITUATION	AUTHORISED PERSON	PROVISO
Terrorism (Police Powers) Act, 2002	19A	(1) for the purpose of stopping and searching, under this Part, persons, vehicles or premises in a target area, place a cordon around the target area or any part of it. (2) A cordon may include any form of physical barrier, including a roadblock on any road in or in the vicinity of the target area.	A police officer	

639. When an authorised person closes or opens a road or regulates traffic flow the Roads and Traffic Authority (RTA) Traffic Management Centre is to be notified together with any other appropriate organisations.
640. In addition the RTA Traffic Management Centre will:-
- a. Deploy RTA Traffic Commanders to major unplanned incidents.
 - b. Accept responsibility for traffic management from the incident perimeter into the rest of the road network.
 - c. Take the lead role in communicating traffic management arrangements/issues to the Media.
 - d. Provide close support to the Police Incident Commander for traffic control within an incident perimeter.
 - e. Develop and deploy Maintenance and Traffic Emergency Services (MATES) teams for specific routes.
 - f. Provide a comprehensive and timely response of specialised resources to support traffic management.

ADVICE OF ROAD CLOSURES

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

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642. During a local level emergency the Local Emergency Operations Centre is responsible for the collection, collation and dissemination of information on road condition and closure.

ADVICE TO THE PUBLIC

643. The Local Emergency Operations Centre will disseminate advice to the Police Service Media Services Section, Sydney, who have accepted responsibility for the operation of a road condition and closure advice service to the public during emergencies and, at the request of the combat agency controller, during major incidents.

ADVICE TO OTHER AGENCIES

644. The LEOCON is responsible for the dissemination of information. when received, through Liaison Officers to each agency and functional area involved, and to the DEOCON as appropriate.
645. If the closure of major transport routes affect or are likely to affect neighbouring Local Areas, those Local Emergency Operations Controllers and the District Emergency Operations Controller will be informed by the LEOCON.

DEFENCE ASSISTANCE TO THE CIVIL COMMUNITY

646. Australian Defence Force assistance may be sought to perform emergency tasks which are primarily the responsibility of civil authorities or organisations, and for which the civil community lacks the necessary equipment or resources. Details of the emergency categories of Defence Assistance to the Civil Community and arrangements for obtaining such assistance are detailed at Annex 'F' of this Plan. Requests for such assistance are made via the DEOCON.

LOGISTIC SUPPORT

647. Responding agencies and organisations are responsible for providing their own logistic support.
648. Responding agencies and organisations are responsible for advising the LEOCON of any specific requirements which cannot be met from their own resources.
649. The LEOCON may assist agencies, at their request, with the management and provision of logistic support.
650. Logistic Support in the form of assistance or resources normally provided by Functional Area should be requested and organised through the LEOCON

EMERGENCY FUNDING

651. Combat agencies and the Disaster Welfare Service use their own systems for emergency funding.

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652. For Participating Organisations which are Government Departments or Authorities, the cost of providing resources, including liaison officers, during emergency response or recovery operations is to be met in the first instance by the providers from their normal operating budgets.
653. For private sector organisations or personnel, the cost of providing services during emergency response or recovery operations, is to be met by the combat agency, the organisation with the statutory responsibility to address the matter or the organisation / individual that would usually be responsible for meeting the costs during normal circumstances.

WORKERS COMPENSATION

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

URBAN SEARCH & RESCUE (USAR)

645. NSW has developed extensive USAR resources. Although developed specifically for USAR operations, these resources may be useful in emergencies other than major structural collapse. The resources, including technical advice, personnel or equipment, can be accessed utilising the normal emergency management arrangements without the need to activate the Major Structure Collapse Sub Plan.
645. Authority to activate USAR resources rests with the SEOCON. Requests for such assistance are to be made via the DEOCON.

STAND DOWN AND DEBRIEF

655. The relevant combat agency controller is responsible for issuing the Stand Down and conducting a debrief of all agencies involved in Local level single service managed operations. The combat agency controller is also to provide the LEOCON with a report on the operation and debrief, for presentation to the LEMC.
656. The LEOCON, in consultation with the relevant combat agency, if appropriate, is responsible for issuing the Stand Down and conducting a debrief of all agencies, including agency and functional area Controllers, controlled or coordinated by the LEOCON during Local level emergency operations.
657. Following Local supported operations or Local level emergency operations:

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- a. The LEOCON is to debrief LEOC staff before closing the LEOC.
- b. Each agency involved in an operation is to conduct a debrief of its own personnel and report to the LEOCON within seven days of the issue of the Stand Down.
- c. The LEOCON is to conduct a combined agencies debrief within fourteen days of the issue of the Stand Down.
- d. The LEOCON is to report to the LEMC on lessons learned from the operation and matters highlighted during the debrief. A copy of the report is to be forwarded to the DEOCON.

PART 7

RECOVERY

EMERGENCY RECOVERY OPERATIONS

GENERAL

701. When an emergency has been contained, the emergency management structure continues to conduct 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.
702. 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, District and Local Emergency Operations Controllers are responsible for ensuring recovery planning occurs at their respective levels, whether or not they are responsible for controlling the response to the emergency.
703. 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

704. 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;

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- 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).
705. 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.
706. Management of recovery services should, whenever possible, occur at local level, although District and, on occasions, State support will be required.
707. Recovery services are most effective when managed by an identified recovery coordinator.

There are a number of coordination options available, these include:

- EOCON 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

708. 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 supporting plans & sub plans.

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

709. 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

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and non-government agencies may be added. The combat agency will need to attend the early meetings to provide an overview of the situation.

- 710. Coordination of the recovery operation may occur from Local or District level.
- 711. 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

- 712. The appointment of a Local Recovery Coordinator may be 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 be made by the DEOCON, on the recommendation of the LEOCON and the LEMC Chairperson.

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 to the DEOCON the appointment of a higher level Recovery Coordinator.

HIGHER LEVEL RECOVERY COORDINATORS

- 713. In the event that the need is identified for a higher level Recovery Coordinator to be appointed, the LEOCON, and the Chairperson of the Local Emergency Management Committee will consult with the DEOCON who will appoint a coordinator in liaison with appropriate District level agencies.
- 714. The DEOCON may refer the matter to the SEOCON.

RECOVERY AT DISTRICT LEVEL

- 715. 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.

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

- 716. 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.
- 717. When there is a 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

718. In the event that long term recovery and reconstruction are going to be needed, SEOCN 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.
719. 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.
720. LEOCONS, assisted by Local Recovery Coordinating Committees, are responsible for ensuring that the need for Local level recovery operations is assessed and planned during the earliest stages of response operations and for requesting District level support from the DEOCON.
721. The DEOCON is responsible for ensuring that the need for District level coordination of recovery operations is assessed and planned during the earliest stages of response operations.
722. The DEOCON may convene an extraordinary meeting of the DEMC as early as possible during District level response operations to assist with the development of recovery arrangements.
723. Agency controllers and Functional Area Coordinators are to determine the requirements for recovery operations within their respective areas of responsibility, assist the DEOCON in determining overall organisational or area requirements, and be prepared to take a lead role in recovery operations when appropriate.

RECOVERY CENTRES

724. Delivery of recovery services is undertaken from Recovery Centres, which brings together all service providers within one location.
725. Recovery Centres will be established in cooperation with local government.
726. The need to establish Recovery Centres will be considered whenever there is an emergency.
727. The decision to establish a Recovery Centre is made by the DoCS Disaster Recovery Human Services Manager in consultation with the relevant Emergency Service organisation.
728. The agencies providing services in the centre may include:
- Department of Community Services

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- Community Partners and Agencies (NGOs)
- Department of Commerce
- Department of Primary Industries
- State Council Rural Lands Protection Board
- NSW Department of Health
- Department of Housing
- Centrelink
- Electricity service providers
- Office of Fair Trading, and
- Telecommunications service providers.

729. 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

730. Emergency financial assistance to persons affected by emergencies is coordinated by the Welfare Services Functional Area.

LOCAL RECOVERY COORDINATION ARRANGEMENTS

LOCAL EMERGENCY OPERATIONS CONTROLLER

731. The LEOCON is responsible for:

- a. the overall coordination of Local level recovery operations including the allocation of priorities, the coordination of responsibilities and resources for long term recovery operations including reconstruction, and
- b. monitoring, oversight, coordination and support of local recovery planning and operations.

The LEOCON may establish a Local Recovery Coordinating Committee to undertake these tasks, if appropriate.

LOCAL RECOVERY COORDINATING COMMITTEE

732. The Local Recovery Coordinating Committee, if established, should be comprised of all appropriate organisations involved.

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733. Subject to any directions from the DEOCON, the LEOCON is responsible for appointing the Chairperson of the Local Recovery Coordinating Committee. The LEOCON may be the Chairperson of the Local Recovery Coordinating Committee.
734. The role of the Local Recovery Coordinating Committee is to:
- a. Coordinate Local level recovery operations including the allocation of priorities, the coordination of responsibilities and resources for long term recovery operations including personal recovery and community reconstruction, and
 - b. Monitor, oversight, coordinate and support local recovery planning and operations.
735. The Committee's Chairperson, if it is not the LEOCON, is responsible for:
- a. Keeping the LEOCON informed in regard to progress on recovery including forecast requirements for continued recovery activity.
 - b. Preparing a report for the LEOCON, (for forwarding to the DEOCON or District Recovery Coordinating Committee), detailing the need for longer term reconstruction operations and/or outstanding relief measures that need to continue or be implemented.
736. The resources of the Local Emergency Operations Centre may be used to facilitate the provision and coordination of services and equipment.
737. Any conflict of priorities for resources or services for Response or Recovery operations will be resolved by the LEOCON.

APPOINTMENT OF A SPECIAL RECOVERY COORDINATOR

738. In the event that the Local Recovery Coordinating Committee needs significant assistance to be able to coordinate appropriate recovery operations, the District Emergency Operations Controller may recommend, or appoint, a Special Recovery Coordinator.

DISASTER RELIEF FUNDING MEASURES

739. Emergency financial assistance to victims of emergencies is coordinated by the Dept of Community Services. Some assistance programs to farmers and small rural businesses are administered by the Rural Assistance Authority.

PART 8

LOGISTICS, ADMINISTRATION AND TRAINING

GENERAL

801. To be successful, both emergency response and recovery operations require the effective control and coordination of logistic support, and the use of sound administrative procedures.

LOGISTIC SUPPORT (SUPPLY OF GOODS AND SERVICES)

802. Where practicable, normal procedures within existing delegations should be used for the acquisition and supply of goods and services. If a requirement for goods and services is beyond the resources of Local Agency Controllers and Functional Area Coordinators, the matter is to be referred to the Local Emergency Operations Centre. Requisitions sent to the Local Emergency Operations Centre are to be authorised by the requesting Local Agency Controller or Functional Area Coordinator, or appointed delegate.
803. To assist in the coordination of logistic support, a Logistic Support Cell may be established in the Local Emergency Operations Centre. The tasks of the Logistic Support Cell include:
- a. processing requests for logistic support from Agencies and Functional Areas;
 - b. monitoring operations and planning, to identify logistic implications, and to forecast logistic requirements; and
 - c. providing advice on logistic matters to the District Emergency Operations Controller.

ADMINISTRATION

Expenditure of Recovery Funds

804. Expenditure of funds by Agencies or Functional Areas during emergency response or recovery operations is to be met in the first instance by the providers of resources from within their normal operating budgets. Should the expenditure be of such a magnitude as to prevent the providing Agencies / Functional Areas from continuing their normal operations for the remainder of the financial year, Treasury may provide supplementation, but Departments cannot be guaranteed that funding will be provided.
805. Certain expenditure incurred during emergency response or recovery operations following natural disasters may be included under the Commonwealth / State funding arrangements.

**Camden Local Disaster Plan
(Displan)**

- 806. So that claims may be made on the Commonwealth, Departments are to inform Treasury, on a monthly basis, of the expenditure incurred to date, and the estimate for the year, on natural disaster relief and restoration measures.
- 807. Reimbursements to Departments are determined by the State Government in the light of the Commonwealth contribution, and the overall budgetary situation.
- 808. State Trading Enterprises, except for Railways, are not eligible for assistance under the Commonwealth funding arrangements.

WORKERS COMPENSATION

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

EMERGENCY EXERCISES

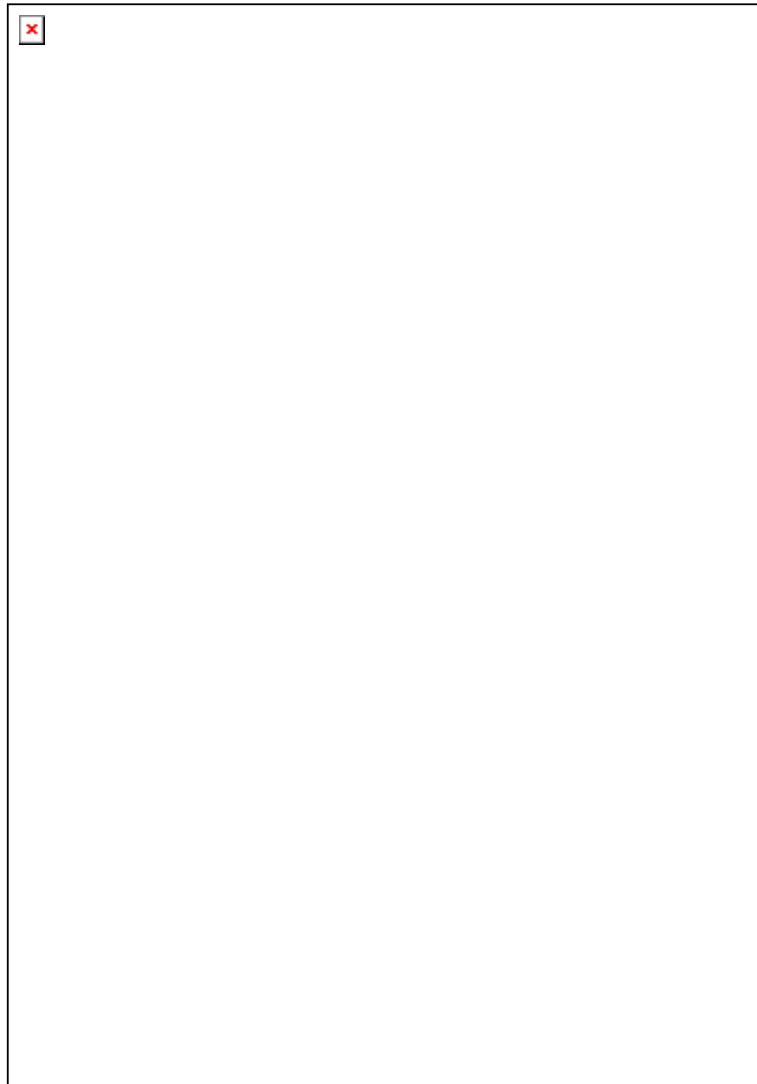
- 810. The capability of the emergency management structure to respond effectively in emergency response and recovery operations needs to be regularly tested by exercises conducted by individual Agencies and Functional Areas, and by the emergency management structure as a whole at Local level.
- 811. In addition, Functional Areas whose roles are not normally associated with emergencies are required to conduct specialist training for individuals, and to exercise the Area's emergency management system.
- 812. Conducting well prepared and coordinated exercises, in addition to testing emergency plans and Standing Operating Procedures (SOPs), leads to a better mutual understanding and cooperation between the various components of the emergency management structure.

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LIST OF ANNEXES

- A** Map of the Camden Local Emergency Management Area
- B** Emergency Plans that relate to the Local Area
- C** Concept of Emergency Operations
- D** Specific Control Responsibilities
- E** State of Emergency
- F** Defence Assistance to the Civil Community - Commonwealth Support
- G** List of Assistance or Resource Requirements
- H** Guidelines for the Application of Property Powers
- I** Format of Request to the Media to Use SEWS

**CAMDEN LOCAL
EMERGENCY MANAGEMENT AREA**



EMERGENCY PLANS THAT RELATE TO THE CAMDEN LOCAL AREA

STATE LEVEL EMERGENCY MANAGEMENT PLANS

The following State Level Functional Area Supporting Plans have been issued:

STATE FUNCTIONAL AREA SUPPORTING PLANS
AGRICULTURE & ANIMAL SERVICES FUNCTIONAL AREA SUPPORTING PLAN
COMMUNICATION SERVICES FUNCTIONAL AREA SUPPORTING PLAN
ENERGY AND UTILITY SERVICES FUNCTIONAL AREA SUPPORTING PLAN
ENGINEERING SERVICES FUNCTIONAL AREA SUPPORTING PLAN
ENVIRONMENTAL SERVICES FUNCTIONAL AREA SUPPORTING PLAN
HEALTH SERVICES FUNCTIONAL AREA SUPPORTING PLAN
PUBLIC INFORMATION SERVICES FUNCTIONAL AREA SUPPORTING PLAN
TRANSPORT SERVICES FUNCTIONAL AREA SUPPORTING PLAN
WELFARE SERVICES FUNCTIONAL AREA SUPPORTING PLAN

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The following State Sub Plans, relating to specific hazards or emergencies, have been authorised for issue as part of, and relating to, State DISPLAN. These plans also relate to the Camden Local Area.

STATE SUB PLAN
ANIMAL HEALTH EMERGENCY SUB PLAN
AVIATION EMERGENCY SUB PLAN
HAZARDOUS MATERIALS /CBR EMERGENCY SUB PLAN
FLOOD PLAN
BUSH FIRE PLAN
MAJOR STRUCTURE COLLAPSE SUB PLAN
STORM PLAN
NSW HUMAN INFLUENZA PANDEMIC PLAN

DISTRICT SUPPORTING PLANS AND SUB PLANS

DISTRICT SUPPORTING PLANS

DISTRICT FUNCTIONAL AREA SUPPORTING PLANS
DISTRICT ENGINEERING SERVICES FUNCTIONAL AREA SUPPORTING PLAN
DISTRICT HEALTH SERVICES FUNCTIONAL AREA SUPPORTING PLAN
DISTRICT TRANSPORT SERVICES FUNCTIONAL AREA SUPPORTING PLAN

DISTRICT SUB PLANS

DISTRICT SUB PLANS
NIL

LOCAL SUB PLANS

LOCAL SUB PLANS
Camden Local Flood Plan
Macarthur Zone Bushfire Operations Plan

CONCEPT OF EMERGENCY OPERATIONS

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

SPECIFIC CONTROL RESPONSIBILITIES

1. Combat Agencies

EMERGENCY	COMBAT AGENCY
ANIMAL, PLANT DISEASE, RODENT OR INSECT PLAGUE	DEPARTMENT OF PRIMARY INDUSTRIES
FIRE (WITHIN RURAL FIRE DISTRICT)	RURAL FIRE SERVICE
FIRE (WITHIN A FIRE DISTRICT)	NSW FIRE BRIGADES
FLOOD	STATE EMERGENCY SERVICE
LAW ENFORCEMENT DURING A DECLARATION	NSW POLICE
HAZARDOUS MATERIAL \$ ON LAND \$ INLAND WATERS \$ STATE WATERS	NSW FIRE BRIGADES NSW FIRE BRIGADES RELEVANT PORT AUTHORITY
MARINE OIL & CHEMICAL SPILLS	RELEVANT PORT AUTHORITY
SEARCH AND RESCUE	NSW POLICE
STORM	STATE EMERGENCY SERVICE
FOOD INDUSTRY	NSW FOOD AUTHORITY
PANDEMIC	NSW HEALTH

2. Emergency Operations Controllers

- \$ Aviation Emergency
- \$ Major Structure Collapse Emergency
- \$ Terrorist Incident
- \$ Other emergencies not designated to a combat agency

'STATE OF EMERGENCY' - AS DESCRIBED BY LEGISLATION

LEGISLATION	STATE OF EMERGENCY - OPERATES IN RELATION TO	AUTHORISED BY / POWER TO DIRECT
State Emergency & Rescue Management Act, 1989 (as amended) - [SERM Act]	Emergency - as defined in that Act [paragraph 4], and in this plan	the Premier may, by order in writing, declare that a state of emergency exists in the whole, or in any specified part or parts, of NSW in relation to that emergency - [SERM Act 33]. The Minister for Emergency Services is responsible for controlling and coordinating the activities.....and resources.... [SERM Act 37]
Essential Services Act, 1988 (as amended) - [ES Act]	Essential services - as defined in that Act [paragraph 4], and in this Plan	The Governor may, by order in writing, declare that a state of emergency exists in relation to the essential service [ES Act 10]. Any such order shall specify the Minister who may give directions.....[ES Act 10(2)(b)]
Dams Safety Act, 1978 (as amended) - [DS Act]	Prescribed dam - listed as Schedule 1 of that Act	The Minister (Natural Resources) may, by order in writing, declare that a state of emergency exists in respect of the prescribed dam - [DS Act 21(1)]
Local Government Act, 1993 - [LG Act]	Water, sewerage and drainage works and facilities - Part 3, Division 2 of that Act. [relates to council dams]	Section 62 of that Act provides "powers of Minister (Commerce) during emergencies" - [without definition of an 'emergency'] - in relation to an emergency exists that constitutes a threat to public health or public safety/..... and concurred with by the Minister for Health - [LG Act 62(2)].
Community Welfare Act, 1987 (as amended) - [CW Act]	The provision of community welfare services for disaster victims - as defined in that Act 37(1) & 38	The Minister (Community Services) may, by order in writing, declare a disaster to be a disaster [CW Act 37A].... and the Director General may take steps..... the purposes of coordinating the provision of community welfare services for disaster victims.... [CW Act 38]

DEFENCE ASSISTANCE TO THE CIVIL COMMUNITY

COMMONWEALTH SUPPORT (ADF):

1. Access to Commonwealth support is arranged by the State Emergency Operations Centre (SEOC) through the National Emergency Management Coordination Centre (NEMCC) of Emergency Management Australia (EMA), located in Canberra.
2. Australian Defence Force Liaison Officers (ADFLO) will deploy to the State Emergency Operations Centre or equivalent, and to the District and/or Local Emergency Operations Centres. Their location will be determined by the likely location of ADF support. For emergencies at District level or above, the Operations Room at Defence Corporate Support Centre - Sydney Central (DCSC-SC) will be activated. After approval for emergency ADF support has been given Headquarters Australian Theatre (HCAST) will task Defence Component Headquarters to provide appropriate resources, and ADFLO will be coordinated by Operations Support Branch (OPS SPT BR) at DCSC-SC.
3. There are two specific types of support available to the civil community or in support of civilian authorities from the Australian Defence Force. These are Defence assistance to the Civil Community and Defence Force Aid to the Civil Power. The characteristics of these support categories are as follows:

a. Defence Assistance to the Civil Community (DACC).

DACC is the most common type of Defence support provided. During major emergencies, when the State has officially requested the assistance of the Australian Defence Force and resources are subsequently deployed, a Defence Regional Plan will be activated and operate in cohesion with the STATE DISPLAN. Defence may provide specialist personnel, equipment, facilities or capabilities which are either not available to, or have been exhausted from, State resources. There are three categories of emergency DACC. They are:

- i. DACC Category One: DACC Cat One is support to a local emergency with immediate threat to life and/or property. A local Defence commander, utilising local resources, may approve this type of support.
- ii. DACC Category Two: DACC Cat Two is support to a general emergency with direct threat to life and/or property. ADF Headquarters (ADFHQ) approves this category of support after State Authorities approach EMA.

Defence resources for DACC Cat Two tasks are deployed on the Authority of HCAST and would generally lead to the deployment of an ADFLO at the Local, District and State level.

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iii. DACC Category Three: DACC Category Three is support provided to an ongoing emergency with no direct threat to life and/or property. Bids for DACC Cat Three are usually submitted as an extension of Cat Two arrangements enabling a quick and efficient resolution to the initial response. This category is approved by ADFHQ after State Authorities approach EMA. Defence resources for DACC Cat Three tasks are deployed on the authority of HQAST and would generally lead to the deployment of an ADFLO at the Local, District and State level.

b. Defence Aid to the Civil Power (DFACP).

This is the provision of Defence Force assistance to civil law enforcement authorities in the performance of law enforcement tasks usually under National Counter Terrorist arrangements. Defence Force elements employed on DFACP tasking are armed and may be authorised to use lethal force.

ADDITIONAL CONSIDERATIONS: ADF RESOURCES ALLOCATED ON DACC TASKING

4. ADF resources made available for relief operations remain under the command of the ADF personnel. The Australian Defence Force Liaison Officers (ADFLO) operating in the Local, District and State Emergency Operation Centres will facilitate the interface between the ADF commanders and State authorities at those Centres.

When ADF resources are deployed they are normally self-sufficient. However, in the event of unforeseen requirements, support from State resources may be provided to Defence elements deployed in support of an emergency.

5. ADF resources are made available for specific tasks, under the direction of the State Emergency Operations Controller (SEOCN) and the National Emergency Management Coordination Centre (NEMCC).

HIGH RISK ENGINEER SEARCH (HRES)/EXPLOSIVE DETECTION DOGS (EDD)

6. Request for support of HRES teams and or EDD usually originate from the NSW Police Duty Operations Inspector (DOI) and are normally first directed to the OPS SPT BR Duty Officer.

7. Deployment of HRES and EDD teams are classified as DACC Cat One tasks. This allows HRES or EDD teams to deploy to incident sites in a timely fashion with minimum disruption in order to prevent loss of life or property damage.

DISPOSAL OF EXPLOSIVE ORDNANCE AND IMPROVISED EXPLOSIVE DEVICES

8. For the purposes of this plan Explosive Ordnance (EO) is defined as ammunition or explosives. Improvised Explosive Devices (IED) are devices, other than normal military munitions, which are specifically built to maim or kill. For example, sticks of gelignite by themselves would be classified as EO. However, sticks of gelignite with a timing device, such as a clock, and with detonators attached would be IED.
9. Defence is responsible for dealing with all items of military ammunition and explosives. The NSW Police is responsible, in the first instance, for dealing with all types of commercial ammunition and explosives. The NSW Police may call for Defence assistance in dealing with or disposing of all classes of EO and IED.
10. Requests for Defence assistance for the disposal of EO and/or IED should be directed in the first instance to the DOI or the Rescue Coordinating Officer at VKG Communications, at the Sydney Police Centre, Sydney. The Duty Operations Inspector (DOI) or his/her representative will then request Defence assistance if required. Addresses may contact OPS SPT BR Duty Officer direct and request the collection and or disposal of EO or IED.

LIST OF ASSISTANCE OR RESOURCE REQUIREMENTS

The following list is an indication only of some of the types of support or resources which could potentially be requested during emergency operations and is to be used as the basis for the development of Resource Registers by Local Emergency Management Committees and Functional Areas.

Accommodation	Containers - Shipping
Air Conditioners - Portable	Cool Room - Mobile
Aircraft - Fixed Wing - Observation	Counsellors - Emotional Support
Aircraft - Fixed Wing - Transport	Cranes - Mobile
Aircraft - Rotary Wing - Observation	Crowd Control - Services
Aircraft - Rotary Wing - Transport	Crowd Control - Supplies
Aircraft - Rotary Wing - Water Bombing	Cyclist - Motor - C/w Motor Cycle
Animal Care - Facilities	Dam - Water - Portable (Bouywall)
Animal Care - Services	Debriefers - Critical Incident Stress
Augers - Earth Boring	Disinfectant - Area
Backhoe	Disinfectant - Personal
Barbeques	Dozers
Barges	Dumping Site - Debris
Barricades - Road	Dumping Site - Putricible
Beds & Bedding	Dumping Site - Temporary
Bikes - Quad	Earthmoving Plant
Boats	Elevated Platforms
Bobcats	Emotional Support Services
Building Inspection	Engineers - Civil
Bulldozer	Engineers - Structural
Burners - Pit	Evacuation Centres
Buses - Coaches	Excavator
Buses - Mini	Fencing - Temporary
Buses - Troop Carrier	First Aid - Services
Carpet Cleaners	First Aid - Supplies
Catering - Consumables - (Cups, Plates, Cutlery)	Forklifts
Catering - Services	Forklifts - Pneumatic Tyred - High Lift
Catering - Supplies	Freezer - Bulk Storage
Catering - Mobile Unit	Freezer - Mobile
Chainsaws	Fuel - Diesel
Chairs	Fuel - Jet A1
Cherry Pickers	Fuel - Petrol
Chippers - Wood	Garbage Collection
Churches	Gas - Acetylene
Cleaners - Commercial - Services	Gas - CO ₂
Cleaners - Commercial - Supplies	Gas - LPG
Clerical Support	Gas - Oxygen
Communications - Mobile Vehicle	Generators - Electrical - Small
Communications - Radio - 2 Way	Generators - Electrical - Large
Communications - Radio - Repeaters - Mobile	GIS - Equipment
Compressors	GIS - Services
Computer	Halls
	Ice

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Issue of Warnings	Lighting - Flood, Portable
Ladders	
Laundry - Commercial - Services	
Lighting Towers - Mobile	Staff - Clerical
Loader - Front End	Staff - Media Liaison
Low Loader - Float	Stationery Supplies
Manpower - General labour	Surveying - Equipment
Mapping - Services	Surveying - Services
Mapping - Supplies	Tables
Marquee	Tankers - Fuel
Medical Support	Tankers - Water
Office Machines - Faxes etc.	Tarpaulins
PA Systems - Fixed	Tents
PA Systems - Portable	Timber for Shoring
Phones - Fixed	Tradesman - Builder
Phones - Mobile	Tradesman - Electrician
Phones - Satellite	Tradesman - Mechanic
Photocopier - B & W	Tradesman - Plumber
Photocopier - Colour	Tradesman - Scaffolding Erection
Pontoons	Traffic Management - Equipment
Porta-Loos	Traffic Management - Services
Pressure Washer - Petrol Powered	Traffic Signs - Illuminated - Variable Message
Protective Clothing - Dust Masks	Tower - Travel
Protective Clothing - Gloves	Trailers - Earthmoving - (Pig or Dog)
Protective Clothing - Goggles	Trailers - Semi
Protective Clothing - Overalls - Disposable	Trucks - Animal Transport
Public Information Distribution	Trucks - Container
Pump Out Services - Septic	Trucks - Pantehnicon
Pumps - Water	Trucks - Prime Mover
Quarantine - Facilities	Trucks - Refrigerated
Road Base	Trucks - Table Top
Road Closures	Trucks - Tipping - Large
Sand	Trucks - Tipping - Small
Scaffolding	Vehicle Escorts
Schools	Water Carrier - Bulk - (Water cart)
Security - Commercial - Services	Water - Drinking - Potable
Sheeting - Plastic - Builders	Welding - Services
Slashers	Welding - Services - Mobile
Site Sheds - Offices	Welding - Supplies
Site Sheds - Shower	Whiteboards
Site Sheds - Toilets	Workshop - Mechanical
Skips - Builders - 20 M ³	Workshop - Mechanical - Mobile
Skips - Builders - 4-6 M ³	
Staff - Administration	

GUIDELINES FOR THE APPLICATION OF PROPERTY POWERS

THESE GUIDELINES RELATE TO THE STATE EMERGENCY AND RESCUE MANAGEMENT ACT, 1989 (AS AMENDED) AND THE STATE EMERGENCY SERVICE ACT, 1989 (AS AMENDED).

*GUIDELINES ARE TO BE READ IN CONJUNCTION
WITH THE RELEVANT ACT.*

INTRODUCTION:

1. Within the State of New South Wales there is provision under the State Emergency and Rescue Management Act, 1989 (as amended) [SERM Act] for the Premier to declare a state of emergency. The area involved may include the whole of the State or any part thereof and is referred to as an emergency area.
2. During a State of Emergency additional powers are available to an 'emergency services officer', who must be authorised by the Minister for Emergency Services. An emergency services officer may, for the purposes of protecting persons from injury or death or protecting property, direct or authorise certain activities in an emergency area.
3. The SERM Act, empowers certain members of the Police Service to exercise powers relating to property in certain circumstances during an emergency in a danger area which is not subject to a declaration of a state of emergency.
4. The State Emergency Service Act, 1989 (as amended) [SES Act] empowers the Director-General of the State Emergency Service to authorise a 'senior emergency officer' to exercise powers in respect to emergencies resulting from flood and storms, , when directed by the State Emergency Operations Controller, civil defence and to deal with an emergency for which there is no combat agency.
5. When contemplating the exercise of the following powers appropriate consultation, wherever practicable, with the responsible agencies and environmental, historical, heritage and cultural conservation concerns should be considered by the authorised officer.
6. The respective emergency services organisations are to develop specific instructions for the application of these guidelines within each organisation.

SERM ACT - EMERGENCY SERVICES OFFICERS POWERS

7. Definitions used in this section:

Emergency Area

means the area in which a state of emergency is declared to exist. (See paragraph 1)

Emergency Services Officer

means any of the following:

- § police officer,
- § an officer of the NSW Fire Brigades of or above the rank of station commander,
- § an officer of the State Emergency Service of or above the position of unit controller, or a divisional executive officer or the Director, Operations of that service,
- § a member of a rural fire brigade of or above the position of deputy captain.
- § District Emergency Management officer.

Premises

includes land, place, building, vehicle, vessel or aircraft, or any part of premises.

8. Section 37A - Power to Take Other Safety Measures.

Briefly these powers are:-

- (a) the closure to traffic of any street, road, lane, thoroughfare or footpath or place open to or used by the public, in an emergency area or any part of an emergency area,
- (b) the closure of any other public or private place in an emergency area or any part of an emergency area,
- (c) the pulling down, destruction or shoring up of any wall or premises that have been damaged or rendered insecure in an emergency area or any part of an emergency area,
- (d) the shutting off or disconnecting of the supply of any water, gas, liquid, solid, grain, powder or other substance in or from any main, pipeline, container or storage facility in an emergency area or any part of an emergency area,
- (e) the shutting off or disconnecting of the supply of gas or electricity to any premises in an emergency area or any part of an emergency area,
- (f) the taking possession of, and removal or destruction of any material or thing in an emergency area or any part of an emergency area that may be dangerous to life or property or that may interfere with the response of emergency services to the emergency.

9. The exercise of these powers by an emergency services officer is subject to very stringent conditions and are as follows:-

- § the Minister or an emergency services officer so authorised by the Minister directs any or all of the activities.
- § the powers only apply in emergency area/s or any part of an emergency area.
- § closure of roads and places should be carried out by police, in conjunction with the owner, wherever possible. In the absence of police the owner should be directed to undertake the closure.
- § appropriate consultation, wherever practicable, and consideration should be given to environmental, heritage, cultural and historical conservation concerns prior to the exercise of these powers. These agencies may be accessed through the appropriate functional area coordinator or the local council. See paragraph 31.
- § shutting off any supply should only occur to single premises and in consultation with the occupier and/or supply authority. See paragraph 32.

10. Section 37B - Power to Enter Premises.

Permits a person to enter premises for the purposes of complying with a direction of an emergency services officer. Entry is subject to the following sections.

11. Section 37C - Notice of Entry.

An authorised person may enter premises without giving notice if permitted by the owner or occupier, the premises is open to the public or if required urgently and is subject to authorisation of entry without notice. In all other cases written notice must be provided.

12. Section 37D - Care to be Taken.

When entering premises an authorised person must do as little damage as possible.

13. Section 37E - Use of Force.

Reasonable force may only be used if authorised, in writing by the Minister. Any use of force must be notified to the authorising emergency services officer who directed the entry in the first instance and that person must make full record of such forced entry and notify the appropriate operations centre.

Any decision to use force should not be taken lightly and the consequences in relation to the use of force and any retaliatory action that may be taken by an owner or occupier should always be borne in mind. In any case when use of force is found necessary full consideration must be given to, and steps taken to ensure the security of the premises so entered.

14. Section 37F - Authority to Enter Premises.

A person may not enter any premises or take action unless in possession of a written authority which must be produced to the owner or occupier if required. The written authority must set out a number of details and bear the signature of the Minister or emergency services officer who issued the direction. (A suggested format follows this section).

A police officer exercising powers to enter premises or take action may do so without such written authority provided the officer produces his or her warrant card if required to do so by the owner or occupier.

SERM ACT - POLICE POWERS IN AN EMERGENCY

15. Definitions used in this Section:

Danger Area

means the area specified by a senior police officer as the area in which an emergency is causing or threatening to cause injury or death.

Senior Police Officer

means a police officer of or above the rank of sergeant or a police officer of a class prescribed as being within this definition by the regulations.

16. Section 61 - Power of police to take other safety measures.

Briefly these powers are:-

- (a) the closure to traffic of any street, road, lane, thoroughfare or footpath or place open to or used by the public, in a danger area or any part of a danger area,
- (a1) the removal of vehicles in a danger area or any part of a danger area,
- (b) the closure of any other public or private place in a danger area or any part of a danger area,
- (c) the pulling down, destruction or shoring up of any wall or premises that have been damaged or rendered insecure in a danger area or any part of a danger area,
- (d) the shutting off or disconnecting of the supply of any water, gas, liquid, solid, grain, powder or other substance in or from any main, pipeline, container or storage facility in a danger area or any part of a danger area,
- (e) the shutting off or disconnecting of the supply of gas or electricity to any premises in a danger area or any part of a danger area,
- (f) the taking possession of, and removal or destruction of any material or thing in a danger area or any part of a danger area that may be dangerous to life or property or that may interfere with the response of emergency services to the emergency,
- (g) the protection or isolation of any material or thing in a danger area by preventing a person from removing or otherwise interfering with the material or thing.

17. The exercise of these powers by a senior police officer is subject to very stringent conditions and are as follows:-

- § the powers only apply in danger area/s or any part of a danger area,
- § appropriate consultation, wherever practicable, and consideration should be given to environmental, heritage, cultural and historical conservation concerns prior to the exercise of these powers. These agencies may be accessed through the appropriate functional area co-ordinator or the local council. (See paragraph 31).
- § shutting off any supply should only occur to single premises and in consultation with the occupier and/or supply authority. (See paragraph 32).

18. Section 61A - Power to enter premises.

Permits a police officer to enter premises for the purposes of complying with a direction under section 61 (1). Entry is subject to following sections.

19. Section 61B - Notice of Entry.

An authorised police officer may enter premises without giving notice if permitted by the owner or occupier, the premises is open to the public or if required urgently and is subject to authorisation of entry without notice. In all other cases written notice must be provided.

20. Section 61C - Care to be taken

When entering premises an authorised police officer must do as little damage as possible.

21. Section 61D - Use of force.

Reasonable force may only be used if authorised, in writing by the senior police officer. Any use of force must be notified to the senior police officer who directed the entry in the first instance and that person must make full record of such forced entry and notify the Commissioner of Police.

Any decision to use force should not be taken lightly and the consequences in relation to the use of force and any retaliatory action that may be taken by an owner or occupier should always be borne in mind. In any case when use of force is found necessary full consideration must be given to, and steps taken to ensure the security of the premises so entered.

22. Section 61E - Police officer to produce warrant card if required.

Power to enter or take action on premises may not be exercised unless the police officer produces his/her warrant card if required to do so by the owner or occupier of the premises.

Warrant card means police identification.

SES Act - SENIOR EMERGENCY OFFICER POWERS

23. *Definitions used in this section:*

Emergency Areas

means the areas affected by an emergency to which this Part 5 of the Act applies. (See paragraph 4).

Senior emergency officer

means any of the following:

- § a police officer of or above sergeant or a police officer for the time being in charge of a police station,
- § an officer of the NSW Fire Brigades of or above the rank of station commander,
- § an officer of the State Emergency Service of or above unit controller, or a divisional executive officer or the Director, Operations of that Service,
- § an officer of the Rural Fire Service of, or above, the rank of Deputy Captain,
- § a District Emergency Management Officer.

Premises

includes land, place, building, vehicle, vessel or aircraft, or any part of premises.

24. Section 22A - Power to Take Other Safety Measures.

Briefly these powers are:-

Displan - CAMDEN LOCAL EMERGENCY MANAGEMENT AREA

- (a) the shutting off or disconnecting of the supply of any water, gas, liquid, solid, grain, powder or other substance in or from any main, pipeline, container or storage facility in an emergency area or any part of an emergency area,
- (b) the shutting off or disconnecting of the supply of gas or electricity to any premises in an emergency area or any part of an emergency area,
- (c) the taking possession of, and removal or destruction of any material or thing in an emergency area or any part of an emergency area that may be dangerous to life or property or that may interfere with the response of emergency services to the emergency.

25. The exercise of these powers by a senior emergency officer is subject to very stringent conditions and are as follows:-

- § the Director General of the SES or a senior emergency officer so authorised by the Director General directs any or all of the activities,
- § the powers only apply in emergency area/s or any part of an emergency area,
- § shutting off any supply should only occur to single premises and in consultation with the occupier and/or supply authority. (See paragraph 32).
- § appropriate consultation wherever practicable, and consideration should be given to environmental, heritage, cultural and historical conservation concerns prior to the exercise of these powers. These agencies may be accessed through the appropriate functional area coordinator or the local council. (See paragraph 31)

26. Section 22B - Power to Enter Premises.

Permits a person to enter premises for the purposes of complying with a direction of a senior emergency services officer. Entry is subject to the following sections.

27. Section 22C - Notice of Entry.

An authorised person may enter premises without giving notice if permitted by the owner or occupier, the premises is open to the public or if required urgently and is subject to authorisation of entry without notice. In all other cases written notice must be provided.

28. Section 22D - Care to be Taken

When entering premises an authorised person must do as little damage as possible.

29. Section 22E - Use of Force.

Reasonable force may only be used if authorised, in writing by the Director-General or the senior emergency officer. Any use of force must be notified to the authorising senior emergency officer who directed the entry in the first instance and that person must make full record of such forced entry and notify the appropriate operations centre.

Any decision to use force should not be taken lightly and the consequences in relation to the use of force and any retaliatory action that may be taken by an owner or occupier should always be borne in mind. In any case when use of force is found necessary full

consideration must be given to, and steps taken to ensure the security of the premises so entered.

30. Section 22F - Authority to Enter Premises.

A person may not enter any premises or take action unless in possession of a written authority which must be produced to the owner or occupier if required. The written authority must set out a number of details and bear the signature of the Director-General or senior emergency officer who issued the direction. (A suggested format is at the end of this section).

A police officer exercising powers to enter premises or take action may do so without such written authority provided the officer produced his or her warrant card if required to do so by the owner or occupier.

Warrant card means police identification.

CONSULTATION / CONSIDERATIONS

31. In exercising the power to direct the pulling down, destruction or shoring up of any wall or premises, the authorised officer should:

- a. Isolate and cordon off the wall or premises;
- b. Where practicable, consult with the owner or occupier;
- c. Obtain technical advice on whether the building or structure is dangerous in its existing state or can be made temporarily safe;

[Technical advice includes structural, environmental, historical, heritage and cultural conservation aspects. At local level this advice may be available from the local council. In any event it can be accessed through the appropriate Engineering Services Functional Area Coordinator.]

- d. Only if there is no alternative is the premises to be destroyed to the extent which renders it safe.

32. In exercising the power to shut off or disconnect the supply of any water, gas, liquid, solid, grain, powder or other substance the authorised officer should:

- a. Isolate and cordon off the premises or area;
- b. in the case of supply to a single premise, consult with the supplier, owner or other competent authority to ensure that the shutting off or disconnection will not further endanger life or property (particularly if that supply has to be maintained to sustain life - eg. individual dialysis machines - or the safe operational level of manufacturing/refining facilities);
- c. In the case of a main supply line (ie a line supplying more than one single premise):-

Displan - CAMDEN LOCAL EMERGENCY MANAGEMENT AREA

- i. consult with an authorised representative of the supply authority and determine if the shutting off or disconnection of supply can be carried out without further endangering life or property; and
 - ii. if the supply authority advises that the shutting off or disconnection of supply may further endanger life or property, only proceed if there is no other reasonable course of action available.
33. An authorised officer is to only take possession of, remove or destroy any material or thing that may be dangerous to life or property or that may interfere with the response of emergency services to an emergency if the owner is not prepared to do so, or if the owner cannot be located in a reasonable period of time. This power is only to be exercised if there is no alternative solution.

TRAINING

34. Each agency from which emergency services officers/senior emergency officers can be authorised is responsible for ensuring those officers are trained in the operation of these guidelines. The agencies, in developing and conducting the training, are to consult with the relevant agencies and authorities with a responsibility for the supply of water, gas, electricity or other substance, or environmental, historical, heritage or cultural conservation, and where appropriate should incorporate the agencies' concerns in training programs.

EXAMPLE ONLY

STATE EMERGENCY AND RESCUE MANAGEMENT ACT 1989

AUTHORITY TO ENTER PREMISES

The holder of this authority

(Full Name)

is authorised by *the Minister for Emergency Services

*an emergency services officer, duly authorised by the Minister for Emergency Services under section 37A of the Act to enter any premises (including land, place, building, vehicle, vessel or aircraft, or any part of premises) for the purpose of:

- a. the closure of traffic of any street, road, lane, thoroughfare or footpath or place open to or used by the public, in an emergency area or any part of an emergency area,
- b. the closure of any other public or private place in an emergency area or any part of an emergency area,
- c. the pulling down, destruction or shoring up of any wall or premises that have been damaged or rendered insecure in an emergency area or any part of an emergency area,
- d. the shutting off or disconnecting or the supply of any water, gas, liquid, solid, grain, powder or other substance in or from any main, pipeline, container or storage facility in an emergency area or any part of an emergency area,
- e. the shutting off or disconnecting of the supply of gas or electricity to any premises in an emergency area or any part of an emergency area,
- f. the taking possession of, and removal or destruction of any material or thing in an emergency area or any part of an emergency area that may be dangerous to life or property or that may interfere with the response of emergency services to the emergency.

For the purpose of this authority the emergency area to which it applies is:

The holder is authorised to use reasonable force for the purposes of gaining entry to the premises to comply with the above powers, only if:

- a. there is direct threat to life and property which can only be removed by the taking of such action; and
- b. there is no other means of gaining entry; or
- c. entry has been refused.

This authority is current from date/time

Until date/time

..... (Signed)
*Minister for Emergency Services
*Emergency Services Officer

* Delete if not applicable

EXAMPLE ONLY

STATE EMERGENCY SERVICE ACT 1989

AUTHORITY TO ENTER PREMISES

The holder of this authority

(Full Name)

is authorised by *.....the Director General, State Emergency

Service, *.....a senior emergency officer, duly authorised by the Director General of the State Emergency Service under section 22A of the Act., to enter any premises (including land, place, building, vehicle, vessel or aircraft, or any part of premises) for the purpose of:

- a. the shutting off or disconnecting or the supply of any water, gas, liquid, solid, grain, powder or other substance in or from any main, pipeline, container or storage facility in an emergency area or any part of an emergency area,
- b. the shutting off or disconnecting of the supply of gas or electricity to any premises in an emergency area or any part of an emergency area,
- c. the taking possession of, and removal or destruction of any material or thing in an emergency area or any part of an emergency area that may be dangerous to life or property or that may interfere with the response of emergency services to the emergency.

For the purposes of this authority the emergency area to which it applies is

The holder is authorised to use reasonable force for the purposes of gaining entry to the premises to comply with the above powers, only if:

- a. there is direct threat to life and property which can only be removed by the taking of such action; and
- b. there is no other means of gaining entry; or
- c. entry has been refused

This authority is current from date/time

Until date/time

..... (Signed)
*Director General State Emergency Service
*Senior Emergency Officer

* Delete if not applicable

FORMAT OF REQUEST TO THE MEDIA TO USE SEWS

All requests to the media will contain the Name, Appointment and Telephone Number of the

**REQUEST TO BROADCAST AN EMERGENCY ANNOUNCEMENT
USING THE STANDARD EMERGENCY WARNING SIGNAL**

This is a formal request to broadcast the following emergency announcement preceded by Standard Emergency Warning Signal.

Please broadcast this message verbatim every _____ minutes for the next _____ hour(s)

This use of the SEWS is authorised by _____ (name)
 _____ (appointment)

This message may be confirmed by telephoning _____ (telephone No.)

EMERGENCY ANNOUNCEMENT

This is an official announcement for _____ (Area)

Issued by _____ (Appointment/Agency)

Concerning the _____ (Emergency Description)

Message Text: _____ *Optional details*

When) _____ (What has happened, Where,
 _____ (What has been done to date)
 _____ (What actions are proposed)

PUBLIC SAFETY MESSAGES

(This section to include any actions the public should take to protect life and property)

THIS EMERGENCY ANNOUNCEMENT WAS ISSUED BY _____ APPOINTMENT/AGENCY

STAY TUNED TO THIS STATION FOR FURTHER INFORMATION

Authorising Officer and the Formal Warning Message. Use of this proforma is mandatory **UPON RECEIPT OF A SEWS FAX:**

- If in doubt, confirm the message is not a hoax by calling the number given.
- Begin the broadcast by playing the Standard Emergency Warning Signal for 15 seconds
- Broadcast the Emergency Announcement verbatim
 - Repeat the broadcast of the SEWS, followed by the Emergency Announcement, twice at five minute intervals, unless requested otherwise by the Authorising Officer.
 - Cancellation of the request is to be confirmed by fax by the issuing authority