

## **TITLE**

# **Eurobodalla Shire Local Disaster Plan (DISPLAN)**

## **AUTHORISATION**

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

### **APPROVED**

#### **CHAIRPERSON**

**Eurobodalla Local Emergency Management Committee**

**Dated: March 2009**

### **ENDORSED**

#### **CHAIRPERSON**

**Illawarra South Coast Emergency Management District  
Committee**

**Dated: March 2009**

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## AMENDMENTS

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

The Chairperson  
Eurobodalla Local Emergency Management Committee  
Eurobodalla Shire Council  
PO Box 99  
Moruya NSW 2537

Suggested amendments or additions received must be endorsed by the Eurobodalla Shire Local Emergency Management Committee prior to inclusion.

Amendments promulgated are to be certified in the following table when entered.

AMENDMENT		ENTERED	
NUMBER	DATE	SIGNATURE	DATE
Amendment 1 Complete Reprint	September 2002		
Amendment 2 Replace the following pages: i, iv, 8, 9, 11, 12, 13, 14, 15, 20, 21, 23, 24, 29, 30, 32, 47, 57, 60, 61, 62, 63, 64, 65, 67, 68 Remove the following pages: 20, 21 – no replacement pages	December 2003		
Complete Reprint on Disc	January 2006		
Complete Reprint on Disc	March 2009		
Amendment 3 Replace the following pages: Title,i,iv,v,vi,vii,viii,ix,xi,xii- xiii,xiv,12,14,15,17,19,20,22,24,2 5,26,27,28,33,53,59,61,62,64- 67,69,72-76	August 2012		

## DISTRIBUTION

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## 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, State level plans and The Macquarie Dictionary (Second Edition, 1991). Where possible, the reference source is identified as part of the definition [eg the State Emergency and Rescue Management Act, 1989 (as amended), is identified as SERM Act].

### Act

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

### Agency

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

### Assembly Area

means a designated location used for the assembly of emergency-affected persons prior to transport to a place of safety or an evacuation centre. Welfare Services are generally not available at an assembly point.

### Clean-up Phase

means that stage of a hazardous materials incident or emergency operation managed by the Clean-Up Controller, undertaken after the Combat Area has been declared safe with respect to public health and property by the Hazmat Controller, and involves clean-up and environmental stabilisation. (Source: State HAZMATPLAN)

### Combat Agency

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

### 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.

### Combat Agency Managed Operation

in this plan means an emergency operation controlled by the combat agency, with support coordinated either by the combat agency or by an Emergency Operations Controller.

### Control

means the overall direction of activities, agencies or individuals concerned. (Source: SERM Act)

### Coordination

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

### Disaster

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



## **DISPLAN**

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

## **District**

in this plan means the Illawarra South Coast Emergency Management District.

## **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 Coordination of resources is effected.

## **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 Illawarra South Coast Emergency Management District.

## **Emergency**

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

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

**being an emergency which requires a significant and coordinated response.** (Source: SERM Act)

In this plan this also includes an emergency which damages or threatens to damage the environment.

## **Emergency Area**

means the area in which a state of emergency is declared to exist. (Source: SERM Act)

## **Emergency Officer**

means the Director-General of the NSW State Emergency Service. The Director-General may appoint any person as an emergency officer, whether or not that person is a member of the NSW State Emergency Service. [Source: State Emergency Service Act 1989 (as amended)]

Note: The Director-General has appointed SES Unit Controllers, Local Controllers, Division Controllers, Division Executive Officers and the Director, Operations, as emergency officers.

## **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 Services Officer**

means any of the following: a police officer, an officer of New South Wales Fire Brigades of or above the rank of station officer, a station commander of the State Emergency Service of or above the rank of unit controller, or a divisional executive officer or the Director, Operations of that Service, a member of a bush fire brigade of or above the position of deputy captain, a District Emergency Management Officer. (Source: SERM Act)

### **Emergency Services Organisation**

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

### **Evacuation Centre**

a centre set up to meet the immediate needs of disaster affected people following evacuation from an emergency situation, this may include travellers (commuters and tourists), who are unable to complete their journey. Evacuation Centres are managed by staff from the Department of Family and Community Services who are assisted by a range of non government agencies

### **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 engineering services
- d environmental services
- e health services
- f media services
- g transport services
- h welfare services

### **Functional Area Coordinator**

in this plan means the nominated coordinator of a functional area, tasked to coordinate the provision of Functional Area support and resources to incidents and/or emergencies, who, by agreement of participating 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 Legislative Assembly or a committee of either or both of those 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.

### **Hazardous Material**

means anything that, when produced, stored, moved, used or otherwise dealt with without adequate safeguards to prevent it from escaping, may cause injury or death or damage to property [Source: Fire Brigades (Hazardous Materials) Amendment Act , 1993 and HAZMATPLAN]; and

Material which, without adequate safeguards, may contaminate the environment to the immediate or subsequent detriment of that environment or human society, and includes all dangerous goods and many industrial chemicals and wastes. (Source: HAZMATPLAN and ENVIROPLAN)

### **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 (Hazardous Materials) Amendment Act , 1993 and ENVIROPLAN]; and

A spillage or escape, or potential spillage or escape, of hazardous material during its manufacture, use, handling, transport or storage in sufficient quantity to endanger, or threaten to endanger, the health or safety of any person, or damage or destroy any property or the environment, including fires that involve, or may involve hazardous materials, and fires that have the potential to, or are causing pollution. Such incidents may be land based, or occur on or in inland waters of New South Wales. (Source: HAZMATPLAN and ENVIROPLAN)

### **Incident**

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

### **Liaison Officer (LO)**

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

### **Local Area**

in this plan means the Eurobodalla Shire local government area.

**Local Emergency Management Committee (LEMC)**

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

**Local Emergency Management Officer (LEMO)**

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

**Local Emergency Operations Controller (LEOCON)**

in this plan means a Police Officer appointed by the District Emergency Operations Controller as the Local Emergency Operations Controller for the relevant local government area.

**Marshalling Area**

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

**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.

**Preparation**

in relation to an emergency includes arrangements or plans to deal with an emergency or the effects of an emergency. (Source: SERM Act)

**Prevention**

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

**Recovery**

in relation to an emergency means the process of returning an affected community to its normal level of functioning after an emergency. (Source: SERM Act) This includes the welfare of affected persons as well as the physical reconstruction/restoration of the community

**Recovery Centre**

means a one-stop-shop that centralises Local, State and Commonwealth Government and non government services to people affected by disaster

**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 combating an emergency and of providing immediate relief for persons affected by an emergency. (Source: SERM Act)

**Roads Authority**

means the Roads and Traffic Authority for all freeways, the Minister for all Crown roads, the council of a local government area for all public roads within the area, other than any freeway or Crown road and any public road for which some other public authority is declared to be the roads authority. [Source: Roads Act 1993 (as amended)]

**Senior Emergency Officer**

means any of the following: a police officer of or above the rank of sergeant or a police officer for the time being in charge of a police station, an officer of the New South Wales Fire Brigades of or above the rank of station officer, an officer of the State Emergency Service of or above the rank of unit controller, or a divisional executive officer or the Director, Operations of that Service, a member of a bush fire brigade of or above the position of deputy captain, a District Emergency Management Officer. (Source: State Emergency Service Act)

**Site Control**

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

**Site Controller**

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

**State Emergency Operations Controller (SEOCN)**

means the person appointed by the Governor, on the recommendation of the Minister, responsible, in the event of an emergency which affects more than one District, for controlling the allocation of resources in response to the emergency. (Source: SERM Act)

**State of Emergency**

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

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

**Sub Plan**

in this plan means an action plan required for a specific hazard, facility, critical task or special event. It is prepared when the management arrangements necessary to deal with the effects of the hazard, facility, 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 Plan**

in this plan means a plan prepared by a functional area, which describes the support which is to be provided to the controlling or coordinating authority during emergency operations, together with how the functional area is to be coordinated in order to fulfil the roles and responsibilities allocated.

**Welfare Centre**

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

## ABBREVIATIONS

<b>ADF</b>	Australian Defence Forces
<b>DEMC</b>	District Emergency Management Committee
<b>DEMO</b>	District Emergency Management Officer
<b>DEOC</b>	District Emergency Operations Centre
<b>DEOCON</b>	District Emergency Operations Controller
<b>DISPLAN</b>	State, District or Local Disaster Plan
<b>EPA</b>	Environment Protection Authority
<b>LEMC</b>	Local Emergency Management Committee
<b>LEMO</b>	Local Emergency Management Officer
<b>LEOC</b>	Local Emergency Operations Centre
<b>LEOCON</b>	Local Emergency Operations Controller
<b>LO</b>	Liaison Officer
<b>SERM ACT</b>	State Emergency and Rescue Management Act, 1989 (as amended)
<b>SES</b>	NSW State Emergency Service
<b>SITREP</b>	Situation Report
<b>SOP</b>	Standing Operating Procedures
<b>SAHS</b>	Southern Area Health Service

## **PART 1 - INTRODUCTION**

### **LEGISLATIVE BASIS**

The Government of New South Wales acknowledges the inevitable nature of emergencies and disasters and their potentially significant social, economic and environmental consequences. Accordingly, the Government has enacted the State Emergency and Rescue Management Act, 1989.

Whenever the resources of a combat agency are insufficient to effectively deal with the response to or recovery from an incident, the event is classified as an emergency. The Act recognises the need for a coordinated reaction by all agencies having roles or responsibilities for such emergencies. It provides the legislative basis for the preparation of a Local Disaster Plan (DISPLAN) to record the agreed management arrangements for coordination of emergency preparedness, response to, and recovery operations.

### **AIM**

The aim of the Local Disaster Plan (DISPLAN) is to detail emergency preparedness, response to, and recovery arrangements for the Eurobodalla Local Government area and to ensure the coordinated response to emergencies by all agencies having responsibilities and functions in emergencies.

### **PURPOSE**

The Local DISPLAN has been prepared to coordinate the extraordinary measures necessary when an emergency occurs. Although the plan may be activated at the discretion of the Local Emergency Operations Controller for any incident or emergency, this would not normally be done for:

- a commonly occurring incidents which are within the capacity of individual Emergency Service Organisations or Functional Areas to deal with; or
- b emergencies for which an Emergency Service Organisation or Functional Area has been nominated in this plan as combat agency with a role to coordinate the actions of supporting agencies.

### **OBJECTIVES**

The objectives of this plan are to:

- a detail responsibilities for the identification, development and implementation of prevention and mitigation strategies;
- b define Agency and Functional Area roles and responsibilities in preparation for, response to and recovery from emergencies;
- c set out the control, coordination and liaison arrangements;
- d detail activation and alerting arrangements for involved agencies;



- e detail arrangements for the acquisition and coordination of resources;
- f detail public warning systems and responsibility for implementation;
- g detail public information arrangements and public education responsibilities;
- h detail arrangements for the review, testing, evaluation and maintenance of this plan; and
- i detail reporting and information flow arrangements.

## **SCOPE**

This plan is concerned with the preparation for, response to and recovery from those natural disasters and man made emergencies, which require a significant and coordinated response.

## **PLANNING ASSUMPTIONS**

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

The effectiveness of arrangements detailed in this plan are dependant upon all involved agencies preparing, testing and maintaining appropriate internal instructions and standing operating procedures.

## **PRINCIPLES**

The following principles are applied in this plan:

- a Responsibility for preparation, response and recovery rests initially at Local level. If Local agencies and available resources cannot cope they are augmented by those at District level. If necessary, resources and support, coordinated from the State, and/or resources provided from the Commonwealth and other States and Territories may be used.
- b Control/coordination of emergency response and recovery operations is conducted at the lowest effective level.
- c A Combat Agency may deploy additional resources from their own service from outside the affected Local Area or District if needed to conduct operations.
- d During an operation which is the legal responsibility of a combat agency, the Emergency Operations Controller is responsible, when so requested by that combat agency, to coordinate the provision of support resources. The Emergency Operations Controller is responsive to the requirements of the Controller/Coordinator of the combat agency. Emergency Operations Controllers would not normally assume control from the combat agency unless the situation can no longer be contained. Where necessary, this should only be done after consultation with and agreement of the combat agency and the next higher level of control.
- e Emergency preparation, response and recovery operations should be conducted with all agencies carrying out their normal functions wherever possible.

## AREA COVERED

The Eurobodalla emergency management area borders are identical to the Eurobodalla Shire's boundaries, which are shown on the following map.



## POPULATION DENSITIES

Eurobodalla Shire is located 273km south of Sydney and 150km east of Canberra. It is bordered by Shoalhaven City on the north, Palerang Shire and Cooma-Monaro to the west and Bega Valley to the south.

The total area of the Shire is 3402 sq km. It is approximately 40km wide and 101km long. 77% of the Shire is non-rateable Crown land.

The majority of the Shire's population lives along the thin coastal strip, with 78% living in the five main settlements of Batemans Bay (which includes settlements down to Surf Beach), Mossy Point/Broulee/Tomakin, Moruya, Tuross, Dalmeny/Kianga and Narooma.

Batemans Bay, located on the Clyde River to the north, is the largest town in the Shire with a population of approximately 8,003 with a catchment area from Long Beach to Malua Bay. It is a growing commercial and tourist centre.

Moruya is the most central town located 6km inland on the Moruya River. It is historically the service centre of the Shire, with the Council Chambers, Hospital, High School and TAFE College. Although Moruya has a small population of 2,602, it is the service centre for a number of smaller settlement areas within a 6-20km radius; these include Broulee, Mossy Point, Tomakin, Tuross Head, Congo, Moruya Heads and Bodalla.

Narooma, with a population of approximately 2,250 is situated on the Wagonga Inlet and is mainly a tourist and retirement area. It is also a service centre to the villages and hamlets in the southern part of the Shire, including Bodalla, Dalmeny, Kianga, Tilba and Wallaga Lake. It also serves Bermagui in Bega Valley Shire.

Maps References 1:100,000

Araluen	Sheet 8826
Batemans Bay	Sheet 8926
Cobargo	Sheet 8825
Narooma	Sheet 8925

## TRANSPORT ROUTES

The Eurobodalla Shire is located on the NSW coast and has only road transport passing through it. The major arterial routes into and out of the shire are the coastal **Princes Highway** and the **Kings Highway** which transcends the escarpment joining the **Princes Highway** to Canberra.

## **WATERWAYS/WATER STORAGE/HARBOURS/LAKES**

The main bodies of water in the Eurobodalla Shire are:

a **Rivers:**

- i Clyde River
- ii Moruya River
- iii Tuross River

b **Water Storage:**

- i Deep Creek Dam
- ii Eurobodalla Shire Council Water storage reservoirs located throughout the Shire

c **Harbours:**

- i Batemans Bay
- ii Wagonga Inlet

d **Lakes:**

There are numerous lakes in the Shire and reference should be made to the maps for locations.

## **AIRPORTS**

There is an airport at Moruya North Head. A Regular Passenger Transport Service is provided by REX Airlines with flights to Sydney and Merimbula.

## **SPECIFIC HAZARDS**

The three major hazards, that were identified by the Eurobodalla Local Emergency Management Committee as those that could have the most serious impact within the Eurobodalla Shire, are as follows:

- a Bushfire
- b Flooding
- c Storm

There are a large number of other hazards identified that could impact on the Eurobodalla Shire. These have been included as Hazard by Agency in the following table [as identified in the Eurobodalla Risk Management Plan (ERMP)].

**Emergency Operations Controller**

HAZARD ID	HAZARD CATEGORY	RISK RATING	AGENCY
NH02	Earthquake	HIGH	EOC
TH04	Infrastructure Failure – Power	EXTREME	EOC
TH05	Infrastructure Failure – Water	EXTREME	EOC
TH06	Infrastructure Failure – Sewerage > 48 Hours	EXTREME	EOC
TH07	Infrastructure Failure - Telecommunications	HIGH	EOC

**State Emergency Service**

HAZARD ID	HAZARD CATEGORY	RISK RATING	AGENCY
NH01	Tornado	HIGH	SES
NH03	Coastal Erosion	MODERATE	SES
NH04	Flood (1)	HIGH	SES
NH05	Flood (2)	HIGH	SES
NH06	Wind Storm	HIGH	SES
NH07	Severe Storm – Rain	HIGH	SES
NH08	Severe Storm – Hail	HIGH	SES
NH09	Storm Surge	EXTREME	SES
NH10	Tsunami (1)	MODERATE	SES
NH11	Tsunami (2)	HIGH	SEOC
TH14	Dam Failure (1)	MODERATE	SES & ESC
TH15	Dam Failure (2)	MODERATE	SES & ESC
TH16	Surf Beach Detention Basin (1)	MODERATE	SES & ESC
TH17	Surf Beach Detention Basin (2)	HIGH	SES & ESC

**Rural Fire Service**

HAZARD ID	HAZARD CATEGORY	RISK RATING	AGENCY
NH12	Bush Fire – Urban Interface – Isolated Communities	EXTREME	RFS
NH13	Bush Fire – Urban Interface – Major Towns	EXTREME	RFS
NH14	Bush Fire - Rural	EXTREME	RFS

**New South Wales Police Force**

HAZARD ID	HAZARD CATEGORY	RISK RATING	AGENCY
TH01	Bridge Collapse	HIGH	NSWPF
TH10	Transport Accident – Air	HIGH	NSWPF
TH12	Transport Accident – Road (Passengers)	HIGH	NSWPF

**New South Wales Fire Brigade**

HAZARD ID	HAZARD CATEGORY	RISK RATING	AGENCY
TH02	Building Collapse	MODERATE	NSWFB
TH03	Hazardous Materials	HIGH	NSWFB
TH08	Infrastructure Failure – Gas	HIGH	NSWFB
TH11	Transport Accident – Road (Dangerous Goods)	HIGH	NSWFB

**New South Wales Maritime**

HAZARD ID	HAZARD CATEGORY	RISK RATING	AGENCY
TH09	Pollution Chemical/Oil (Marine)	HIGH	NSW Maritime & NSWFB
TH13	Transport Accident – Waterways	HIGH	NSW Maritime & NSWFB

**New South Wales Health**

HAZARD ID	HAZARD CATEGORY	RISK RATING	AGENCY
BH01	Communicable Diseases – Affecting Humans	HIGH	NSW Health

**New South Wales Department of Primary Industries**

<b>HAZARD ID</b>	<b>HAZARD CATEGORY</b>	<b>RISK RATING</b>	<b>AGENCY</b>
BH02	Communicable Diseases – Affecting Animals	EXTREME	NSW DPI
BH03	Communicable Diseases – Affecting Plants	EXTREME	NSW DPI

**VULNERABLE COMMUNITY GROUPS**

The following vulnerable community groups have been identified for the Eurobodalla Shire:

- a Aged and Frail
- b Schoolchildren (Primary and High School)
- c People with a Disability
- d People Without Private Transport
- e Tourists
- f Flood Plain Residents
- g Remote Communities

Annexure C lists some of the various vulnerable community facilities on a suburb by suburb basis across the Shire and includes details of location and contact numbers.

## **PART 2 - ROLES AND RESPONSIBILITIES**

### **GENERAL**

This Part describes the primary roles of each of the Combat Agencies and Functional Areas and also outlines the composition of each Functional Area. Unless otherwise stated, the roles detailed in this Part apply equally to the management of incidents and emergencies.

With regard to Functional Areas, the Committee has agreed to each of these roles and groupings on the basis that they are likely to be the most effective for emergency management operations within the Eurobodalla Shire. This does not preclude the flexibility to adjust roles and groupings if circumstances demand it.

### **COMBAT AGENCIES**

Each Combat Agency operates under the authority of a Combat Agency Controller, who is the operational head of that organisation. The roles and details of participating and supporting organisations are shown on Pages 11-19 of this Plan.

### **FUNCTIONAL SUPPORT**

Each Functional Area operates under the authority of a Functional Area Coordinator appointed by the Local Committee. The roles and detailed structure of each of the Functional Areas are shown on Pages 20-31 of this Plan.

### **PARTICIPATING ORGANISATIONS**

The combat agencies listed as participating organisations have either given formal notice, or have acknowledged to the Committee, that they are willing to participate in emergency management operations under the direction of the Controller of the combat agency, and with levels of resources or support as appropriate to the emergency.

The Government departments, statutory authorities, volunteer organisations and other agencies allocated to Functional Areas have either given formal notice, or have acknowledged to the Functional Coordinators, that they are willing to participate in emergency management operations under the direction of the Functional Coordinator, and with levels of resources of support as appropriate to the emergency.

### **SUPPORTING ORGANISATIONS**

In some cases, individual emergency service organisations have been nominated as combat agencies for specific emergencies with a role to coordinate the actions of supporting organisations. The supporting organisations are listed in this Part in relation to those specific types of emergency.

In some cases, individual Functional Areas have been nominated for specific emergencies with a role to coordinate the actions of supporting organisations. The supporting organisations are listed in this Part in relation to those specific types of emergency.



## **LOCAL EMERGENCY OPERATIONS CONTROLLER (LEOCON)**

The LEOCON is to be a member of the NSW Police Service capable of performing the role, appointed to the position by the District Emergency Operations Controller (DEOCON).

The functions of the Local Emergency Operations Controller (LEOCON) are as follows:

- a Monitor Local level combat agency managed operations.
- b Coordinate support and control the allocation of resources to Local level combat agency managed operations when requested by the combat agency.
- c In consultation with the combat agency and DEOCON, assume control of Local level operations from the combat agency if the situation can no longer be contained.
- d Control Local level operations when there is no designated combat agency.
- e Establish, maintain and control a Local Emergency Operations Centre (LEOC).
- f Activate and staff the Local Emergency Operations Centre.
- g Ensure the District Emergency Operations Controller and Local Emergency Operations Controllers from adjoining Local Areas are kept apprised of the situation.
- h As necessary, request additional resources from the District Emergency Operations Controller.
- i Ensure that another senior Police officer is delegated responsibility for and authority to act as LEOCON in his/her absence and that the DEOCON and DEMO are advised.
- j Ensure recovery operations are initiated during the earliest stages of response operations.
- k Undertake tasks as directed by the DEOCON.

## **LOCAL EMERGENCY MANAGEMENT OFFICER (LEMO)**

Council is to provide executive support facilities for the Local Emergency Management Committee and the Local Emergency Operations Controller in its area.

The principal executive officer is to be known as the Local Emergency Management Officer (LEMO).

The functions of the Local Emergency Management Officer (LEMO) are as follows:

- a Advise, assist and support the Local Emergency Operations Controller during response and recovery operations.
- b Ensure the preparedness of the Local Emergency Operations Centre (LEOC).
- c Ensure that other Officers are available to provide support, either in the absence of the LEMO or for extra duty in the LEOC, and that the LEOCON is advised accordingly.

## **AMBULANCE SERVICE OF NSW**

**Batemans Bay, Moruya and Narooma**

**CONTROLLER:** Operations Manager South East Sector

**COORDINATION CENTRE:** Southern Sector Operations Centre  
18 Clifford Street  
Locked Bag 13  
GOULBURN

### **ROLES:**

- a Provide pre hospital care and transport of casualties.
- b Provide and/or assume the responsibility for transport of designated medical teams, mental health teams and public health teams and their equipment to the site of emergencies, receiving hospitals or emergency medical facilities.
- c Provide and/or assume responsibility for transport to transfer patients evacuated from hospitals.
- d Provide coordinated communications for all health systems involved in emergency responses.
- e Provide a Liaison Officer with communications to the Local Emergency Operations Centre at the request of the Local Emergency Operations Controller, or alternatively, to the combat agency control centre.
- f Provide, when necessary, an Ambulance Liaison Officer to the forward Police Commander.
- g As determined by the State Rescue Board, provide accredited rescue units.

### **PARTICIPATING ORGANISATIONS**

Air Ambulance Wing  
Lifesaver Helicopters  
Care Flight Medical Helicopter Ltd  
Southcare  
Westpac Life Saver Helicopter

### **SUPPORTING ORGANISATIONS**

NSW Health  
St Johns Ambulance Australia (NSW Division)  
Moruya Hospital  
Batemans Bay Hospital

## AUSTRALIAN AERIAL PATROL

**COORDINATOR:** Duty Officer

**COORDINATION CENTRE:** Operations Base  
Hangar 4  
Wollongong Regional Airport  
ALBION PARK

### ROLES:

- a As determined by the State Rescue Board, provide fixed wing support to the Emergency Services as an accredited search and rescue group (air observation, supply and liferaft dropping platform).
- b An accredited Civil Search and Rescue Unit providing a fixed wing platform for Observation and Helibox/Liferaft drop capabilities at request for:
  - i AusSAR;
  - ii NSW Police Service.
- c Conduct regular Beach Patrol and Fire Spotting operations covering between Palm Beach, Batemans Bay and the Southern Highlands.
- d At the request of the relevant combat agency or Emergency Operations Controller, assist in any other response or recovery operation for which the Aerial Patrol's training and equipment are suitable.

### SUPPORTING ORGANISATIONS

Participating member of the VRA Incorporated

**FIRE AND RESCUE NSW**  
**Batemans Bay, Moruya and Narooma**

**CONTROLLER:** Zone Commander

**CONTROL CENTRE:** Village Centre  
Shop F02B  
1 Perry Street  
BATEMANS BAY

**COMBAT AGENCY ROLE:**

- a In relation to Fire Districts, prescribed in the New South Wales Fire Brigades Act, 1989, act as the combat agency for fires.
- b Act as the combat agency for land based and inland waterways hazardous materials incidents and emergencies in NSW.

**OTHER ROLES:**

- a Provide fire control services by:
  - i dealing with outbreaks of fire and the rescue of persons in fire endangered areas;
  - ii taking such measures as may be practicable to prevent the outbreak of fires; and
  - iii on land and inland waterways, dealing with the escape of hazardous materials or a situation which involves the imminent danger of such an escape.
- b Perform primary and secondary rescue tasks allotted by the State Rescue Board.
- c Assist in any other response or recovery operations for which the Fire Services' training and equipment is suitable, for example, the provision of emergency water supplies and pumping equipment.
- d Provide a Liaison Officer to the Local Emergency Operations Centre at the request of the Local Emergency Operations Controller.

**PARTICIPATING ORGANISATIONS**

NSW Rural Fire Service  
National Parks and Wildlife Service  
State Forests

**NSW POLICE SERVICE**  
**Batemans Bay, Moruya, Bodalla and Narooma**

**CONTROLLER:** Area Commander

**OPERATIONS CENTRE:** Far South Coast Local Area Command  
Orient Street  
BATEMANS BAY

**COMBAT AGENCY ROLE:**

- a Act as the combat agency for law enforcement emergencies and for search operations.
- b As necessary, control and coordinate the evacuation of victims from the area affected by the emergency.

**OTHER ROLES:**

- a Maintain law and order, protect life and property and provide support to other Combat Agencies, other Organisations and Functional Areas as required. This may include:
  - i initial reconnaissance of the area affected by the emergency;
  - ii traffic and crowd control;
  - iii identifying the dead and injured and notifying next of kin;
  - iv establishing temporary mortuaries;
  - v maintaining the security of property;
  - vi statutory investigative requirements; and
  - vii operation of an inquiry centre capable of providing general information on incidents and emergencies to members of the public.
- b Call out accredited rescue units to respond to general rescue incidents and coordinate rescue operations.
- c Perform primary and secondary rescue tasks allotted by the State Rescue Board.
- d Operate a registration and inquiry system capable of:
  - i providing a registration system for victims of emergencies;
  - ii providing an inquiry centre capable of furnishing relatives and close friends with basic details on the whereabouts and safety of victims of emergencies.
- e Respond to Accredited Marine Rescue Units as follows:
  - i Inshore Rescue – Batemans Bay
  - ii Inshore Rescue – Narooma

- f Provide a Liaison Officer to the Local Emergency Operations Centre at the request of the Local Emergency Operations Controller.

## **SUPPORTING ORGANISATIONS**

### **General Emergency Operations**

Coroner

Funeral Directors

### **Search and Rescue Operations**

State Emergency Service (on request)

Marine Rescue NSW

Volunteer and other Rescue Service Organisations (on request)

### **Registration and Inquiry System Operations**

Support Agencies from the Functional Area - Welfare Services, as appropriate

### **Disaster Victim Identification**

Southern Area Health Service (Public Health Unit)

## **NOTES:**

- 1 The senior member of the Police Service 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).
- 2 A senior Police officer appointed by the District Emergency Operations Controller and stationed within the Eurobodalla Local Government area will act as the Local Emergency Operations Controller as appointed under the State Emergency and Rescue Management Act.

## **NSW RURAL FIRE SERVICE**

**CONTROLLER:** Fire Control Officer

**CONTROL CENTRE:** Eurobodalla Shire Rural Fire Service  
Fire Control Centre  
Campbell Street  
MORUYA

### **COMBAT AGENCY ROLE:**

- a In relation to Bush Fire Districts prescribed in the Rural Fires Act, 1997, act as the combat agency for any fire incident and emergency.

### **OTHER ROLES:**

- a Provide fire control services in Rural Fire Districts prescribed in the Rural Fires Act 1997 by:
  - i dealing with outbreaks of fire and the rescue of persons in fire endangered areas; and
  - ii taking such measures as may be practicable to prevent the outbreak of fires.
- b Assist in any other response or recovery operations for which the Rural Fire Services' training and equipment is suitable, for example, the provision of emergency water supplies and pumping equipment, land search.
- c Provide a Liaison Officer to the Local Emergency Operations Centre at the request of the Local Emergency Operations Controller.

### **PARTICIPATING ORGANISATIONS**

Fire and Rescue NSW  
National Parks and Wildlife Service  
State Forests

### **SUPPORTING ORGANISATIONS**

Eurobodalla Shire Council



## NSW STATE EMERGENCY SERVICE

**CONTROLLER:** Local Controller

**CONTROL CENTRE:** NSW State Emergency Service  
10 Yarragee Road  
MORUYA

### COMBAT AGENCY ROLE:

- a Act as the combat agency for dealing with floods and to coordinate the rescue, evacuation and welfare of affected communities.
- b Act as the combat agency for damage control for storm and tempest and to coordinate the evacuation and welfare of affected communities.

### OTHER ROLES:

- a Assist, at their request, members of the Police Service, NSW Fire Brigades, Rural Fire Service, Ambulance Service, relevant combat agency or Emergency Operations Controller in any other response or recovery operation for which the State Emergency Service's training and equipment is suitable.
- b As determined by the State Rescue Board, provide accredited rescue units.
- c Maintain and operate a road condition/closure advisory service to agencies and functional areas and members of the public only in an emergency.
- d Provide a Liaison Officer to the Local Emergency Operations Centre at the request of the Local Emergency Operations Controller.
- e Act as the primary agency for accredited Primary General Land Rescue – Moruya.
- f Initial welfare (feeding) and receipt of evacuees.
- g Emergency communications.
- h Assist Police in land search operations.

## MARINE RESCUE NSW

**COORDINATOR:** Senior Regional Officer

**COORDINATION CENTRE:** Hanging Rock Place  
BATEMANS BAY

**ROLES:**

- a As determined by the State Rescue Board, provide accredited marine rescue units and marine radio communication bases.
- b At the request of the Emergency Operations Controller or relevant combat agency, assist in any response or recovery operation for which the Royal Volunteer Coastal Patrol's equipment and training is deemed suitable.
- c Provide a Liaison Officer to the Local Emergency Operations Centre at the request of the Local Emergency Operations Controller.
- d Assist Police in land based search operations.
- e Accredited Marine Rescue Units as follows:
  - i) Marine Radio base – Narooma;
  - ii) Search and Rescue Coordination Centre – Batemans Bay;
  - iii) Marine Radio Base – Moruya;
  - iv) Category 3 Rescue – Narooma;
  - v) Categories 1, 2 & 3 Rescue – Batemans Bay;
  - vi) Category 2 Rescue – Moruya.

## MARINE RESCUE NSW

**COORDINATOR:** Region 10 Coordinator

**COORDINATION CENTRE:** Far South Coast Rescue Squad Inc  
7-35 Kembla Street  
WOLLONGONG

**ROLE:**

- a As determined by the State Rescue Board, provide support to the emergency services as an accredited search and rescue group.
- b At the request of the Emergency Operations Controller or relevant combat agency, assist in any other response or recovery operation for which the Volunteer Rescue Association's training and equipment is deemed suitable.
- c Accredited Primary General Land Rescue, Batemans Bay and Narooma.
- d Assist SES in flood, storm and tempest.
- e Accredited Marine Rescue Units as follows:
  - Marine Radio Base – Tuross Head
  - Category 1 Rescue – Tuross Head
  - Category 1 Rescue – Narooma
- f Provide a Liaison Officer to the Local Emergency Operations Centre at the request of the Local Emergency Operations Controller.

## COMMUNICATIONS

**COORDINATOR:** Centre Manager

**COORDINATION CENTRE:** VKG  
15 Lakes Entrance Road  
WARILLA

**NOTE:**

The Communications Coordinator is not required to provide communications links between the EOC (or Control Room of the Combat Agency), their coordination centre and the personnel in the field. The provision and maintenance of such facilities is the responsibility of the relevant Controller of the Combat Agency, the Commander of the Emergency Service or the Functional Area Coordinator.

**ROLES:**

- a In collaboration with the communications representative from the relevant emergency response or recovery organisations, identify those potential control and coordination communications needs which are likely to emerge within a higher area of responsibility.
- b Determine the most appropriate means of satisfying those needs.
- c During operational periods:
  - i provide the Controller of the event, advice and/or assistance on emergency communications matters;
  - ii provide to other emergency helpers, advice and practical assistance in adapting or adopting current resources to resolve unanticipated communications needs;
  - iii coordinate the deployment of supplementary communications resources.
- d During non-operational periods:
  - i provide advice to members of the Emergency Management Committee on communications when requested and available;
  - ii negotiate the temporary provisions of additional communications facilities for those organisations who anticipate an over-extension of their normal operating facilities as a result of an emergency.
- e Identify and integrate such resources as he/she deems necessary, including those of other services if and when offered, to achieve and maintain a reliable communications system capable of ensuring effective communications for the control and coordination of emergency response and recovery operations.

## **PARTICIPATING ORGANISATIONS**

Eurobodalla Shire Rural Fire Service  
Eurobodalla Shire State Emergency Service

## **SUPPORTING ORGANISATIONS**

NSW Ambulance Service  
Fire and Rescue NSW  
Telstra  
Volunteer Rescue Association  
Eurobodalla Shire Council  
State Forests  
National Parks and Wildlife Service  
Marine Rescue NSW  
Essential Energy

## AGRICULTURE AND ANIMAL SERVICES

**COORDINATOR:** District Agronomist  
NSW Agriculture

**COORDINATION CENTRE:** 162 Carp Street  
BEGA

### ROLES:

- a Act as the combat agency for exotic plant and animal diseases operations and other animal health emergencies. This means implementing procedures in conjunction with national authorities for the eradication or control of exotic animal and plant diseases, including:
  - i detection, diagnosis, risk assessment and surveillance of the 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 and disposal of carcasses;
  - ii assessment of rural property losses and damage to buildings, fences, crops, equipment and fodder;
  - iii coordination of the supply and distribution of emergency fodder supplies and other materials;
  - iv administration of financial assistance to victims as required;
  - v assistance to primary producers suffering emergency induced traumas; and
  - vi management of the care of companion animals.
- c Coordinate the collection, movement, care and destruction/disposal of companion pets, domestic animals and wildlife, when necessary during emergency response and/or recovery operations.
- d Planning for agriculture emergencies, and advising on animal care, veterinary public health, and plant disease control measures.

- e Provide a Liaison Officer to the Local Emergency Operations Centre at the request of the Local Emergency Operations Controller.

### **PARTICIPATING ORGANISATIONS**

NSW Agriculture  
South East Livestock Health and Pest Authority  
NSW Farmers Association  
NSW Dairy Farmers Association  
RSPCA  
WIRES  
Department of Infrastructure, Planning and Natural Resources  
Animal Welfare League

### **SUPPORTING ORGANISATIONS**

Nil.

#### **Currently not available locally:**

Australian Quarantine Inspection Service (AQIS)  
Australian Wildlife Ambulance Rescue Emergencies (AWARE)  
Horse Rescue Australia  
Australian Canine Council  
Australian Veterinary Association  
Australian Chicken Meat Federation  
Australian Council of Egg Producers  
Pet Industry Joint Advisory Council  
Royal Agricultural Society Cat Control  
Animal Welfare Advisory Council  
Wildlife Animal Rescue and Care

## **PORT KEMBLA PORT CORPORATION**

**COORDINATOR:**

Harbour Master

**COORDINATION CENTRE:**

Port Kembla Port Corporation  
No 4 Training and Conference Centre  
Foreshore Road  
PORT KEMBLA

**ROLES:**

- a To undertake the combat and coordination role during a marine pollution incident.
- b To coordinate the available resources required.
- c To provide a forward marine command post.
- d To support other functional counter disaster plans as required.
- e Provide a Liaison Officer to the Local Emergency Operations Centre at the request of the Local Emergency Operations Controller.

**PARTICIPATING ORGANISATIONS**

Port Kembla Port Corporation  
NSW Police Service (land and water based)  
Fire and Rescue NSW



## MEDIA SERVICES

**COORDINATOR:** Media Officer

**COORDINATION CENTRE:** Eurobodalla Shire Council  
MORUYA

### ROLES:

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:

- a establishing a Joint Media Information Centre, arranging media conferences on behalf of the Local Emergency Operations Controller and, when appropriate, arranging access by the media to the area affected by the emergency;
- b preparing media releases on behalf of the Local Emergency Operations Controller and Local Emergency Management Committee;
- c establishing an Information Centre for the dissemination of information to the public, but excluding enquiries regarding victims;
- d preparing for approval and issuing by the Local Emergency Operations Controller, official warnings and messages for broadcast to the public by the media [preceded by the Standard Emergency Warning Signal (SEWS)];
- e establishing and maintaining a register of available public relations support personnel;
- f provide a Liaison Officer to the Local Emergency Operations Centre at the request of the Local Emergency Operations Controller.

### SUPPORTING ORGANISATIONS

Mike Shean [news@2ec.com.au](mailto:news@2ec.com.au)

Pete Diskon [mornings@2ec.com.au](mailto:mornings@2ec.com.au)

ABC Southeast - News [southeastnsw@your.abc.net.au](mailto:southeastnsw@your.abc.net.au)

ABC Southeast Morning Producer – [hunt.jen@abc.net.au](mailto:hunt.jen@abc.net.au)

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The Australian – Lanai Vasek [vasekl@theaustralian.com.au](mailto:vasekl@theaustralian.com.au)

## TRANSPORT SERVICES

**COORDINATOR – TRANSPORT SERVICES:** Transport Functional Area Officer

**COORDINATION CENTRE – TRANSPORT:** Eurobodalla Shire Council Office  
MORUYA

### ROLES:

#### Transport Services

- a Coordinate the provision of transport support as required by Combat Agencies and other Functional Areas, whilst maintaining as far as practicable, the normal operations and activities of public and commercial transport services. Tasks for providing transport to other Services or Areas might include:
  - i movement of emergency equipment and personnel;
  - ii movement of emergency supplies and goods including water, fuel and food;
  - iii evacuation of people; and
  - iv assistance for medical transport.
- b Provide a Liaison Officer to the Local Emergency Operations Centre at the request of the Local Emergency Operations Controller.

### PARTICIPATING ORGANISATIONS

NSW Department of Transport  
Roads and Maritime Services (previously RTA)  
Eurobodalla Shire Council

### SUPPORTING ORGANISATIONS

Batemans Bay Taxis  
Moruya Radio Taxis  
Taxi Narooma  
Priors Bus Service  
Symons Bus & Coach Service  
Tuross Bus Service  
Narooma Coaches  
Eurotransport  
Various plant hire companies as listed on the annual schedules maintained by Eurobodalla Shire Council Works Depots  
Service Club Buses

## ENGINEERING SERVICES

### COORDINATOR – ENGINEERING SERVICES

Group Manager  
Infrastructure Services

### COORDINATION CENTRE – ENGINEERING SERVICES

Eurobodalla Shire Council  
Cnr Vulcan and Campbell Streets  
MORUYA

### ROLES:

#### Engineering Services

- a Coordinate with all engineering resources associated with emergency response and recovery 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 support to Combat Agencies and other Functional Areas within the scope of its capability, and in particular to rescue groups.
- c Provide a Liaison Officer to the Local Emergency Operations Centre at the request of the Local Emergency Operations Controller.

### PARTICIPATING ORGANISATIONS

Essential Energy  
Telstra  
Roads and Maritime Services (previously RTA)  
Eurobodalla Shire Council  
Department of Public Works and Services

## WELFARE SERVICES

**COORDINATOR:** Regional Disaster Recovery Manager Southern  
NSW Department of Community Services

**COORDINATION CENTRE:** 16 Gladstone Avenue  
WOLLONGONG

### ROLES:

- a During response and/or recovery operations, provide relief services to victims of incidents and emergencies. This may require:
  - i establishing Evacuation and Welfare/Recovery Centres to manage the provision of short term emergency accommodation, essential material needs, and the delivery of personal services to victims of emergencies;
  - ii providing welfare information and advisory services to victims of emergencies;
  - iii providing personal welfare support, counselling 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 teams to operate within the area affected by the emergency;
  - vii ensuring, in conjunction with District Agriculture and Animal Services, the provision of companion animal care; and
  - viii ensuring, in conjunction with District 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 Combat Agency or other Functional Area personnel engaged in response and/or recovery operations.
- c Establishing Recovery Centres to manage the welfare needs of victims.
- d Coordinate short term emergency accommodation for homeless victims of emergencies.
- e Arrange for the acquisition, reception, storage, issue and disposal of material needs including clothing, bedding and personal requisites.
- f Provide emergency financial assistance to victims of emergencies.

- g Administer the Community Disaster Relief Fund.
- h Provide a Liaison Officer to the Local Emergency Operations Centre at the request of the Local Emergency Operations Controller.

## **SUPPORTING ORGANISATIONS**

### **Catering**

Southern Eurobodalla Disaster Welfare Committee  
The Salvation Army (northern area) – Anglicare support  
Country Womens Association (southern area)  
Pivot Point Community Centre, Batemans Bay

### **Accommodation**

Southern Eurobodalla Disaster Welfare Committee  
Refer to evacuation centre list in Annexure D  
Seventh Day Adventists – Adracare, Anglicare support  
Pivot Point Community Centre, Batemans Bay

### **Clothing**

Southern Eurobodalla Disaster Welfare Committee  
St Vincent de Paul Society – Anglicare support  
Pivot Point Community Centre, Batemans Bay

### **Personal Services and Welfare Information**

Southern Eurobodalla Disaster Welfare Committee  
Red Cross Society  
Anglicare support  
Pivot Point Community Centre, Batemans Bay  
Eurobodalla Shire Council Voluntary Recruitment Centres

## ENVIRONMENTAL SERVICES

**COORDINATOR:** The Regional Manager South Coast  
The Department of Infrastructure, Planning and  
Natural Resources

**COORDINATION CENTRE:** 84 Crown Street  
WOLLONGONG

### ROLES:

- 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 New South Wales Fire Brigades during land based hazardous materials emergency operations.
- d Advise the combat agency and other Functional Areas or organisations on environmentally sound and legal practices for the disposal of wastes or contaminated materials resulting from an emergency.
- e Conduct post response operations investigations following incidents or emergencies involving hazardous materials.

### SUPPORTING ORGANISATIONS

Eurobodalla Shire Council

## HEALTH SERVICES

**COORDINATOR:** The CEO  
Greater Southern Area Health Service

**COORDINATION CENTRE:** 34 Lowe Street  
QUEANBEYAN

### ROLES:

- a Coordinate and control the mobilisation of all health responses to emergencies when this plan is activated. This includes ambulance, medical, mental and public health services, and involves:
  - i the mobilisation of health resources to the emergency site(s) and the initiation of prioritised patient management;
  - ii the provision of coordinated hospital and medical responses;
  - 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 Local Emergency Operations Centre at the request of the Local Emergency Operations Controller.

### PARTICIPATING ORGANISATIONS

Moruya Hospital  
Batemans Bay Hospital

### SUPPORTING ORGANISATIONS

Eurobodalla Shire Council

## PART 3 - PREVENTION

### RESPONSIBILITIES AND STRATEGIES

The Local Emergency Management Committee is responsible, using a process of hazard analysis, to identify prevention or mitigation options, to refer these options and recommendations to the appropriate agency, and to monitor the outcomes.

Responsibility for the development and implementation of prevention and mitigation strategies rests with the agencies, organisations and/or committees detailed in the table below and are not subject to DISPLAN arrangements. Strategies implemented are also listed.

HAZARD	AGENCY/COMMITTEE RESPONSIBLE	MITIGATION/PREVENTION STRATEGIES
FIRES – Bush, Grass or Rural	Local Government Councils  Bush Fire Management Committee  Fire Agencies – Rural Fire Brigades, Fire and Rescue NSW, National Parks and Wildlife Service and State Forests	<ul style="list-style-type: none"> <li>Landowner required to clear firebreaks and remove fire hazards.</li> <li>Regulate burning off.</li> <li>Regulate property development and building construction through Local Environment Plans and Development Control Plans.</li> <li>Preparation of Eurobodalla Shire Bush Fire Management Plan of Operation and Bush Fire Risk Management Plan.</li> </ul>
EARTHQUAKE AND LANDSLIP	Local Government Councils	<ul style="list-style-type: none"> <li>Regulate property development and building construction through LEP's and DCP's.</li> </ul>
EXOTIC ANIMAL AND PLANT DISEASE	NSW Agriculture	<ul style="list-style-type: none"> <li>Surveillance by NSW Agriculture, especially through Australian Quarantine Inspection Service.</li> <li>State and District Agriculture and Animal Services Plan.</li> <li>AUSTVET Plan.</li> <li>Training of NSW Agriculture staff in detection of diseases.</li> </ul>
FLOOD	Local Government Councils  Department of Infrastructure, Planning and Natural Resources	<ul style="list-style-type: none"> <li>Regulate property development and building construction through LEP's and DCP's.</li> <li>Development and maintenance of flood mitigation works.</li> <li>Preparation of floodplain management plans, with the assistance of the State Emergency Service.</li> <li>Technical and financial assistance to Local Government in the preparation of mitigation schemes and floodplain management plans.</li> <li>Technical assistance to the State Emergency Service in the development of flood plans.</li> </ul>
HAZARDOUS MATERIALS INCIDENTS	Environment Protection Authority  WorkCover Authority	<ul style="list-style-type: none"> <li>Regulate transport of dangerous goods.</li> <li>Assists industry with the development of safe procedures.</li> <li>Regulate the production and storage of dangerous goods.</li> </ul>



## PART 4 - PREPARATION

### LOCAL EMERGENCY MANAGEMENT COMMITTEES

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

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

By agreement 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.
  
- b **Functions:**
  - i To prepare, maintain and review the Local Disaster Plan (DISPLAN).
  - ii Review Local Supporting Plans and 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 allocation and coordination of those resources during incidents and emergencies.
  - vi To establish and review systems for use in the control and coordination of emergency operations.
  - vii To review and recommend emergency management arrangements to the District Emergency Management Committee.
  - viii To establish and maintain communication networks between Agencies and Functional Areas within the Local Area, including an up to date contact directory.
  - ix To recommend emergency management training for individuals and groups in Agencies and Functional Areas 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.
- xii To produce standing orders, instructions and standing operating procedures relative to emergency management plans and arrangements.
- xii To arrange for graduated warnings of emergencies to the public.
- xiv To assist the District Emergency Management Committee and District Emergency Operations Controller as required.
- xv To establish and coordinate functional area and other sub committees as required within the Local Area.

## **LOCAL DISPLAN**

The Local DISPLAN recognises:

- a the roles and responsibilities for each Agency and Functional Area;
- b designated Combat Agencies;
- c activation procedures, stages, sequence of actions and coordination, response and recovery arrangements.

The Local DISPLAN also includes arrangements for handover of responsibility for emergency response and recovery operations between a Combat Agency and the Local Emergency Operations Controller, and from the LEOCON to the DEOCON.

## **SUPPORTING PLANS**

Supporting Plans describe the arrangements for the provision of support to the controlling or coordinating body by Functional Areas during operations. The development and maintenance of these plans is the responsibility of the respective Functional Area Coordinator.

Supporting plans to this DISPLAN are listed in Annexure A, together with responsibilities for preparation, maintenance and implementation.

## **SUB PLANS**

Sub Plans describe the arrangements necessary to deal with a specific hazard, event or facility, where those arrangements are outside the scope of those in DISPLAN. Responsibility for development of Sub Plans rests with the combat agency responsible for the hazard or event or the owner/operator of the facility.

Sub Plans of this DISPLAN are listed in Annexure A.

## ARRANGEMENTS FOR REVIEWING, TESTING, EVALUATING AND MAINTAINING THIS PLAN

Responsibility for reviewing, testing, evaluating and maintaining this Plan rests with the Eurobodalla Shire Local Emergency Management Committee.

The Plan should be reviewed:

- a after each exercise or actual operation;
- b in the event that deficiencies are identified;
- c as roles and responsibilities of agencies change;
- d in the event of legislative changes; or
- e at least every two years.

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

## RESOURCE AND CONTACT DIRECTORIES

Each Agency and Functional Area is to develop and maintain up to date resource and contact directories, relevant to their operational requirements.

## WARNING ARRANGEMENTS

Combat Agency Controllers are to advise the LEOCON whenever an event occurs which does or may:

- a require support at either a Local or District level;
- b escalate to a Local or District level emergency operation.

The LEOCON notifies the District Emergency Operations Controller and DEOCONs from adjoining Local Areas of the potential and developing situation.

Agencies and Functional Areas, wherever possible, are warned and placed on stand by. These organisations must be prepared to provide a Liaison Officer to the Local Emergency Operations Centre when requested to do so.

Responsibilities for providing warnings to the community, the LEOCON, Agencies and Functional Areas and other agencies in relation to hazards or threats are detailed below.

HAZARD OR THREAT	AGENCY/POSITION RESPONSIBLE	WARNING PROVIDED
BUSH AND GRASS FIRE	Bureau of Meteorology State Operations – NSW Rural Fire Service	General fire weather advice to the community. Specific warnings and Total Fire Ban advices to the Community, LEOCON and relevant Agencies and

HAZARD OR THREAT	AGENCY/POSITION RESPONSIBLE	WARNING PROVIDED
		Functional Areas.
AGRICULTURE AND ANIMAL EMERGENCIES	Regional Director, NSW Agriculture	Warnings to the community, LEOCON, and relevant agencies specific to exotic disease outbreaks and controlled/restricted areas.
FLOODING	Bureau of Meteorology  State Emergency Service	General weather advice to the community and specific flood warnings and predictions to SES.  Pump and Stock Warnings, Local Flood Advices, Flood Bulletins, Flood Height Broadcasts and Evacuation Warnings to: - flood affected communities; - the LEOCON; and - relevant Agencies and Functional Areas.
HAZARDOUS MATERIALS	Site Controller, LEOCON or DEOCON, acting on the advice of the NSW Fire Brigades in accordance with NSW HAZMATPLAN	Evacuation warnings, public safety directions and warnings relating to spillages into waterways.
SEVERE STORMS	Bureau of Meteorology  State Emergency Service	Severe storm advices and warnings to the wider community, which include SES public safety messages.  General advice and warnings to the LEOCON and relevant Agencies and Functional Areas.
TSUNAMI	DEOCON	General and Evacuation Warnings to affected communities and relevant Agencies and Functional Areas.
OTHER WARNINGS	DEOCON	General and Evacuation Warnings to affected communities and relevant Agencies and Functional Areas.

## **STANDARD EMERGENCY WARNING SIGNAL (SEWS)**

The Standard Emergency Warning Signal is a nationally adopted distinctive sound which may be broadcast over radio or television immediately before an urgent public safety message. The SEWS is designed to attract the attention of the public to the following urgent safety message.

Authority to use the SEWS is restricted to:

- a State Emergency Operations Controller (SEOCN) or Deputy;
- b Combat Agency Controller at State level;
- c District Emergency Operations Controller (DEOCN);
- d Combat Agency Controller at Region/District level;
- e Local Emergency Operations Controller; and
- f Combat Agency Controller at Local level.

Full instructions for the use of the SEWS are included in the Standing Operating Procedures for the Local Emergency Operations Centre.

## **PUBLIC EDUCATION**

Public Education in relation to specific hazards is the responsibility of the Combat Agency.

Public Education in relation to general emergency management and preparedness measures is the responsibility of the Local Emergency Management Committee.

Public Education in relation to hazards where there is no Combat Agency is the responsibility of the Local Emergency Management Committee.

The relevant Combat Agency is to ensure that the specific needs of those vulnerable groups identified above are capable of being satisfied.

Responsibilities for the conduct and coordination of public education relating to the identified hazards/threats are detailed below.

HAZARD	AGENCY AND RESPONSIBILITY
BUSH AND GRASS FIRES	The NSW Rural Fire Service coordinates public education programs relating to the bush and grass fire threat throughout the Local Area.
AGRICULTURE AND ANIMAL EMERGENCIES	The Regional Director, NSW Agriculture, is responsible for public awareness concerning the implications of animal and plant disease and appropriate strategies for its prevention and detection.
FLOODING	The State Emergency Service Division and Local Controllers are responsible for ensuring, as detailed in SES Division and Local Flood Plans, that the residents of the division and local areas are aware of the flood threat and how to protect themselves against it.
SEVERE STORM AND TEMPEST	The State Emergency Service Division Controller is responsible for ensuring that the residents of the division are aware of the likely effects of storm and tempest impact and how to protect themselves against it.
ENVIRONMENTAL	The Head, Regional Operations Unit, ensures that the Environment Protection Authority conducts general public education programs on environmental matters and addresses various groups/organisations on request.
HAZARDOUS MATERIALS	The Chemical Industry Council undertakes public education and awareness through the Responsible Care Program.  Workcover issue information in relation to handling and safety.

Responsible combat agencies are to ensure that public education activities in the appropriate behaviours and actions before, during and after a hazard impact are undertaken. Such activities are to include “evacuation” where it is seen as an appropriate strategy.

## **PART 5 - CONTROL AND COORDINATION ARRANGEMENTS**

### **TYPES OF OPERATIONS**

#### **Combat Agency Managed Operations**

In combat agency managed operations, the responsible Combat Agency Controller controls the operation and may request other agencies to assist, or request the Local Emergency Operations Controller to coordinate support. The LEOCON monitors these operations.

#### **Operations Controlled by Emergency Operations Controller**

This applies when:

- a the Local Emergency Operations Controller is designated in plans as the Controller;
- b there is no designated combat agency; or
- c the Local Emergency Operations Controller is requested by the combat agency to assume control, with the approval of the combat agency head.

The LEOCON would not normally assume control from a combat agency unless the situation can no longer be contained. This should only occur after consultation with, and the agreement of, the combat agency and the District Emergency Operations Controller.

### **OPERATIONAL CONTROL/COORDINATION RELATIONSHIPS**

Operational control and coordination relationships are shown in Annexure B.

#### **LOCAL EMERGENCY OPERATIONS CENTRE (LEOC)**

The Local Emergency Operations Centre is the centre from which the Local Emergency Operations Controller either controls a Local level emergency operation; coordinates support to a Combat Agency or Functional Area conducting an emergency operation for which it has been designated as the combat agency; or coordinates support to other Local areas either on a pre-planned basis or as directed by the DEOCON.

The Local Emergency Operations Centre is located at:

Rural Fire Services Centre  
Campbell Street  
MORUYA

In the event of the Local Emergency Operations Centre becoming inoperable, an alternative Centre is located at:

RSL Hall  
Page Street  
MORUYA

The Standing Operating Procedures for Emergency Operations in the Eurobodalla Shire complement this plan.

The LEOCON is responsible for:

- a establishing, maintaining and controlling the LEOC;
- b preparing and maintaining Standing Operating Procedures for Emergency Operations;
- c ensuring that sufficient trained personnel are available to staff the LEOC when required;
- d maintaining a contact directory of LEOC staff;
- e providing appropriate training for LEOC staff.

Personnel to staff the LEOC, except for Liaison Officers and their assistants, are to be drawn from the Police Service, other Agencies and Functional Areas as required.

The Local Emergency Management Officer (LEMO), as executive officer to the LEOCON, provides assistance to the LEOCON.

## **AGENCY AND FUNCTIONAL AREA CONTROL AND COORDINATION**

To ensure proper coordination and the timely flow of information between the Local Emergency Operations Controller and the Combat 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.

These Liaison Officers are to be capable of providing immediate advice to the Local Emergency Operations Controller on the capabilities and current status of resources of their Combat Agency or Functional Area, and must have the authority to commit resources from their respective organisations.

Combat Agencies and Functional Areas may need to establish a control/coordination centre from which to conduct operations. The liaison arrangements between officers are detailed below.



## **LIAISON ARRANGEMENTS**

During Local level combat agency managed operations the LEOCON would normally provide a liaison officer to the combat agency control centre.

At the request of the LEOCON, Agencies and Functional Areas are to provide a Liaison Officer to represent them at the LEOC, if necessary, on a continuous basis for the duration of the operation.

Liaison Officers must have the authority to commit the resources of their organisation.

Liaison Officers are to:

- a maintain a communications link between the LEOC and their organisation's control or coordination centre and/or their counterparts at any operational District or State Emergency Operations Centre;
- b provide advice to the LEOCON and LEOC staff on the capabilities and status of their organisation;
- c keep the LEOCON and LEOC staff informed of the actions taken by and requirements of their organisation;
- d brief their own organisation on the progress and likely requirements of operations;
- e convey the LEOCON's directions/requests to their commander, controller or coordinator as appropriate.

## **COMMUNICATIONS**

The landline (telephone and facsimile) services currently provided by Telstra are the primary means of communication for the control and coordination of emergency management operations.

Should the primary communications means not be available, or be unable to provide the flexibility required, radio communications and mobile phones are to be the alternative means, using established networks.

To counter the possibility of a communications (landline and radio) failure between Emergency Operations Centres and Combat Agencies and Functional Area Control/Coordination Centres, Controllers/Coordinators are to include in their organisational planning the need for personnel and transport specifically to provide a courier service.

## **INFORMATION AND INTELLIGENCE**

The LEOCON is responsible for the passage of operational information and intelligence to the DEOCON and adjoining LEOCONs during all types of operations and stages of activation.

During combat agency managed operations the relevant Combat Agency Controller is responsible for the passage of public information to the community and the media, and for operational information and intelligence between the LEOCON and all involved agencies.

During combat agency managed operations the relevant Combat Agency Controller may request the LEOCON to assume responsibility for the passage of all or certain classes of operational information and intelligence between involved agencies.

During operations controlled by the LEOCON, 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.

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**

If considered necessary, the Local Emergency Operations Centre located at the Rural Fire Services Centre, Campbell Street, Moruya, may be opened. In the event of this Centre becoming inoperable, an alternative Centre will be located at Eurobodalla Shire Council Offices, Corner Vulcan and Campbell Streets, Moruya.

This plan is activated by the Local Emergency Operations Controller (LEOCON).

The LEOCON is responsible to activate the Local DISPLAN:

- a whenever support may be required by a combat agency;
- b when a combat agency requests support;
- c to control an emergency for which there is no designated combat agency;
- d when a combat agency requests the LEOCON to assume control;
- e when support to an adjoining Local Area is requested;
- f when directed by the District Emergency Operations Controller.

The LEOCON automatically activates this plan whenever:

- a an emergency is declared and a person appointed to take charge of fire fighting operations, under the provisions of Section 44 of the Rural Fires Act 1997 within the Local Area; or
- b the State Emergency Service is conducting flood or storm and tempest operations, including the coordination of evacuation and welfare of affected communities, under the provisions of the State Emergency Service Act, 1989.

In either case, the LEOCON is to be prepared to provide support as requested by the person appointed by the Commissioner, Rural Fire Service in the case of bush fires, or the SES Unit Controller in the case of floods or storm and tempest.

During activation of this plan for bush fires, floods, storm and tempest, hazardous materials operations, animal health emergencies or other combat agency operations, control remains with the designated combat agency. The LEOCON would not normally assume control from a combat agency unless the situation can no longer be contained. This should only occur after consultation with, and the agreement of, the combat agency head and the District Emergency Operations Controller (DEOCON).

## STAGES OF ACTIVATION

The recognised stages of activation are:

- a ALERT
- b STANDBY
- c CALL OUT
- d 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.

## ACTION AT EACH STAGE

PHASE	ACTION
<b>ALERT</b>	<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"> <li>* relevant Agency Controllers and Functional Area Coordinators.</li> <li>* District Emergency Operations Controller;</li> <li>* Local Emergency Operations Controller(s) from adjoining Local Area(s);</li> <li>* Local Emergency Management Officer (LEMO).</li> </ul> <p>LEOCON activates LEOC to appropriate state of readiness, if necessary.</p>
<b>STAND BY</b>	<p>Combat Agency, or DEOCON advises LEOCON 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"> <li>* continues to monitor the situation;</li> <li>* activates the arrangements in DISPLAN if required;</li> <li>* activates LEOC to appropriate state of readiness;</li> <li>* advises relevant Agencies and Functional Areas to standby;</li> <li>* briefs LEOC staff, and the DEOCON on the situation;</li> <li>* briefs adjoining LEOCON(s) as appropriate.</li> </ul> <p>LIAISON OFFICERS report to LEOC or Combat Agency control centre as appropriate and if requested.</p>
<b>CALL OUT</b>	Impact emergency occurs, or Combat Agency, or DEOCON advises LEOCON that

PHASE	ACTION
	<p>support is required.</p> <p>LEOCON:</p> <ul style="list-style-type: none"> <li>* escalates LEOC to required state of readiness;</li> <li>* activates relevant Agencies and Functional Areas and requests Liaison Officers to report to LEOC or combat agency control centre as appropriate;</li> <li>* liaises with the DEOCON and adjoining LEOCON(s) as required.</li> </ul> <p>LIAISON OFFICERS maintain contact with their respective agencies and respond resources as directed by the LEOCON, in accordance with the appropriate plan.</p>
<p><b>STAND DOWN</b></p> <p><b>And</b></p> <p><b>DEBRIEF</b></p>	<p>Combat Agency, 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"> <li>* hands control to Combat Agency;</li> <li>* advises Liaison Officers;</li> <li>* advises adjoining LEOCON(s) and DEOCON as appropriate;</li> <li>* arranges time and location for debriefing.</li> </ul> <p>Agency and Functional Area personnel are debriefed and stood down on completion of their final tasks.</p> <p>Final reports are completed and distributed by Agencies in accordance with Standing Operating Procedures.</p>

## **RESOURCE DEPLOYMENT**

Priorities for deployment of resources being coordinated by the LEOCON will be determined by the LEOCON.

Each Agency and Functional Area is to develop and maintain up to date resource registers relevant to their operational requirements.

## **ASSISTANCE FROM OTHER DISTRICTS**

An Agency may obtain their own organisation's resources from outside the District.

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

## **ASSISTANCE TO OTHER DISTRICTS**

Agencies may deploy their own organisation's resources outside the District.

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

## **DEFENCE ASSISTANCE TO THE CIVIL COMMUNITY**

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

## **URBAN SEARCH AND RESCUE (USAR)**

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 Structural Collapse Plan.

## **EVACUATION**

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

### **Evacuation Centres**

Annexure D contains a detailed list of evacuation centres on a town by town basis across the Shire.

### **Decision**

The decision to evacuate persons or animals is not one which should be taken lightly. During evacuations, there are many tasks which need to be done by a number of different organisations. This necessitates a coordinated approach to ensure that all of the evacuees' needs are met. In some circumstances, it may be more appropriate for people to remain in their homes and take other measures to ensure their safety.

The requirement to evacuate or stay put should ideally be identified during the planning process and be included in the organisation's sub plans or standing operating procedures as necessary.

The organisation with the authority to order an evacuation is to ensure that the community is informed, through a public education program, of the proposed evacuation strategies. Appropriate leaflets should also be provided, if appropriate.

The Controller of the major incident/emergency (Combat Agency Controller, Section 44 Appointee - Rural Fires Act or LEOCON) will determine the need for evacuation.

If evacuation is the preferred option, the Controller is to consult with the Welfare Services Functional Area Coordinator to identify a safe and suitable Welfare Centre from those identified in the Local DISPLAN.

### **Authority**

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

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 Chief Coordinator, Fire Controllers or other bush fire officers in connection with the prevention, control and suppression of any fire. (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 service organisations	In recognition of the authority of the Director-General and emergency officers, provide assistance in connection with flood or storm and tempest 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 officer 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)



INDIVIDUAL/ORGANISATION	CIRCUMSTANCES
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 persons in their care with them, and/or not to enter an emergency area or part thereof. (S.22 – State Emergency Service Act)
Rural Fire Brigade Group Captains or their Deputies in their absence Fire Control Officers The Chief Coordinator or his Appointee	Do any act, matter or thing (including evacuation) necessary for or incidental to the protection of life or property from any existing or imminent bush fire danger.
State Emergency Service	Authority is limited to the evacuation of people during flood, storm and tempest, or at the direction of the State Emergency Operations Controller. (S.19, 22 – State Emergency Service Act)
Ambulance Service	The Ambulance Service may be directed by the Police Service to assist in the conduct of evacuations, or, during a declared State of Emergency, by any authorised officer as determined under Section 37 of the SERM Act. Evacuation of medical facilities such as hospitals or nursing homes will be at the direction of the Medical Controller.
Local Government Authorities	In connection with fire safety related to buildings, the issue of orders to cease the use of premises, evacuate premises, to leave premises or not to enter premises. (S.124 – Local Government Act)

### Warning

Evacuation warnings to the public, or advice not to evacuate, are to be authorised and released by the person or agency in control of the event, in accordance with normal operating procedures.

The normal means of disseminating warnings and advice to the public is via the electronic media. In some circumstances, particularly if there is a need for urgent evacuations or other actions, evacuation warnings will be reinforced by:

- a use of public address systems fitted to emergency service vehicles; and
- b evacuation teams, made up of emergency service personnel and others as necessary, to carry out door knocks of the affected area.

The Standard Emergency Warning Signal (SEWS) may be used to precede an emergency warning message over the electronic media. Refer to “Part 4 – Preparation – Warning Arrangements”.

Warnings to evacuate, whether disseminated via the media or by door knocks, should contain:

- a instruction to evacuate;
- b location of assembly areas for transport to Welfare Centres;
- c location of Welfare Centres, for those using private transport;
- d authorised route(s) to evacuation centres;

- e arrangements for children in schools and pre-schools;
- f arrangements for elderly or infirm residents unable to self evacuate; and
- g likely duration of the evacuation.

A media contact directory is to be maintained at the Combat Agency Operations Centre and Local Emergency Operations Centre for warnings to the public.

### **Withdrawal**

Provided it is within their capabilities, Combat Agencies may conduct evacuations but must liaise with Police to ensure security of the evacuated area. Consultation must also occur with the necessary supporting services, eg Welfare Services Coordinator and the Transport Services Coordinator.

Police, if requested by the Combat Agency Controller, Section 44 Appointee (Bush Fires Act) or LEOCON, will conduct the evacuation or persons to the selected Welfare Centre, secure the affected area and coordinate Disaster Victim Registration.

Transport requirements are to be organised by the Transport Services Functional Area Coordinator.

Buildings which have been evacuated are to be identified as directed (eg with a towel or similar item securely tied to the front door handle or nearby fixture) so as to be visible from the street. This obviates the need to revisit individual premises to ensure they have been evacuated.

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

The DEOCON should be notified if evacuation is necessary to an adjoining Local Government Area.

### **Shelter**

The Local Welfare Services Functional Area Coordinator is to:

- a arrange for staffing of the identified Welfare Centre(s) in time to receive the evacuees;
- b provide welfare support services to evacuees in accordance with the Welfare Services Supporting Plan; and
- c address longer term accommodation requirements.

### **Return**

The Agency/Authority who 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.

Transport is to be arranged by the Transport Services Functional Area Coordinator.

## ROAD CLOSURES

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

INDIVIDUAL/ORGANISATION	CIRCUMSTANCES
Police	Close any public street to traffic during any temporary obstruction or danger. (S.23 Traffic Act)
	Close off the whole or any part of a “park” (as defined) and its roads to the public. (S.155 National Parks and Wildlife Act)
The Minister, or an “Emergency Services Officer” (as defined) when authorised by the Minister	During a declared State of Emergency, direct a person not to enter an emergency area or part thereof. (S.37 – SERM Act)
The Officer-in-Charge at a fire or hazardous materials incident	Close any street in the vicinity of a fire or hazardous materials incident. (S.14 Fire Brigades Act)
Rural Fire Brigade Group Captains or their Deputies in their absence Fire Control Officers The Chief Coordinator or his Appointee	Close a road or public place in the vicinity of a bush fire to traffic except Defence Force traffic. This does not apply to State Rail Authority land unless SRA gives permission. (S.22 – Bush Fires Act)
The Director General, State Emergency Service, or an “Emergency Officer” (as defined) when authorised by the Director General	Direct a person not to enter an emergency area or part thereof. (S.22 – State Emergency Service Act)
Ambulance Service	Close a road for the protection of persons from injury or death, whether or not those persons are sick or injured. (S.12 – Ambulance Service Act)
Minister for Agriculture	Close any road or authorise the erection of fencing and gates across any road within a quarantine or protected area to prevent or regulate the movement of stock or vehicles. (S.12, 15B, 23 – Stock Diseases Act)
Department of Agriculture Inspectors	Declaration of entry and exit points during an exotic disease outbreak. (S.13 – Exotic Diseases of Animals Act)
A Roads Authority (as defined)	Regulate traffic on a public road to protect the public from hazards on the road or to protect vehicles and other property on road and to protect the road from damage. (S.115 – Roads Act)

### **Advice of Road Closures**

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

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

### **Kings Highway**

The Roads and Maritime Services has prepared an Incident Management Plan for actions to be taken when the Kings Highway is closed or partly closed due to an accident or incident.

### **Advice to the Public**

The Local Emergency Operations Centre will disseminate advice to the local media direct.

The Roads and Maritime Services Traffic Management Centre will disseminate advice when the Princes Highway or Kings Highway is closed or delays occur.

### **Advice to Other Agencies**

The LEOCON is responsible for the dissemination of information, when received, through Liaison Officers to each Agency and Functional Area involved, and to other Emergency Operations Centres/Controllers.

If the closure of major transport routes affect or are likely to affect neighbouring Local Areas or Districts, those Local Emergency Operations Controllers and the District Emergency Operations Controller will be informed.

## **LOGISTIC SUPPORT**

Functional Area Coordinators are responsible for advising the Local Emergency Operations Controller of any requirements which cannot be met from within their own resources.

Liaison officers from participating or supporting organisations will be responsible for providing logistic support, including re-supply and relief, of their own personnel.

## **EMERGENCY FUNDING**

Combat Agencies and the Department of Community Services use their own systems for emergency funding.

For Agencies and Functional Areas 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.

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

## **STAND DOWN AND DEBRIEF**

The relevant Combat Agency Controller is responsible for issuing the Stand Down and conducting a debrief of all agencies involved in Combat Agency managed operations. The Combat Agency Controller is also to provide the LEOCON with a report on the operation and debrief, for presentation to the DEMC.

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 during operations controlled by the LEOCON.

The following operations are controlled by the LEOCON:

- a The LEOCON debriefs 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 (7) days of the issue of the Stand Down.
- c The LEOCON conducts a combined agencies debrief within fourteen (14) days of the issue of the Stand Down.
- d The LEOCON reports to the LEMC on lessons learned from the operation and matters highlighted during the debrief. A copy of the report is to be forwarded to the DEOCON.

## **PART 7 - RECOVERY**

### **GENERAL**

Following any significant emergency, a recovery operation will be necessary to assist victims and restore community services.

Assessment and planning for recovery operations should commence during the response phase. The Local Emergency Operations Controller is responsible for ensuring that this occurs.

### **ARRANGEMENTS FOR TRANSITION TO RECOVERY**

Recovery operations should initially commence at the Local level with significant responsibility for the well-being of local communities being retained by Local Government Authorities.

LEOCONs are responsible for ensuring that the need for Local level recovery operations is assessed and planned during the earliest stages of response operations. This includes the establishment of a Local Recovery Coordinating Committee if considered appropriate, and for requesting Local level support from the LEOCON.

The LEOCON is responsible for ensuring that the need for Local level coordination of recovery operations is assessed and planned during the earliest stages of response operations.

The LEOCON may convene an extraordinary meeting of the LEMC as early as possible during Local level response operations to assist with the development of recovery arrangements.

Agency and Functional Area Controllers and Coordinators are to determine the requirements for recovery operations within their respective areas of responsibility, assist the LEOCON in determining overall organisation or area requirements, and be prepared to take a lead role in recovery operations when appropriate.

### **RECOVERY COORDINATION ARRANGEMENTS**

Prior to the establishment of a Local Recovery Coordinating Committee the LEOCON is responsible for the overall coordination of Local level recovery operations.

### **LOCAL RECOVERY COORDINATING COMMITTEE**

If recovery operations are necessary, the Local Emergency Operations Controller is responsible for the formation of a Recovery Coordinating Committee of all appropriate combat agencies, functional areas and other agencies to meet at least daily.

The Chairman of the Local Recovery Coordinating Committee will be the Chairman of the Local Emergency Management Committee.

The Recovery Coordinating Committee is to establish:

- a the scope of recovery measures required including the requirement for Government funding;
- b the need for a "state of emergency" to be declared, continued or extended;
- c arrangements for establishment of public appeal funds;
- d methods to obtain additional information; and
- e the potential capability of the community to implement recovery measures themselves, and the need for subsequent support to and coordination of these measures.

Based on this information, the Recovery Coordinating Committee is to prepare a plan for recovery operations which is to include:

- a tasks and responsibilities of participating organisations;
- b coordination and control arrangements;
- c procedures for informing the Government, media and the public;
- d an assessment of the resources required, including Government funding and external assistance;
- e emergency relief funding measures; and
- f any special requirements, for example, large scale emergency accommodation.

This plan is to be implemented at the direction of the Chairman of the Recovery Coordinating Committee.

Subsequent meetings of the Recovery Coordinating Committee held during the recovery period are to monitor the adequacy of the plan and recommend changes if necessary.

When the Chairman of the Recovery Coordinating Committee is satisfied that recovery from the emergency has been substantially effected, he/she is to liaise with the Local Emergency Operations Controller who is to:

- a inform the District Emergency Operations Controller requesting that he recommend to the State Emergency Operations Controller the cancellation of the "state of emergency" if one is in force. If the recommendation is approved, then the time of cancellation is to be advised to all appropriate organisations;
- b direct appropriate Controllers and Coordinators to cease recovery operations and activities;
- c arrange for the media and public to be informed; and
- d advise the procedures for a debrief to occur.

At the conclusion of the recovery period, the Chairman of the Recovery Coordinating Committee (with the assistance of the Local Emergency Operations Controller) is to prepare for the Chairman of the District Emergency Management Committee (or the District Recovery Coordinating Committee if established), a recommendation on the need for longer term reconstruction operations, if necessary. This includes a statement of outstanding relief measures that need to continue or be implemented by Government departments or statutory authorities.

## **APPOINTMENT OF A SPECIAL RECOVERY COORDINATOR**

In the event that a Local Recovery Coordinating Committee needs significant assistance to be able to coordinate appropriate recovery operations, the State Disasters Council may recommend the appointment of a Special Recovery Coordinator.

## **DISASTER RELIEF FUNDING MEASURES**

Emergency financial assistance to victims of emergencies is coordinated by the Department of Community Services. Details are contained in the State Disaster Welfare Sub Plan.



## LIST OF ANNEXURES

- A** Supporting Plans and Sub Plans of the Eurobodalla Shire Local DISPLAN
- B** Operational Control/Coordination Relationships
- C** Vulnerable Community Facilities
- D** Evacuation Centres
- E** Defence Assistance to the Civil Community
- F** Command/Coordination Centres and Contact Details
- G** NSW Recovery Plan (located on the intranet at [Displan 2010 - Appendix G -NSWRecoveryPlan.pdf](#) or on the web at: <http://www.emergency.nsw.gov.au/content.php/847.html>)

## ANNEXURE A - SUB PLANS OF THE EUROBODALLA LOCAL DISPLAN

The following Supporting and Sub Plans, relating to specific hazards or incident types, have been authorised or are being prepared for issue as part of and relating to this Plan.

Plan	Agency Responsible	Status
<b>Supporting Plans</b>		
Transport Services	Eurobodalla Shire Council	Under preparation
Eurobodalla Shire Local Disaster Welfare Plan	Department of Community Services	Reference should be made to the District Welfare Plan
<b>Sub Plans</b>		
Eurobodalla Shire Bushfire District Operations Plan	Eurobodalla Shire Bush Fire Management Committee	Approved
Bushfire Risk Management Plan	Eurobodalla Shire Bush Fire Management Committee	Approved
Eurobodalla Local Flood Plan	State Emergency Service	Under review
Deep Creek Dam Safety Emergency Plan 1997	Eurobodalla Shire Council	Approved
Essential Energy Emergency Response Plan	Essential Energy	Under review
Airport Emergency Plan	Eurobodalla Shire Council	Approved
Roads and Maritime Services Incident Management Plan for the Kings Highway	Eurobodalla Shire Council	Approved

## ANNEXURE B - OPERATIONAL CONTROL/COORDINATION RELATIONSHIPS

Type of Operation	Control	Planning	Information/Liaison
<p><b>Combat Agency Managed</b></p>	<p>Combat Agency controls operation and may request other agencies or Emergency Operations Controller to coordinate support.</p> <p>Supporting agencies command own elements and carry out support tasks as directed by Combat Agency, Other Agency or Emergency Operations Controller.</p>	<p>Support tasks which can be foreseen are agreed and reflected in combat agency plans, DISPLANs, Sub Plans or Supporting Plans where applicable.</p> <p>Unforeseen support can be coordinated 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, supporting Emergency Service organisations and Functional Area Coordinators are kept informed of the situation.</p> <p>Emergency Operations Controllers, and supporting agencies under the control of the Combat Agency, provide liaison to Combat Agency Control Centre as required.</p> <p>Supporting Agencies carrying out tasks under the coordination of an Emergency Operations Controller provide liaison to the Emergency Operations Centre as required.</p>
<p><b>Operations Controlled by Emergency Operations Controller</b> This applies when:</p> <ul style="list-style-type: none"> <li>• Emergency Operations Controllers are designated in plans as Controllers;</li> <li>• There is no designated Combat Agency;</li> <li>• Emergency Operations Controllers are requested by the Combat Agency to assume control, with the approval of the Combat Agency head.</li> </ul>	<p>Emergency Operations Controller controls operations and coordinates resources. Individual agencies command own resources and carry out tasks as directed.</p>		<p>It is the responsibility of the Emergency Operations Controller to ensure that Emergency Service organisations and Functional Area Coordinators are kept informed of the situation.</p> <p>Agencies provide liaison to the Emergency Operations Centre as required.</p>

## ANNEXURE C - VULNERABLE COMMUNITY FACILITIES

FACILITY	LOCATION	CONTACT
<b>BATEHAVEN</b>		
Maranatha Lodge Aged Care Facility	Calton Road Batehaven 2536	Phone: 4472 8608
St Bernard's Primary School	David Street Batehaven 2536	Phone: 4472 4446
<b>BATEMANS BAY</b>		
Batemans Bay District Hospital	7 Pacific Street Batemans Bay 2536	Phone: 4475 1500
Batemans Bay High School	cnr Beach Road/Glenella Road Batemans Bay 2536	Phone: 4472 7233
Batemans Bay Pre-School	Melaleuca Crescent Batemans Bay 2536	Phone: 4472 4490
Manor Retirement Village Batemans Bay	156 Beach Road Batemans Bay 2536	Phone: 4472 0300
Crown Gardens Retirement Village	Guy Lane Batemans Bay	Phone: 4475 3633
The Glenn Residential Care Centre	16 Correa Place Catalina 2536	Phone: 4478 9000
<b>BODALLA</b>		
Bodalla Primary School	cnr of Princes Highway/Potato Point Road (entry from Potato Point Road) Bodalla 2545	Phone: 4473 5257
<b>BROULEE</b>		
Banksia Village Broulee	65 Heath Street Broulee 2537	Phone: 4471 6031
Broulee Carroll College	2494 George Bass Drive Broulee 2537	Phone: 4471 5600
Broulee Long Day Care Centre	59 Train Street Broulee 2537	Phone: 4471 5133

FACILITY	LOCATION	CONTACT
Broulee Primary School	Cambridge Crescent Broulee 2537	Phone: 4471 6120
St Peter's Anglican College	61 Train Street Broulee 2537	Phone: 4471 5111
<b>CENTRAL TILBA</b>		
Central Tilba Primary School	Princes Highway Central Tilba 2546	Phone: 4473 7210
<b>DALMENY</b>		
Dalmeny Pre-School and Long Day Child Care Centre	16 Maculata Circuit Dalmeny 2546	Phone: 4476 7111
Illawarra Retirement Trust	Ruth Place Dalmeny 2546	Phone: 4476 7611
Sir James at Dalmeny	25-29 Noble Parade Dalmeny 2546	Phone: 4476 8744
<b>DENHAMS BEACH</b>		
Edgewood Park Nursing Home	269 Beach Road Denhams Beach 2536	Phone: 4472 8155
Nippersville Child Care & Pre-School Centre	540 Beach Road Denhams Beach 2536	Phone: 4472 5949
<b>LONG BEACH</b>		
Busy Bodies Pre-School	47 Fauna Avenue Long Beach 2536	Phone: 4472 8318 Mobile: 0432 230 185
<b>MOGO</b>		
Gudga-Ga Nura Pre-School	3 Annette Street Mogo 2536	Phone: 4474 4827
Mogo Primary School	Princes Highway Mogo 2536	Phone: 4474 4815
<b>MORUYA</b>		
Premier Early Learning Centre	Cnr Albert and Evans Street Moruya 2537	Phone: 4474 3173
Nature's Nest Community Childcare	45b Hawdons Road Moruya 2537	Phone: 4474 4853
Murray St Preschool	45 Murray Street Moruya 2537	Phone: 0418 239 198 Email: admin@murraystpreschool.com

FACILITY	LOCATION	CONTACT
Group Homes	76 Murray Street Moruya 2537  13 Mirrabooka Avenue Moruya 2537	Phone: 4474 3903 (24 hour)  Phone: 4474 1032 (Council)  Office Hours:  Tina Crowley Ph: 4474 1032 or Sally Pryor Ph: 4474 1003
Moruya After School Care	Moruya School Grounds 25 Page Street Moruya 2537	Phone: 4474 5050
Moruya District Hospital	River Street Moruya 2537	Phone: 4474 2666
Moruya High School	Albert Street Moruya 2537	Phone: 4474 2155
Moruya Pre-School Kindergarten	15 Campbell Street Moruya 2537	Phone: 4474 2431
Moruya Primary School	Evans Street Moruya 2537	Phone: 4474 2363
Moruya Retirement Village	Moruya Village Hostel 35-39 River Road Moruya 2537	Phone: 4474 4966
Northside Early Learning Centre	2807 Princes Highway Moruya 2537	Phone: 4474 4278
St Mary's Convent School (Primary School)	Queen Street Moruya 2537	Phone: 4474 2817
Yumaro	Lot 3 Shelley Road Moruya 2537	Phone: 4474 3336
<b>NAROOMA</b>		
Narooma After School and Vacation Care	Narooma School Grounds Via Bay Lane Narooma 2546	Phone: 4476 4744
Narooma High School	Princes Highway Narooma 2546	Phone: 4476 4377
Narooma Pre-School	Nichelsen Street Narooma 2546	Phone: 4476 2494

<b>FACILITY</b>	<b>LOCATION</b>	<b>CONTACT</b>
Narooma Public School	Montague Street Narooma 2546	Phone: 4476 2556
Octopus' Garden Pre-School and Long Day Care Centre	Shop 1, Narooma Plaza Narooma 2546	Phone: 4476 3700
<b>SUNSHINE BAY</b>		
Sunshine Bay Primary School	432 Beach Road Sunshine Bay 2536	Phone: 4472 6522
<b>SURF BEACH</b>		
Surf Beach Child Care Centre	Surf Beach Avenue Surf Beach 2536	Phone: 4471 1764
<b>SURFSIDE</b>		
Batemans Bay Primary School	Mundarra Way Surfside 2536	Phone: 4472 4059
Batemans Bay After School and Vacation Care	Batemans Bay School Grounds Mundarra Way Surfside 2536	Phone: 4472 3277
Northside Pre-School	1 Kerang Street Surfside 2536	Phone: 4472 9399
Surfside Children Services	28 The Outlook Road Surfside 2536	Phone: 4472 8816
<b>TUROSS</b>		
The Pines Education and Retreat Centre	36 Craddock Road Tuross Head 2537	Contact: Alan George Office Hours: 4473 8122 After Hours: 44738 037 or Mobile Phone: 0427 934 822
Tuross Child Care Centre	12 Andrew Avenue Tuross Head 2537	Phone: 4473 9190
<b>WALLAGA LAKE</b>		
Little Yuin Aboriginal Day Care Centre	Umbarra Road Wallaga Lake 2546	Phone: 4473 7396

## ANNEXURE D – EVACUATION CENTRES

CENTRE	LOCATION	CONTACT/ FACILITIES AVAILABLE
<b>BATEMANS BAY</b>		
Community Centre (1 <sup>st</sup> Option)	Museum Place Batemans Bay 2536	Contact: Louise Hankinson Mon-Fri 9am-4pm Ph: 4472 3153 After Hours Chris Tague Mob: 0429 925386 Leisa Brennan Mob: 0418 652299 <i>1 Hall (160 seated) 2 Meeting Rooms (30-40 seated) Kitchen, Toilets, Bathroom</i>
Batemans Bay Basketball Stadium (2 <sup>nd</sup> Option)	Beach Road Hanging Rock 2536	Contact: Louise Hankinson Mon-Fri 9am-4pm Ph: 4472 3153 After Hours Chris Tague Mob: 0429 925386 Leisa Brennan Mob: 0418 652299 <i>Hall, Toilets, Canteen</i>
Soldiers Club (3 <sup>rd</sup> Option)	Cnr Beach Road and Flora Cres Batemans Bay 2536	Contact: Duty Manager Ph: 4472 4117
<b>BODALLA</b>		
Bodalla Memorial Hall (1 <sup>st</sup> Option)	Princes Highway Bodalla 2545	Contact 1: Louise Hankinson Mon-Fri 9am-4pm Ph: 4472 3153 Mob: 0427 940152 Contact 2: Sharon Calendar (key holder) Ph: 4473 5227
Bodalla Primary School (2 <sup>nd</sup> Option)	Princes Highway Bodalla 2545	School Hours Ph: 4473 5257 After Hours Geoff Broadfoot Ph: 4476 4882 Mob: 0419 801 812
<b>MORUYA</b>		
RSL Hall (1 <sup>st</sup> Option)	Dr Mackay Centre Page Street Moruya 2537	Contact: Louise Hankinson Mon-Fri 9am-4pm Ph: 4472 3153 After Hours Chris Tague Mob: 0429 925386 Leisa Brennan Mob: 0418 652299 <i>1 Hall, Toilets</i>
Moruya Basketball Stadium (2 <sup>nd</sup> Option)	Albert Street Moruya 2537	Contact: Louise Hankinson Mon-Fri 9am-4pm Ph: 4472 3153 After Hours Chris Tague Mob: 0429 925386 Leisa Brennan Mob: 0418 652299 <i>Hall, Toilets</i>



<b>CENTRE</b>	<b>LOCATION</b>	<b>CONTACT/ FACILITIES AVAILABLE</b>
Moruya Primary School (3 <sup>rd</sup> Option)	Evans Street Moruya 2537	School Hours Ph: 4474 2363 After Hours Peter Johnson Ph: 4472 3079 Lochlan Johnson Ph: 4473 8918 Mob: 0420 201673
Moruya High School (4 <sup>th</sup> Option)	Albert Street Moruya 2537	School Hours Ph: 4474 2155 After Hours John Walsh (Principal) Ph: 4474 3393 Lance Shadbolt (Deputy Principal) Ph: 4473 6071 Mob: 0427 483 185
<b>NAROOMA</b>		
Narooma Sport and Leisure Centre (1 <sup>st</sup> Option)	Bluewater Drive Narooma 2546	Contact: Louise Hankinson Mon-Fri 9am-4pm Ph: 4472 3153 After Hours Chris Tague Mob: 0429 925386 Leisa Brennan Mob: 0418 652299
Narooma High School (2 <sup>nd</sup> Option)	Princes Highway Narooma 2546	School Hours Ph: 4476 4377 After Hours Tony Fahey (Principal) Mob: 0414 419 986
<b>SOUTH DURRAS</b>		
Community Hall (1 <sup>st</sup> Option)	Corilla Street South Durras 2536	Contacts: Mick May Ph: 4478 6142 Paul May Ph: 4478 6240 Helen Tenant Ph: 4478 6284
Rural Fire Service Station (2 <sup>nd</sup> Option)	Corilla Street South Durras 2536	Contact 1: Judee Bryant (Capt) Ph: 4478 6032 0412 287 204 Contact 2: Mick May Ph: 4478 6142
<b>TILBA</b>		
Central Tilba Community Hall	Bate Street Central Tilba 2546	Contact: Ken & Linda Jamieson Ph: 4473 7290
<b>TUROSS HEAD</b>		
Tuross Head Country Club (1 <sup>st</sup> Option)	Monash Avenue Tuross Head 2537	Contact: Barry Clynch Mon-Friday Ph: 4473 8186 After Hours Ph: 4473 6387
The Pines Education and Retreat Centre (2 <sup>nd</sup> Option)	36 Craddock Road Tuross Head 2537	Contact: Alan George Working Hours Ph: 4473 8122 After Hours Ph: 44738 037 or Mob: 0427 934 822 <i>110 beds, Full catering facilities</i>

<b>CENTRE</b>	<b>LOCATION</b>	<b>CONTACT/ FACILITIES AVAILABLE</b>
Tuross Youth and Sports Club (3 <sup>rd</sup> Option)	Hector McWilliam Drive Tuross Head 2537	Contact: Louise Hankinson Mon-Fri 9am-4pm Ph: 4472 3153 After Hours Chris Tague Mob: 0429 925386

## **ANNEXURE E – DEFENCE ASSISTANCE TO THE CIVIL COMMUNITY**

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

### **ADF POLICY**

State agencies are responsible for combating emergencies in the first instance. The ADF is available to support in areas which State authorities are unable to resource. Details of the emergency categories of DACC are as follows:

### **CATEGORY 1**

This is immediate assistance by a local area ADF Service Commander where:

- a immediate action is necessary to save human life or alleviate suffering, or prevent extensive loss of animal life, or loss or damage to property;
- b local resources are inadequate, not available or cannot be mobilised in time; and
- c immediate assistance can be provided from within the resources available.

Category 1 assistance requests are passed directly by the LEOCON to the ADF Service Commander in the particular Local Area, who has the authority to provide support if the resources are available. The DEOCON is to be informed whenever the LEOCON makes such a request.

### **OTHER CATEGORIES**

There are two other categories of assistance, which apply to emergencies but where the immediate and local nature of Category 1 assistance does not apply.

These emergency assistance requests are to be passed through Local Emergency Operations Controllers to the Local Emergency Operations Controller for referral to the State Emergency Operations Controller, who is authorised to request assistance from the Commonwealth through Emergency Management Australia (EMA).

### **GENERAL**

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

ADF resources made available for operations remain under the command of Defence Force Commanders who are responsive to the Operations Controller to whom they are providing support.

The ADF provides deployed elements with administrative support.

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

## **ANNEXURE F - COMMAND/COORDINATION CENTRES AND CONTACT DETAILS**

**THIS ANNEXURE IS NOT AVAILABLE TO LIBRARIES**

# **RESTRICTED**