

**CITY OF BLACKTOWN
DISASTER PLAN
(DISPLAN)**

**EDITION FOUR
MARCH 2008**

**A Plan under the provisions of the
STATE EMERGENCY AND RESCUE MANAGEMENT ACT 1989**

TITLE

CITY OF BLACKTOWN LOCAL DISASTER PLAN (DISPLAN)

AUTHORITY

The City of Blacktown Local Disaster Plan (DISPLAN) has been prepared by the City of Blacktown Local Emergency Management Committee in accordance with the State Emergency and Rescue Management Act, 1989 (as amended) Section 29 (1).

APPROVED

.....

Chairman
City of Blacktown Local Emergency Management Committee.

Dated: / /

ENDORSED

.....

Chairman
Western Sydney District Emergency Management Committee.

Dated: / /

CONTENTS

TITLE	1
AUTHORITY	2
AMENDMENTS	5
DISTRIBUTION	6
DEFINITIONS	7-10
ABBREVIATIONS	11
PART 1- INTRODUCTION	12
1. Purpose	12
2. Objectives	12
3. Scope	12
4. Area covered by this plan	13-14
5. Hazards	14
6. Vulnerable communities	15
7. Plans related to displan	15
7.1 Sub plans and supporting plans to the local displan	15
PART 2 – ROLES AND RESPONSIBILITIES	16
8 General	16
8.1 Local Emergency Operations Controller	16
8.2 Local Emergency Management Officer	16
8.3 Blacktown City Council	16-17
8.4 NSW Police Force	17
8.5 NSW Fire Brigades	17-18
8.6 Ambulance Service of NSW	18
8.7 Blacktown State Emergency Service	18
8.8 Blacktown City Rural Fire Service	19
8.9 Electricity	19
8.10 Welfare functional area	19-20
8.11 blank	20
8.12 Communications functional area	20
9 Rescue	20
10 Public Education	21
11 Public Information	21
12 Media Services	21
13 Test and Review Process	21
PART 3 - PREVENTION	22
14 General	22-23
PART 4 - PREPARATION	24
15 Warning	24-25
PART 5 - RESPONSE	26
16 Activation	26
17 Stages of Activation for operations	27
18 Control	28
19 Functional Area Coordination Centres	28

20	Operations Controlled by Combat Agencies and supported by the LEOCon	28
21	Emergency Operations	28
22	Communications	28
23	Liaison and Liaison officers	29
24	Logistic Support	29
25	Emergency funding	29
26	Evacuation	30
27	All Clear	30
28	Stand down	30
29	Debriefs	31
PART 6 – RECOVERY		32
30	General	32
31	Planning for recovery activity	32
32	Planning for specific recovery operations	32
33	Coordination	32-34
34	Appointment of Special Recovery Coordinator	34
35	Disaster Relief funding measures	35
LIST OF ANNEXES		
	Annexe A – Map of City of Blacktown	36
	Annexe B – List of Evacuation Centres	37
	Annexe C – Restricted – Operations Centre Locations	38
	Annexe D – Concept of Operations	39

AMENDMENTS

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

Local Emergency Management Officer
City of Blacktown Local Emergency Management Committee.
P.O. Box 63
BLACKTOWN NSW 2148

The Local Emergency Management Officer will refer proposed amendments and changes to the Local Emergency Management Committee for consideration.

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

AMENDMENT		ENTERED	
NUMBER	DATE	SIGNATURE	DATE

DISTRIBUTION

Distribution is to appointments or positions within organisations, NOT to individuals.

APPOINTMENT/ORGANISATION	COPY NUMBER
District Emergency Management Officer	1
WESTERN SYDNEY EMERGENCY MANAGEMENT DISTRICT	
District Emergency Operations Centre (2)	2-3
BLACKTOWN LEMC	
LEMO	4
LEOCon, Alternate LEOCon	5-6
Commander, Zone 2, NW Region, Fire Brigade	7
Sector Manager, Ambulance, Penrith Ambulance Station	8
Sector Manager, Ambulance, Wahroonga Ambulance Station	9
Fire Control Officer, Blacktown Rural Fire Service	10
RTA Maintenance Manager - Sydney Metropolitan Area	11
Local Controller, Blacktown SES	12
Local Controller, Mount Druitt SES	13
DWS Coordinator-Dept. Of Community Services,Blacktown	14
Integral Energy - Customer Contact Manager - Blacktown	15
EOC Blacktown	16-17
Chairman, Recovery Committee, Blacktown City Council	18
OTHER ORGANISATIONS	
Director, TTS, Blacktown City Council	19
Director, DERS, Blacktown City Council	20
ADJOINING LOCAL EMERGENCY OPERATIONS CENTRES	
Baulkham Hills	21
Fairfield	22
Hawkesbury	23
Holroyd	24
Parramatta	25
Penrith	26
LIBRARIES	
Blacktown	27-28
Lalor Park	29-30
Mount Druitt	31-32
Riverstone	33-34

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, 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.)

Combat Agency

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

Combat Agency Controller

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

Control

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

Coordination

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

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

Displan

in this plan means the New South Wales State Disaster Plan. The object of Displan is to ensure the coordinated response to emergencies by all agencies having responsibilities and functions in emergencies. (Source: SERM Act.)

Western Sydney District Disaster Plan February 2006

District

in this plan means the Western Sydney Emergency Management District, and incorporating the local government areas of Baulkham Hills, Blacktown, Blue Mountains, Hawkesbury, Holroyd, Parramatta and Penrith.

District Emergency Management Committee (DEMC)

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

City of Blacktown Local Disaster Plan

District Emergency Management Officer (DEMO)

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

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 DEOCON for each Emergency Management District. A DEOCON may appoint a deputy who in the absence of the DEOCON will have all the functions of the DEOCON.

Emergency

means an emergency due to an actual or imminent occurrence (such as a fire, flood, storm, earthquake, explosion, terrorist act, accident, epidemic or warlike action) which: a. endangers or threatens to endanger the safety or health of persons 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 Operations Centre (EOC)

in this plan means a centre established at State, District or Local level as a centre for the coordination of operations and support during an emergency. (Source: SERM Act.)

Emergency Services Organisation

means the NSW Police, NSW Fire Brigades, Rural 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.) Western Sydney District Disaster Plan February 2006 xi

Evacuation/Assembly Centre

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

Functional Area

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

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

City of Blacktown Local Disaster Plan

Functional Area Coordinator

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

Hazardous Material

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

Hazardous Material Incident

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

Incident

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

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, coordination centre or site control point, a liaison officer maintains communications with and conveys directions/requests to their organisation or functional area, and provides advice on the status, capabilities, actions and requirements of their organisation or functional area. Western Sydney District Disaster Plan February 2006 xii

Local Area

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

Local Emergency Management Committee (LEMC)

means the Committee, constituted under the Act for each local government area, which is responsible for the preparation of plans in relation to the 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 DEMC. (Source: SERM Act.)

Local Emergency Management Officer (LEMO)

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

Local Emergency Operations Controller (LEOCON)

in this plan means a Police officer appointed by the DEOCON as the Local Emergency Operations Controller for the Local Government Area.

City of Blacktown Local Disaster Plan

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.

Recovery

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

Rescue

means the safe removal of persons or domestic animals from actual or threatened danger of physical harm. (Source: SERM Act.)
Western Sydney District Disaster Plan February 2006 xiii

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.)

State Emergency Management Committee

means the committee constituted under the Act as the principal committee established under the Act for the purposes of emergency management throughout the State, and, in particular, is responsible for emergency planning at State level. (Source: SERM Act.)

State Emergency Operations Controller (SECON)

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

Welfare Centre

in this plan means a centre/facility established to provide either short term or long term welfare/ recovery services to victims of an emergency.

ABBREVIATIONS

ADF	Australian Defence Force
DACC	Defence Assistance to the Civil Community
DCP	Development Control Plan
DECC	Department of Environment and Climate Change
DEMC	District Emergency Management Committee
DEMO	District Emergency Management Officer
DEOC	District Emergency Operations Centre
DEOCON	District Emergency Operations Controller
DISPLAN	Disaster Plan
DOCS	Department of Community Services
DWS	Disaster Welfare Service
EOC	Emergency Operations Centre
HAZMAT	Hazardous Material(s)
LECP	Local Environmental Control Plan
LEMC	Local Emergency Management Committee
LEMO	Local Emergency Management Officer
LEOC	Local Emergency Operations Centre
LEOCON	Local Emergency Operations Controller
LO	Liaison Officer
RTA	Roads & Traffic Authority
SEMC	State Emergency Management Committee
SEOC	State Emergency Operations Centre
SEOCON	State Emergency Operations Controller
SES	State Emergency Service
SERM ACT	State Emergency and Rescue Management Act, 1989 (as amended)
SEWS	Standard Emergency Warning Sound
SO	Standing Orders
SOP	Standing Operating Procedures
SRA	Railcorp

PART 1

INTRODUCTION

1. PURPOSE

This plan details arrangements for prevention of, preparation for, response to and recovery from emergencies within the City of Blacktown Local Government Area.

It includes arrangements where:

- a. a combat agency is in control
- b. a combat agency is in control and is supported by the Local Emergency Operations Controller,
- c. there is no combat agency, and
- d. a combat agency has passed control to the Local Emergency Operations Controller.

2. OBJECTIVES

The objectives of this plan are to:

- a. Detail responsibilities for prevention and mitigation strategies;
- b. Detail roles and responsibilities in preparation for, response to and recovery from emergencies;
- c. Set out the control, coordination and liaison arrangements at Local Level;
- d. Detail activation and alerting arrangements;
- e. Detail arrangements for the acquisition and coordination of resources;
- f. Detail public warning systems and responsibility for implementation;
- g. Detail public information arrangements and public education responsibilities;
- h. Detail arrangements for the review, testing, evaluation and maintenance of this plan; and
- i. Detail reporting and information flow arrangements.

3. SCOPE

The plan describes the arrangements at Local Level to prevent, prepare for, respond to and recover from emergencies and also provides policy direction.

4. AREA COVERED BY THIS PLAN

The area covered by this Plan is the City of Blacktown Local Government Area, as gazetted.

Blacktown City Council is the largest Local Government area in NSW with a population of over 256,364 people. This population resides in 46 suburbs and its various demands are catered for through 100 educational facilities, 12 industrial estates, 30 retail and commercial centres, 4 leisure centres, 4 libraries, 120 child care facilities, 800 parks and reserves, 21000 businesses as well as high profile clubs, tourism, sporting, entertainment, accommodation, conference and recreational facilities.

Blacktown Local Government Area includes the suburbs of:

Acacia Gardens	Huntingwood	Riverstone	Woodcroft
Arndell Park	Kellyville Ridge	Rooty Hill	
Bidwill	Kings Langley	Ropes Crossing	
Blackett	Kings Park	Rouse Hill	
Blacktown	Lalor Park	Schofields	
Colebee	Lethbridge Park	Seven Hills	
Dean Park	Marayong	Shalvey	
Dharruk	Marsden Park	Shanes Park	
Doonside	Minchinbury	Stanhope Gardens	
Eastern Creek	Mount Druitt	The Ponds	
Emerton	Oakhurst	Toongabbie	
Glendenning	Parklea	Tregear	
Glenwood	Plumpton	Vineyard	
Hassall Grove	Prospect	Whalan	
Hebersham	Quakers Hill	Willmot	

It adjoins with the Local Government areas of Parramatta, Baulkham Hills, Hawkesbury, Holroyd, Fairfield and Penrith and is approximately 35 kilometres west of the Sydney Central Business District along Parramatta Road, the M4 or the Great Western Highway and stands at the heart of the greater Sydney Region.

The area is generally bounded by Ropes Creek in the west, South Creek, Windsor Road in the north, Windsor Road and Old Windsor Road in the east and the Sydney water supply pipeline in the South.

Blacktown City has an extensive road and rail infrastructure – the City offers 10 railway stations along 2 railway lines for commuters as well as regional transport interchange facilities at Blacktown and Mount Druitt.

By Blacktown Road is equally well connected. The City is part of the M7, M4 and M2 road networks.

The area covers a wide range of land types and usages including Eastern Creek International Raceway, Prospect Reservoir, Blacktown Olympic Park, Parklea Markets, Blacktown Showground, Parklea Correctional Centre, Blacktown Leisure Centre Stanhope Gardens and Emerton Leisure Centre.

City of Blacktown Local Disaster Plan

The area includes 1200 hectares of serviced industrial land. The industry clusters in logistics, food manufacturing and construction. The majority of the industrial area is located in Glendenning, Huntingwood, Prospect, Kings Park, Seven Hills Minchinbury, Whalan, Arndell Park and Riverstone.

The population of Blacktown is 256,364 (Census 2001) with annual growth of 4,829 people. The population within the Blacktown Local Government area consists of 8.1% being aged persons over 65 years.

Blacktown City features two major centres – Blacktown CBD and Mount Druitt CBD with the minor commercial areas being Seven Hills, Prospect, Doonside, Kings Langley, Plumpton, Emerton, Rooty Hill, Stanhope Gardens and Riverstone. Both regional centres offer well designed residential and commercial areas.

5. HAZARDS

The hazards considered most likely to confront the City of Blacktown are:

HAZARD	RATING	COMBAT AGENCY	REMARKS
Storm / Tornado / Gale Tempest	High	State Emergency Service	Covered by State Emergency Service procedures
Flood	High	State Emergency Service	Flood Plan Refers
Bush Fire	High	Rural Fire Service	District Bush Fire Plan Refers
Fire (industrial and Commercial eg Shopping Centres, Hospitals)	High	NSW Fire Brigade or Rural Fire Services	LEOCon to Control
Infrastructure Failure (Loss of communications, power gas, water or sewage)	High	LEOcon	
Explosion	High	Coordinating Authority Police	LEOCon to Control
Animal Plant Diseases	High	Primary Industry	
Communicable Disease (ie influenza epidemic)	High	NSW Health	
Hazardous Materials Incident (A major spillage into environment, air, water and confined areas)	Moderate	Fire Brigade –	In accordance with fire brigade procedures & Hazmat Plans
		DECC (Co-ordinate Clean up)	In accordance with Enviroplan and Hazmat Plans

6. VULNERABLE COMMUNITIES

These are listed by agencies that are responsible for planning and /or licensing and may be impacted by emergencies.

7. PLANS RELATED TO DISPLAN

7.1 SUB PLANS AND SUPPORTING PLANS TO THE LOCAL DISPLAN

CITY OF BLACKTOWN FLOOD PLAN

PART 2

ROLES AND RESPONSIBILITIES

8. GENERAL

Responsibilities of Emergency Services & Functional Groups including the Blacktown City Council have been agreed as follows:

8.1 Local Emergency Operations Controller

- a) Monitor incidents controlled by combat agencies
- b) Co-ordinate local level support resources when requested by combat agencies
- c) Control emergency response operations for which there is no combat agency or when control has been handed over with agreement of the head of the combat agency
- d) Ensure emergency recovery operations are initiated as soon as possible

8.2 Local Emergency Management Officer

Provide executive support to the LEOCon and the LEMC including:

- a) Compilation/maintenance of composite resource lists
- b) Provide executive support at the EOC when activated and ensure the EOC is maintained in a state of operational readiness.
- c) Co-ordinate public education when requested by the LEMC.

8.3 Blacktown City Council

- a) Provide manpower, plant, equipment and materials as available and required to assist in dealing with an incident or emergency.
- b) Provide expertise and support to welfare services functional area.
- c) Provide the Local Emergency Management Officer and Secretariat to the Local Emergency Management Committee.
- d) Provide the Executive Officer, Local Emergency Management Officer (LEMO) to the Local Emergency Operations Controller.
- e) Provide or appoint the Chairman of the Local Emergency Management Committee and provide the Chairperson of the Recovery Co-coordinating Committee.

- f) Provide Local Authority Public Health Co-Coordinator.
- g) Provide a Liaison Officer to the Local Emergency Operations Centre. The LEMO may fulfill the role of the L.O.

8.4 NSW Police Force

- a) Initiate response to the emergency to protect life and property and, when requested, conduct initial reconnaissance of the area affected by the emergency, on behalf of the combat agency.
- b) Traffic, crowd and area (perimeter) control including the conduct of evacuations when required.
- c) Security of the evacuated area.
- d) Disaster Victim Identification and Disaster Victim Registration.
- e) Establishing temporary mortuaries.
- f) Control and co-ordination of rescue operations except where vested by law in another authority.
- g) Provide a Liaison Officer to the Local Emergency Operations Centre.
- h) Provide the LEOCon.

8.5 NSW Fire Brigades

NSW Fire Brigades:

- a) Is the combat agency for fires in a Fire District and hazardous materials incidents and on land and in non-state waters and provides fire control services by:
 - (i) Dealing with outbreaks of fire and the rescue of persons fire endangered areas in a Fire District;
 - (ii) Taking such measures as may be practicable to prevent the outbreak of fires in a fire district; and
 - (iii) Dealing with the escape of hazardous materials or a situation which involves the imminent danger of such an escape.

City of Blacktown Local Disaster Plan

- b) Is the designated combat agency for land and Non-State Waters based hazardous materials incidents and emergencies specifically for taking all practicable measures:
 - (i) For protecting and saving life and property endangered by hazardous materials incidents and emergencies;
 - (ii) for confining or ending such an incident or emergency; and
 - (iii) for rendering the site of such an incident or emergency safe.
- c) Is to assist in any other response or recovery operations for which the Fire Brigades' training and equipment is suitable, eg. the provision of emergency water supply and pumping equipment.
- d) Is to provide a Liaison Officer to the Local Emergency Operations Centre.

8.6 Ambulance Service of NSW

- a) Respond in accordance with the Ambulance Plan - Sydney Region, this plan forms part of the Western Sydney Area Health Plan.
- b) Provide transport for designated medical teams to the site of emergencies when so requested by the Medical and Health Co-Coordinator.
- c) Provide communications for all health services involved in emergency response.
- d) Assist with other emergency operations, including emergency management training.
- e) Provide a Liaison Officer to the Local Emergency Operations Centre.

8.7 Blacktown State Emergency Service

- a) Are the Combat Agencies for dealing with floods and for damage control for storms and tempests and coordinating the evacuation and welfare of communities thus affected, in their respective areas.
- b) Assist, at their request, members of the Police, Fire Brigades, Rural Fire Services and Ambulance Service in dealing with incidents or emergencies.
- c) To carry out such other functions as may be assigned to it by or under the SES Act or any other Act, or by the State Emergency Operations Controller or the Minister.
- d) Provide a Liaison Officer to the Local Emergency Operations Centre.

8.8 Cumberland Zone Rural Fire Service

- a) Is the combat agency for fires in a Rural Fire District and emergency response operations.
- b) Provide fire control services by:
 - (i) dealing with outbreaks of fire and the rescue of persons in fire endangered areas in a Rural Fire District.
 - (ii) taking such measures as may be practicable to prevent the outbreak of fires in a Rural Fire District.
- c) Assist, as requested or directed, in any other response or recovery operations for which the Rural Fire Services training and equipment is suitable, eg. the provision of pumping equipment, hose-down decontamination after flooding, provision of crews to assist with general damage response at Combat Agency request, assistance with land evacuations, searches on land, and with perimeter control.
- d) Provide a Liaison Officer to the Local Emergency Operations Centre

8.9 Electricity

(Co-ordinator: Integral)

As part of the Energy and Utility Functional Area:-

- a) Isolate severed / fallen and hazardous power lines
- b) Restore electricity to affected areas, in consultation with combat agency Controller or LEOCon, as appropriate.
- c) Provide a Liaison Officer to the Local Emergency Operations Centre

8.10 Welfare Functional Area

(Co-ordinator: Manager, Blacktown Department of Community Service)

- a) During response and/or recovery operations, provide relief services to victims of incidents and emergencies. This may require the means to:-
 - i) establish Welfare Centres / Recovery Centres to manage the provision of emergency accommodation, essential material needs, and the delivery of welfare services to victims of major incidents and emergencies;
 - ii) provide information and advisory services to victims of emergencies;
 - iii) provide personal support and referral services, including financial aid;

City of Blacktown Local Disaster Plan

- iv) establish a support unit to co-ordinate offers of donated relief aid
 - v) provide mobile welfare teams to operate within the area affected by the emergency.
 - vi) in conjunction with Agricultural Services ensure the provision of companion animal care;
 - vii) in conjunction with Health Services ensure the provision of medical and mental health (counseling) services.
- b) Mobilise and co-ordinate catering facilities and services to :
- i) feed victims of emergencies, including evacuees in transit or in Welfare Centres, and displaced or homeless people in emergency accommodation centres; and
 - ii) provide meals for Combat Agency or other Functional Area personnel engaged in response and/or recovery operations, by arrangement between the Combat Agencies or Functional Area and the responsible Welfare Services Catering Co-ordinator.
- c) Provide short term emergency accommodation for homeless victims of emergencies.
- d) Arrange for the acquisition, reception, storage, issue and disposal of material needs including clothing, bedding and personal requisites.
- e) Provide emergency financial assistance to victims of emergencies.
- g) Provide a Liaison Officer to the Local Emergency Operations Centre

8.11 Left vacant

8.12 Communications Functional Area

(Co-ordinator: Telstra Australia)

- a) Responsible for provision and restoration of line communications.
- b) Maintain a list of all available communications resources/networks in the Local Area.
- c) In the event of power failure, provide alternative communications, at the LEOC, to and from combat agencies.
- d) Provide a Liaison Officer to the Local Emergency Operations Centre.

9. RESCUE

Incident rescue activities will be conducted by the designated Primary and Secondary Accredited Units, in accordance with existing legislation and established procedures.

10. PUBLIC EDUCATION

- a) The LEMO may coordinate Public Education in regard to matters of emergency management in consultation with the Combat Agencies, Functional Area Co-ordinators and Blacktown City Council.
- b) The LEMO may:
 - (i) Prepare relevant articles for inclusion, subject to LEMC approval, in Council's Annual Report and
 - (ii) In local newspapers.

11. PUBLIC INFORMATION

- a) The LEMO may, if so requested by the appropriate Controller, co-ordinate the release and distribution of essential information to the community. This can be done from the appropriate Operations Centre.
- b) The LEMO may, in the event of widespread and prolonged power failure, arrange the printing and distribution of relevant written information, as directed by the appropriate Controller.

12. MEDIA SERVICES

- a) For operations controlled at the local level, the LEOCon or the appropriate Combat Agency Controller will be responsible for the co-ordination of media releases and briefings.
- b) In operations controlled from higher levels, the controlling Emergency Operations Controller will co-ordinate media releases and briefings.

13. TEST AND REVIEW PROCESS

- b) The LEOCon will ensure that the LEMC reviews this plan at least every two (2) years or after activation of the plan.
- c) The LEOCon will conduct an annual exercise to test the plan.

PART 3

PREVENTION

14. GENERAL

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

14.1 To facilitate co-ordination of Prevention and Mitigation measures, the agencies, organisations and/or committees with responsibilities have provided the following details of the strategies they implement:-

Hazard	Agency/Committee Responsible	Mitigation/Prevention Strategies
Animal & Plant Disease	NSW Dept of Primary Industries	<ul style="list-style-type: none"> - Surveillance by NSW Dept of Primary Industries through Australian Quarantine Inspection Service. - Training of NSW Dept of Primary Industries staff in detection of diseases.
Grass or Rural Fires	Local Government Councils Bush Fire Management Committees & Regional Fire Associations Fire Agencies - Rural Fire Services, NSW Fire Brigades, National Parks and Wildlife Service and Forestry Commission.	<ul style="list-style-type: none"> - Requires landowners to clear firebreaks & remove fire hazards. - Regulate burning off. - Regulate property development & building construction through LEPs & DCPs. - Co-ordinate bush fire fuel management strategies - Implement bush fire fuel management programs.
Communication of Disease (Human ie influenza , epidemic	NSW Health	<ul style="list-style-type: none"> - Surveillance by NSW Health - Training NSW Health staff in detection of diseases - Preparation of management plans by NSW Health and its liaison with Federal Government.
Explosion	Australian Federal Police	Public Education
Industrial Commercial eg shopping centres hospitals	Local Government Councils	Regulation – property development and building construction through LEPs and DCPs.
Flood Riverine	Local Government Councils NSW Office of Public Works and Services Dept of Water and Energy	<ul style="list-style-type: none"> - Regulate property development & building construction through LEPs & DCPS. - Development & maintenance of flood mitigation works. - Preparation of floodplain management plans - Preparation of mitigation schemes and floodplain management plans

City of Blacktown Local Disaster Plan

Flood - Dam Failure	Dept of Water and Energy and Sydney Water	- Upgrading safety standards - Advising SES re the need to develop dam failure plans
Hazardous Materials Accidents	Dept of the Environment and Climate Change WorkCover Authority	- Regulate the transport of dangerous goods. - Assist industry with the development of safe handling and response procedures. - Regulate the production & storage of dangerous goods
Infrastructure Failure (loss of communication, power, gas, water and sewerage).	Relevant Utility organizations	- Preparation of Mitigation Plans by relevant organizations.
Storm, Tornado, Gales	State Emergency Service	Public Education

PART 4

PREPARATION

15. WARNING

- a) The responsible Combat Agency or Control Authority will advise the LEOCon of any event that has the potential to escalate into an emergency, or which may require the support of additional resources.
- b) The LEOCon will advise neighbouring areas, the DEOCon Emergency Services and Functional Area Groups will be advised either to provide additional support or for information only.
- c) Warnings to the public will be drafted, authorised and released by the person or Agency responsible for the incident, in accordance with normal operating procedures.
- d) Advice and Warnings to the public will normally be disseminated by Radio and Television broadcasts. The use of the STANDARD EMERGENCY WARNING SIGNAL should be considered for warning messages.
- e) In the event that electronic broadcast information is unlikely to be effective (eg, during electricity supply failures, in cases where total and immediate evacuation is needed, etc) it may be necessary to augment radio and television warnings by :
 - i) Using Public Address systems / loudhailers fitted to/used from emergency services vehicles
 - ii) Conducting door knocks.
 - iii) Arrangements for elderly and infirm residents
- f) If evacuation is ordered, the Combat Agency should arrange for a check of the area to ensure evacuation has been effective.
- g) If evacuation is ordered, arrangements must be made promptly for securing the perimeter and for controlling access.

15. WARNING (Cont)

h. The following classes of person have the authority to order evacuation:

ACT	SECT	SITUATION	AUTHORISED PERSON	PROVISION
Police Act 1990	6 (3b)	Any actual or imminent emergency	Police Sergeant or higher	Threat by an actual or imminent emergency
State Emergency and Rescue Management Act 1989	60L	Any actual or imminent emergency	Police Sergeant or higher	Threat by an actual or imminent emergency
State Emergency and Rescue Management Act 1989	37	Any actual or imminent emergency	Emergency Services Officer	If directed authorised by the Minister
Fire Brigades Act 1989	19	FIRE in Fire District	OiC at a fire	Remove persons interfering with the work of the Fire Brigade
Rural Fires Act 1997	22(1)	FIRE in Rural Fire District	Brigade & Group Captains and their deputies in their absence	
State Emergency Service Act 1989	22	FLOODS, STORM AND TSUNAMI	Emergency Officer (includes all SES Controllers)	If authorised by Director General of SES
State Emergency Service Act 1989	22	NO COMBAT AGENCY IDENTIFIED	Emergency Officer (includes all SES Controllers)	Only if directed by SEONCon.

In the event of an emergency impacting upon or affecting more than one LGA, the LEOCon will communicate with the DEOCon for approval before any public comment is made.

- i) No information is to be released to the media nor to outside organisations or individuals without prior authorisation from the Controller.
- j) In the case where more than one agency is operating, all media releases are to be coordinated by the combat agency having the prime or legal responsibility, or by the LEOCon, in order to ensure consistency of information.

PART 5

RESPONSE

16. ACTIVATION

- a) This plan may be initiated by the LEOCon when there is either a need to monitor an imminent emergency or : -
 - i) An incident being responded to by a combat agency escalates to an emergency
 - ii) A Bush Fire Emergency is declared under Section 44 of the Rural Fires Act 1997
 - iii) The procedures in the Blacktown Local Flood Plan are activated
 - iv) As requested by a combat agency
 - v) As directed by the DEOCon.
- b) The arrangements in this plan will apply during operations whether under the control of the LEOCon or the head of a combat agency.
- c) This plan does not need to be initiated for combat agencies to respond to incidents.
- d) Appropriate aspects of this plan may be initiated for floods, storms, tempests, and bush fire emergencies, including the co-ordination of evacuations and the welfare of affected communities.

17. STAGES OF ACTIVATION FOR OPERATIONS

*The stages outlined below are the **expected** phases of development for a large emergency operation. In practice, the duration of each phase might vary from minutes to days, depending on circumstances.*

PHASE	ACTION
ALERT	<p>LEOCon, or delegate, receives advice from Combat Agency or Warning Agency that an operation could escalate</p> <p>LEOCon informs as appropriate: Combat and Functional Areas; LEMO; and DEOCon.</p>
STAND BY	<p>Combat Agency advises LEOCon that assistance under the DISPLAN might be required.</p> <p>LEOCon: initiates DISPLAN; raises LEOC to minimum staff level; informs Combat and Functional Area to place Unit(s) on standby; and briefs DEOCon on situation. LO's report to LEOC if required by the LEOCon.</p>
CALL OUT	<p>Control Authority advises LEOCon that assistance is required.</p> <p>LEOCon: escalates LEOC to required staff level; activates Combat and Functional Areas liaises with DEOCon as required. LO's advise respective Agencies to respond as per the appropriate sub-plan.</p>
STAND DOWN and DEBRIEF	<p>Control Authority advises LEOCon that assistance is no longer required.</p> <p>LEOCon: advises LO's and arranges for debriefing. advises DEOCon Combat and Functional Area personnel complete final tasks, conduct their own debriefings and stand down.</p> <p>Final reports completed and distributed by agencies in accordance with SO's and SOP's.</p> <p>LEOCon conducts debriefing.</p> <p>LEMC to conduct review of the DISPLAN in the light of the recent Operational Activity.</p>

18. CONTROL

- 18.1 The Local Emergency Operations Controller (LEOCon) for the Blacktown City Local Government Area is appointed by the DEOCON.
- 18.2 The Local Emergency Operations Centre for operations across the whole of the LGA is in the Blacktown State Emergency Service Unit Headquarters – Old Church Lane, Prospect.

19. FUNCTIONAL AREA CO-ORDINATION CENTRES

See Disaster Welfare Services supporting plan.

- 19.1 Refer annexure C

20. OPERATIONS CONTROLLED BY COMBAT AGENCIES AND SUPPORTED BY THE LEOCon

- 20.1 Combat Agency Controller may request additional support through the LEOCon.
- 20.2 Such additional resources may be assembled at places indicated as rendezvous points within the LGA. To assist in the identification of such suitable places, the LEMO will provide Combat Agencies with a map of the City indicating Council and other areas which could be suitable for such purposes.

21. EMERGENCY OPERATIONS

- 21.1 The LEOCon will, unless otherwise directed by the State Emergency Operations Controller, control emergencies where no other agency has lawful authority.
- 21.2 The LEOCon will not normally assume control of an operation from a combat agency unless the situation can no longer be contained and only after agreement with the head of that combat agency.
- 21.3 See annexure D for Concept of Emergency Operations.

22. COMMUNICATIONS

- 22.1 The normal means of communication will be the Public Switched Telephone Network (Telecom) system.
- 22.2 Requests for additional communications resources beyond that listed above will be requested through the LEOC.

23. LIAISON & LIAISON OFFICERS (L.O.s)

23.1 Liaison Officers (L.O.s) are to be appointed by Police, Emergency Services and Functional Area Groups.

23.2 For operations controlled by the LEOCon, Emergency Services L.O.s and Functional Area Liaison Officers are to attend the LEOC if required by the LEOCon.

23.3 L.O.s will advise the appropriate Controller on the status of their organisation, including resources. They must have the authority to deploy the resources of their parent organisations at the request of the Controller.

24. LOGISTIC SUPPORT

24.1 Whenever possible, normal procedures are to be used for the acquisition of goods and services.

24.2 Council resources are available and will be coordinated by the Council L.O.

24.3 Combat agencies are responsible for their own logistic support. Should they require assistance, it may be coordinated by the LEOCon.

24.4 Each Emergency Service and Functional Area Group will maintain a regularly updated Local Resource Register appropriate to its functions.

24.5 All offers of assistance are to be directed to the Combat Agency Controller or LEOCon as appropriate.

25. EMERGENCY FUNDING

25.1 Combat Agencies and the Disaster Welfare Service have their own systems for emergency funding, and are to use them.

25.2 Other Departments, Authorities and Organisations, including those within Functional Area Groups are to meet the costs of the support they provide.

25.3 Subsequent cost recovery is subject to approach to the NSW State Government by the organisation incurring the expense.

26. EVACUATION

Unless other provisions are contained in specific local plans, the following will apply:

- 26.1** The Controller responsible at the time, after appropriate consultation, will determine the need for evacuation and a suitable evacuation centre will be selected from the list at Annexure B.
- 26.2** Police, if requested by the Combat Agency Controller or the LEOCon, will conduct the evacuation of persons to the chosen evacuation centre and co-ordinate disaster victim registration.
- 26.3** The authority initiating the evacuation will determine, in consultation with the LEOCon/Combat Agency, when return of evacuees is possible.

27. ALL CLEAR

- 27.1** When the immediate danger to life and property has passed the Controller responsible at that time, will issue an "All Clear" message signifying that response operations have been essentially completed.
- 27.2** This message will be distributed in the same way as the earlier Evacuation Warnings and will advise details of arrangements for residents to return to their homes where this is possible or indicate what longer term arrangements have been made for those unable to do so.
- 27.3** This message will also be communicated to Higher, Lower and Associated Operations Centres.

28. STAND DOWN

- 28.1** This activity may be complicated somewhat by the need to stage the cessation of certain activities (eg, withdrawal of perimeter security for evacuated areas should not be permitted until most residents have reoccupied their homes) and the continuation of some recovery activity long after response activity has effectively ceased.
- 28.2** The Controller responsible at that time will determine which Combat Agency and Functional Area activities have been completed and which resources are no longer required. Organisations no longer needed will then be stood down, and appropriate notifications will be made.
- 28.3** Agencies and members of Functional Area involved in a Response or Recovery Operation will not stand down without the approval of the Controller responsible at that time.

29. DEBRIEFS

- 29.1** As soon as practical after an emergency operation, each involved Emergency Service and Functional Area will conduct its own operational debrief
- 29.2** Following these individual debriefs, the LEOCon if responsible for control of the operation will conduct a general combined operational debrief to include representatives of each involved Emergency Service and Functional Area and such other Organisations as the LEOCon considers appropriate.
- 29.3** A general debrief report on the conduct of all emergency operations will be prepared by the LEMO and provided to the LEMC, LEOCon, DEOCon, DEMO and all Emergency Service Organisations and Functional Area involved.
- 29.4** The debrief report will be used by the LEMC to review the Local Displan.

PART 6

RECOVERY

30. GENERAL

- 30.1** There is no clear delineation between Response and Recovery operations and immediate recovery measures are undertaken during the Response phase.
- 30.2** As early as possible during an emergency, the emergency management structure commences recovery operations to assist victims and restore local community services.
- 30.3** Whilst local government authorities expect to retain significant responsibility for this, they may require significant support, particularly with respect to the overall co-ordination of recovery operations.

31. PLANNING FOR RECOVERY ACTIVITY

Planning for the types of activity likely to be needed in response to identified significant risks is a valid function of the LEMC's Recovery Planning Sub-Committee and will be an ongoing project, overseen by the Chairman of the LEMC.

32. PLANNING OF SPECIFIC RECOVERY OPERATIONS

It is essential that the need for specific recovery operations is assessed and planned during the earliest stages of an emergency response operation. The appropriate Controller is responsible for ensuring that this occurs.

33. CO-ORDINATION

Controllers and Co-ordinators

- 33.1** In Combat Agency-controlled operations, Combat Agency Controllers are to note any specific needs for recovery activity that come to their attention, and they are to be prepared to assist in recovery activity appropriate to their expertise/ capabilities, especially where there is significant delay in mobilising the Local Recovery Co-ordinating Committee, (LRCC) bearing in mind their primary roles. Such needs and activities are to be reported to the LRCC promptly.

- 33.2** In LEOCon-supported and LEOCon-controlled operations, Combat Agency Commanders and Functional Area Co-coordinators are to note and report to the LRCC any specific needs for recovery activity that come to their attention, assist the Local Emergency Operations Controller in determining overall requirements, and be prepared to assist in recovery activity appropriate to their expertise/capabilities and primary responsibilities.

Local Recovery Co-ordinating Committee

- 33.3** If recovery operations are necessary, the LEOCon is responsible for the formation of a Recovery Coordinating Committee. Blacktown City Council has indicated that the Director, Community and Recreation Services will act as the Recovery Co-ordinator.
- 33.4** The Recovery Co-ordinating Committee will include representatives of external agencies, all appropriate combat agencies, functional area groups and other agencies (including Commonwealth Departments) which have identified roles.
- 33.5** The Recovery Co-ordinating Committee will meet initially on a daily basis and possibly less frequently as Recovery operations proceed.
- 33.6** The Recovery Co-ordinating Committee is to establish:
- a) the scope for recovery measures including the requirement for Government funding;
 - b) the need for a 'state of emergency' under the State Emergency & Rescue Management Act to be declared, continued or extended;
 - c) the need for a 'disaster' under the Community Welfare Act to be declared;
 - d) arrangements for establishment and operation of public appeal funds;
 - e) methods to obtain additional information on recovery requirements; and
 - f) the potential capability of the community to implement recovery measures themselves, and the need for subsequent support to and co-ordination of these measures.
- 33.7** Based on this information, the Recovery Co-ordinating Committee is to prepare a plan for recovery operations which is to include:
- a) tasks and responsibilities of participating organisations;
 - b) co-ordination and control arrangements;
 - c) procedures and responsibilities 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.

33.8 The Recovery Plan is to be implemented at the direction of the Chairman of the Recovery Co-ordinating Committee in consultation with the appropriate Combat Agency Controller or the LEOCon, as appropriate.

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

33.10 When the Chairman of the Recovery Co-ordinating Committee is satisfied that recovery from the emergency has been substantially affected, he 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 co-ordinators 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.

33.11 At the conclusion of the recovery period, the Chairman of the Recovery Co-ordinating 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 Co-ordinating Committee if established), a recommendation on the need for longer term reconstruction/rehabilitation operations. This includes a statement of outstanding relief measures that need to continue or be implemented by Government Departments or statutory authorities.

34. APPOINTMENT OF A SPECIAL RECOVERY CO-ORDINATOR

In the event that the Local Recovery Co-ordinating Committee needs significant assistance to be able to co-ordinate appropriate recovery operations, the State Disasters Council may recommend the appointment of a Special Recovery Co-ordinator.

35. DISASTER RELIEF FUNDING MEASURES

Emergency financial assistance to victims of emergencies is co-ordinated by the Welfare Services. Details are contained in the State Disaster Welfare Plan.

Annexure A	Map of City Area	Confidential
Annexure B	List of Evacuation Centres	Confidential
Annexure C	Emergency Operations Centre	Confidential