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**HORNSBY KU-RING-GAI
LOCAL EMERGENCY MANAGEMENT COMMITTEE**

**HORNSBY KU-RING-GAI
LOCAL DISASTER PLAN
(DISPLAN)**

An approved plan under the provisions of the
STATE EMERGENCY AND RESCUE MANAGEMENT ACT 1989

Issued : August 2008

HORNSBY KU-RING-GAI LOCAL DISASTER PLAN (DISPLAN)

AUTHORITY

The Hornsby Ku-ring-gai Local Disaster Plan (DISPLAN) has been prepared by the Hornsby Ku-ring-gai Local Emergency Management Committee in accordance with the State Emergency and Rescue Management Act, 1989.

APPROVED


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Hornsby Ku-ring-gai Local
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Dated: *12/18/08*


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Dated: *12 AUGUST 2008*

ENDORSED


D Clifford

Chair
Sydney North District Emergency Management Committee

Dated: *26th AUGUST 2008*

HORNSBY KU-RING-GAI LOCAL DISASTER PLAN (DISPLAN)

AMENDMENTS

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

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PYMBLE NSW 2073

Amendments detailed in the under-mentioned amendment lists have been inserted in this copy of the DISPLAN.

AMENDMENT		ENTERED BY	
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No. 2	April 1997	Incorporated	
No. 3	July 1998		
No. 4	January 2003		
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AMENDMENT LIST

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No. 3	July 1998	Complete reprint
No. 4	January 2003	Complete reprint
No. 5	August 2008	

HORNSBY KU-RING-GAI LOCAL DISASTER PLAN (DISPLAN)

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FOREWORD

The State Emergency and Rescue Management Act was assented to on 14 December 1989 and the provisions relating to Local Government and emergency management at the local level were proclaimed to commence on 1 December 1990. The Act required councils to establish a Local Emergency Management Committee with responsibility for preparing plans in relation to the prevention of, preparation for, response to and recovery from emergencies in their areas.

A devastating storm swept across the Northern Suburbs of Sydney on the late afternoon of 21 January 1991. Whilst a Disaster Plan had not been prepared at that time for either Hornsby or Ku-ring-gai, the event highlighted the need to proceed with the emergency planning process. Each Council subsequently had a DISPLAN approved and these were issued in early 1993.

In January 1994, both Hornsby and Ku-ring-gai were severely affected by several of the fires which ringed Sydney for a number of weeks.

With the experience gained from managing these two major emergencies, it became obvious that prolonged emergency operations imposed a great strain on the manpower resources of the two Councils and those supporting agencies servicing the two Committees and the local communities. A Working Party was established by the Chairman of the Sydney North District Emergency Management Committee to consider the matter and recommend a course of action.

The Working Party subsequently recommended to both councils that they combine their emergency management arrangements as provided in section 27 of the Act. Both Councils accepted the recommendations and the Minister for Emergency Services approved the arrangements in September 1995.

This written plan is one of the outcomes of the planning process and is, in effect, a formal record of the commitments made by the various organisations involved in emergency management in the combined local government areas.

This DISPLAN is prepared primarily for the use of those persons and organisations likely to be involved in managing an emergency. Each organisation has participated in the preparation and has committed itself to the obligations in it.

DEFINITIONS

Note: The definitions used in this plan are sourced from the State Emergency and Rescue Management Act, 1989 (as amended), Fire Brigades (Hazardous Materials) Amendment Act, 1993, Hazardous Materials Major Incident and Emergency Sub-Plan (HAZMAT PLAN) – dated 1 December), COAG Review into Natural Disasters in Australia, Community Welfare Act 1987, SES Act, Fire Brigades Act 1989 and The NSW State Disaster Plan. 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

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

Agency

Means a government agency or a non-government agency. (Source **SERM Act**).

Agency Controller

In this plan means the operational head of the agency, identified in this plan as the combat agency, who has command of the resources of the particular agency.

Casual Volunteer

Means a person who:

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

Civil Defence

Means the performance of some or all of the 15 humanitarian tasks intended to protect the civilian population against the dangers and to help to recover from the immediate effects of hostilities, and also to provide the necessary conditions for its survival. (Source: Contained in Article 61 of Protocol 1 (1977) additional to the 1949 Geneva Convention).

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 agency, who has operational control of the resources of the particular combat agency.

Command

In this plan means the direction of members and resources of an agency/organisation in the performance of the agency/organisation's roles and tasks. Authority to command is established by legislation or by agreement with the agency/organisation. **Command relates to agencies/organisations only and operates vertically within the agency/organisation.**

Community Relations Crisis

In this plan means incidents or emergencies affecting community relations as determined by the Chairperson of the Community Relations Commission in consultation with Community Leaders and Chief Executive Officers of the Community Relations Crisis Management Standing Committee, or as directed by the Premier.

Concept of Operations

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

Control

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

Co-ordination

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

Means a state, district or local disaster plan. The object of Displan is to ensure the co-ordinated preparation for, response to and recovery from emergencies by all agencies having responsibilities and functions in emergencies. (Source: **SERM Act**).

District

In this plan means the Sydney North Emergency Management District, including parts of the North West Metropolitan Regions, incorporating the local government areas of Hornsby, Hunters Hill, Ku-ring-gai, Lane Cove, Manly, Pittwater, Ryde, Warringah and Willoughby.

District Emergency Management Committee (DEMC)

In this plan, means the Committee, constituted under the Act, which is responsible for the preparation and maintenance of plans in relation to the prevention of, preparation for, response to and recovery from emergencies in the District, including the District Disaster Plan. DISPLAN. In the exercise of its functions, this committee is responsible to the State Emergency Management Committee.

District Emergency Operations Centre

In this plan, means the centre established and controlled by the DEOCON at the District level for the purposes of conduction operations.

District Emergency Operations Controller

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

Emergency

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

- (a) endangers or threatens to endanger the safety or health of persons or animals in the State; or
- (b) destroys or damages, or threatens to destroy or damage, any property in the State; **being an emergency which requires a significant and co-ordinated response.**

For the purposes of the definition of emergency, property in the State includes any part of the environment of the State. Accordingly, a reference in the Act to:

- (a) threats or danger to property includes a reference to threats or danger to the environment, and
- (b) the protection of property includes a reference to the protection of the environment.'

(Source: **SERM Act**).

Emergency Officer

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

Emergency Operations Centre (EOC)

Means a facility, established at State (SEOC), District (DEOC) or Local (LEOC) level as a centre of communication and as a centre for the co-ordination of operations and support during an emergency. (Source: **SERM Act**).

Emergency Risk Management

In this plan means the process approved by the State Emergency Management Committee and published in the NSW Implementation Guide for Emergency Management Committees.

Emergency Services Officer

Means a Police Officer, an officer of the NSW Fire Brigade of or above the position of Station Commander, an officer of the State Emergency Service of or above the position of Unit Controller, or a divisional executive officer or the Director of that Service, a member of the Rural Fire Service of or above the position of Deputy Captain, or a District Emergency Management Officer. (Source: **SERM Act**).

Emergency Services Organisation

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

Essential Services

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

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

Evacuation/Assembly Centre

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

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

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

Functional Area Co-ordinator

In this plan means the nominated co-ordinator 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.

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 NSW Police Force;
- (d) A local government council or other local authority; or
- (e) A member or officer of an agency referred to in paragraphs (a) – (d) or any other person in the service of the Crown who has statutory functions, other than:
 - (i) the Governor, the Lieutenant-Governor or the Administrator of the State;
 - (ii) a Minister of the Crown;
 - (iii) a Member of the Legislative Council or Legislative Assembly or an officer of that Council or Assembly; or
 - (iv) a judicial officer. (Source: **SERM Act**).

Hazard

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

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 Materials Incident

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

Incident

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

Incident Control System (ICS)

Means an operations management system using common language and procedures that allows agencies to retain their own command structure. The key principles are management by objectives and span of control using key functions of Control, Operations, Planning and Logistics.

Liaison Officer (LO)

In this plan means the person, nominated or appointed by an organisation or functional area, to represent that organisation or functional area at a control centre, emergency operations centre, co-ordination 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.

Local Area

In this plan means the combined local government areas of Hornsby and Ku-ring-gai, the councils of which have agreed, with the approval of the Minister, to combine a Local Government area within the meaning of the Local Government Act, 1993, or combination of Local Government areas referred to in Section 27 of the Act.

Local Emergency Management Committee (LEMC)

Means the Committee constituted under the State Emergency and Rescue Management Act, 1989 (as amended), for each local government area, and is responsible for the

preparation of plans in relation to the prevention of, preparation for, response to and recovery from emergencies in the local government area (Local DISPLAN) for which it is constituted. In the exercise of its functions, any such Committee is responsible to the relevant District Emergency Management Committee. (Source: **SERM Act**).

Local Emergency Management Officer (LEMO)

Means the persons appointed by each of Ku-ring-gai and Hornsby Councils under the provisions of the State Emergency and Rescue Management Act, to provide executive support to a LEOCON and a LEMC. The role is to be shared by the persons nominated by the two councils.

Local Emergency Operations Controller (LEOCON)

Means a Police Officer stationed within the North Shore Local Area, appointed by the DEOCON to be responsible for controlling the allocation of resources in response to an emergency in the Hornsby/Ku-ring-gai area, and is responsible to the DEOCON.

Logistics

In this plan means the range of operational activities concerned with supply, handling, transportation, and distribution of materials. Also applicable to the transportation of people.

Major Incident

In this plan means those events which require not only the local resources but a degree of assistance or resource support from outside the immediate area. Major incidents are single agency support operations, which remain under the operational control of the responsible combat agency. The co-ordination of the external support requirements can be managed by the combat agency if that support has been previously identified and reflected in agency plans, or by the Local Emergency Operations Controller operating the Emergency Operations Centre.

Marshalling Area

Means an area in which resources from outside the Local Area may either assemble prior to allocation of tasks, or establish a mobile headquarters remote from the Local Emergency Operations Centre.

Minister

Means the Minister for Emergency Services.

Mitigation

Means measures taken in advance of, or after, a disaster aimed at decreasing or eliminating its impact on society and environment. (Source: COAG Review into Natural Disasters in Australia, August 2002).

Natural Disaster

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

surge; landslide; tsunami; meteorite strike; or tornado. (Source: COAG Review into Natural Disasters in Australia, August 2002).

New Government Agency

Means a voluntary organisation or any other private individual or body, other than a government agency. (Source: **SERM Act**).

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 or Functional Area Co-ordinators, or have acknowledged to the State 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 Co-ordinator of a Functional Area, with the levels of resources or support as appropriate to the emergency operation.

Plan

In this plan means a step by step sequence for the conduct of a single or series of connected emergency operations to be carried out simultaneously or in succession. It is usually based responsibilities, functions, actions and management arrangements. The designation 'plan' is usually used in preparing for emergency operations well in advance. A plan may be put into effect at a prescribed time, or on signal, and then becomes the basis of the emergency operation order for that emergency operation.

Preparation

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

Prevention

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

Public Awareness

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

Recovery

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

Relief

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

Rescue

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

Rescue Unit

Means an accredited unit (comprising a group of persons) which carried out rescue operations for the protection of the public or a section of the public. (Source: **SERM Act**).

Response

In relation to an emergency includes the process of combating an emergency and of providing immediate relief for persons affected by an emergency. (Source: **SERM Act**).

Risk

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

Risk Assessment

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

Risk Management

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

Roads Authority

Means officers of the Road and Traffic Authority and Council authorised under the Roads Act 1993.

Site Control

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

Site Controller

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

State Disasters Council

Means the council established by the State Emergency and Rescue Management Act, 1989 (as amended), to advise the Minister on all matters relating to the prevention of, preparation for, response to and recovery from emergencies (including the co-ordination of the activities of government and non-government agencies in connection with those matters).

State Emergency Management Committee

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

State Emergency Management Structure

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

State Emergency Operations Controller (SEOCON)

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

State Emergency Operations Centre (SEOC)

Means the centre established and controlled by the SEOCON at the State level for the purposes of conducting operations.

State Emergency Management Committee (SEMC)

Means the principal committee established by the Act for the purposes of emergency management, particularly planning at the State level.

State of Emergency

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

NOTE:

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

Sydney Waters

As defined in Section 3(1) of the Marine Pollution Act 1987 means:

- (a) The territorial sea adjacent to the State;
- (b) The sea on the landward side of the territorial sea adjacent to the State that is not within the limits of the State;
- (c) Other waters within the limits of the State prescribed by the regulations for the purpose of this definition.

The State Waters consist of the territorial sea (from low water mark seaward for 3 nautical miles) and the following bays and rivers:

- (i) Sydney Harbour
- (ii) Botany Bay
- (iii) Port Kembla
- (iv) Coffs Harbour
- (v) Twofold Bay
- (vi) Part of the Clarence River
- (vii) Part of the Hunter River

Sub Plan

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

Supporting Organisation

In this plan means the Government Departments, statutory authorities, volunteer organisations and other specialist agencies who have indicated a willingness to participate and provide specialist support resources to a combat agency Controller or Functional Area Co-ordinator during emergency operations.

Supporting Plan

In this plan means a plan prepared by an agency/organisation or functional area, which describes the support which is to be provided to the controlling or co-ordinating authority during emergency operations. It is an action plan which describes how the agency/organisation or functional area is to be co-ordinated in order to fulfil the roles and responsibilities allocated.

Terrorist Act

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

Victim

Means a sufferer from any destructive, injurious, or adverse action or agency [Macquarie Dictionary – Second Edition]. In this plan it means a person adversely affected by an emergency.

Vulnerability

The degree of susceptibility and resilience of the community and environment to hazards. (Source: COAG Review into Natural Disasters in Australia, August 2002).

Warning Agency

In this plan means the person, agency, or organisation which provides initial advice of the existence of an actual or imminent incident/emergency.

Welfare Centre

Means a centre/facility to which evacuees may be directed or taken and cared for during an extended evacuation.

Welfare Services

Means the services provided to assist in the relief of personal hardship and distress to individuals, families and communities who are the victims of an emergency (Source: Community Welfare Act 1987).

ABBREVIATIONS

ADF	Australian Defence Force
ASNSW	Ambulance Service of New South Wales
AVCG	Australian Volunteer Cast Guard
CREST	Citizens Radio Emergency Service Team
DACC	Defence Assistance to the Civil Community
DCP	Development Control Plan
DEMCC	District Emergency Management Committee
DEMO	District Emergency Management Officer
DEOC	District Emergency Operations Centre
DEOCON	District Emergency Operations Controller
DEFAC	District Engineering Services Functional Area Co-ordinator
DFACC	Defence Force Assistance to the Civil Community
DFACP	Defence Force Aid to the Civil Power
DISPLAN	Disaster Plan
DOCS	Department of Community Services
EMA	Emergency Management Australia
EOC	Emergency Operations Centre
EPA	Environment Protection Authority
HAZMAT	Hazardous Material
LEMC	Local Emergency Management Committee
LEMO	Local Emergency Management Officer
LEOC	Local Emergency Operations Centre
LEOCON	Local Emergency Operations Controller
LESFAC	Local Engineering Services Functional Area Co-ordinator
LO	Liaison Officer
LEP	Local Environmental Plan
MARDAP	Marine Disaster Plan for Port Jackson
NSWFB	New South Wales fire Brigade
RFS	Rural Fire Service
RTA	Roads and Traffic Authority
RAAF	Royal Australian Air Force
RVCP	Royal Volunteer Coastal patrol
SEMC	State Emergency Management Committee
SEOC	State Emergency Operations Centre
SEOCON	State Emergency Operations Controller
SES	State Emergency Service
SITREP	Situation Report
SO	Standing Order
SOP	Standing Operating Procedure
SRA	State Rail Authority
UBD	Universal Business Directory – Sydney
VRA	Volunteer Rescue Association
WICEN	Wireless Institute Civil Emergency Network
WIRES	Wildlife Information and Rescue Service

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PART 1

INTRODUCTION

LEGISLATIVE BASIS

101. 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.
102. Whenever the resources of a combat agency are insufficient to effectively deal with the response to or recovery from a co-ordinated 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 co-ordination of emergency preparedness, response to, and recovery operations.

AIM

103. The aim of the Local Disaster Plan (DISPLAN) is to detail emergency preparedness, response to and recovery arrangements for the Hornsby and Ku-ring-gai Local Government areas and to ensure the co-ordinated to emergencies by all agencies having responsibilities and functions in emergencies.

PURPOSE

104. The Local Displan has been prepared to co-ordinate the emergency management measures necessary at local level when an emergency occurs. It is active at all times, and the arrangements herein apply permanently.
- (a) Identifying, prevention and mitigation strategies.
 - (b) Incidents controlled by combat agencies and supported by the Local Emergency Operations Controller.
 - (c) Incidents where a combat agency has passed control to the Local Emergency Operations Controller.
 - (d) Emergency operations for which there is no combat agency, and
 - (e) Providing assistance to the other emergency management areas.
 - (f) Emergencies as described in the Act.
 - (g) Assisting as directed by DEOCON and SEOCON.
105. This Plan is based on the assumptions that:
- (a) each Agency with a role has established appropriate operational procedures in response to that Agency's responsibilities in this Plan and that those procedures are tested and maintained;
 - (b) the resources upon which this Plan relies are available when required; and
 - (c) the Emergency Risk Management Process is to be used as the basis for emergency planning in NSW. This methodical approach to the planning process is to be applied by emergency management committees at all levels.

OBJECTIVES

106. 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 Areas roles and responsibilities in preparation for, response to and recovery from emergencies;
- (c) set out the control, co-ordination and liaison arrangements at Local level;
- (d) Detail activation and alerting arrangements for involved agencies;
- (e) Detail arrangements for the acquisition and co-ordination of resources;
- (f) Detail public warning systems and responsibility for implementation;
- (g) Detail public information arrangements and public education responsibilities;
- (h) Detail arrangements for reporting before, during and after an operation, including:
 - (i) information and intelligence flow during an incident or emergency;
 - (ii) arrangements for LEOCON reporting to the DEOCON;
 - (iii) responsibilities for the preparation of post emergency reports; and
- (i) Detail arrangements for the review, testing, evaluation and maintenance of this plan.

SCOPE

- 107. The Plan describes the arrangements at the Local level to effectively and efficiently prevent, prepare for, respond to and recover from emergencies and also provides policy direction for the preparation of Local Sub-Plans and Supporting Plans.
- 108. Arrangements detailed in this Plan are based on the assumption that the resources upon which the Plan rely are available when required.
- 109. The effectiveness of arrangements detailed in this Plan are dependant upon all involved agencies preparing, testing and maintaining appropriate internal instructions, SOP's and/or contingency plans.
- 110. This plan provides for the mobilisation of all agencies and all resources available within the emergency management structure for the conduct of emergency preparedness, response and recovery operations, no matter what the cause, including emergencies caused as a result of a terrorist act.
- 111. **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. Prevention (mitigation) measures are designed to avoid or reduce the consequences of emergencies on the community. Emergency Management Committees at all levels are responsible, using the Risk Management process, to identify prevention or mitigation options, to refer these options and recommendations to the appropriate agency, and to monitor the outcomes.
- 112. **Preparation** – in relation to an emergency includes arrangements or plans to deal with an emergency or the effects of an emergency. In addition to providing the framework for emergency planning at State level, DISPLAN also provides policy direction for District and Local Disaster Plans (DISPLANS), which are to be developed to provide for the mobilisation of the emergency management structure and resources at those levels.
- 113. **Response** – in relation to an emergency includes the process of combating an emergency and of providing immediate relief for persons affected by an emergency. The aim of response operations is to save lives, protect property and render an affected area safe.

114. **Recovery** – in relation to an emergency includes the process of returning an affected community to its proper level of functioning. Initially recovery operations aim to satisfy personal and community needs, and to restore services to the level where the continuing process can be managed by local government and the normal responsible agencies. It includes both human services and physical restoration.
115. **Long Term Recovery/Reconstruction** – Long term recovery, reconstruction or rehabilitation measures are the subject of separate arrangements. In the event that long term recovery and reconstruction are going to be needed, State Emergency Operations Controller (SEOCN) and the State Emergency Management Committee (SEMC) may recommend to the Minister or Premier the formation of a Special Recovery Co-ordinating Committee to co-ordinate long term recovery planning and co-ordination.

PRINCIPLES

116. The following principles are applied in this plan:
- (a) **Responsibility for preparedness, response and recovery rest initially at Local level.** If Local agencies and available resources cannot cope they are augmented by those at District level. Finally, resources and support, co-ordinated from the State, and possibly resources provided from the Commonwealth and other States and Territories, are used.
 - (b) **Control/Co-ordination of emergency response and recovery operations is conducted at the lowest effective level.**
 - (c) Designated combat agencies may deploy additional resources from their own services **from outside the affected Local Area or District if they are needed to conduct single service operations.**
 - (d) During an operation which is the legal responsibility of a designated combat agency, the Emergency Operations Controller is responsible, when so requested by that combat agency, to co-ordinate the provision of support resources through the Emergency Operations Centre. The Emergency Operations Controller is responsive to the requirements of the Controller of the combat agency. **Emergency Operations Controllers would not normally assume control of an operation from a designated combat agency unless the situation can no longer be contained and a change of control is likely to improve matters. In any case a change of control at any level can only occur after consultation between SEOCN and the State Controller of the combat agency, and agreement from the latter, or at the direction of the Minister.**
 - (e) Combat Agency Controllers at all levels are required to keep Emergency Operations Controllers advised of the situation during emergency operations which are their responsibility.
 - (f) In the event that an Emergency Operations Controller has assumed control of an operation which would normally be the responsibility of a combat agency, control should be passed to the combat agency as soon as the situation is stabilised and when the change of control will not adversely affect operations.
 - (g) Emergency Operations following a terrorist attack will be controlled by SEOCN.

(h) Prevention measures remain the responsibility of authorities/agencies charged by statute with the responsibility.

117. The area covered by this Plan is the areas of Hornsby Council and Ku-ring-gai Council. The (combined) area is about 586 square kilometres and the population is about 252,200 (2001 estimate). Maps of the area are at Annex A.

118. The Hornsby Council area is situated on the northern edge of the Sydney Metropolitan area and occupies an area, roughly triangular in shape. The southern apex of this triangle is at Eastwood. The northern boundary is defined by the lower reaches of the Hawkesbury River easterly from Wisemans Ferry to the western shores of Commodore Heights/West Head. The area varies from dense urban development in the south to rural bushland with National Parks, recreation areas and waterways in the north.

119. Within the Hornsby Council area, there are about 47,000 properties and a population of about 144,750 (2002 estimate) in the suburbs of:

Arcadia	Cowan	Middle Dural (part)
Asquith	Dangar Island	Milsons Passage
Beecroft	Dural (part)	Mount Colah
Berowra	Eastwood (part)	Mount Ku-ring-gai
Berowra Creek	Epping (part)	Normanhurst
Berowra Heights	Fiddletown	North Epping (part)
Berowra Waters	Forest Glen	Pennant Hills
Berrilee	Galston	Singletons Mill
Brooklyn	Glenhaven (part)	Thornleigh
Carlingford (part)	Glenorie (part)	Wahroonga (part)
Castle Hill (part)	Hornsby	Waitara
Canoelands	Hornsby Heights	Westleigh
Cheltenham	Lughtondale	West Pennant Hills (part)
Cherrybrook	Maroota (part)	Wiseman's Ferry (part)

120. The Ku-ring-gai Council area is situated between 9 and 19 km north-west of the Sydney Central Business District. Ku-ring-gai is primarily a residential area with a number of relatively small commercial areas. The residential area is bounded by Ku-ring-gai Chase National Park in the north, Garigal National Park in the east, and Lane Cove National Park in the south-west. There is no land within the Council area zoned for Heavy or Light Industrial purposes. However, an area zoned "Special Business" to the south-west of Pymble interchange caters for "light" industrial activities.

121. Within Ku-ring-gai, there are about 36,175 properties and a population of about 106,029 (30 June 2006 estimate) in the suburbs of:

East Lindfield	North Wahroonga	St Ives Chase
East Killara	Pymble	Turramurra
Gordon	Roseville Chase	Wahroonga (part)
Killara	Roseville (part)	Warrawee
Lindfield	South Turramurra	West Pymble
North Turramurra	St Ives	

WATERWAYS

122. The lower reaches of the Hawkesbury River and its tributaries (of which, the major ones are Berowra Creek and Cowan Creek) are Inland Waters and not State Waters (as defined in the Marine Pollution Act 1987).
123. The upper reaches of Middle Harbour are within the local government area of Warringah. The navigable waters of Middle Harbour are State Waters (as defined in the Marine Pollution Act 1987). Middle Harbour Creek, Rocky Creek, Gordon Creek and Moores Creek drain into Middle Harbour.

ADJOINING AREAS

124. The adjoining local government areas are shown on maps of the area in Annex A
125. The upper reaches of Middle Harbour (within the local government area of Warringah) are within the Sydney East Emergency Management District.

TRANSPORT ROUTES

126. The area is crossed (south to north) by the Main Northern Railway Line between Eastwood and the bridge over the Hawkesbury River at Brooklyn. Hornsby is the junction of the Main Northern Railway Line and the North Shore Railway Line which extends south-easterly through Roseville and then via Chatswood and the Harbour Bridge to the City. The Main Northern Line caters for suburban, inter-urban and country passenger and goods services. The North Shore Line caters for suburban passenger services, some of which extend to the Central Coast.
127. Pacific Highway and the Sydney-Newcastle Freeway (F3) form the main north-south road transport corridor serving the northern suburbs of Sydney and are part of Interstate Route 1 and Metroad 1. Pacific Highway north of Pearce's Corner is designated as Route 83.
128. Pennant Hills Road is the major road access south-westerly from its junction with Pacific Highway and the Sydney-Newcastle Freeway, at Pearce's Corner, to Carlingford and beyond. It is part of Cumberland Highway and Metroad 7 which form a major ring road around the Sydney metropolitan area.
129. The M2 Motorway between North Ryde and Seven Hills is part of Metroad 2 which is the principal access route from the City to the north-western suburbs. The section between Terrys Creek at North Epping and Pennant Hills Road at Carlingford is within the local government area of Hornsby. Beecroft Road / Epping Road (between Epping and Pennant Hills) and Castle Hill Road (between Thompsons Corner and Rogans Hill) are part of a subsidiary access route, parallel to the M2 Motorway, from the City to the north-western suburbs.
130. Old Northern Road forms most of the western common boundary with Baulkham Hills Council area and is the principal access route (designated as Route 36) between Rogans Hill and Wisemans Ferry. Castle Hill Road provides the connection to Pennant Hills Road at Thompsons Corner.
131. Mona Vale Road / Ryde Road is part of Metroad 3 which is the major ring road through the middle suburbs of the Sydney metropolitan area. This route has been designated in

HORNSBY KU-RING-GAI LOCAL DISASTER PLAN (DISPLAN)

the Sydney North District DISPLAN as the principal road link to the northern beaches area to be maintained in times of emergency.

132. Boundary Street, Roseville forms part of the southern common boundary with the City of Willoughby. It is the western end of the major access road (designated as Route 29) from Pacific Highway into the Warringah Council area and which crosses Middle Harbour by Roseville Bridge.
133. Approved routes for B-Doubles (as at October 2007) are shown in Table 1.1. Maps of routes are shown at Annex B.

TABLE 1.1 - B-DOUBLE ROUTES

Road	Starting Point	Finishing Point
Beaumont Road, Gundah Road, Mt Kuring-gai Blaxland Road	Pacific Highway south of Balaclava Road, Eastwood	Sundell Holden yard Epping Road, Epping
Boundary Road, New Line Road Boundary Street, Babbage Road Carlingford Road Castle Hill Road	Pennant Hills Road, Pennant Hills Pacific Highway, Roseville Beecroft Road, Epping Pennant Hills Road, West Pennant Hills	Old Northern Road, Round Corner east of Roseville Bridge Pennant Hills Road, Carlingford Old Northern Road, Castle Hill
Dartford Road, Sefton Road, Chilvers Road, Duffy Avenue, Thornleigh (Note: R turn only permitted from Pennant Hills Road)	Pennant Hills Road	Pennant Hills Road
Epping Road, Beecroft Road	Lane Cove	Pennant Hills Road, Beecroft
Galston Road, Mid Dural Road	Old Northern Road, Dural	Old Northern Road, Middle Dural
Lane Cove Road, Ryde Road, Mona Vale Road M2 Motorway	south of Epping Road, North Ryde North Ryde	east of Terrey Hills west of Pennant Hills Road, Carlingford
Old Northern Road, Dural	west of Castle Hill Road, Rogans Hill	Mid-Dural Road, Middle Dural
Pacific Highway, Sydney- Newcastle Freeway (F3) Pacific Highway, including link to Sydney-Newcastle Freeway (F3), Windybanks Interchange	south of Boundary Street, Roseville Beaumont Road, Mt Kuring-gai	Hawkesbury River bridge, Brooklyn Yallambee Road, Berowra
Pennant Hills Road Yallambee Road, Berowra Ku-ring-gai Chase Road, Mt Colah	Pacific Highway, Wahroonga Pacific Highway F3 off ramp	south of Carlingford Road, Carlingford Berowra Shell Self Service F3 on Ramp

EMERGENCY SERVICES

134. Emergency service organisations within the local area are located:

a. Ambulance Service

Ambulance Stations are located at:

- (1) Wahroonga; and
- (2) St Ives.

In addition, an Ambulance Station is located at Hawkesbury River at the northern end of the road bridge.

b. Rural Fire Service - Hornsby - Ku-ring-gai District

The District Office is located at Hornsby Heights.

Brigades are located at:

- (1) Arcadia;
- (2) Berowra;
- (3) Berowra Waters;
- (4) Brooklyn;
- (5) Canoelands;
- (6) Cherrybrook;
- (7) Cowan;
- (8) Dangar Island;
- (9) Dural;
- (10) Galston;
- (11) Hornsby Heights (two brigades);
- (12) Mt Kuring-gai;
- (13) Milsons Passage;
- (14) Muogamurra;
- (15) North Wahroonga; and
- (16) Westleigh.

c. NSW Fire Brigades

The Zone Office is located at Artarmon.

Fire Stations are located at:

- (1) Beecroft;
- (2) Berowra;
- (3) Gordon; and
- (4) Hornsby.

d. Police Service

The Kuring-gai Local Area Command office is located at Hornsby.

Police Stations within the Kuring-gai Local Area Command are located at:

- (1) Hornsby;
- (2) Berowra;
- (3) Brooklyn; and
- (4) Gordon.

In addition, parts of the Local Government Area are within the Police Local Area Commands of North Shore, Northern Beaches (in Inner Metropolitan Region), Eastwood and The Hills (in Greater Metropolitan Region).

e. State Emergency Service

The Sydney North Division Office is located at Hornsby.

Local units are located at:

- (1) Thornleigh; and
- (2) North Wahroonga.

135. The LEMO and Agency Controllers will maintain a comprehensive Infrastructure Directory.

HAZARDS

136. The hazards which could affect the Council areas of Hornsby and Ku-ring-gai are shown in Table 1.2.

HORNSBY KU-RING-GAI LOCAL DISASTER PLAN (DISPLAN)

TABLE 1.2 – HAZARDS

Ppl = People; Prty = Property; Infra = Infrastructure; Env = Environment

HAZARD	THREAT LEVEL			COMMENTS
	ELEMENT AT RISK	PROBABILITY	CONSEQUENCE	
Bush Fire	Ppl Prty Infra Env	High	Major	Refer to Plan of Operations and Bush Fire Risk Management Plan prepared by Hornsby - Ku-ring-gai Bush Fire Management Committee under s. 52 of the Rural Fires Act.
Severe Storm	Ppl Prty Infra Env	High	Major	General threat throughout the area. Refer to the NSW State Storm Plan
Flash Flooding	Ppl Prty Infra Env	High	Moderate	See Sub-Plan in Annex D. For flash flooding in Hornsby refer to Hornsby Shire Local Flood Plan. For Killara Reservoir and Thornleigh Reservoir refer to Sydney Water Dam Safety Emergency Plan.
Hazardous Material	Ppl Prty Infra Env	High	Moderate	Particular threats: a. road transport through major urban areas, especially along Pacific Highway, Pennant Hills Road and Ryde Road; b. Main Northern Railway; and c. spillage on or near waterways. Refer to State HazmatPlan.
Road Emergency	Ppl Prty Infra Env	High	Moderate	Major transport routes are: Sydney / Newcastle Freeway (F3), Pacific Highway, Pennant Hills Road, M2 Motorway, Ryde Road / Mona Vale Road, Beecroft Road / Epping Road, Castle Hill Road / Old Northern Road, and Boundary Street.
Crash of Aircraft	Ppl Prty Infra Env	Low	Major	Large numbers of all types of aircraft pass over the area to or from the main north-south runways at Sydney Kingsford Smith Airport. Refer to NSW Aviation Emergency Sub-Plan.
Rail Emergency	Ppl Prty Infra Env	Low	Moderate	Both the Main Northern and North Shore lines have high passenger loads. Main Northern line is major freight route connecting Sydney to northern NSW and Brisbane.
Exotic Animal and Plant Disease	Ppl Prty Infra Env	Low	Moderate	Refer to NSW Animal Health Emergency Sub-Plan.
Maritime Emergency	Ppl Prty Infra Env	Low	Minor	Lower reaches of Hawkesbury River and tributaries leading into Broken Bay have large numbers of recreation vessels and some small commercial vessels.
Earthquake	Ppl Prty Infra Env	Remote	Moderate	General threat throughout the area.

VULNERABLE COMMUNITIES

137. Hospitals, Nursing Homes, Retired Persons accommodation, Isolated communities, Schools, Kindergartens, Pre-schools and Day Care Centres are identified as particularly vulnerable areas. Features and/or provisions are listed at Annex G.

FEATURES/PROVISIONS

SUPPORTING PLANS AND SUB-PLANS

138. A Supporting Plan has been prepared by the Welfare Services Functional Area Sub-Committee and is at Annex D.
139. Sub-Plan is to be prepared for Flash Flooding and is to be at Annex E.
140. A contingency plan is prepared for transport of emergency service personnel and is at Annex F.

ARRANGEMENTS FOR REVIEWING, TESTING, EVALUATING AND MAINTAINING THE PLAN

141. a. The LEOCON will ensure that this plan is reviewed, tested, evaluated and maintained in a current state.
- b. The LEMC shall determine when to conduct exercises to:
- i) Ensure all participants are familiar with the contents of the plan
 - ii) Test specific aspects of the plan
 - iii) Practise specific procedures in the plan
- c. The plan will be reviewed by the LEMC:
- i) After each operation
 - ii) After each exercise to test the plan
 - iii) In the event that deficiencies are identified
 - iv) To meet legislative changes
 - v) At least once every five years

SECURITY OF INFORMATION

142. Displans, Sub Plans and Supporting Plans are public documents. However, they are not to contain details or locations of operations centres, evacuation centres, recovery centres or vulnerable communities that remain confidential to combat agencies, supporting organisations and members of the emergency management arrangement.
143. Contact details are to be maintained separately.

PART 2

ROLES AND RESPONSIBILITIES

GENERAL

201. The primary operational roles of each Agency, Functional Area and other organisation described in this DISPLAN do not preclude flexibility to adjust roles or responsibilities if circumstances require such action.
202. Unless otherwise stated, the roles detailed in this DISPLAN apply equally to the management of incidents and emergencies.
203. The Agencies detailed in Table 2.1 have been identified in the NSW DISPLAN or by agreement at the Local level, as the agencies with primary responsibility for controlling operations to combat the hazards listed.

TABLE 2.1 - COMBAT RESPONSIBILITIES

HAZARD	RESPONSIBLE AGENCY
Bush Fire	Rural Fire Service - refer to <i>Plan of Operations</i> prepared by Hornsby - Ku-ring-gai Bush Fire Management Committee under s. 52 of the Rural Fires Act .
Severe Storm	State Emergency Service - arrangements herein apply.
Flash Flooding	State Emergency Service - refer to <i>Sub-Plan</i> at Annex D.
Hazardous Material	1. Land based, including inland waterways: NSW Fire Brigades. 2. Clean up operations: Environment Protection Authority. Refer to State <i>HazmatPlan</i> .
Road Emergency	LEOCON to control - arrangements herein apply.
Aviation Emergency	LEOCON to control - arrangements herein apply. Refer to <i>NSW Aviation Emergency Sub-Plan</i> . Also refer to Australian Transport Safety Bureau, Aircraft Accident procedures for Police Officers.
Rail Emergency	LEOCON to control - arrangements herein apply.
Exotic Animal and Plant Disease	NSW Agriculture - refer to <i>NSW Animal Health Emergency Sub-Plan</i> .
Maritime Emergency	LEOCON to control - arrangements herein apply.
Earthquake	LEOCON to control - arrangements herein apply.

LOCAL EMERGENCY OPERATIONS CONTROLLER (LEOCON)

204. The role and responsibility of the LEOCON is:
- a. Activate this Plan as required
 - b. Monitor local level operations controlled by Agencies.
 - c. Co-ordinate, support and control the allocation of resources to local level combat agency controlled operations when requested by the combat agency.

- d. Conduct emergency response operations, for which there is no Combat Agency or where after consultation control has been handed over from a Combat Agency, at the Local level.
- e. Activate and staff the Local Emergency Operations Centre in accordance with LEOC Standing Operating Procedures.
- f. Ensure the DEOCON and DEMO is kept informed of the situation.
- g. As necessary, request additional resources from the District Emergency Operations Controller.
- h. Ensure that an appropriate Police Officer is delegated responsibility for and authority to act as “deputy” or “back-up” to the appointed LEOCON in his/her absence and that the DEOCON, DEMO and LEMO are advised of absence or intended absence of LEOCON.
- i. Ensure recovery operations are initiated during the earliest stages of response operations.
- j. Ensure that Local Supporting Plans and Sub-Plans are prepared and maintained.

LOCAL EMERGENCY MANAGEMENT OFFICER (LEMO)

205. The role and responsibility of the LEMO is:
- a. Advise, assist and support LEOCON during response and recovery operations.
 - b. Ensure the preparedness of LEOC.
 - c. Ensure the alternative LEMO is available to carry out functions of the position if LEMO is unavailable or during extended operations.

GENERAL

206. This Part describes the primary roles and responsibilities of Emergency Services, Functional Areas and other Organisations. Participating and Supporting Organisations have been grouped together on the basis of the most efficient provision of resources to support emergency operations.
207. The State Emergency Management Committee has determined the roles and responsibilities on the basis that they are likely to be the most efficient and effective for emergency preparedness, response and recovery operations. This does not preclude the flexibility to adjust roles and responsibilities if circumstances demand.

PARTICIPATING ORGANISATIONS

208. The Government Departments, statutory authorities, volunteer organisations and other agencies listed as Participating Organisations have either given formal notice to Agency Controllers or Functional Area Co-ordinators, or have acknowledged to the State Emergency Management Committee, that they are willing to participate in emergency response and recovery operations under the direction of the Controller of a Combat Agency, or Co-ordinator of a Functional Area, and with levels of resources or support as appropriate to the emergency operation.
209. Where such resource co-ordination arrangements exist, the agreed roles, tasks, responsibilities and access arrangements for the support of participating Organisations are to be recorded in the Combat Agency or relevant Functional Area plans.

SUPPORTING ORGANISATIONS

210. Supporting Organisations have indicated a willingness to participate and provide specialist support resources. Supporting Organisations are listed in this Part.
211. Where such co-ordination arrangements are required for the conduct of emergency response and recovery operations, the agreed roles, tasks and responsibilities of the Supporting Organisations should be recorded in Combat Agency or Functional Area Plans.

212. AGRICULTURAL AND ANIMAL SERVICES

ROLES

1. NSW Department of Primary Industries is the designated Combat Agency for animal, pest and plant disease emergencies. This includes implementing procedures in conjunction with State and National authorities for the eradication or control of exotic animal diseases, including:
 - a. detection, diagnosis, risk assessment and surveillance of the disease;
 - b. destruction and disposal of infected animals, plants and products as required;
 - c. disinfection of contaminated areas, buildings and vehicles;
 - d. programs for vector control, for example, insect and feral animal control;
 - e. quarantine controls for the movement of persons, animals and plants; and
 - f. provision of adequate trained staff to ensure quarantine requirements are observed.
2. Provide immediate animal care services and continuing rehabilitation assistance to primary producers, including:
 - a. assessment of injured stock;
 - b. disposal of carcasses;
 - c. assessment of rural property losses and damage to buildings, fences, crops, equipment and fodder;
 - d. co-ordination of the supply and distribution of emergency fodder supplies and other materials;
 - e. administration of financial assistance to victims;
 - f. assistance to primary producers suffering emergency induced traumas, in conjunction with the Department of Community Services; and
 - g. with support of Participating and Supporting Organisations, manage the care of companion pets.
3. With support of Participating and 'Supporting Organisations, provide animal care services for wildlife, for domestic animals, and for companion pets of victims evacuated from an area affected by an emergency.
4. Planning for response and recovery operations for agricultural emergencies and advising on animal care, veterinary public health, and plant disease control measures.
5. Provide a Liaison Officer to the Local Emergency Operations Centre as requested.

6. Assist in any other emergency management activities by means of prevention, preparation or initial recovery operations, including emergency management training for which NSW Department of Primary Industries; training and equipment are suitable.
7. Assist in any other emergency management by means of prevention, preparedness or initial recovery operations including emergency management training for which the NSW Department of Primary Industries North Metropolitan District's human resources, training and equipment is suitable.

213. **AMBULANCE SERVICE OF NSW**

ROLES

1. Provide pre-hospital care and transport for the sick and injured.
2. Establish command and control infrastructure utilising ICS principles.
3. Provide and/or assume responsibility for transport of Health Service teams and their equipment to the sites of incidents or emergencies, receiving hospitals or emergency medical facilities when so requested by the Health Services Functional Area Co-ordinator.
4. Provision of co-ordinated communications for all health systems involved in emergency responses.
5. As determined by the State Rescue Board, provide accredited "rescue units".
6. Provide a Liaison Officer to the Local Emergency Operations Centre as requested.
7. Provision of specialist Special Casualty Access Team (SCAT) and Urban Search and Rescue (USAR) paramedics as required.
8. Provision of Fixed and rotary wing pre-hospital and aero-medical retrieval services across New South Wales.

214. **COMMUNICATION SERVICES**

ROLES

1. Provide communications support to Combat Agencies, Functional Areas and other Organisations involved in the incident/emergency.
2. Co-ordinate, in conjunction with the Telecommunication Service Providers including licensed carriers, the establishment and maintenance of reliable communication services either temporarily or permanently as required.
3. Arrange for alternative communication links in case of overload or need for greater capacity or failure of established systems.
4. Provide a Liaison Officer to the Local Emergency Operations Centre as requested.

215. **ENERGY AND UTILITY SERVICES**

ROLES

1. Provide Energy and Utility support to a Combat Agencies, and other Functional Areas or Organisations involved in the emergency.
2. Co-ordinate (in conjunction with the Engineering Functional Area) the establishment of electrical power, water, sewerage, petroleum and gas supplies, either temporarily or permanently as required.
3. Co-ordinate the supply of advice to the DEOCON/SEOCON from Utility and Energy providers in accordance with Utility and energy Supply continuity plans.

NOTE

This functional area does not effect the management of normal restoration and management work carried out by an energy or utility provider. The purpose of this function is to co-ordinate a large scale response to an emergency.

216. ENGINEERING SERVICES

ROLES

1. Provide Engineering Services support to Combat Agencies and other Functional Areas or Organisations involved in emergencies.
2. Direct engineering resources for emergency response and recovery operations.
3. Co-ordinate the supply of engineering resources in response to an emergency and recovery operations. Includes such activities as:
 - a. clearance and re-establishment of roads and bridges;
 - b. structural assessments;
 - c. demolition and shoring up of buildings;
 - d. removal of debris;
 - e. establishment of electrical power, water, sewage and gas services, either
 - f. temporarily or permanently as required;
 - g. construction of levees to control flooding;
 - h. maintenance of essential services; and
 - i. other related engineering matters.
4. Provide a Liaison Officer to the Local Emergency Operations Centre as requested.

217. ENVIRONMENTAL SERVICES

ROLES

1. Protect the environment during emergency response and recovery operations.
2. Co-ordinate scientific support for the on-scene Controller during operations to combat the pollution of the sea and inland waters within New South Wales.
3. Advise and co-ordinate scientific support to the New South Wales fire Brigades during land-based hazardous materials emergency response operations.

HORNSBY KU-RING-GAI LOCAL DISASTER PLAN (DISPLAN)

4. Advise the Combat Agency, and other Functional Areas or Organisations involved in the emergency, on environmental sound and legal practices for the disposal of wastes or contaminated materials resulting from an emergency.
5. Once the material has been rendered safe, direct and co-ordinate cleanup of hazardous materials which pose a threat to the environment.
6. Conduct post-response operations investigations following incidents or emergencies involving hazardous materials.
7. Provide a Liaison Officer to the Local Emergency Operations Centre as requested.

218. NSW FIRE BRIGADE

ROLES

1. In relation to Fire Districts, prescribed in the New South Wales Fire Brigades Act, 1989 (as amended), is the designated Combat Agency for taking all practicable measures for preventing and extinguishing fires and protecting and saving life and property in case of fire in any fire district.
2. Is the designated Combat Agency for land-based hazardous materials incidents and emergencies within New South Wales, specifically for taking all practicable measures:
 - a. for protecting and saving life and property endangered by hazardous material incidents; and
 - b. for confining or ending such an incident; and
 - c. for rendering the site of such an incident safe.
3. Provide fire control services by:
 - a. dealing with outbreaks of fire and the rescue of persons in fire-endangered areas;
 - b. taking such measures as may be practicable to prevent the outbreak of fires; and
 - c. on land, dealing with the escape of hazardous materials or a situation which involves the imminent danger of such an escape.
4. As determined by the State Rescue Board, provide accredited “rescue units”.
5. Assist in any other response or recovery operations for which the Fire Brigades’ training and equipment is suitable, for example, the provision of emergency waters supplies and pumping equipment.
6. Provide a Liaison Officer to the Local Emergency Operations Centre as requested.

219. HEALTH SERVICES

ROLES

HORNSBY KU-RING-GAI LOCAL DISASTER PLAN (DISPLAN)

1. Co-ordinate and control the mobilisation of all health responses to emergencies. This includes ambulance, medical, mental and public health and health communication services, and involves:
 - a. the mobilisation of health resources to the emergency site or sites and the initiation of prioritised patient management;
 - b. the provision of co-ordinated hospital and medical response to emergencies;
 - c. the provision of mental health services to victims, emergency workers, and the communities affected by emergencies;
 - d. the provision of public health services to prevent, prepare for, respond to and recover from emergencies;
 - e. a co-ordinated health communications response for prevention, preparation, emergency response and subsequent recovery from the impacts.
2. New South Wales Health is the Combat Agency for all Health Emergencies within NSW. This particularly applies to human infectious disease emergencies from whatever cause. Five major contributing health service components constitute the whole of health response incorporating all-hazards approach. They are:
 - a. Medical Services;
 - b. Ambulance Services;
 - c. Mental Health Services;
 - d. Public Health Services; and
 - e. Health Communications.
3. Provide a Liaison Officer to the Local Emergency Operations Centre as requested.

220. LOCAL GOVERNMENT

ROLES

1. At the request of the relevant Agency/Agency Controller or Emergency Operations Controller and where available or able to do:
 - a. provide human, plant equipment and material resources, as available and as required, to assist during incident and emergency response and recovery.
 - b. provide expertise and support, as requested, to an agency or functional areas identified in this plan.
 - c. support and assume a lead role in local recovery operations.
2. Provide a Liaison Officer to the Local Emergency Operations Centre as requested.
3. Provide a Local Emergency Management Officer to the Local Emergency Management Committee and Operations Centre.

221. NSW POLICE FORCE

ROLES

1. Is the agency for law enforcement.
2. Is the agency responsible for search and rescue.
3. As necessary, control and co-ordinate the evacuation of victims from the area affected by the emergency.
4. Maintain law and order, protect life and property, and provide assistance and support to a Combat Agency, Functional Areas, and other Organisations as required. This may include:
 - a. Reconnaissance of the area affected by the emergency;
 - b. Traffic control, and crowd control;
 - c. Access and egress route security and control;
 - d. Identifying the dead and injured, and notifying next of kin;
 - e. Establishing body holding areas;
 - f. Maintaining the security of property;
 - g. Statutory investigative requirements; and
 - h. Operation of a public enquiry centre capable of providing general information on incidents and emergencies to members of the public.
5. Respond accredited “rescue units” to general and specialist rescue incidents, and control and co-ordinate rescue operations.
6. As determined by the State Rescue Board, provide accredited “rescue units”.
7. Manage Disaster Victim Registration, and a disaster victim enquiry system capable of:
 - a. Providing a Disaster Victim Registration system for victims of emergencies;
 - b. Managing a disaster victim enquiry centre for providing relatives and close friends with basic details on the location and safety of victims of emergencies occurring within New South Wales; and;
 - c. Managing a similar disaster victim enquiry service when the National Registration and Inquiry System (NRIS) is activated in relation to emergencies in other States and Territories.
8. Provide a Liaison Officer to the Local Emergency Operations Centre as requested.

222. PUBLIC INFORMATION SERVICES

ROLES

1. Assist the effective conduct of emergency response and recovery operations by co-ordinating the release of official and current information to the media and the public about the emergency, including measures being undertaken or planned. This requires:

- a. establishing a Media Information Centre, arranging media conferences on behalf of the State Emergency Operations Controller and, when appropriate, arranging access by journalists to the area affected by the emergency;
 - b. preparing media releases on behalf of the State Emergency Operations Controller;
 - c. establishing a Joint Media Information Centre (JMIC) for the dissemination of information to the public, but excluding inquiries regarding victim; and
 - d. preparing and issuing official messages to the public for broadcast by the media (which may be preceded by the Standard Emergency Warning Signal (SEWS)).
2. Provide a Liaison Officer to the Local Emergency Operations Centre as requested.

223. NSW RURAL FIRE SERVICE

ROLES

1. In relation to Rural Fire Districts, prescribed in the Rural Fires Act, 1997 (as amended), is the designated Combat Agency for fire incidents and emergencies.
2. Provide fire control services by:
 - a. dealing with outbreaks of bush fire and the rescue of persons in bush fire endangered areas; and
 - b. taking such measures as may be practicable to prevent the outbreak of bush fires.
3. 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.
4. Provide a Liaison Officer to the Local Emergency Operations Centre as requested.

224. NSW STATE EMERGENCY SERVICE (S.E.S.)

ROLES

1. Is the designated Combat Agency for dealing with floods, and to co-ordinate the rescue, evacuation and welfare of affected communities. This includes planning for and responding to Tsunami, particularly for the warning and evacuation.
2. Is the designated Combat Agency for damage control for storms and to co-ordinate the evacuation and welfare of affected communities (see Note below). This includes damage control for coastal erosion and inundation from storm activity, specifically the protection of life and the co-ordination of the protection of readily moveable household goods and commercial stock and equipment.
3. As determined by the State Rescue Board, provide accredited "rescue units".

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4. On request, assist the NSW Police, NSW Fire Brigades, Rural Fire Service or Ambulance Service or any other relevant Combat Agency in dealing with incidents or emergencies.
5. Provide a Liaison Officer to the Local Emergency Operations Centre as requested.

NOTE:

Responsibility for evacuees related to flood, storm and tempest emergencies is to be handed over to the Welfare Services once the emergency has been controlled and the response operation completed.

225. SYDNEY PORTS CORPORATION

ROLES

1. Is the designated Combat Agency for Hazardous Materials emergencies and Marine Oil and Chemical Spills in State waters from Catherine Hill Bay to Garie Beach and is to:
 - a. provide an On-Scene Co-ordinator and other trained emergency response personnel to combat oil and chemical spills;
 - b. make available all emergency response equipment;
 - c. provide on request, a liaison officer to the Operations Centre of the State Oil and Chemical Spill Commander; and
 - d. assist other emergency services with available resources and personnel during emergency operations when requested by the District Emergency Operations Controller.
2. Provide a Liaison Officer to the Local Emergency Operations Centre if requested.

226. TRANSPORT SERVICES

ROLES

1. Co-ordinate the provision of transport support as required by a Combat Agency and other Functional Areas, whilst maintaining as far as practicable, the normal operations and activities of public and commercial transport services. Task for providing transport to other agencies might include:
 - a. movement of emergency equipment and personnel;
 - b. movement of emergency supplies and goods, including water, fuel and food;
 - c. evacuation of people; and
 - d. assistance for medical transport.
2. Maintain and operate a road condition/closure advisory service to a Combat Agency, Functional Areas and members of the public.
3. Provide a Liaison Officer to the Local Emergency Operations Centre as requested.

227. WELFARE SERVICES

ROLES

1. During response and recovery operations, provide welfare services to victims of incidents and emergencies. This may require:
 - a. establishing Evacuation Centres to manage the provision of emergency accommodation, essential material needs, and the delivery of welfare services to victims of incidents and emergencies;
 - b. providing welfare information, and advisory services, to victims;
 - c. providing personal welfare support and referral services;
 - d. providing immediate financial aid;
 - e. managing donations;
 - f. providing mobile welfare services teams;
 - g. ensuring, in conjunction with Agricultural & Animal Services, the provision of companion animal care; and
 - h. ensuring, in conjunction with Health Services, the provision of medical and mental health (counselling) services.
2. Mobilise and co-ordinate catering facilities and services to provide:
 - a. feeding of victims of emergencies, including evacuees in transit or in Evacuation and Recovery Centres, and displaced or homeless people in short term emergency accommodation centres; and
 - b. by arrangement, meals for personnel engaged in emergency response and recovery operations.
3. Establishing Recovery Centres to manage the welfare needs of victims:
 - a. co-ordinate emergency accommodation for homeless victims of emergencies;
 - b. arrange for the provision of Welfare Services for victims; and
 - c. provide emergency financial assistance to victims of emergencies.
4. Provide a Liaison Officer to the Local Emergency Operations Centre as requested.

RESCUE

228. General land rescue in the Local Area is initially controlled centrally from Sydney Police Headquarters, with the exception of flood rescue which is the responsibility of the SES, and searches for lost persons which are the responsibility of Police. Search operations may be mounted locally at the discretion of the Police Commander, assisted by the SES

and the Rural Fire Service.

MEDIA SERVICES

- 229. For operations controlled at local level, the LEOCON or appropriate Agency Controller will be responsible to co-ordinate media releases and briefings. For operations in the Local Area, but controlled at District or State level, media services will be co-ordinated at the higher level.
- 230. Facilities for dealing with the media are to be provided as close as possible to, but not in, the Emergency Operations Centre. The appropriate Controller is to appoint a Media Liaison Officer and escorts for camera crews as required.
- 231. The LEOCON, each agency controller and Council will maintain a Media Contact Directory to be located in the Emergency Operations Centre, and in respect of the Council, maintained by the LEMO.

RELEASE OF INFORMATION

- 232. No information is to be released to the Media or outside organisation or individual without prior authorisation of the appropriate agency Controller or Media Liaison Officer.

PART 3

PREVENTION/MITIGATION

RESPONSIBILITIES AND STRATEGIES

301. The Local Emergency Management Committee is responsible for using the Emergency Risk Management (ERM) Process, to identify prevention/mitigation options, to refer these options and recommendations to the appropriate agency, and to monitor outcomes.

302. Responsibilities for the development and implementation of Prevention/Mitigation strategies are not subject to DISPLAN arrangements, but rest with the agencies and organisations detailed below.

TABLE 3.1 - RESPONSIBILITIES FOR PREVENTION / MITIGATION STRATEGIES

HAZARD	RESPONSIBLE AGENCY	STRATEGIES
Bush Fire	Hornsby Council Ku-ring-gai Council	Require landowners to clear firebreaks and remove fire hazards. Regulate prescribed burning. Regulate property development and building construction.
	Bush Fire Management Committee	Prepare bush fire risk management plans.
	Rural Fire Service NSW Fire Brigades NPWS Hornsby Council Ku-ring-gai Council	Implement bush fire risk management plans.
Severe Storm	Hornsby Council Ku-ring-gai Council	Regulate property development and building construction through Local Environment Plans and Development Control Plans.
Flash Flooding	Hornsby Council Ku-ring-gai Council	Regulate property development and building construction through Local Environment Plans and Development Control Plans. Provide and maintain appropriate drainage infrastructure.
Hazardous Material	Department of Environment & Conservation	Regulate the production and storage of hazardous materials.
	Environment Protection Authority	Regulate transport of hazardous materials. Develop and promulgate safe handling and response procedures.
Exotic Animal and Plant Disease	NSW Dept of Primary Industries	Surveillance by NSW DPI especially through Australian Quarantine Inspection Service Training of NSW DPI staff in detection of diseases.
Earthquake	Hornsby Council Ku-ring-gai Council	Regulate property development and building construction through Local Environment Plans and Development Control Plans.
Maritime	NSW Police Rural fire Services Environmental Protection Authority Waterways Authority Fisheries	Compliance with Regulations and Procedures. Regulation of water craft construction and maintenance. Education of boat operators.

PART 4

PREPAREDNESS

LOCAL EMERGENCY MANAGEMENT COMMITTEE

401. Hornsby Shire Council and Ku-ring-gai Municipal Council have agreed to combine their emergency management arrangements as provided in section 27 of the State Emergency and Rescue Management Act. On 27 September 1995, the Minister for Emergency Services approved these arrangements:

1. *A combined committee styled Hornsby Ku-ring-gai Local Emergency Management Committee be established under section 28 of the Act.*
2. *The Chairperson of the Committee alternate on a 2 year basis with Hornsby Shire Council nominating that person for the initial period.*
3. *The position of Local Emergency Management Officer alternate on a 2 year basis with Ku-ring-gai Municipal Council nominating that person for the initial period.*
4. *The Deputy Chairperson of the Committee be the person holding the position of Local Emergency Management Officer.*
5. *The Alternate Local Emergency Management Officer be the person holding the position of Chairperson of the Committee.*
6. *A principal council not be nominated, as the two Councils agree that the duties and responsibilities of the Committee can be equally shared.*

402. The Committee is subject to the direction of the DEMC and is responsible for the development and maintenance of this Local DISPLAN and Sub-Plans relating to specific hazards or emergencies. Supporting Plans for Functional Areas are to be developed and maintained if required by the LEMC or the District Functional Area Co-ordinator.

403. By agreement, the Mission and Functions of the LEMC are:

a. Mission:

To develop, maintain and co-ordinate comprehensive all agency management arrangements for major incidents and emergencies for the community within the Local Government areas of Hornsby and Ku-ring-gai.

b. Functions:

- (1) prepare, maintain and regularly review the Local DISPLAN;
- (2) identify, evaluate and monitor hazards and threats to life and property within the Local Area and, where appropriate, recommend specific hazard management guidelines;
- (3) establish and regularly review appropriate emergency management structures within the Local Area;
- (4) identify resources within the Local Area and arrange for the allocation and co-ordination of the use of those resources during an emergency;
- (5) establish and review systems for the control and co-ordination of emergency

operations;

- (6) establish and co-ordinate Functional Area and other sub-committees as required;
- (7) establish communication networks within and between Functional Area Agencies within the Local Area;
- (8) arrange, through the DEMO, emergency management training for individual members of Agencies and Functional Areas;
- (9) conduct exercises to train individuals and agencies and periodically to test emergency management plans;
- (10) produce SO and SOP to support local emergency management plans and arrangements; and
- (11) review local Agency and Functional Area plans and procedures for major incidents and emergencies.

WARNING ARRANGEMENTS

404. Agency Controllers are to advise the LEOCON whenever an event occurs which may:

- a. require support at the local level; or
- b. escalate to a local level emergency operation.

405. The LEOCON is to notify the DEOCON, DEMO and the LEOCON of adjoining areas of potential and developing situations.

406. In the event of a major incident which is the responsibility of an Agency, it is the responsibility of that Agency Controller to notify the LEOCON. The LEOCON, in turn, arranges for the LEMO, other Agency Controllers, Functional Area Co-ordinators and agencies, as appropriate, to be warned and placed on alert. Agencies, so advised, are to be prepared to respond a LO to the LEOC.

407. Warnings to the public will generally be undertaken at a higher level. However, if there is a need for localised warnings, these will be authorised by the LEOCON. A Media Contact Directory is available through Police Media.

408. Responsibility for providing warning to the community, the LEOCON, Agencies and Functional Areas is shown in Table 4.1.

AUTHORITY TO USE SEWS

409. Combat Agency Commander/Controllers at Local Level are authorised to use Standard Emergency Warning Signal (SEWS). This should be considered for use to the community under the DISPLAN.

TABLE 4.1 - WARNING RESPONSIBILITIES

HAZARD OR THREAT	RESPONSIBLE AGENCY	WARNING PROVIDED
Bush Fire	NSW Rural Fire Service	Specific warnings and Total Fire Ban advices to the community, the LEOCON, relevant Agencies and Functional Areas.
	Bureau of Meteorology	General fire weather advice to the community via Metropolitan electronic and print media.
Severe Storm	State Emergency Service	Advice and warning to LEOCON, relevant Agencies and Functional Areas.
	Bureau of Meteorology	General advice to the community via Metropolitan electronic and print media.
Flash Flooding	State Emergency Service	Local Flood Advices, Flood Bulletins and Evacuation Warnings to: <ol style="list-style-type: none"> a. flood affected community via the electronic media; b. LEOCON; and c. relevant Agencies and Functional Areas. d. Bureau of Meteorology. Warning not stated ie. Pre evacuation and potential flooding. General advice to the community via Metropolitan electronic and print media.
Hazardous Material	Police or LEOCON (acting on the advice of NSW Fire Brigades)	Evacuation warnings, public safety directions and warnings relating to spillage into waterways.
Exotic Animal and Plant Disease	NSW Agriculture	Warnings to the community, the LEOCON and relevant agencies specific to exotic disease outbreaks and restricted areas.
Road Emergency Rail Emergency Crash of Aircraft Maritime Emergency	Police or LEOCON	General and evacuation warnings to affected communities and relevant Agencies and Functional Areas.

410. In some circumstances, particularly if there is a need for urgent evacuations, media warnings will be reinforced by:

- a. public address systems fitted to emergency services vehicles; and/or
- b. doorknock by emergency services personnel and/or community volunteers.

RESOURCE AND CONTACT DIRECTORIES

411. The LEOCON, each Agency Controller, Functional Area Co-ordinator and the Councils will maintain up-to-date contact and resource directories for their operational requirements.

412. Responsibility for contacting other agencies is to be agreed between the LEOCON, the Agencies and the LEMO.

PUBLIC EDUCATION

413. Responsibilities for the conduct and co-ordination of public education relating to Local hazards and threats are detailed in Table 4.2.

TABLE 4.2 - PUBLIC EDUCATION RESPONSIBILITIES

HAZARD	AGENCY AND RESPONSIBILITY
Bush Fires	<u>Rural Fire Service, NSW Fire Brigade and NSW NPWS</u> to co-ordinate public education programs relating to bush and grass fire threat throughout the district.
Urban Fire (Industrial or Commercial)	NSW Fire Brigade Rural Fire Service Department of Environment and Conservation Work Cover
Animal, Pest and Plant Disease	<u>NSW Department of Primary Industries</u> is responsible for public awareness concerning the implications of animal, pest and plant disease and appropriate strategies for its prevention and detection.
Flooding	<u>NSW State Emergency Service</u> is responsible for ensuring that residents are aware of the flood threat and how to protect themselves against it.
Severe Storm and Tempest	NSW State Emergency Service is responsible for ensuring that the residents of their regions are aware of the likely effects of storm and tempest impact and how to protect themselves against it.
Hazardous Materials (Includes marine Oil and Chemical Spills)	<u>Work Cover Authority</u> is responsible for information “SAFE STORAGE & PACKAGING” <u>Department of Environment & Climate Change (DECC)</u> is responsible for advice on ‘TRANSPORT, CLEAN UP & DISPOSAL’. <u>NSW Fire Brigade</u> is responsible for information on protecting life and property and responding to and rendering an incident safe. <u>Sydney Ports Corporation</u> is responsible for advice on response to, clean-up, transport and disposal of marine oil and chemical spill waste on State Waters.
Road Emergency	RTA - Public awareness regarding road safety issues and campaigns.
Maritime	Waterways - Education of boat operators, water craft operators regarding equipment, limits of boats, regulations etc.
Rail	SRA - Ensure customers are aware of safety procedures.
Aircraft	ATSB - Ensure aircraft operators are aware of safety requirements.

PART 5

CONTROL AND CO-ORDINATION ARRANGEMENTS

OPERATIONS CONTROLLED BY COMBAT AGENCIES

501. In single service managed operations, the responsible Agency Controller controls the operation and co-ordinates preplanned support from other agencies. Agencies may deploy additional resources from their own Service from outside the Local area, if they are required to conduct single service operations.
502. The LEOCON, in consultation with the LEMO and the Agency Controller, is to be prepared to allocate areas for additional units if they cannot be accommodated with the agency.

OPERATIONS CONTROLLED BY COMBAT AGENCIES AND SUPPORTED BY THE LEOCON

503. In single service supported operations, the responsible Agency Controller retains overall control of the operation. The LEOCON:
- a. co-ordinates support; and/or
 - b. manages part of the operation to meet the requirements of the Agency Controller (eg evacuations).
504. Support to an agency will be co-ordinated by the LEOCON through the LEOC when requested by the Agency Controller. Most likely support is assistance with area, crowd or traffic control, evacuations, logistics support or advice to affected householders.

EMERGENCY OPERATIONS

505. The LEOCON will assume control of operations where there is no designated combat agency.
506. 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 consultation with and agreement of that Agency Controller and the DEOCON.

LOCAL EMERGENCY OPERATIONS CONTROLLER

507. The Commander, Kuring-gai Local Area Command has been appointed by the Region Commander in his position as DEOCON as the LEOCON for the areas of Hornsby Council and Ku-ring-gai Council.
508. The LEOCON is responsible to the DEOCON for the overall direction, control and co-ordination of emergency response and recovery operations in the Local Area.

LOCAL EMERGENCY OPERATIONS CENTRE

509. The LEOC, or Alternate LEOC, is controlled by the LEOCON and when activated is the

focal point for local level emergency management operations.

510. The LEOC is normally located at Gordon or Hornsby Heights (refer to paragraph 129).
511. In the event of the LEOC becoming inoperable, an alternate LEOC will be established at a location to be advised by the LEOCON.
512. The LEOC is activated by LEOCON to:
- a. control local level emergency operations,
 - b. co-ordinate support to single services supported operations (major incidents) as required.
 - c. co-ordinate support to other local emergency management areas either on a preplanned basis or as directed by DEOCON.
513. The LEOCON is responsible for:
- a. establishing, maintaining and controlling the LEOC
 - b. preparing and maintaining Standing Operating Procedures for the LEOC
 - c. ensuring that sufficient adequately 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
514. Personnel to staff the LEOC, except for Liaison Officers and their assistants are drawn from the NSW Police Force and, if necessary, other participating/supporting agencies.
515. LEMO as executive officer to the LEOCON is to:
- a. develop and maintain the contact directory,
 - b. assist LEOCON to develop and review Standing Operating Procedures for the LEOC
 - c. arrange staff training

COMMUNICATION ARRANGEMENTS

516. The telephone and facsimile services currently provided by Telstra Australia are the primary means of communication for control and co-ordination of emergency management operations.
517. The alternate means of communications should the primary means fail or be unable or provide sufficient flexibility, will be radio communication systems. Agencies are functional areas unable to provide their own alternate communications systems are responsible for advising the Local Communications Functional Area Co-ordinator of their requirements.
518. The Local Communications Functional Area Supporting Plan details the availability, allocation and co-ordination of communication resources with the Area.

LIAISON ARRANGEMENTS

519. LO's are to be appointed by Police, Agencies and Functional Areas.

520. For operations controlled by the LEOCON, LO's from other agencies, as directed, are to report to the LEOC immediately. Functional Area LO's are to be available but will not deploy to the LEOC unless directed to do so by the LEOCON.
521. For operations controlled by an Agency, Police and other Agencies, as directed, are to deploy LO's to the Agency Operations Centre. Functional Area LO's will remain on call.
522. Means a person designated by an organisation to represent it and who maintains communications with their organisation to convey direction and information and also offer advice to the controller.
523. LO's must be able to communicate with the local headquarters of their parent organisation and are responsible for briefing their own organisation/agency on the progress and likely requirements of operations.

INFORMATION AND INTELLIGENCE

524. 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.
525. During single services operations and single service supported operations the relevant Combat Agency Controller is responsible for the passage of public information to be community and the media, and for operational information and intelligence between the LEOCON and all involved agencies.
526. During single service operations the relevant Combat Agency Controller may request the LEOCON to assume responsibility for the passage of all or certain classes of operational information an intelligence to involved agencies.
527. During local level emergency operations the LEOCON is responsible for:
- a. the passage of operational information and intelligence between all involved agencies, using the LEOC as the collection an 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.
528. 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 ARRANGEMENTS

ACTIVATION

601. The arrangements detailed in this plan are always active.
602. The arrangements herein will apply during operations whether under the control of the LEOCON or of the head of a Combat Agency.
603. A formal declaration of an “emergency” or a State of Emergency is not required for the arrangements detailed in this plan to apply.
604. The LEOCON is responsible to initiate response actions when:
- a. the LEOCON has received advice from a Agency or the Police that a single agency incident is likely to develop into a multi-agency response;
 - b. the LEOCON has received confirmed reports from the public that an emergency has occurred;
 - c. the LEOCON has been notified that an emergency in an adjoining Local area is likely to impact on this Area;
 - d. directed by the DEOCON.
605. The LEOCON will monitor the situation in single service incidents so that appropriate warnings may be issued.
606. The plan automatically initiates response actions for flood, storm and tempest incidents and emergencies in the local area.:
607. Under the provisions of the State Emergency Service Act, 1989 (as amended), for flood incidents and emergencies and damage control for storms and tempest, including the co-ordination of evacuation and welfare of affected communities, the overall control of operations in response to these is vested in the Director General of the State Emergency Services (SES), subject to the requirements and provision of the State Emergency and Rescue management Act,1989.
608. In these cases, response actions are automatically activated. The Local Emergency Operations Controller is then to be prepared to provide support resources as requested by the appointed Local/Regional SES Controller as appropriate, who retains control of the situation subject to the agreed need for a higher level of control.

STAGES OF ACTIVATION FOR OPERATIONS

609. Provided time permits, resources are mobilised in the following stages:

- Alert
- Standby
- Callout
- Debrief and Stand Down

TABLE 6.1 - ACTIVATION ACTIONS

PHASE	ACTION
ALERT	<ol style="list-style-type: none"> 1. LEOCON or delegate receives advice of an operation which could escalate and require co-ordinated resource support, or develop into an emergency. 2. LEOCON monitors the situation and advises as appropriate: <ol style="list-style-type: none"> a. relevant Emergency Service Controllers and Functional Area Co-ordinators; b. LEMO; DEMO and c. DEOCON.
STANDBY	<ol style="list-style-type: none"> 1. Control Authority advises LEOCON that assistance under the DISPLAN might be required. 2. LEOCON: <ol style="list-style-type: none"> a. activates LEOC to a level appropriate to the situation b. informs relevant combat agencies and Functional Area Co-ordinators to place units on standby; and briefs DEOCON and DEMO on situation. 3. Liaison officers report to LEOC as required by LEOCON.
CALLOUT	<ol style="list-style-type: none"> 1. Control Authority advises LEOCON that assistance is required. 2. LEOCON: <ol style="list-style-type: none"> a. escalates LEOC to required staff level; b. calls out combat agencies and Functional Areas as required; and c. liaises with DEOCON and DEMO as required. 3. Liaison Officers advise respective agencies to respond as required.
DEBRIEF and STAND DOWN	<ol style="list-style-type: none"> 1. Control Authority advised LEOCON that assistance is no longer required. 2. LEOCON: <ol style="list-style-type: none"> a. advises Liaison Officers and arranges time and location for debriefing b. advises DEOCON and DEMO 3. Combat Agency and Functional Area personnel are debriefed and stood down on completion of final tasks. 4. Final reports completed and distributed by agencies in accordance with Standing Operating Procedures.

COMBAT AGENCIES

610. The following organisations have been identified in State DISPLAN as the agencies primarily responsible for controlling particular hazards/emergencies as follows:

Law Enforcement Emergencies	NSW Police Force
Search and Rescue	Co-ordinated by NSW Police Force
Fire - Urban	NSW Fire Brigade
Hazardous Materials – On Land & Inland	NSW Fire Brigade
Water	
Hazardous Materials – on State Water	Ports Corporation
Clean Up	Environment Protection Authority
Flood	NSW State Emergency Service
Storm and Tempest	NSW State Emergency Service
Animal Health Emergencies	Agricultural & Animal Services Functional Area

611. Police, Fire Brigade and Ambulance are controlled through their individual State Operations Centres listed below.

612. State Emergency Service units are controlled individually through their Local Headquarters and centrally through the Sydney Northern Region Headquarters.

COMBAT AGENCY OPERATIONS CENTRES

613. Location to be determined by each individual combat agency.

FUNCTIONAL AREAS

614. The local area Welfare Services function is co-ordinated from the Welfare Services Functional Area Co-ordination Centre listed below.

615. District functional area support for Agriculture & Animal Services, Health Services, Transport, Engineering, Communications and Environmental Services is obtained from the appropriate District Co-ordination Centre through a request from the LEOCON to the DEOCON.

616. State functional area support for Agriculture and Animal Services and for Medical and Health is obtained through the District Emergency Operations Controller.

OPERATIONS CONTROLLED BY COMBAT AGENCIES

617. Combat agencies will deploy their own resources from outside the affected local area as necessary. Additional local area resources may be sought through the combat agency controller in accordance with Local Sub-Plans and local arrangements.

618. Local Functional Area support may be sought direct from the co-ordinator in accordance with Local Supporting Plans. District and State Functional Area support should be sought through the LEOCON.

619. Any resource requests unable to be met by the combat agency controller should be

directed to the LEOCON.

620. The LEOCON will direct requests for any resources unable to be provided at Local level to the DEOCON.

OPERATIONS CONTROLLED BY COMBAT AGENCIES AND SUPPORTED BY THE LEOCON

621. Combat agencies may request additional resources and/or Functional area support from the LEOCON, who will co-ordinator their allocation.
622. The LEOCON will direct requests for any resources unable to be provided at Local level to the DEOCON.

OPERATIONS FOR WHICH THERE IS NO COMBAT AGENCY

623. The LEOCON will assume control of operations where there is no combat agency.
624. Participating Emergency Services Organisations and Functional Areas are to be prepared to provide Liaison Officers at the request of the LEOCON.

OPERATIONS WHERE CONTROL IS HANDED OVER TO THE LEOCON BY A COMBAT AGENCY

625. The LEOCON will not normally assume control of an operations from a combat agency unless the situation can no longer be contained and only after consultation with that combat agency.
626. All requests for support and/or additional resources are to be directed to the LEOCON.
627. The LEOCON will direct requests for any resources unable to be provided at Local level to the DEOCON.
628. If the situation cannot be contained at local level, the DEOCON may assume overall control in consultation with the LEOCON and in accordance with the District DISPLAN.

COMMUNICATIONS

629. The primary method of communication between the Local Emergency Operations Centre, co-ordination centres and involved agencies will be the public switched telephone network.
630. The secondary method of communication will be the cellular telephone network.
631. Backup communications will be co-ordinated by the District Communications Functional Area Co-ordinator.

LIAISON

632. Liason Officers are to be appointed by each involved Emergency Service and Functional Area.
633. For operations controlled by the LEOCON, Emergency Services Liaison Officers are to

deploy to the LEOC. Functional Area Liaison Officers are to be available but will not attend the LEOC unless requested by the LEOCON.

634. Liaison Officers will advise the appropriate Controller on the status of their organisation, including resources. They must have the authority to commit the resources of their parent organisations at the request of the appropriate Controller.
635. Liaison Officers must be able and prepared to provide communications to their own organisations.
636. The LEMO or Council Liaison Officer will always deploy to the Local Emergency Operations Centre when activated.

LOGISTICS SUPPORT

637. Whenever possible, normal procedures are to be used for the acquisition and supply of goods and services.
638. The Councils have a limited supply of personnel and material, allocation of which will be co-ordinated by the LEMO. The Central Works Depots and Stores for each Council are located at:
 - a. Hornsby Council - 35 Sefton Road, Thornleigh; and
 - b. Ku-ring-gai Council - 3 Carlotta Avenue, Gordon.
639. Combat agencies are responsible for their own logistic support. Should they require assistance it may be co-ordinated by the LEOCON.
640. Each Emergency Service and Functional Area will maintain a Local Resource Register appropriate to their area of concern. Copies of these Resource Registers will be provided to the Local Emergency Management Committee which will maintain an amalgamated Resource Register to be held at the LEOC.

EMERGENCY FUNDING

641. Combat Agencies and the Disaster Welfare Service have their own systems for emergency funding, which are to be used.
642. Other Departments and Authorities within Functional Areas are to meet the costs of the support they provide. Subsequent cost recovery is subject to an approach to the State Government by the Organisation incurring the expense.
643. Descriptions of financial services available to victims of disasters may be found in the “Emergency Finance Functional Area Supporting plan to the State Disaster Plan.”

MARSHALLING AREAS

644. In the event that significant external resources are deployed to the Local area, and they cannot be accommodated with their parent organisations, the areas listed in Annex F may be utilised.
645. Access to these areas is to be arranged by the LEMO with the appropriate Council staff.

HELICOPTER LANDING ZONES / SITES

646. There are many parks, reserves and playing fields within the Local Area which provide adequate area for helicopter landing zones. The decision on the use of a specific area will be made by the LEOCON in response to a request from the aircraft pilot or controller.
647. Provision of local perimeter security and logistics support will be arranged by the LEOCON as appropriate.

STAND DOWN AND DEBRIEFING

648. The LEOCON, in consultation with the relevant Agency Controller if appropriate, is responsible for issuing the Stand Down.
649. The LEOCON is to debrief all LEOC staff before closing the LEOC.
650. As soon as practical after an emergency operation, each involved Agency and Functional Area will conduct their own operational de-brief and provide a written report to the LEOCON within seven days for incorporation into a general report on the operation.
651. Within 14 days of the issue of the Stand Down, the LEOCON will conduct a general combined operational debrief to include representatives of each involved Agency and Functional Area and such other organisations as the LEOCON considers appropriate.
652. A general report on the conduct of all emergency operations will be prepared by the LEOCON and submitted to the LEMC. Copies will be provided to the DEOCON and all Agencies and Functional Areas involved.

PUBLIC INFORMATION

653. The LEOCON is responsible to co-ordinate essential information to the community following an emergency, in consultation with the LEMO, Agency Controllers and Functional Area Co-ordinators.
654. Co-ordination will be effected from the appropriate Operations Centre.
655. In the event of a widespread power failure, printed public information material will be required. The councils, Australia Post ,EnergyAustralia and Integral Energy will be requested to assist in distribution.

PART 7

EVACUATION

EVACUATION

701. The Police, in consultation with the Combat Agency, will determine the need for evacuation. When it is agreed that evacuation is necessary, a suitable evacuation assembly centre(s) will be nominated.
702. Police will control evacuation (except as a result of floods or storm and tempest) of persons to the chosen evacuation centre and supervise disaster victim registration.
703. The State Emergency Service will co-ordinate evacuation necessitated by flood or storm and tempest.
704. Transport resources will be arranged through and co-ordinated by the Transport functional area co-ordinator.
705. Evacuation teams, made up of personnel from either Police, Fire Brigade and/or State Emergency Service, and others if necessary, will carry out door knocks as necessary to provide persons within the evacuation area with:
 - a. Instruction to evacuate;
 - b. Locations of Evacuation Assembly Areas for transport to Welfare Centres;
 - c. Location of Welfare Centres if private transport is to be used;
 - d. Any other special details; and
 - e. Arrangements or assistance for elderly or infirmed residents unable to self evacuate.
706. If possible, a further check of the area should be made to ensure that all persons have left the area.
707. The LEOCON will determine, in consultation with the Combat Agency, when return of evacuees is possible.
708. The Community Halls/Centres are designated as Evacuation/Welfare Centres and are held separately (see paragraph 129). Access to these areas is to be arranged by the LEMO with the appropriate Council staff. The Welfare Services Functional Area Co-ordinator is to:
 - a. arrange staffing of the evacuation or welfare centres in time to receive evacuees;
 - b. provide welfare support services to evacuees in accordance with the Local Disaster Recovery plan; and
 - c. address longer term accommodation.
709. Evacuation of persons or animals from an area of danger or potential danger is a possible strategy in combating any particular hazard impact.

DECISION TO EVACUATE

710. The decision to evacuate persons or animals is not a decision which should be taken lightly. When persons are evacuated, there are many tasks which need to be done by a number of

different Organisations. This necessitates a co-ordinated approach to ensure that all 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.

- 711. The requirement to evacuate or stay should ideally be identified during the planning process and be included in Organisations' Sub Plans or Standard Operating Procedures as necessary.
- 712. The Organisation with the authority to order the evacuation is to ensure that the affected community is informed, through a public education program, of the proposed evacuation strategies. Suitable leaflets should also be provided if appropriate.
- 713. The Controller responsible at the time (Combat Agency Controller or LEOCON) will determine the need for evacuation.
- 714. If evacuation is the preferred option, the Controller will consult with the Local Welfare Services Functional Area Co-ordinator to identify a safe and suitable Evacuation Assembly Centre or Welfare.

AUTHORITY TO EVACUATE

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

TABLE 7.1 - AUTHORITY TO ORDER EVACUATION

INDIVIDUAL / ORGANISATION	CIRCUMSTANCES	AUTHORITY
1. Minister for Emergency Services; or "Emergency services officer" when authorised by the Minister	During State of Emergency declared under Division 4 of Part 3 of the Act and if satisfied that it is necessary or convenient.	Direct a person to: leave premises and move out of an emergency area or any part of it; take any persons in their care with them; and/or not enter an emergency area or any part of it, including doing all such things as are reasonably necessary to ensure compliance, including use of reasonable force. [s 37 of the Act]
2. Senior Police officer (ie of or above rank of sergeant)	If satisfied there are reasonable grounds for doing so for the purpose of protecting persons from injury or death threatened by an actual or imminent emergency.	Direct (or authorise another police officer to direct) a person to: leave premises and move outside a danger area; take any persons in their care with them; and/or not enter a danger area, including doing all such things as are reasonably necessary to ensure compliance, including use of reasonable force. [s 60L of the Act]
3. Police officer	Where directed or authorised by a senior police officer (ie of or above rank of sergeant).	Direct a person to: leave premises and move outside a danger area;

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		<p>take any persons in their care with them; and/or not enter a danger area, including doing all such things as are reasonably necessary to ensure compliance, including use of reasonable force. [s 60L of the Act]</p>
4. NSW Fire Brigade officer in charge at a fire or hazardous material incident	To protect and save life or property; or to control and extinguish fire; or to confine and end hazardous material incident and render site safe.	<p>May take such measures as officer thinks fit, including causing removal of any person, vehicle, vessel or thing which might interfere with work of fire brigades. [ss 13 & 19 Fire Brigades Act]</p>
5. Police officer	Where persons or property endangered by fire or hazardous material incident.	<p>Recognise authority of, and support, Commissioner and members of the NSW Fire Brigade acting under the Commissioner's orders; and officer in charge at a fire or hazardous material incident. [s 25 Fire Brigades Act]</p>
6. Director-General SES; or "Emergency service officer" when authorised by Director-General	Emergency related to flood or storm and tempest; or when directed by SEOCON.	<p>Direct a person to: leave premises and move out of an emergency area or any part of it; take any persons in their care with them; and/or not enter an emergency area or any part of it, including doing all such things as are reasonably necessary to ensure compliance, including use of reasonable force. [s 22 State Emergency Service Act]</p>
7. Police officer; and All members of emergency services organisations	Emergency operations related to flood or storm and tempest; or when directed by SEOCON.	<p>Recognise authority of, and assist, Director-General SES and emergency officers acting under the orders of the Director-General, division controller or local controller. [s 21 State Emergency Service Act]</p>
8. Commissioner of the NSW Rural Fire Service; or an officer of a rural fire brigade of a rank designated by the Commissioner; Fire control officer	To protect persons or property; or to control or suppress an existing or imminent danger arising out of a fire, incident or other emergency, except in relation to land or property vested in, or under the control of, the State Rail Authority or Rail Access Corporation unless permission granted.	<p>Any action authorised by or under Rural Fires Act. [ss 22, 27, 38 & 44 Rural Fires Act]</p>
9. Member of Police Service	Protection of persons from injury or death, or of property from damage, when the persons are or the property is endangered by fire or imminent danger of such fire.	<p>Recognise and support the authority of, and assist, the Commissioner of NSW Rural Fire Service and any member of rural fire brigade or fire control officer acting under Commissioner's direction. [s 41 Rural Fires Act]</p>

EVACUATION WARNINGS

716. Evacuation warnings to the public, or advice not to evacuate, will be authorised and released by the person or Agency in control of the event, in accordance with normal operating procedures.
717. The normal means of disseminating warnings and advice to the public is via the electronic media. In some circumstances, particularly if there is a need for urgent evacuations or other actions, evacuation warnings will be reinforced by:
- a. Use of public address systems fitted to Emergency Services vehicles;
 - b. Evacuation teams, consisting of Emergency Services personnel and others as necessary, to carry out door knocks of the affected area.
718. Warnings to evacuate, whether disseminated via the media or by door knocks, should contain:
- a. Instruction of 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 Welfare Centres
 - e. Arrangements for children in Schools and Pre-Schools
 - f. Arrangements for elderly or infirm residents unable to self evacuate
 - g. Likely duration of the evacuation.
719. A Media Contact Directory is to be maintained at the Combat Agency Operations Centres and the Local Emergency Operations Centre for warnings to the public.

WITHDRAWAL

720. 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 Welfare Services Co-ordinator and the Transport Services Co-ordinator.
721. Police, if requested by the Combat Agency Controller or the LEOCON, will conduct the evacuation of persons to the selected Welfare Centre, secure the evacuated area and co-ordinate Disaster Victim Registration.
722. Transport requirements will be organised by the Transport Services Functional Area Co-ordinator.
723. Buildings which have been evacuated are to be identified 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 that they have been evacuated.
724. If evacuation is ordered, the Combat Agency Controller is to arrange for a check of the area to ensure that evacuation has been effective.
725. If evacuation is necessary to an adjoining Local Government area, arrangements are to be co-ordinated at the District level.

SHELTER

726. The Welfare Services Co-ordinator is to:

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

RETURN

727. The Agency/Authority who initiated the evacuation determines, in consultation with the Local Recovery Co-ordinating Committee (if established), and the Co-ordinators of the Welfare Services, Engineering Services and the Health Services Functional Areas, which it is safe for evacuees to return to their homes and arranges for the evacuees to be advised accordingly.

728. Transport is to be arranged by the Transport Services Functional Area Co-ordinator.

ROAD CLOSURES

729. When major road transport routes are closed by an authorised agency or individual or found to be closed as a result of the hazard impact, advice is to be passed by that agency or individual to the LEOCON.

730. The authority to order road closures and the applicable circumstances is detailed in Table 7.2.

731. F3 road closures. Undertaken in consultation with LEOCON and involvement of RTA

TABLE 7.2 - AUTHORITY TO ORDER ROAD CLOSURES

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

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	protecting persons from injury or death threatened by an actual or imminent emergency.	all such things as are reasonably necessary to ensure compliance, including use of reasonable force. [s 60L of the Act]
	If satisfied there are reasonable grounds for doing so for the purpose of protecting persons from injury or death or protecting property threatened by an actual or imminent emergency.	Direct (or authorise another police officer to direct) the closure to traffic of any street, road, lane, thoroughfare or footpath or place open to or used by the public; and / or the closure of any other public or private place. [s 61 of the Act]
3. Police officer	Where directed or authorised by a senior police officer (ie of or above rank of sergeant).	Direct a person not to enter a danger area, including doing all such things as are reasonably necessary to ensure compliance, including use of reasonable force. [s 60L of the Act]
		Direct the closure to traffic of any street, road, lane, thoroughfare or footpath or place open to or used by the public; and / or the closure of any other public or private place. [s 61 of the Act]
4. Police officer	During any temporary obstruction or danger to traffic or for any temporary purpose.	Close any road or related area to traffic; and prevent the traffic of any vehicles, persons or animals in or on any road or road related area closed to traffic under Act. [s 74 Road Transport (Safety and Traffic Management Act)]
5. NSW Fire Brigade officer in charge at a fire or hazardous material incident	To protect and save life and property; to control and extinguish fire; or to confine and end hazardous material incident and render site safe.	Take such measures as officer thinks fit, including close to traffic any street or public place in the vicinity. [ss 13 & 14 Fire Brigades Act]
6. Police officer	Where persons or property endangered by fire or hazardous material incident.	Recognise authority of, and support, Commissioner and members of the NSW Fire Brigade acting under the Commissioner's orders; and officer in charge at a fire or hazardous material incident. [s 25 Fire Brigades Act]
7. Director-General SES; or "Emergency service officer" when authorised by Director-General	Emergency related to flood or storm and tempest; or when directed by SEOCON.	Direct a person not to enter an emergency area or any part of it, including doing all such things as are reasonably necessary to ensure compliance, including use of reasonable force. [s 22 State Emergency Service Act]
8. Police officer; and	Emergency operations related to flood or storm and tempest;	Recognise authority of, and assist, Director-General SES and

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All members of emergency services organisations	or when directed by SEOCON or DEOCON.	emergency officers acting under the orders of the Director-General, division controller or local controller. [s 21 State Emergency Service Act]
9. Commissioner of the NSW Rural Fire Service; or an officer of a rural fire brigade of a rank designated by the Commissioner; Fire control officer	To protect persons or property; or to control or suppress an existing or imminent danger arising out of a fire, incident or other emergency, except in relation to land or property vested in, or under the control of, the State Rail Authority or Rail Access Corporation unless permission granted.	Any action authorised by or under Rural Fires Act. [ss 22, 24, 27, 38 & 44 Rural Fires Act]
10. Member of Police Service	Protection of persons from injury or death, or of property from damage, when the persons are or the property is endangered by fire or imminent danger of such fire.	Recognise and support the authority of, and assist, the Commissioner of NSW Rural Fire Service and any member of rural fire brigade or fire control officer acting under Commissioner's direction. [s 41 Rural Fires Act]
11. Roads authority (includes Roads and Traffic Authority and councils)	Roads and Traffic Authority: for any purpose; Other roads authorities: for purpose of: protecting road from damage; protecting public from hazards; or protecting vehicles and property from damage.	Regulate traffic on public road by means of barriers or notices. [s 115 Roads Act]
12. Director-General of National Parks and Wildlife; Officer of National Parks and Wildlife Service; Police officer (as ex-officio ranger)	Within any Park (as defined).	Close the whole or any part; and / or regulate, control or prohibit the entry of any person; and / or close to public traffic any road, track, trail or other way. [ss 154 & 155 National Parks and Wildlife Act]
13. Minister for Primary Industries	Within a quarantine or protected area to prevent or regulate the movement of stock or vehicles.	Close any road; or authorise the erection of fencing and gates across any road. [ss 12, 15B & 23 Stock Diseases Act]
14. Department of Primary Industries inspector	During an exotic disease outbreak.	Declare entry and exit points. [s 13 Exotic Diseases of Animals Act]

PART 8

RECOVERY ARRANGEMENTS

ARRANGEMENTS FOR TRANSITION TO RECOVERY

801. When an emergency has been contained, the emergency management structure continues to conduct initial recovery operations to satisfy personal and community needs, and to restore services to a level where the continuing process can be managed by local government and the responsible agencies. Whilst local government authorities have significant responsibility for the well being of local communities, and take a major role in recover operations, they may require significant resource support after the impact of an emergency, particularly with respect to the overall co-ordination of recovery operations.
802. It is essential that the requirements for recovery operations are assessed and planned for during the earliest stages of emergency response operations. The Local Emergency Operations Controller, assisted by the Local Recovery Co-ordinating Committee, is responsible for ensuring that this requirement is met at Local level, and for requesting District level support from the District Emergency Operations Controller.
803. Local Emergency Operations Controllers, assisted by Local Recovery Co-ordinating Committees, are responsible for ensuring that the need for local recovery operations is assessed and planned for during the earliest stages of response operations, and for requesting District level support from the DEOCON.
804. The LEOCON may convene an extraordinary meeting of the LEMC as early as possible during Local level emergency response operations to assist with recovery operations.
805. Agency Controllers and Functional Area Co-ordinators are:
 - a. to determine their Agency and Functional Area requirements for recovery operations within their respective areas of jurisdiction.
 - b. to assist the LEOCON in determining overall Agency or Functional area requirements within the Local Area, and
 - c. as directed by the LEOCON, be prepared to take the lead role in recovery operations in the Local Area when the circumstances and expertise indicate this to be appropriate.

CO-ORDINATION OF RECOVERY OPERATIONS AT LOCAL LEVEL

806. The LEOCON is responsible for:
 - a. ensuring that recovery planning occurs within the Local Area,
 - b. when conditions in an area or areas affected by an emergency in the Local Area are safe, approving of appropriate Agency or Functional Area reconnaissance teams to visit the area to obtain firm damage information and for assessment of recovery needs.

807. To maintain the level of access to the resources necessary for the efficient and effective conduct of initial recovery operations, the LEOCON can make a request to the DEOCON to forward to the SEOCON that he recommend to the minister the declaration of a “State of Emergency”, if one is not already in place, or the extension of an existing declaration within the District.
808. The LEOCON may establish a Local Recovery Co-ordinating Committee to undertake the foregoing tasks, if required:

LOCAL EMERGENCY OPERATIONS CENTRE

809. The LEOC is the focal point for the overall co-ordination of recovery operations within the District. Other control or co-ordination centres may be used for the co-ordination of specific activities of Participating and Supporting Organisations, or for co-ordination of elements of other Agencies and Functional Areas as they contribute to recovery operations.

LOCAL RECOVERY CO-ORDINATING COMMITTEE

810. The Local Recovery Co-ordinator Committee if established, is to be a sub committee of the LEMC, and is to comprise representatives of all appropriate organisations involved.
811. Subject to any directions of the DEOCON, the LEOCON is responsible for appointing the Chairperson of the Local Recovery Co-ordinating Committee. The LEOCON may be the Chairperson of the Committee.
812. The role of the Local Recovery Co-ordinating Committee if established at Local level to:
- a. undertaking initial and continuing reconnaissance of affected areas within the Local Area to assist it in determining the scope and magnitude of recovery tasks required within the Local Area, and advising the LEOCON of recovery requirements.
 - b. Agree on assigned roles, responsibilities and tasks of Agencies, Functional Areas, participating and Supporting Agencies involved in recovery operations.
 - c. Making an overall assessment of resources required to deal with recovery issues, including emergency relief funding issues and the need for external assistance.
 - d. Co-ordinating Local level recovery operations, including the allocation of priorities for the use of resources for long term recovery operations including personal recovery and physical reconstruction within the Local Area, and
 - e. Monitor, oversight, co-ordinate and support local recovery operations and activities if appropriate
 - f. assess any special requirements, for example, large scale emergency accommodation, debris removal etc.
813. The Local Recovery plan is implemented at the direction of the LEOCON and managed by the Chairperson of the Local Recovery Co-ordinating Committee.

814. The Committee's Chairperson is responsible for:
- a. keeping the LEOCON informed in regard to progress on recovery, including forecast requirements on continued recovery activity.
 - b. Preparing a report for the LEOCON (for forwarding to the DEOCON), detailing the need for longer term reconstruction operations and/or outstanding recovery measures that need to continue or be implemented.
815. Meetings of the Local Recovery Co-ordinating Committee are to monitor recovery operations, resolve issues, assess the adequacy of recovery planning arrangements, and recommend changes.
816. When the Chairperson of the Local Recovery Co-ordinating Committee is satisfied that recovery from the emergency has been substantially satisfied, he/she is to liaise with the LEOCON who is to:
- a. recommend through the DEOCON and SEOCON, that the Minister cancel the declaration of a "State of Emergency" if one is in force for an area in the Local Area.
 - b. Cancel the response phase of the Local recovery plan if in his/her opinion it is appropriate to do so.
 - c. Direct appropriate Agency Controllers, Functional Area Co-ordinators and Supporting Organisations to cease recovery operations in the Local Area.
 - d. Arrange for the media and public to be informed
 - e. Organise for a Local operational debrief to occur.

EMERGENCY FINANCIAL ASSISTANCE

817. Emergency financial assistance to victims of emergencies is co-ordinated by the Welfare Services Functional Area, with details contained in the State Disaster Welfare Supporting Plan. Some assistance programs to farmers and small rural businesses are administered by the Rural Assistance Authority.

NATURAL DISASTER RELIEF ARRANGEMENTS

818. The Natural Disaster Relief Arrangements (NDRA) are a set of financial services which may be activated following a natural disaster.
819. Under the NDRA a natural disaster includes bushfires, cyclones, earthquakes, floods and storms (including hail).
820. Each of the relief and restoration schemes has a separate specific objective. The Personal Hardship and Distress Scheme, as administered by the Department of Community Services, is the only scheme available on a standing basis, all others must be specially approved by the Premier. If approved, the schemes are administered by the government agency indicated in the table below.

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WHO CAN APPLY	ASSISTANCE AVAILABLE	FOR FURTHER INFORMATION
Individuals/Households	Assistance to persons suffering personal hardship and distress includes the provision of food, clothing, accommodation and essential repair/replacement of essential items of furniture and personal effects.	Department of Community Services
Primary Producers	<p>Assistant to primary producers in the form of concessional interest rate loans for carry on requirements and replacement of livestock and plant.</p> <p>Road and Rail freight subsidies on the carriage of fodder and livestock.</p> <p>Assistance for damage to homes.</p>	<p>NSW Rural Assistance Authority.</p> <p>NSW Department of Primary Industries.</p> <p>Department of Community Services.</p>
Small Business	Concessional interest rate loans.	Rural assistance Authority
Councils	<p>Grants to meet additional costs of emergency services to restore essential services and grants to permanently restore other essential Council assets.</p> <p>Grants to permanently restore roads and bridges to pre-disaster standards when proclaimed and subject to conditions.</p>	<p>Department of Commerce</p> <p>Roads and Traffic Authority</p>
Sporting Clubs	Grants and concessional interest loans to sporting clubs for the restoration of essential club facilities that have been damaged or destroyed.	NSW Treasury
Churches/Voluntary Organisations	Loan assistance to churches and voluntary non-profit organisations for restoration of essential facilities that have been damaged or destroyed.	NSW Rural Assistance Authority
Trustees of Parks and Reserves	Grants to trustees of parks and reserves considered as public assets to meet restoration costs.	Department of Planning and Natural Resources

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ANNEX A

**MAP OF THE LOCAL GOVERNMENT AREAS OF
HORNSBY AND KU-RING-GAI**

Reference: Paragraph 111.

Appendixes:	Page
1. Hornsby Shire Council & Ku-ring-gai Council (Scale 1:200,000)	41

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MAP OF TRAVEL RESTRICTIONS

VEHICLE ROUTES

Reference: Paragraph 120

Appendices:

1. Sydney Map C
2. Sydney Map D

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Insert Map C

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MAP OF F3 CROSS OVERS

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Insert Map of F3 Crossovers

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ANNEX D

WELFARE SERVICES SUPPORTING PLAN

Reference: Paragraph 125.

- B1. The Hornsby Ku-ring-gai Local Disaster Recovery Plan, prepared under the co-ordination of the Local Disaster Welfare Manager, is a Supporting Plan of this Local Disaster Plan.
- B2. A copy of the Hornsby Ku-ring-gai Disaster Recovery Plan is attached.
- B3. The pages of this Supporting Plan are not numbered in the sequence of pages in this DISPLAN.

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FLASH FLOODING SUB-PLAN

Reference: Paragraph 126.

COMBAT AGENCY: STATE EMERGENCY SERVICE OF NSW

Introduction

- D1. The terrain of the Local Area resembles that of the Blue Mountains and consists of a series of steep ridges, with reasonably level tops, and deep valleys. It was originally forested with large eucalypts, the remnants of which can be seen today.
- D2. The Sydney-Newcastle Freeway, Pacific Highway / Pennant Hills Road and the Main North Railway Line run along the north / south ridge which forms the central spine of the Hornsby Council area. This ridge forms the watershed:
- in the northern section, between Berowra Creek and Cowan Creek which are tributaries of the Hawkesbury River; and
 - in the southern section, between Berowra Creek and Lane Cove River.
- D3. Pacific Highway and the North Shore Railway run along the north-west / south-east ridge which forms the central spine of the Ku-ring-gai Council area and is the watershed between the Lane Cove River to the south-west, Cowan Creek to the north and Middle Harbour to the east. A major ridge runs north-easterly off this central spine at Pymble through St Ives and continues beyond the Council area towards the coast at Mona Vale. This ridge forms the watershed between the Cowan Creek / Hawkesbury River system to the north and Middle Harbour.
- D4. The average height above sea level is over 150 m. Berowra is about 230 m above sea level. Wahroonga is over 210m above sea level and, with an annual average of 1194 mm, has the highest annual average rainfall in the Sydney Metropolitan area.
- D5. Because of the nature of the terrain, stormwater runoff is very fast and prolonged inundation does not occur. However, urban development has increased the area of impervious surfaces and resulted in more and faster runoff. The stormwater drainage system has been generally designed to handle storms with an average recurrence interval of 20 years.
- D6. When a storm occurs, with a severity greater than the 20 year average recurrence interval, excess overland flow occurs which is beyond the capacity of the piped and open channel system. Local flash flooding may occur, the extent of which will depend upon the duration of the storm, the direction from which the storm approaches, the characteristics of the catchment area and the degree of saturation of the ground prior to the storm. The actual site of a flooding emergency and the magnitude or extent of flooding cannot be predicted with any certainty.

Activation of Flash Flooding Sub-Plan

- D7. The SES Local Controller, or the Executive Manager - Works of Hornsby Council, or the Group Manager - Operations of Ku-ring-gai Council, or the LEMO will notify the LEOCON:
- a. of all storms having the potential for major flooding; and
 - b. when it is considered that this Sub-Plan should be activated.
- D8. The LEOCON is responsible for causing this Sub-Plan to be activated.
- D9. Guidelines for activating this Sub-Plan are:
- a. following periods of intense rainfall and where the initial assessment indicates management will be difficult; and
 - b. any flooding of private property which has resulted in more than 75% of the expected available resources of either of the councils and the SES being committed.
- D10. Evacuation plans and centres will be activated as required after consultation between the LEOCON the appropriate SES Local Controller.

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CONTINGENCY PLAN

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Insert Contingency Plan

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VULNERABLE COMMUNITIES

Reference: Paragraph 124.

- E1. Hospitals, Nursing Homes, Retired & Disabled persons' accommodation, Schools, Kindergartens, Pre-schools and Day Care Centres are identified as particularly vulnerable communities. Details are listed in the appendices.
- E2. The LEMO is to maintain a Contact Directory. Details of contacts are to be contained separately as confidential information (See paragraph 136).
- E3. **Nursing Homes** provide accommodation for persons requiring 24 hour nursing care on a long term basis and who cannot continue to be cared for in the community or in a retired persons' accommodation serviced apartment or hostel.
- E4. **Retired Persons' accommodation** is provided for persons over 55 years of age and generally takes the form of a medium density housing development comprising self-care units and / or serviced apartments / hostel together with some communal facilities. Residents of self-care units are required to be totally independent and able to take care of themselves and their unit. Serviced apartments / hostel are usually smaller units located in large blocks of more than one storey; meals are provided in a communal dining room and a staff member is on call 24 hours a day to give emergency assistance if required.
- E5. There are at least seven types of **children's services**, each with differences and similarities, catering for childcare. Some of the features of the services are detailed in the Table:

Service Type	Age Group	Staffing Levels	Hours	Management
Pre-school	Usually 3 - 5 years	1 staff member for every 5 children under age of 2 years; 1 staff member for every 8 children between ages 2 & 3 years; 1 staff member for every 10 children from 3 years to school age	0900 - 1500	Usually run by a parent committee or sponsored by a church, community organisation, local council or independent school.
Centre Based Long-Day Care	0 - 6 years	1 staff member for every 5 children under age of 2 years; 1 staff member for every 8 children between ages 2 & 3 years; 1 staff member for every 10 children from 3 years to school	Normally 10 hours per day	Can be privately run, sponsored by a church or local council, a parent committee or by an employer for their employees

HORNSBY KU-RING-GAI LOCAL DISASTER PLAN (DISPLAN)

			age		
	Family Day Care	Any age; including babies and before and after school	Up to 7 children under 12 years (including their own), 5 who have not started school	Varies	Run by local councils or community groups
	Home Based Care	Any age; including babies and for before and after school	Up to 7 children under 12 years (including their own), 5 who have not started school	Varies	Carer operates alone
	Occasional Care	Up to school age	1 staff member for every 5 children under age of 2 years; 1 staff member for every 8 children between ages 2 & 3 years; 1 staff member for every 10 children from 3 years to school age	Varies	Run by local councils or community groups
	Mobile Services	Variable; usually 0 - 6 years for occasional care; 3 - 5 years for pre-school	1 staff member for every 5 children under age of 2 years; 1 staff member for every 8 children between ages 2 & 3 years; 1 staff member for every 10 children from 3 years to school age	Varies; some visit on weekly basis for one or more days	Run by local councils or community groups
	Out of School Hours	School aged	Not regulated; 1 staff member for every 15 children recommended	Before and after school; during school vacations	Run by schools, community groups or local councils.

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**APPENDIX A
to ANNEX G**

VULNERABLE COMMUNITIES - HOSPITALS

HOSPITALS

Poplars Private Hospital
Mt Wilga Private Hospital
Hornsby-Ku-ring-gai Hospital
Dalcross Private Hospital
Lady Davidson Hospital
Sydney Adventist Hospital
Neringah Hospital

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ANNEX H

EVACUATION CENTRES

Reference: Paragraph 136.

Evacuation centres normally identified within the Welfare Plan are to be contained separately from the DISPLAN.

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