

Newcastle DISPLAN

Local Disaster Plan 2012



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AUTHORISATION

NEWCASTLE LOCAL DISASTER PLAN (DISPLAN)

AUTHORITY

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

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Dated: 15/11/12

DISTRIBUTION

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Local Emergency Operations Centre (2 Copies)
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Local Emergency Operations Controller
Local Emergency Management Officer
Hunter New England Sector Ambulance
Fire and Rescue NSW
Newcastle NSW State Emergency Service
Volunteer Rescue Association
Community Services (CS), Family and Community Services (FACS)
Telstra
Australia Red Cross NSW
Department of Industry and Investment NSW
Hunter New England Local Health District
Department of Environment & Climate Change
Royal Australian Air Force
Newcastle Airport
Office of Public Works and Services
Department of Transport
Newcastle Port Corporation
WorkCover
Other Organisations
LEOCON & LEMO adjoining Council Areas:
<ul style="list-style-type: none"> • Lake Macquarie • Port Stephens • Maitland • Cessnock
Department of Education and Communities
Hunter Water Corporation
Energy Australia
ABC Radio Newcastle
Ministry of Transport
General Public (This version of DISPLAN approved for public display)
<p>The DISPLAN is available on Council's Website: http://www.newcastle.nsw.gov.au/council/plans_and_reports/policy_a_-_z</p>

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DEFINITIONS

Act

means the State Emergency and Rescue Management Act , No. 165 of 1989, (SERM Act) as amended.

Agency

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

Call Out

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

Casual Volunteer

a person who:

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

Combat Agency

The agency identified in the DISPLAN as the agency primarily responsible for responding to a particular emergency. ((Source: SERM Act))

Combat Agency Controller

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

Command

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

Concept of Operations

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

Control

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

Coordination

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

Disaster Welfare

means:

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

DISPLAN

in this Plan means the Newcastle Disaster Plan unless indicated otherwise. The object of the DISPLAN is to ensure the coordinated response to and recovery from emergencies by all agencies having responsibilities and functions in emergencies. (Source: SERM Act)

District

In this plan District means the Hunter Central Coast Emergency Management District and incorporates the local government areas of Cessnock, Dungog, Lake Macquarie, Maitland, Upper Hunter Shire, Newcastle, Port Stephens, Gosford, Wyong Singleton and Muswellbrook. The waters of Brisbane Water, Port Stephens and Port Hunter.(Source: SERM Act)

District Emergency Management Committee (DEMC)

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

District Emergency Management Officer (DEMO)

means the principle executive officer to the DEMC and DEOCON appointed under the Act..

District Emergency Operations Centre (DEOC)

means the centre established at District level, from which the control of District level emergency operations and coordination of resources is effected.

District Emergency Operations Controller (DEOCON)

means the Police Region Commander appointed by the Commissioner of Police as District Emergency Operations Controller.

Emergency

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

- endangers, or threatens to endanger, the safety or health of persons or animals in the State; or
- destroys or damages, or threatens to destroy or damage, any property in the State; and
- which requires a significant and coordinated response. (Source: SERM Act)

Emergency Officer

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

Emergency Operations Centre (EOC)

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

Emergency Service Officer

means a Police Officer, an officer of the Fire and Rescue NSW or above the position of Station Commander, an officer of the NSW SES of or above the position of Unit Controller, or a divisional Executive Officer of the Director, Operations of that Service, or a District Emergency Management Officer.

Emergency Services Organisation

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

Evacuation Assembly Area

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

Evacuation Centre

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

Functional Area

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

- a) Agriculture & Animal Services;
- b) Communications Services;
- c) Engineering Services;
- d) Environmental Services;
- e) Health Services;
- f) Media Services;
- g) Transport Services; and
- h) Welfare Services.

Functional Area Coordinator

means the nominated coordinator of a Functional Area, tasked to coordinate the provision of Functional Area support and resources for emergency response and initial recovery operations, who, by agreement of participating organisations within the Functional Area, has the authority to commit the resources of those agencies.

Government Agency

means:

- a government department or administrative office as defined in the Public Sector Management Act 1988;
- public authority, being a body (whether incorporated or not) established by or under an Act for any public purpose, other than:
 - the Legislative Council or Legislative Assembly or a committee of either or both of those bodies; or
 - a court or other judicial tribunal;
- the Police Service;
- a local government council or other local authority; or
- a member or office of an agency referred to in paragraphs (a)-(d) or any other person in the service of the crown who has statutory functions, other than:
 - the Governor, the Lieutenant Governor or the Administrator of the State;
 - a Minister of the Crown;
 - a member of the Legislative Council or Legislative Assembly or an officer of that Council or Assembly;
- a judicial officer. (Source: SERM Act)

Hazard

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. (Fire Brigade Act, 1989, as amended).

Hazardous Materials Incident

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

Incident

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

Incident Controller

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

Liaison Officer (LO)

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

Local Area

means the local government area of the City of Newcastle.

Local Government Area

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

Local Emergency Management Committee (LEMC)

means the committees constituted under the State Emergency and Rescue Management Act, 1989, as amended which is responsible for the preparation of plans in relation to the prevention of, preparation for, response to and recovery from emergencies in the Newcastle City Local Government Area (Local DISPLAN). In the exercise of its functions, the Committee is responsible to the District Emergency Management Committee.

Local Emergency Operations Centre (LEOC)

means a centre established at State, District or Local level as a centre of communication and as a centre for the coordination of operations and support during an emergency.

Local Emergency Operations Controller (LEOCON)

means a member of the Police Service appointed by the DEOCON as the Local Emergency Operations Controller for the Local Government Area. (Source: SERM Act)

Local Emergency Management Officer (LEMO)

means the principal executive officer, appointed by Newcastle City Council, under the Act to act as Chairperson to the LEMC and to provide executive support to the LEOCON.

Logistics

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

Marshalling Area

means an area in which resources from outside the local area may either congregate prior to allocation of tasks, or establish a mobile headquarters remote from the LEOC.

Non Government Agency

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

Participating Organisation

means the Government Departments, statutory authorities, volunteer organisations and other agencies who have given formal notice to agency Controllers, Functional Area Coordinators, or have acknowledged to the State, District or Local Emergency Management Committee, that they are willing to participate in emergency management response and recovery operations under the direction of the Controller of a combat agency, or Coordinator of a Functional Area, with the levels or resources or support as appropriate to the emergency operation.

Plan

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

Preparation

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

Ready State

means the process of establishing, equipping and staffing, with minimal resources, a LEOC;

Recovery

In relation to an emergency includes the process of returning an effected community to its proper level of functioning after an emergency

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

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

Registered Emergency Volunteer

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

Rescue

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

Rescue Area

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

Response

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

Roads Authority

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

SERM Act

means the State Emergency and Rescue Management Act, No.165 of 1989 (as amended)

Site Controller

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

Site Control

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

Standby State

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

State Emergency Operations Controller (SEOCN)

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

State of Emergency

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

NOTE: other New South Wales legislation also provides for a declaration of an emergency, which has different meanings and different authorities within that specific legislation. Eg: Essential Services Act 1988, Dam Safety Act 1978 and Rural Fires Act 1996 (as amended)

Sub-Plan

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

Supporting Plan

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

Victim

means a sufferer from any destructive, injurious, or adverse action or agency. In this plan it means a person adversely effected by an emergency.

Warning Agency

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

Welfare Centre

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

ABBREVIATIONS

ADF	Australian Defence Forces
CREST	Citizen's Radio Emergency Service Teams
OEH	Office of Environment & Heritage
DEMC	District Emergency Management Committee
DEMO	District Emergency Management Officer
DEOC	District Emergency Operations Centre
DEOCON	District Emergency Operations Controller
DEFAC	District Engineering Services Functional Area Co-ordinator
DISPLAN	Disaster Plan
FACS	Community Services (CS), Family and Community Services (FACS)
EMA	Emergency Management Australia
EOC	Emergency Operations Centre
EOCON	Emergency Operations Controller
HAZMAT	Hazardous Material
HNELHD	Hunter New England Local Health District
LEMC	Local Emergency Management Committee
LEMO	Local Emergency Management Officer
LEOC	Local Emergency Operations Centre
LEOCON	Local Emergency Operations Controller
LESFAC	Local Engineering Services Functional Area Coordinator
LO	Liaison Officer
MR	Marine Rescue
NPWS	National Parks & Wildlife Service
FRNSW	Fire and Rescue New South Wales
OIC	Officer In Charge
RMS	Roads and Maritime Services
SEMC	State Emergency Management Committee
SEOC	State Emergency Operations Centre
SEOCON	State Emergency Operations Controller
SERM Act	State Emergency and Rescue Management Act
NSW SES	NSW State Emergency Services
SITREP	Situation Report
SO	Standing Order
SOP	Standing Operating Procedure
UBD	Universal Business Directory - Street Directory Newcastle
WICEN	Wireless Institute Civil Emergency Network
WIRES	Wildlife Information and Rescue Service
VRA	Volunteer Rescue Association

PART 1 - INTRODUCTION

1.1 PURPOSE

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

1.2 OBJECTIVES

The objectives of the Newcastle Local Disaster Plan are to:

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

1.3 SCOPE

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

1.4 PLANNING PRINCIPLES

The Newcastle Local Displan is based on the following principles:

- a) Responsibility for preparation, response and recovery rests initially at the local level. If local agencies and available resources cannot cope they are augmented by those at District, State, or Commonwealth levels;
- b) Control of emergency response and recovery is conducted at the lowest effective level;
- c) Combat agencies may deploy their own resources from outside the effected local area or district if they are needed;
- d) The LEOCON is responsible, when requested by a combat agency, to coordinate all or part of the support resources needed;
- e) The LEOCON would not normally assume control from a combat agency unless the situation can no longer be contained. Where necessary, this should only be done after consultation with the DEOCON and agreement of the combat agency and the appropriate level of control; and
- f) Emergency preparation, response and recovery should be conducted with all agencies carrying out their normal functions wherever possible.

1.5 AREA COVERED BY THIS PLAN

The area covered by this plan includes the whole of the City of Newcastle, which has an area of 214 square kilometres and has a population of 154,777 (Source ABS – Estimated Resident Population as at 30 June 2009).

The Pacific Highway (City Road and Maitland Road) is the main north-south route and Minmi Road and Newcastle Road provide the main access from the west.

The City of Newcastle includes residential, industrial, commercial, rural and coastal areas.

The Central Business District is located adjacent to the Hunter River and the Pacific Ocean. The area includes Kooragang Island, which is zoned industrial. The suburb of Stockton is situated on a peninsular on the north shore of the harbour.

Council maintains more than 345 parks that offer a variety of settings from more formal gardens to parklands, natural bushland and sportsgrounds. The City of Newcastle looks after 740 kilometres of roads and over 630 kilometres of footpaths and cycleways.

The City of Newcastle has within its boundaries the following suburbs:

• Adamstown	• Islington	• Newcastle East
• Adamstown Heights	• Jesmond	• Newcastle West
• Bar Beach	• Kooragang	• North Lambton
• Beresfield	• Kotara	• Rankin Park
• Birmingham Gardens	• Lambton	• Sandgate
• Blackhill	• Lenaghan	• Shortland
• Broadmeadow	• Maryland	• Stockton
• Callaghan	• Maryville	• Tarro
• Carrington	• Mayfield	• The Hill
• Cooks Hill	• Mayfield East	• The Junction
• Elermorevale	• Mayfield North	• Tighes Hill
• Fletcher	• Mayfield West	• Wallsend
• Georgetown	• Merewether	• Warabrook
• Hamilton	• Merewether Heights	• Waratah
• Hamilton South	• Minmi	• Waratah West
• Hamilton North	• New Lambton	• Wentworth
• Hexham	• New Lambton Heights	• Wickham
	• Newcastle	

A map detailing the above Newcastle area can be found at Appendix A on page 45

PART 2 - AGENCY ROLES AND RESPONSIBILITIES

2.1 COMBAT AGENCY & LEOCON RESPONSIBILITY

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

Threats	Agency Or EOCON Responsible For Control And Initial Recovery
Coastal Erosion	<u>NSW State Emergency Service</u> – protection of readily moveable household goods and commercial stock and equipment. <u>City of Newcastle</u> – construction of physical mitigation works for protection of coastal property on land under its care and control.
Earthquake	Appropriate EOCON under Displan arrangements
Exotic Animal or Plant Disease	Department of Industry & Investment
Flood - Riverine	NSW State Emergency Service
Flood - Dam Failure	Dam owner prior to failure NSW State Emergency Service responsible for actual flood
Flood - Flash	NSW State Emergency Service
Fires - Urban (within Fire Districts proclaimed under the provisions of the Fire Brigades Act).	Fire and Rescue NSW Incident Controller, or in accordance with a Bush Fire Management Committee Plan of Operations or Mutual Aid Agreement.
Fires - Rural (Bush, Grass and other fires within Rural Fire Districts as prescribed in the Rural Fires Act 1997)	Incident Controller or Officer appointed by the Commissioner, Rural Fire Service, or in accordance with a Bush Fire Management Committee Plan of Operations or Mutual Aid Agreement.
Hazardous Materials Emergency (including Transport related Hazmat emergencies)	<u>Fire and Rescue NSW</u> - rendering safe and clean up operations that are land based including inland and coastal waterways other than State Waters. <u>Newcastle Port Corporation</u> - rendering safe and clean up State Waters and Port Hunter based operations. <u>NSW Dept of Environment & Heritage</u> - scientific support, enforcement and legislative requirements. <u>Hunter New England Health - Public Health Unit</u> - Provide advice and health warnings in the event of persons being effected by the hazardous material.
Pandemic	NSW Ministry of Health
Major Structure Collapse (Urban Search and Rescue - USAR)	NSW Police Control Fire and Rescue NSW – Provide and control USAR Task Force

Threats	Agency Or EOCON Responsible For Control And Initial Recovery
Marine Oil and Chemical Spill	Newcastle Port Corporation - State Waters and Port Hunter based operations. Fire and Rescue NSW – Inland and Coastal Waters other than State Waters.
Storm	NSW State Emergency Service
Tidal Inundation	NSW State Emergency Service
Transport Impact Emergency - (Road related)	Appropriate EOCON under Displan arrangements
Transport Impact Emergency - (Aviation related)	Appropriate EOCON under Displan arrangements
Transport Impact Emergency - (Marine related)	Appropriate EOCON under Displan arrangements
Transport Impact Emergency - (Rail related)	Appropriate EOCON under Displan arrangements
Tsunami	NSW State Emergency Service
Water Supply Contamination	<u>Appropriate EOCON</u> - under Displan arrangements. <u>HNELHD Public Health Unit</u> - Provide advice and health warnings in the event of persons being effected by the hazardous material.

2.2 AGENCY ROLES

2.2.1 LOCAL EMERGENCY OPERATIONS CONTROLLER (LEOCON)

The NSW Police Force has appointed a LEOCON who is to:

- a) Monitor operations controlled by combat agencies.
- b) Maintain liaison with combat agency and support organisations.
- c) Coordinate support and control the allocation of resources to combat agency-controlled operations when required by the combat agency.
- d) Control operations when there is no designated combat agency.
- e) In consultation with the DEOCON and combat agency, assume control of the operation from the combat agency if the situation can no longer be contained.
- f) Advise and activate appropriate emergency service organisations and Functional Areas.
- g) Activate and staff the Local Emergency Operations Centre (LEOC) in accordance with LEOC Standing Operating procedures.
- h) Ensure the District Emergency Operations Controller is kept apprised of the situation.
- i) Prepare an "Impact Assessment Sitrep" in consultation with the DEMO and submit to the DEOCON when an emergency event impacts upon the local area.
- j) As necessary, request "out of local area" resources through the District Emergency Operations Controller.

2.2.2 LOCAL EMERGENCY MANAGEMENT OFFICER (LEMO)

The Council has designated a LEMO who is to;

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

2.2.3 NEWCASTLE COUNCIL

- a) Establish and maintain an LEOC for the LEOCON.
- b) Provide support staff for the LEOC.
- c) Provide human resources, plant, equipment, materials and services, as required in dealing with an incident or emergency.
- d) Provide support to combat agencies and functional area agencies as required including:
 - i) reconnaissance of the area effected by the emergency; and
 - ii) post disaster damage assessment.
- e) Assist, at their request, the Police Service, Fire and Rescue NSW, Ambulance Service and NSW State Emergency Service in dealing with any incident or emergency.
- f) Assist in any other emergency management prevention, preparedness or recovery operations, including emergency management training, for which the Council's training and equipment is suitable.
- g) At the request of the LEOCON, coordinate disaster recovery operations, excluding welfare assistance to disaster victims for whom Department of Family and Community Services (FACS) – Community Services (CS) is responsible.
- h) Provide engineering resources required for response and recovery operations including:
 - i) Damage assessment
 - ii) Clear and re-establish roads and bridges
 - iii) Demolish and shore-up buildings
 - iv) Remove debris
 - v) Construct and maintain temporary levees and evacuation routes, when appropriate
 - vi) Erection of barricades and fences for public protection.
- i) Provide a liaison officer and executive support to the LEOC and LEOCON or Combat Agency Controller.
- j) Provide an appropriately qualified officer to assist the Hunter New England Population Health Unit in relation to public health emergency management matters.
- k) Provide an appropriately qualified officer to assist the District Engineering Functional Area Coordinator in relation to engineering emergency management matters.
- l) Provide an appropriately qualified officer to assist the District Environmental Functional Area Coordinator in relation to environmental emergency management matters.

2.2.4 NSW AMBULANCE SERVICE

- a) Provide pre-hospital care and transport for the sick and injured.
- b) Establish command and control infrastructure utilising ICS principles
- c) Provide and/or assume responsibility for transport of Health Service teams and their equipment to the site of incidents or emergencies, receiving hospitals or emergency medical facilities when so requested by the Health Services Functional Area Coordinator
- d) Provide coordinated communications for all health systems involved in emergency responses.
- e) As determined by the State Rescue Board, provide accredited "rescue units".
- f) Provide specialist Special Casualty Access Team (SCAT), Special Operations Team (SOT) and Urban Search and Rescue (USAR) paramedics as required
- g) Provide fixed and rotary wing pre-hospital and aero-medical retrieval services across New South Wales
- h) Provide an Ambulance Liaison Officer with communications to the LEOC.
- i) Provide, an Ambulance Liaison Officer to the Police Site Controller.

2.2.5 FIRE AND RESCUE NSW

- a) In relation to Fire Districts, prescribed in the [New South Wales Fire Brigades Act, 1989](#) (as amended), Fire and Rescue NSW 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.
 - i) Provide assistance to the NSW Rural Fire Service in accordance with Local Mutual Aid Agreement and Memorandum of Understanding.
- b) Is the designated Combat Agency for hazardous materials incidents, marine oil spills and emergencies on all land and inland and coastal waterways in NSW, except State Waters, specifically for taking all practicable measures:
 - i. for protecting and saving life and property endangered by hazardous material incidents; and
 - ii. for confining or ending such an incident; and
 - iii. for rendering the site of such an incident safe.
 - iv. Provide fire control services by:
 - dealing with outbreaks of fire and the rescue of persons in fire endangered areas;
 - taking such measures as may be practicable to prevent the outbreak of fires; and
 - on land and inland waterways, dealing with the escape of hazardous materials or a situation, which involves the imminent danger of such an escape.
- c) Provide Primary and Secondary Accredited General Land Rescue Units as determined by the State Rescue Board.
- d) In accordance with Major Structure Collapse Sub Plan provide, control and deploy USAR Task Force(s) as directed by SEOCON or Deputy SEOCON.
- e) Assist in any other response or recovery operations for which the Fire Brigades' training and equipment is suitable, for example, the provision of emergency water supplies and pumping equipment.
- f) During flood and storm provide assistance to the NSW State Emergency Service (NSW SES) in accordance with the Memorandum of Understanding between the NSWFB and NSW SES.
- g) Provide a liaison officer to the Local Emergency Operations Centre or Combat Agency Operations Centre as appropriate.
- h) Inform the LEOCON of the existence of incidents.

2.2.6 NSW POLICE

- a) Is the designated Combat Agency for law enforcement.
- b) Is the designated Combat Agency for search and rescue.
- c) As necessary, control and coordinate the evacuation of victims from the area effected by the emergency.
- d) Maintain law and order, protect life and property, and provide assistance and support to a Combat Agency, Functional Areas, and other Organisations as required. This may include:
 - i) reconnaissance of the area effected by the emergency;
 - ii) traffic control, and crowd control;
 - iii) access and egress route security and control;
 - iv) identifying the dead and injured, and notifying next of kin;
 - v) establishing temporary mortuaries;
 - vi) maintaining the security of property;
 - vii) statutory investigative requirements; and
 - viii) operation of a public enquiry centre capable of providing general information on incidents and emergencies to members of the public.
- e) Respond accredited "rescue units" to general and specialist rescue incidents, and control and coordinate rescue operations.
- f) As determined by the State Rescue Board, provide accredited "rescue units".
- g) Manage Disaster Victim Registration, and a disaster victim enquiry system capable of:
 - i) Providing a Disaster Victim Registration system for victims of emergencies;
 - ii) Managing a disaster victim enquiry centre capable of providing relatives and close friends with basic details on the location and safety of victims of emergencies occurring within New South Wales; and
 - iii) Managing a similar disaster victim enquiry service when the National Registration and Inquiry System (NRIS) is activated in relation to emergencies in other States and Territories.
- h) Provide overall control and coordination for emergency response and short-term recovery operations.
- i) Maintain law and order, protect life and property and provide support to other combat agencies, other organisations and functional areas as required. This may include:
 - i) initial reconnaissance of the area effected by the emergency;
 - ii) traffic and crowd control, including the control of evacuations if required;
 - iii) identifying the dead and injured and notifying next of kin;
 - iv) establishing temporary mortuaries;
 - v) maintaining the security of property;
 - vi) statutory investigative requirements; and
 - vii) operation of an inquiry centre capable of providing general information on incidents and emergencies to members of the public.

- j) Call out and coordinate accredited rescue units to respond to land and marine rescue incidents and emergencies.
- k) Operate a registration and inquiry system capable of:
 - i) Providing a registration system for victims of emergencies;
 - ii) Providing an inquiry centre capable of furnishing relatives and close friends with basic details on the whereabouts and safety of victims of emergencies.
- l) Provide a liaison officer to the LEOC or Combat Agency Operations Centre as appropriate.
- m) Marine Area Command – The following units have now been incorporated under the Marine Area Command controlled & coordinated by Police Marine Command. Royal Volunteer Coastal Patrol, Australian Volunteer Coast Guard and Waterways Authority of NSW.

2.2.7 NSW STATE EMERGENCY SERVICE

- a) Is the designated Combat Agency for dealing with floods, and to coordinate the rescue, evacuation and welfare of effected communities. This includes planning for and responding to Tsunami, particularly for the warning and evacuation.
- b) Is the designated Combat Agency for damage control for storms and tempests (including coastal erosion from storm activity), and to coordinate the evacuation and welfare of effected communities
- c) As determined by the State Rescue Board, provide accredited "rescue units". (describe areas of operation)
- d) Assist, at their request, the Police, Fire and Rescue NSW, NSW Rural Fire Service and the Ambulance Service in dealing with incidents or emergencies.
- e) Assist in any other emergency management prevention, preparedness, response or recovery operations, including emergency management training.
- f) Provide a liaison officer to the LEOC or Combat Agency Operations Centre as appropriate.

2.2.8 NEWCASTLE PORTS CORPORATION

The designated combat agency for Marine Oil and Chemical Spills in NSW State Waters from Catherine Hill Bay (South of Newcastle) to Fingal Head (North of Newcastle) and is to:

- a) Provide an On Scene Coordinator and other trained emergency response staff to combat oil spills;
- b) Make available all emergency response equipment;
- c) Assist other emergency services with available resources and personnel during emergency operations when requested by the LEOCON.
- d) Provide a liaison officer to the Local Emergency Operations Centre, if requested.

2.3 FUNCTIONAL AREAS

Support provided by functional areas, and other agencies included in the following section, is coordinated by the appropriate District Functional Area Coordinator.

2.3.1 AGRICULTURE AND ANIMAL SERVICES – Department of Industry and Investment – Primary Industry

- a) Is the designated Combat Agency for exotic animal diseases operations and other animal health emergencies. This includes implementing procedures in conjunction with State and National authorities for the eradication or control of exotic animal diseases, including:
 - i) detection, diagnosis, risk assessment and surveillance of the disease;
 - ii) destruction and disposal of infected animals, plants and products as required;
 - iii) disinfection of contaminated areas, buildings and vehicles;
 - iv) programs for vector control, for example, insect and feral animal control;
 - v) quarantine controls for the movement of persons, animals and plants; and
 - vi) provision of adequate trained staff to ensure quarantine requirements are observed.
- b) Provide immediate animal care services and continuing rehabilitation assistance to primary producers, including:
 - i) assessment of injured stock;
 - ii) disposal of carcass;
 - iii) assessment of rural property loss and damage to buildings, fences, crops, equipment and fodder;
 - iv) coordination of the supply and distribution of emergency fodder supplies and other materials;
 - v) administration of financial assistance to victims;
 - vi) assistance to primary producers suffering emergency induced traumas, in conjunction with the Department of Family and Community Services (FACS) - Community Services (CS)
 - vii) with support of Participating and Supporting Organisations, manage the care of companion pets.
- c) 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.
- d) Planning for response and initial recovery operations for agricultural emergencies, and advising on animal care, veterinary public health, and plant disease control measures.

2.3.2 ENGINEERING SERVICES – NSW Public Works

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

2.3.3 ENVIRONMENTAL SERVICES – Department of Environment & Heritage – Environment Protection and Regulation Group

- a) Protect the environment during emergency response and in Environment Protection Regulation Division in recovery operations.
- b) Coordinate scientific support for the on site controller during operations to combat the pollution of the sea and inland waters within NSW.
- c) Advise and coordinate scientific support to Fire and Rescue NSW during land base hazardous materials incidents and emergency response operations.
- d) Advise other combat agencies and other Functional areas or Organisations on environmentally sound and legal practices for the disposal of wastes or contaminated materials resulting from an emergency.
- e) Act as the coordinating agency for hazardous materials clean up operations.
- f) Conduct post response operations investigations following incidents or emergencies involving hazardous materials.
- g) Provide a liaison officer to the LEOC or Combat Agency Operations Centre as appropriate.

2.3.4 HEALTH SERVICES – Hunter New England Local Health District

- a) Coordinate and control the mobilisation of all health responses to emergencies when this Plan's arrangements are activated. This will be undertaken in association with the Hunter New England HEALTHPLAN inclusive of medical, mental, public health and health communication services and involves:
 - 1. The mobilisation of health resources to the emergency site or sites and the implementation of prioritised patient management;
 - 2. The provision of coordinated hospital and medical response to emergencies;
 - 3. The provision of mental health services to victims, emergency workers and communities affected by emergencies;
 - 4. The provision of public health services to prevent, prepare for, respond to and recover from emergencies; and
 - 5. A coordinated health communications response.
- b) Provide a liaison officer to the LEOC or Combat Agency Operations Centre as appropriate.

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. Six major contributing health service components constitute the whole of health response incorporating all-hazards approach. They are:

- 1. Medical Services;
- 2. Ambulance Services;
- 3. Mental Health Services;
- 4. Public Health Services;
- 5. Health Communications; and
- 6. Health Support services

2.3.5 PUBLIC INFORMATION SERVICES – Public Affairs Branch NSW Police

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

- a) Establishing a Media Information Centre, arranging media conferences on behalf of the LEOCON, and when appropriate, arranging access by journalists to the area affected the emergency;
- b) Preparing media releases on behalf of LEOCON
- c) Preparing and issuing official messages to the public for broadcast by the media (preceded by the Standard Emergency Warning signals (SEWS)).

2.3.6 TRANSPORT SERVICES - Department of Transport

- a) Mobilise coordinate facilities and services to provide plant & equipment: provide and maintain testing of transport related resources;
- b) In conjunction with the Roads and Maritime Services (RMS), coordinate a road condition/closed advisory service and emergency services, other functional areas and members of the public.

- c) Coordinate the provision of transport support as required by other Combat Agencies and other Functional Area Agencies, whilst maintaining, as far as practicable, the normal operations and activities of public and commercial transport services, including:
 - i) movement of emergency equipment and personnel;
 - ii) movement of emergency supplies and goods including water, fuel and food;
 - iii) evacuation of people;
 - iv) assistance for medical transport; and
 - v) transport of animals and stock.
- d) Provide a liaison officer to the LEOC or Combat Agency Operations Centre as appropriate.

2.3.7 WELFARE SERVICES – Community Services (CS), Family and Community Services (FACS)

- a) During response and or recovery operations, provide relief services to victims of incidents and emergencies. This may require:
 - i) establishing Welfare Centres through which the provision of emergency accommodation, essential material needs, and the delivery of personal services to victims of emergencies can be made;
 - ii) providing information and advisory services to victims of emergencies;
 - iii) providing personal support, counselling and referral services, including financial aid and Child Care services;
 - iv) establishing a support unit to coordinate offers of donated relief aid; and
 - v) providing mobile welfare teams to operate within the area effected by the emergency.
- b) Mobilise and coordinate catering facilities and services to provide:
 - i) feeding of victims of emergencies, including evacuees in transit or in Welfare Centres, and displaced or homeless people in emergency accommodation centres; and
 - ii) meals for Combat Agency or other Functional Area personnel engaged in response and/or recovery operations, by arrangement between the Combat Agencies or Functional Area and the responsible Welfare Services Catering Coordinator.
- c) Provide short-term emergency accommodation for homeless victims of emergencies.
- d) Arrange for the acquisition, reception, storage, issue and disposal of material needs including clothing, bedding and personal requisites.
- e) Provide emergency financial assistance to victims of emergencies.
- f) Provide a liaison officer to the LEOC or Combat Agency Operations Centre as appropriate.

2.3.8 TELECOMMUNICATIONS SERVICE PROVIDERS

Within the scope of its business operations, provide communications support to the LEOCON, Combat Agencies, Council and Functional Areas. In particular, when normal systems require enhancement, or fail.

2.3.9 MINES RESCUE SERVICE

- a) Provides a rescue service capable of responding to, and dealing with, emergencies arising at underground coalmines.
- b) At the request of, and under the control of either the relevant combat agency or Emergency Operations Controller, assist in any other response or recovery operations for which the Rural Fire Services' training and equipment is suitable.

2.3.10 HUNTER REGION WESTPAC HELICOPTER RESCUE SERVICE

- a) Under the coordination of the Ambulance Service, provides a medical evacuation, transport and retrieval service for sick and injured persons.
- b) At the request of the relevant combat agency or Emergency Operations Controller, assist in any other response or recovery operations for which the Services' training and equipment is suitable.

PART 3 - PREVENTION

3.1 LEMC RESPONSIBILITY

- a) The Local Emergency Management Committee, using the emergency risk management process to identify prevention or mitigation options, may refer these options and recommendations to the appropriate agency, and monitor outcomes.
- b) Responsibility for the development and implementation of Prevention and Mitigation strategies rests with the agencies, organisations and/or committees detailed below and is not subject to Displan arrangements.
- c) To facilitate coordination of Prevention and Mitigation measures, the agencies, organisations and/or committees with responsibilities have provided details of the strategies they implement within the local area, which are listed below:-

3.2 AGENCY RESPONSIBILITIES AND STRATEGIES

Hazard	Agency / Committee Responsible	Mitigation / Prevention Strategies
Bush, Grass Or Rural Fires	<p>City of Newcastle</p> <p>Bush Fire Management Committees & Regional Fire Associations</p> <p>Fire Agencies - Fire and Rescue NSW, National Parks and Wildlife Service, State Forests of NSW, Hunter Water Corp and Department of Natural Resources</p>	<p>-Require landowners to clear firebreaks & remove fire hazards.</p> <p>-Regulate burning off.</p> <p>-Regulate property development & building construction through LEPs & DCPs.</p> <p>-Coordinate bush fire fuel management strategies.</p> <p>-Implement bush fire fuel management programs.</p>
Contamination Of Water Supply / Waterways	<p>City of Newcastle, Hunter Water Corporation, Public Health Unit, Department of Natural Resources and Department of Environment & Conservation</p>	<p>- Monitor water supply at water treatment plants.</p> <p>- Erect warning signs at sites of contaminated water. e.g. lagoons</p> <p>- Surveillance of waterways through testing of water samples</p>
Earthquake	<p>City of Newcastle</p>	<p>-Regulate property development & building construction through LEPs & DCPs.</p>

3.2 AGENCY RESPONSIBILITIES AND STRATEGIES (CONT.)

Hazard	Agency / Committee Responsible	Mitigation / Prevention Strategies
Exotic Animal And Plant Disease	Department of Industry and Investment - Primary Industries	<ul style="list-style-type: none"> -Surveillance by NSW Agriculture, especially through Australian Quarantine Inspection Service. -Training of NSW Agriculture staff in detection of diseaseNSW SES.
Flood - Riverine	<p>City of Newcastle</p> <p>Office of Environment & Heritage (OEH)</p>	<ul style="list-style-type: none"> -Regulate property development & building construction through LEPs & DCPs. -Development & maintenance of flood mitigation works. -Preparation of floodplain management plans. -Preparation of mitigation schemes and floodplain management plans.
Flood - Dam Failure	<p>Department of Primary Industries/Office of Water</p> <p>NSW Dam Safety Committee</p>	<ul style="list-style-type: none"> -Upgrading safety standards -Advising NSW SES re the need to develop dam failure Plans
Hazardous Materials Accidents	<p>Department of Environment, Climate Change and Water</p> <p>WorkCover Authority</p> <p>Fire and Rescue NSW</p>	<ul style="list-style-type: none"> -Regulate the transport of dangerous goods. -Assists industry with the development of safe handling and response procedures. -Regulate the production & storage of dangerous goods. -Public Education
Tsunami	NSW State Emergency Service	<ul style="list-style-type: none"> - Develop and deliver tsunami education programs in partnership with the Bureau of Meteorology (BOM), Geoscience Australia, Emergency Management Australia, Agriculture and Animal Services Functional Area, Welfare Services Functional Area, City of Newcastle, Fire and Rescue NSW, NSW Maritime Authority, NSW Police Force, NSW Rural Fire Service, Surf Life Saving NSW, Volunteer Marine Rescue Agencies and the Volunteer Rescue Association

PART 4 - PREPARATION

4.1 PLANNING

4.1.1 EMERGENCY RISK MANAGEMENT PROCESS

The Local Emergency Management Committee has completed an Emergency Risk Management Study, which has identified, analysed, and evaluated the risks that face the Newcastle community.

Copies of this Study have been provided to each Combat Agency and Functional area of the LEMC. As a result of the Study, a risk register was established of the significant hazards and a risk treatment action plan was developed.

Progress in relation to implementation of risk treatment is reported at each tri-annual LEMC meeting.

4.1.2 RISK IDENTIFICATION, ANALYSIS, EVALUATION AND TREATMENT

Only those risks that may require a significant and coordinated multi agency response are processed by the LEMC.

4.1.3 COMMUNITY VULNERABILITY

Vulnerable groups requiring special attention include Nursing Homes, Hospitals, Retired Persons Accommodation, Schools and Pre schools, Special Schools and Disability Support Services.

Information regarding vulnerable groups is now available through the Department of Lands Spatial Information Management System, which is updated annually. This system is available for use when required. Attached at **Appendix C** is a schedule of vulnerable groups last updated in 2008.

4.1.4 SUB PLANS

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

- Flood
- Bushfire Operations Plan
- Bushfire Risk Management Plan
- Aerodrome Emergency Plan – Civil Operations (Restricted Access)
- Draft Coastal Emergency Risk Management Plan
- Newcastle CBD Emergency Arrangements Annex

4.1.5 SUPPORTING PLANS

* Note: District plans applied to local level

- Agriculture & Animal Services*
- Communication Services (State Plan applies)
- Engineering Services*
- Environmental Services (State Plan applies)
- Media Services (State Plan applies)
- Health Services*
- Transport Services*

- Ports Oil Spill Plan (State Plan applies)
- Welfare Services
- Energy & Utilities
- Recovery

4.1.6 ORGANISATIONAL PLANS & PROCEDURES

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

4.1.7 REVIEWING, TESTING, EVALUATING AND MAINTAINING THE LOCAL DISPLAN

- a) The LEOCON is to ensure that this DISPLAN is reviewed, tested and evaluated.
- b) This DISPLAN is to be reviewed by the Local Emergency Management Committee:
 - i) After each local operation
 - ii) After each exercise to test the DISPLAN (or part thereof)
 - iii) If deficiencies are identified
 - iv) At least once every three (3) years and
 - v) As roles and responsibilities of agencies change due to legislative changes
- c) The LEOCON is to ensure that this DISPLAN is tested through the conduct of an exercise every two years to:
 - i) Ensure all participants are familiar with the contents of the plan
 - ii) Test specific aspects of the plan and
 - iii) Practice procedures associated with the plan
- d) The Newcastle LEMO maintains this DISPLAN and issues amendments.
- e) All sub-plans are to be tested and reviewed no less frequently than 5 years and the results advised to the Local Emergency Management Committee.

4.2 MAP STANDARDS

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

- a) 1:25000, 1:100000 or 1:250000 scale topographic maps or digital mapping systems, which utilise Australian Map Grid (AMG) coordinates, be used by agencies when necessary for operational purposes: and
- b) UBD Street Directories be used by agencies when necessary for operational purposes.
- c) Geospatial data for use in emergency management is managed through the Spatial Information Management System (SIMS). The data model used in this system is a combination of data supplied through the emergency services and local government, and is managed by the Emergency Information Coordination Unit (EICU) of the NSW Land & Property Management Authority.

4.3 RESOURCE AND CONTACT DIRECTORIES

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

4.4 LOCAL EMERGENCY OPERATIONS CENTRE (LEOC) MANAGEMENT

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

4.5 PUBLIC EDUCATION

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

Hazard	Agency And Responsibility
Bush & Grass Fires	The Fire Management Committee, on behalf of the Bush Fire Council of NSW, coordinates public education programs relating to the bush and grass fire threat throughout the Local Area.
Exotic Animal & Plant Disease	Rural Lands Protection Board assists Department of Industry and Investment with public awareness concerning the implications of exotic animal and plant disease and appropriate strategies for its prevention and detection.
Flooding - (Riverine And Dam Failure)	NSW State Emergency Service Local Controller is responsible for ensuring, as detailed in the Local Flood Plan, that the residents of their Local Area are aware of the flood threat and how to protect themselves against it.
Severe Storm	NSW State Emergency Service Local Controller is responsible for ensuring that the residents of their Local Areas are aware of the likely effects of storm and tempest impact and how to protect themselves against it.

- b) Develop community education programs that will provide an awareness of:
 - i) The nature of local hazards
 - ii) Public warning systems
 - iii) Agency roles and responsibilities
 - iv) Emergency procedures
 - v) Emergency response plans - CBD Annexure (Ready 123)

4.6 NEIGHBOURHOOD SAFER PLACES

A Neighbourhood Safer Place (NSP) is a place of last resort for people during a bush fire. A NSP is an identified building or space within the community that can provide a higher level of protection from the immediate life threatening effects of a bush fire. NSP's still entail some risk, both in moving to them and while sheltering in them and cannot be considered completely safe. They are a place of last resort in emergencies only.

The location of NSP's within Newcastle has been identified and approved by the NSW Rural Fire Service. The approved locations are as detailed in Appendix F page 76.

4.7 WARNING AND INFORMATION TO THE PUBLIC

The Local Emergency Operations Controller is responsible for ensuring that arrangements are made for appropriate warnings, and for the passage of information to the public. These arrangements are included elsewhere in this plan

4.8 STANDARD EMERGENCY WARNING SIGNAL (SEWS)

The broadcast of safety information to the public in an emergency will enable the community to take appropriate actions to protect life and property. The Standard Emergency Warning Signal (SEWS) will alert the public to messages about things they can do to reduce potential loss of life and property.

The SEWS is only to be used to warn the public when they need to take some urgent and immediate action in order to reduce the potential for loss of life or property from emergency events such as:-

- Severe Thunderstorms
- Gale Force Winds
- Severe Floods
- Hazardous Materials Emergencies
- Biological Hazards
- Earthquake Aftershocks
- Bushfires
- Dam Failure
- Tsunamis

The purpose of SEWS is to:

- a. Alert listeners/viewers of radio/television that an official emergency announcement is about to be made concerning an actual or potential emergency
- b. Alert the community at large, via a public address system, to an important official emergency announcement.

4.8.1 Authority to use SEWS

Combat Agency Commanders and the LEOCON are authorised to use SEWS for the above purposes.

4.8.2 Procedure for the use of SEWS

Requests to the media to broadcast SEWS is to be confirmed in writing. Format of Request to the Media to use SEWS, Appendix B, (See page 46).

PART 5 - CONTROL AND COORDINATION

5.1 CONTROL AND COORDINATION RELATIONSHIPS

The arrangements detailed in this Part of the Displan are aimed at ensuring the effective control and coordination of emergencies.

Type Of Operation	Control	Planning	Information \ Liaison
<p>Combat Agency Managed</p>	<p>Combat Agency controls operation and may request other agencies or Emergency Operations Controller to coordinate support.</p> <p>Supporting agencies command their own elements and carry out support tasks as directed by the Combat Agency, other agency or Emergency Operations Controller</p>	<p>Support tasks, which can be foreseen, are agreed to and reflected in Combat Agency Plans, Displans, Sub Plans or Supporting Plans where applicable.</p> <p>Unforeseen support can be coordinated by the Emergency Operations Controller, or the Combat Agency can deal direct with the supporting agencies. In the latter case the Emergency Operations Controller must be kept informed.</p>	<p>The Combat Agency is responsible to ensure that the Emergency Operations Controller, supporting emergency service organisation and functional area coordinators are kept informed of the situation.</p> <p>Emergency Operations Controllers and supporting agencies, under the control of the Combat Agency, provide resources to the Combat Agency Control Centre as required.</p> <p>Supporting agencies carrying out tasks under the coordination of an Emergency Operations Controller provide liaison to the Emergency Operations Centre as required.</p>
<p>Operations Controlled By Emergency Operations Controllers</p> <p>This applies when:-</p> <ul style="list-style-type: none"> -Emergency Operations Controllers are designated in plans as Controllers. -There is no designated Combat Agency. -Emergency Operations Controllers are requested by the Combat Agency to assume control, with the approval of the Combat Agency head. 	<p>Emergency Operations Controller controls operations and coordinates resources.</p> <p>Individual agencies command their own resources and carry out tasks as directed.</p>		<p>The Emergency Operations Controller is responsible to ensure that the emergency service organisations and functional area coordinators are kept informed of the situation.</p> <p>Agencies provide liaison to Emergency Operations Centre as required.</p>

5.2 COMBAT AGENCY OPERATIONS

5.2.1 STORM, FLOOD AND TSUNAMI OPERATIONS

The NSW SES is the designated Combat Agency for dealing with floods, and to coordinate the rescue, evacuation and welfare of affected communities. This includes responding to Tsunami, particularly for the warning and evacuation of affected communities. The NSW SES is also the designate Combat Agency for damage control for storms (including coastal erosion from storm activity), and to coordinate the evacuation and welfare of affected communities. Overall control of these events is the responsibility of the Local Controller.

5.2.2 BUSH FIRE OPERATIONS

Overall control and the coordination of support resources for bush fire operations is the responsibility of an Incident Controller selected, or appointed by the Fire and Rescue NSW, NPWS, or State Forests. During a section 44-bush fire emergency, a LEOCON may be requested to coordinate non-fire fighting support to an Incident controller.

5.2.3 HAZMAT AND URBAN FIRE OPERATIONS

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

5.3 FUNCTIONAL AREA SUPPORT

Support provided by the Agricultural/Animal Services, Communications Services, Environmental Services, Engineering Services, Public Information Services Health Services, Transport Services and Welfare Services Functional Areas is coordinated by the appropriate District Functional Area Coordinator.

5.4 LIAISON

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

5.5 COMMUNICATIONS

- a) The primary means of communication between the LEOCON and agencies is to be telephone and facsimile or other electronic means.
- b) Backup radio communications is to be coordinated by the LEOCON and LEMO.

5.6 INFORMATION MANAGEMENT AND INTELLIGENCE

- a) During bushfires, the District Fire Committee Executive Officer or Section 44 appointee is responsible for the passage of operational information between agencies. This officer is also responsible to ensure the Council Information Centre is kept fully informed.
- b) During floods and storm damage control operations, the NSW SES Local Controller is responsible for the passage of operational information between agencies. This officer is also responsible to ensure the Council Information Centre is kept fully informed.
- c) During other Combat Agency managed operations, the Combat Agency Controller is responsible for the passage of operational information and intelligence to the LEOCON.
- d) The Combat Agency Controller is also responsible for:-
 - i) the passage of operational information and intelligence to and from all involved agencies, using the combat agency control centre as the collection and distribution point.
 - ii) the passage of public information to the community.
 - iii) the release of regular media releases.
 - iv) ensuring the LEOCON is kept informed of developments and forecast support needs.
- e) During Combat Agency managed operations, the relevant Combat Agency Controller may request the LEOCON to assume responsibility for the passage of all or certain classes of operational information and intelligence between LEOCONS and/or involved agencies.
- f) During operations controlled by the LEOCON, the LEOCON is responsible for the passage of operational information and intelligence to the DEOCON and adjoining LEOCONS. The LEOCON is also responsible for:-
 - i) the passage of operational information and intelligence to and from all involved agencies, using the LEOC as the collection and distribution point.
 - ii) the passage of public information to the community.
 - iii) the release of regular media releases.
 - iv) ensuring the DEOCON is kept informed of developments and forecast support needs.
- g) The following may be used to disseminate public information throughout the community:-
 - i) The Newcastle Herald, The Post and The Star newspapers or other local newspapers
 - ii) City of Newcastle newspaper - Council News.
 - iii) Websites: www.newcastle.nsw.gov.au or www.emergencynewcastle.com.au
 - iv) Radio Stations in the Newcastle area eg,,: ABC 1233, 2NC, 2HD, 2KOFM, X107 FM, NEW FM & 2NUR FM.
 - v) Newcastle Community Broadcasters
- h) Tourist Information Radio 107.9 FM.
- i) Progress Associations/Community Newsletters in the local areas.
- j) The Newcastle Visitor Tourist Information Centre.
- k) Letter box drops and public displays, and public addresses at service clubs and schools.
- l) In the event of a widespread power failure, printed public information material will be required. Australia Post will be requested to assist in distribution.

5.7 RESCUE ARRANGEMENTS

- a) Rescue arrangements detailed in this Plan are subject to the provisions of the State Rescue Policy and the command structure of the NSW Police Service, except when an operation is controlled by an Emergency Operations Controller.
- b) Initial response to rescue operations is coordinated by Police Operations Staff at VKG3 Newcastle (Police Communications). Coordination of a rescue operation passes to the senior officer on the first Police vehicle to arrive at the scene.
- c) The general areas of operation of the accredited rescue units operating within the local area are described, in general terms, in the responsibility section of this Displan.
- d) Rescue arrangements are managed by the relevant Police Local Area Commander (or delegate), assisted by the Local Rescue Committee. The Local Rescue Committee is responsible to the Hunter District Rescue Sub Committee, which in turn is responsible to the State Rescue Board for the implementation of State Rescue Policy.
- e) Marine rescue management arrangements are developed and coordinated by the relevant Police Local Area Commanders assisted by NSW Police Force Marine Area Command and Marine Rescue NSW.
- f) Rescue related matters, involving local rescue resources, that are raised at Committee meetings, particularly Emergency Management Committees and Control Room Committees, are to be referred, as soon as practical, to the relevant Police Local Area Commander.
- g) The NSW SES is responsible for Flood rescue operations. The NSW SES will utilise the NSW Police VKG Centres to provide an initial coordinated response to flood rescue operations. Flood rescue responses post the initial coordination provided by VKG will be managed by the NSW SES Controller.

PART 6 - RESPONSE ARRANGEMENTS

6.1 ACTIVATION OF PLAN

- a) This plan is activated by the LEOCON, but does not need activating for combat agencies to respond to incidents.
- b) Whenever a combat agency responds to a major incident, or receives warning that it may need to do so, the controller is to advise the LEOCON in accordance with local arrangements. The LEOCON is to then maintain contact with that combat agency and monitor the incident.
- c) The LEOCON will implement the arrangements in this plan when:
 - i) The lead combat agency controller indicates assistance may be needed; or
 - ii) The Incident Controller appointed under the provisions of Section 44 of the Rural Fires Act, to take charge of fire fighting operations;
 - iii) The NSW SES Local Controller is conducting:-
 - 1. Storm damage control incidents and emergencies; or
 - 2. Flood incident and emergency operations in accordance with the Newcastle Local Flood Plan.
 - iv) The LEOCON believes that an emergency has or may occur.
 - v) Directed by the DEOCON
- d) The arrangements detailed in this Plan apply without the need for any activation of a state of emergency.

6.2 MOBILISATION OF RESOURCES

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

- a) Alert Stage;
- b) Standby Stage;
- c) Callout Stage; and followed by
- d) Stand Down & Debrief

6.3 STAGES OF ACTIVATION AND STAND-DOWN

ALERT STAGE	
Responsibility	Action
Relevant Combat or Warning Agency	<ul style="list-style-type: none"> • Notifies the LEOCON in accordance with local arrangements, than an operation with potential to escalate has occurred or is imminent.
LEOCON	<ul style="list-style-type: none"> • Notifies the LEMO and DEOCON • Monitors operations
LEMO	<ul style="list-style-type: none"> • Notifies the Supporting Emergency Services Controllers • Notifies the Functional Area Representatives

6.3 STAGES OF ACTIVATION AND STAND-DOWN (CONT)

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

CALLOUT STAGE	
Responsibility	Action
Combat Agency Controller	<ul style="list-style-type: none"> Notifies the LEOCON that assistance under DISPLAN arrangements is required.
LEOCON	<ul style="list-style-type: none"> Provides a liaison officer to Combat Agency's control centre Notifies the LEMO and DEOCON Moves to the LEOC
LEMO	<ul style="list-style-type: none"> Notifies the Lord Mayor and General Manager of the City of Newcastle Notifies Supporting Agency Controllers Notifies Functional Area Coordinators Escalates LEOC to required staff level <ul style="list-style-type: none"> Ready State Standby State Callout State
Supporting Emergency Services Controllers	<ul style="list-style-type: none"> Moves to LEOC Through their own Centres, deploy resources as required by the LEOCON
Functional Area Representatives	<ul style="list-style-type: none"> Provide liaison officer to the LEOC From their normal workplace, deploy resources as required by the LEOCON

6.3 STAGES OF ACTIVATION AND STAND-DOWN (CONT)

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

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

6.4 OPERATIONS CENTRES

The Newcastle Local Emergency Operations Centre is located at the corner of Elizabeth Street & Hannell Streets, Tighes Hill, Newcastle.

The alternate location for the LEOC is to be the City of Newcastle Chambers, City Hall, King Street, Newcastle.

Combat Agency	Control Centre Location
Fire and Rescue NSW	44 Union Street, Cooks Hill
Rural Fire Service	George Booth Drive, Estelville
NSW SES	Elizabeth Street & Hannell Streets, Tighes Hill, Newcastle
Newcastle Port Corporation	2nd Floor, Cnr Scott & Newcomen Sts, Newcastle
Department of Industry and Investment	"TOCAL", Paterson

Emergency Service	Coordination Centre Location
Ambulance	1a Dudley Road (Cnr Pacific Highway), Charlestown
Police	Church Street (Cnr Watt Street), Newcastle
VRA	Swansea

Functional Area	Coordination Centre Location
Agriculture & Animal Services	"TOCAL", Paterson
Engineering Services	117 Bull Street, Newcastle
Environmental Services	117 Bull Street, Newcastle
Health Services	Forensic Medicine Department Rosella Close, John Hunter Hospital Campus, Lookout Road, New Lambton
Welfare Services	796 Hunter Street, Newcastle West

6.5 WARNING ARRANGEMENTS

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

Hazard Or Threat	Agency Responsible	Warning Provided
Bush & Grass Fire	Bureau of Meteorology Executive Officer Fire Management Committee	General fire weather advice to the wider community via regional electronic and print media. Specific warnings and Total Fire Ban advice to the community, LEOCON, relevant Emergency Services and Functional Area representatives.
Exotic Animal & Plant Disease	Department of Industry and Investment LEOCON	Warnings to the community and LEOCON. Warnings to relevant agencies specific to exotic disease outbreaks and restricted areas.
Flooding - Riverine	NSW SES Local Controller Bureau of Meteorology	Pump and Stock Warnings, Local Flood Advice, Flood Bulletins, Flood Heights and Evacuation Warnings to the LEOCON and relevant Emergency Services and Functional Area representatives General weather advice and specific flood predictions to the community.
Flooding - Dam Failure	NSW SES Local Controller Agency responsible and relevant dam owner	Specific warnings regarding concerns about dam safety to NSW SES Controllers, DEOCON, LEOCON. Specific warnings including evacuation warnings to the community.
Hazardous Materials Spillage	Fire and Rescue NSW	Warnings and advice to Site Controller, LEOCON, DEOCON, EPA regarding public safety directions and warnings relating to spillage into waterways.
Severe Storms	Bureau of Meteorology NSW SES Local Controllers	General advice to the wider community via regional electronic media. General advice and warnings to the LEOCON, relevant Emergency Services and Functional Area representatives.
Other Warnings	LEOCON	General and Evacuation Warnings to effected communities and relevant Emergency Services and Functional Area representatives.

- c) Safety information can be broadcast to the community in an emergency utilising the Standard Emergency Warning Signal (SEWS). Refer to Section 4.8 for the use of SEWS.
- d) If time permits emergency warnings will be broadcast over the following media as appropriate and in accordance with DEMC Standing Operating Procedures for dissemination of warnings via the electronic media;
- i) AM Radio, ABC 1233 and 2HD .
 - ii) FM Radio Stations NEW FM, 2NUR FM, X107 FM and 2KO FM
 - iii) Newcastle Television Networks NBN, PRIME & ABC
 - iv) Marine Radio Network
 - v) Citizens Band Radio Networks (CREST)
- e) If time permits appropriate personnel will deliver evacuation warnings through a doorknock operation and mobile public address systems.

6.6 AREA CONTROL

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

6.7 ROAD CLOSURES

- a) When major road transport routes are closed by an authorised agency or individual or found to be closed as a result of the hazard impact, the advice is to be passed by that agency or individual to the LEOCON.
- b) Information regarding road closures can be found on both the Council's website www.newcastle.nsw.gov.au/news_and_events/road_closures, and that of the Roads and Maritime Services www.RMS.nsw.gov.au/trafficreports/regionalnewsouthwales/northern
- c) The authority to order road closures and the applicable circumstances is detailed in the table below.

Road Closures		
Individual Or Organisation	Circumstances	Authority
Minister for Emergency Services or Emergency Services Officer when authorised by the Minister	During a State Emergency declared under Division 4 of Part 3 of the Act and if satisfied that it is necessary or convenient.	Direct a person not to enter an emergency area or part of it, including doing all such things as are reasonably necessary to ensure compliance, including the use of reasonable force. (S.37 of the SERM Act)
	During a State Emergency declared under Division 4 of Part 3 of the Act and if satisfied there are reasonable grounds for doing so for the purpose of protecting property.	Direct the closure to traffic of any street, road, lane, thoroughfare or footpath or place open to or used by the public; and or the closure of any other public or private place. (S.37A of the SERM Act)
Senior Police Officer (ie. of or above rank of Sergeant)	If satisfied there are reasonable grounds for doing so for the purpose of protecting persons from injury or death threatened by an actual or imminent emergency	Direct (or authorise another police officer to direct) a person not to enter a danger area, including doing all such things as are reasonably necessary to ensure compliance, including use of reasonable force. (S.60L of the SERM Act)
Senior Police Officer (ie. of or above rank of Sergeant)	If satisfied there are reasonable grounds for doing so for the purpose of protecting persons from injury or death or protecting property threatened by an actual or imminent emergency	Direct (or authorise another police officer to direct) the closure to traffic of any street, road, lane, thoroughfare or footpath or place open to or used by the public; and or the enclosure of any other public or private place. (S.61 of the SERM Act)

Road Closures		
Individual Or Organisation	Circumstances	Authority
Police Officer	Where directed or authorised by a senior police officer (ie. of or above rank of Sergeant)	Direct a person not to enter a danger area, including doing all such things as are reasonably necessary to ensure compliance including use of reasonable force. (S.60L of the SERM Act)
Police Officer		Direct closure to traffic of any street, road, lane, thoroughfare or footpath or place open to or used by the public; and/or the closure of any other public or private place. (S.61 of the SERM Act)
Police Officer	During temporary obstruction or danger to traffic or for any temporary purpose.	Close any public street to traffic and prevent the traffic of any vehicles or horses in the street closed to traffic under any Act. (S.23 Traffic Act)
Fire and Rescue NSW Officer in charge at a fire or hazardous	Protect and save life and property. Control and extinguish fire. Confine and end hazardous material incident and render site safe.	Take such measures as officer thinks fit, including close to traffic any street or public place in the vicinity. (SS. 13 &14 Fire Brigades Act)
Police Officer	Where persons or property endangered by fire or hazardous material incident.	Recognise authority of, and support, Commissioner and members of the Fire and Rescue NSW acting under the Commissioner's orders; and officer in charge at a fire or hazardous material incident. (S.25 Fire Brigades Act)
Commissioner NSW SES or "Emergency Service Officer" when authorised by Commissioner	Emergency related to flood or storm or when directed by SEOCON.	Direct a person not to enter an emergency area or any part of it, including doing all such things as are reasonably necessary to ensure compliance, including use of reasonable force;. (S.22 NSW State Emergency Service Act)
Police Officer and all members of emergency services organisations	Emergency operations related to flood or storm; or when directed by SEOCON.	Recognise authority of, and assist Commissioner NSW SES and emergency officers acting under the orders of the Commissioner, region controller or local controller. (S21. NSW State Emergency Service Act)
Roads Authority (includes Roads and Maritime Services and Council)	Roads and Maritime Services: for any other purpose. Other roads authorities for the 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)

Road Closures		
Individual Or Organisation	Circumstances	Authority
Director General of National Parks and Wildlife Service. Police Officer (as ex officio ranger)	Within any Park (as defined)	Close the whole or any part and or regulate, control or prohibit the entry of any person; and or close to public traffic any road, track, trail or other way. (SS. 16&155 National Parks & Wildlife Act)
Minister for Agriculture	Within quarantine or protected area to prevent or regulate the movement of stock or vehicles.	Close any road; or authorise the erection of fencing and gates across any road. (SS.12, 15B & 23 Stock Diseases Act)
Department of Industry and Investment Inspector	During an exotic disease outbreak	Declare entry and exit points. (S. 13 Exotic Diseases of Animals Act)

6.8 EVACUATION ARRANGEMENTS

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

6.8.1 DECISION

- a) The decision to evacuate persons or animals is not one, which should be taken lightly. During evacuations there are many tasks, which need to be carried out by a number of different organisations. This necessitates a coordinated approach to ensure that all the evacuee's needs are met. In some circumstances, it may be more appropriate for people to remain in their homes and take other measures to ensure their safety.
- b) The requirement to evacuate or stay put will ideally be identified during the planning process and be included in organisation's sub plans or standing operating procedures as necessary.
- c) The organisation with the authority to order an evacuation is to ensure that the community is informed, through a public education program, of the proposed evacuation strategies. Information leaflets should also be provided, if appropriate.
- d) The controller of the major incident/emergency (Combat Agency Controller, Section 44 Appointee/Incident Controller, LEOCON or DEOCON) will determine the need for evacuation. Early identification of evacuation as a possible strategy during a response operation may allow time for the controller to brief the LEOCON/Local Emergency Management Committee allowing for more specific preparedness measures to be taken. At the first available opportunity the LEOCON will also advise the DEOCON in order that District Functional Areas may be alerted.
- e) If evacuation is the preferred option, the Controller is to consult with the Welfare Services Functional Area Coordinator to identify a safe and suitable Evacuation Centre from those identified in Local DISPLANS and Welfare Supporting Plans.

6.8.2 AUTHORITY

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

Evacuation	
Individual Or Organisation	Circumstances
The Minister, or an "emergency services officer" (as defined) when authorised by the Minister.	During a declared State of Emergency, direct a person to leave premises and move out of an emergency area or part thereof, taking any persons in their care with them, and/or not to enter an emergency area or part thereof. (S.37 - SERM Act)
A senior Police Officer (ie. of or above the rank of Sergeant)	If satisfied that there are reasonable grounds for doing so for the purpose of protecting persons from injury or death threatened by an actual or imminent emergency. (S.60L - SERM Act)
A Police Officer	In support of the authority of a member of the Fire Brigade acting under the Chief Officer's orders and to assist him or her where the persons are or property is endangered by fire or a hazardous materials incident. (S. 25 Fire Brigades) In support of the authority of and in compliance with directions given by the RFS Commissioner, other RFS Officers or Incident Controller in connection with the prevention, control and suppression of any rural fire. (S. 44 and 41 Rural Fires Act) Act) As an authorised officer, power to control persons and vehicles in the forest estate and direct persons and vehicles to leave an area if the activities being undertaken or conditions constitute a danger or potential danger to the safety of persons or property. (S. 15 Forestry Act)
A Police officer and all other members of emergency service organisations	In recognition of the authority of the Commissioner and emergency officers, provide assistance in connection with flood or storm operations. (S.21 - NSW State Emergency Service Act)
The Fire Brigade officer in charge at a fire or hazardous materials incident.	Take such measures as the officer thinks fit to protect life and property and to remove any person, vehicle, vessel or thing that might interfere with the work of the Fire Brigades. (S.13; 19- Fire Brigade Act)
The Commissioner NSW State Emergency Service or an "Emergency Officer"(as defined) when authorised by the Commissioner.	Direct a person to leave premises and move out of an emergency area or part thereof, taking any persons in their care with them, and/or not to enter an emergency area or part thereof. (S. 22 NSW State Emergency Service Act)
NSW State Emergency Service	Authority is limited to the evacuation of people during flood, storm and tsunami, or at the direction of the State Emergency Operations Controller (S. 19; 22 NSW State Emergency Service Act)
Ambulance Service	The Ambulance Service may be directed by the Police Service to assist in the conduct of evacuations, or, during a declared State of Emergency, by any authorised officer as determined under Section 37 of the State Emergency and Rescue Management Act 1989 (as amended). Evacuation of medical facilities such as hospitals or nursing homes will be at the direction of the Medical Controller.

Evacuation	
Individual Or Organisation	Circumstances
Local Government Authorities	In connection with fire safety related to buildings, the issue of orders to cease the use of premises, evacuate premises, to leave premises, or not to enter premises. (S 124 to S 152 - Local Government Act)

6.8.3 WARNING

- a) Evacuation warnings to the public, or advice not to evacuate, are to be authorised and released by the person or agency nominated in Part 5 of this plan in accordance with the agency's normal operating procedures and the Hunter District SOPs for the Dissemination of Warnings via the Electronic Media.
- b) The normal means of disseminating warnings and advice to the public is via the electronic media. In some circumstances, particularly if there is a need for urgent evacuations or other actions, evacuation warnings will be reinforced by :
 - i) Use of public address systems fitted to emergency services vehicles.
 - ii) Evacuation teams, made up of emergency services personnel and others as necessary, to carry out door knocks of the effected area.
- c) Warnings to evacuate, whether disseminated via the media or by door knocks, should contain:
 - i) Instruction to evacuate;
 - ii) Location of assembly areas for transport to welfare centres;
 - iii) Location of Evacuation Centres, for those using private transport;
 - iv) Authorised route(s) to evacuations centres;
 - v) Arrangements for children in schools and pre-schools;
 - vi) Arrangements for elderly or infirm residents unable to self evacuate ; and
 - vii) Likely duration of the evacuation.

6.8.4 WITHDRAWAL

- a) The Combat Agency may initiate and conduct evacuations if it is within its capability but must liaise with Police to ensure security of the evacuated area. Consultation must also occur with the necessary supporting services, eg. Welfare Service Coordinator and the Transport Services Coordinator.
- b) Police, if requested by the Combat Agency Controller, Section 44 (Rural Fires Act) Incident Controller, LEOCON or DEOCON, will conduct the evacuations of persons to the selected Evacuation Centre, secure the effected area and coordinate Disaster Victim Registration. Police are to advise the Welfare Functional Area Coordinator of the activation of the selected Evacuation Centres.
- c) Transport requirements are to be organised by the Transport Services Functional Area Coordinator.
- d) Buildings, which have been evacuated, are identified as directed (eg with a towel, similar item or emergency service barrier tape securely tied to the front door handle or nearby fixture) so as to be visible from the street. This obviates the need to revisit individual premises to ensure they have been evacuated.
- e) The Combat Agency Controller, Incident Controller or LEOCON is to arrange for a check of the area to ensure the evacuation has been effective.

- f) Response to some hazard impacts may require the partial or complete evacuation of some smaller town and village areas to larger centres in adjoining local areas and/or districts. Evacuation strategies to deal with such situations are detailed in Local DISPLANs. If evacuation to an adjoining local area or district is necessary, operations may be controlled at District Level.

6.8.5 SHELTER

- a) Evacuation Centres that may be used in an emergency are detailed in the Local Disaster Welfare Plans. A list of potential evacuation centres and the survey checklist for other potential evacuation centres are at **Appendix D** at pages 57-58.
- b) The District Welfare Services Functional Area Coordinator is to
 - i) Arrange for staffing of the identified Evacuation Centre(s) in time to receive evacuees
 - ii) Provide welfare support services to evacuees in accordance with the Welfare Services Supporting Plan; and
 - iii) Address longer term accommodation arrangements.

6.8.6 RETURN

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

6.9 OUT OF AREA ASSISTANCE

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

6.10 RESOURCE ASSEMBLY AREAS

Resources arriving from outside the Council area may be marshalled at assembly areas as determined by the LEOCON in relation to the location and the extent of the emergency.

6.11 LOGISTIC SUPPORT

- a) Each responding agency is responsible to relieve and re-supply its own personnel.
- b) If required by the LEOCON the Local Disaster Welfare Manager is to provide meals for disaster workers and volunteers assisting them.
- c) At the request of the relevant agency, disaster workers brought in from outside the Council area are to be accommodated and fed under Local Disaster Welfare Plan arrangements.

6.12 EMERGENCY FUNDING

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

6.13 COMMONWEALTH AND DEFENCE ASSISTANCE

- a) **Access to Commonwealth support:** is arranged by the LEOCON, with the concurrence of the District Emergency Operations Controller and the State Emergency Operations Controller through Emergency Management Australia (EMA).
- b) **Defence Assistance to the Civil Community (DACC).** During major emergencies when the State has officially requested Commonwealth assistance the Australian Defence Force may provide specialist personnel, equipment, facilities or capabilities which are either not available to, or have been exhausted from, State resources.
- c) There are three categories of emergency DACC:
 - i) DACC Category One: is support to a local emergency with immediate threat to life and/or property. A local Defence commander, utilising local resources, may approve this type of support.
 - ii) DACC Category Two: is support to a general emergency with direct threat to life and/or property. ADF Headquarters (ADFHQ) approves this category of support after State Authorities approach EMA. Defence resources for DACC Cat Two tasks are deployed on the Authority of HCAST and would generally lead to the deployment of an ADF Liaison Officer at the Local, District and State Emergency Operation Centre.
 - iii) DACC Category Three: is support provided to an ongoing emergency with no direct threat to life and/or property. Bids for DACC Cat Three are usually submitted as an extension of Cat Two arrangements enabling a quick and efficient resolution to the initial response. This category is approved by ADFHQ after State Authorities approach EMA. Defence resources for DACC Cat Three tasks are deployed on the authority of HCAST and would generally lead to the deployment of an ADF Liaison Officer at the Local, District and State Emergency Operation Centre.

PART 7 - RECOVERY ARRANGEMENTS

7.1 RECOVERY:

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

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

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

7.2 PLANNING FOR RECOVERY:

The Local Emergency Management Committee is responsible for recovery planning.

7.3 STATE EMERGENCY RECOVERY CONTROLLER (SERCON) AND DEPUTY STATE EMERGENCY RECOVERY CONTROLLER (DSERCON):

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

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

7.4 RESPONSIBILITIES OF THE SERCON / DSERCON:

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

7.5 IMPACT ASSESSMENT:

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

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

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

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

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

7.6 RECOVERY OPERATIONS AT LOCAL LEVEL:

As soon as possible following an emergency, the LEMC will meet to discuss recovery implications including the need for a Local Recovery Committee.

The LEMC will consider any impact assessment in determining the need for recovery arrangements. This is conveyed in the first instance to the DEOCON for submission to the SEOCON for confirmation with the SERCon.

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

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

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

7.7 LOCAL RECOVERY COORDINATOR(S):

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

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

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

The Recovery Coordinators specific functions are:

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

NOTE:

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

7.8 LOCAL RECOVERY COMMITTEE:

The Local Recovery Committee is the strategic decision making body for the recovery. It provides visible and strong leadership and has a key role in restoring community confidence. The Recovery Committee will be formed by the SERCon, in consultation with the DEOCON and LEOCON, when an Impact Assessment indicates that a formal recovery operation will be required.

The Local Recovery Committee will:

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

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

NOTE:

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

The components of recovery are:

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

7.9 RECOVERY CENTRES:

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

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

The ongoing logistical support and centre management will be provided through the appointed Recovery Coordinator, using commercial contract arrangements.

The Recovery Centre will be a one-stop-shop, providing a single point of information and assistance to disaster affected persons.

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

7.10 AGENCIES WITH CORE RESPONSIBILITIES IN RECOVERY

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

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

7.11 RECOVERY ACTION PLAN:

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

7.12 AGENCY FUNDING – RECOVERY OPERATIONS

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

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

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

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

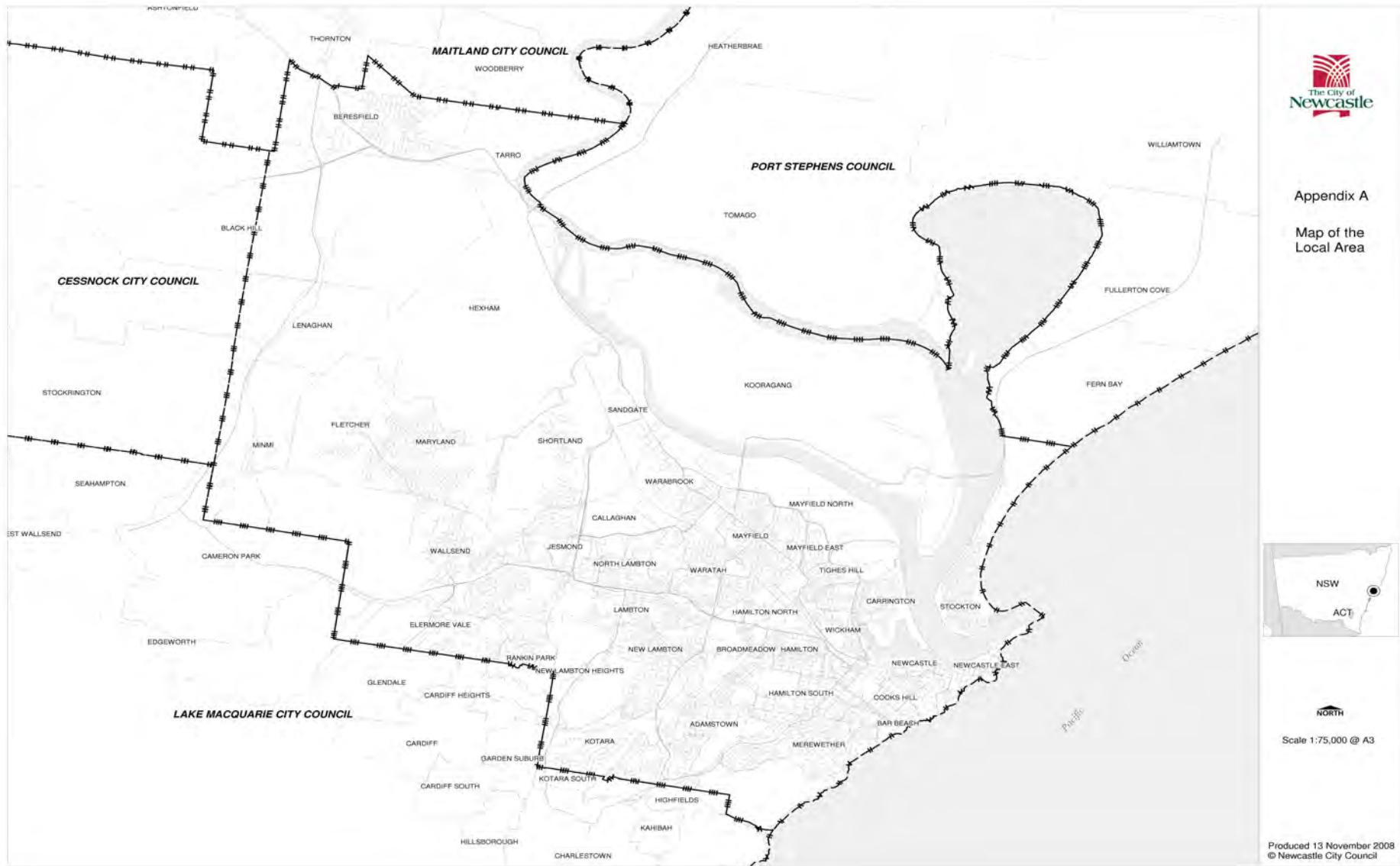
The appointed Recovery Coordinator will use commercial contract arrangements for operations associated with the Recovery Centre. These expenditures will be controlled by approved delegations of authority and operating procedures as determined by the SERCon.

7.13 REGISTRATION

The NSW Police Service shall be responsible for managing Disaster Victim Registration

7.14 DISASTER RELIEF FUNDING ARRANGEMENTS

Emergency financial assistance to victims of an emergency is co-ordinated by Department of Family and Community Services (FACS) Community Services (CS). Details are contained in the State Disaster Welfare Plan.



APPENDIX B - REQUEST TO THE MEDIA TO USE SEWS

All requests to the media will contain the name, appointment and telephone number of the authorising officer and the Format Warning Message. Use of this proforma is mandatory.

Request to Broadcast and Emergency Announcement using the Standard Emergency Warning Signal
<p>This is a formal request to broadcast the following emergency announcement preceded by the Standard Emergency Warning Signal. Please broadcast this message verbatim every _____ minutes for the next _____ hour(s). This use of the SEWS is authorised by _____ _____ (name)</p>
<p>_____ (appointment)</p>
<p>This message may be confirmed by telephoning _____ (Ph.No.)</p>
<p>Emergency Announcement This is an official announcement for _____ (Area)</p>
<p>Issued by _____ _____ (Appointment/Agency)</p>
<p>concerning the _____ _____ (Emergency Description)</p>
<p>Message Text: <i>Optional Details</i></p>
<p>_____ (What has happened, Where, When)</p>
<p>_____ (What has been done to date)</p>
<p>_____ (What actions are proposed)</p>
<p>Public Safety Messages</p>
<p>_____</p>
<p>_____</p>
<p>(This section to include any actions the public should take to protect life and property)</p>
<p>THIS EMERGENCY ANNOUNCEMENT WAS ISSUED BY _____ APPOINTMENT/AGENCY</p> <p>STAY TUNED TO THIS STATION FOR FURTHER INFORMATION</p>

UPON RECEIPT OF A SEWS WRITTEN REQUEST:

If in doubt, confirm the message is not a hoax by calling the number given.

Begin the broadcast by playing the Standard Emergency Warning Signal for 15 seconds.

- Broadcast the Emergency Announcement verbatim
- Repeat the broadcast of the SEWS, followed by the Emergency Announcement, twice at 5 minute intervals,

unless requested otherwise by the Authorising Officer.

*Cancellation of the Request is to be confirmed in writing by the Issuing Authority.

APPENDIX C - VULNERABLE GROUPS (2005)

Information regarding vulnerable groups is now available through the Department of Lands Spatial Information Management System, which is updated annually.
This system is available for use when required. The vulnerable groups listed below were completed in 2005. It is not intended to update this list.

Suburb	Type	Building	Type of Service	Street/PO Box	Post code	Contact Name	Emergency Number	Phone	Fax	Email address	UBD Ref.	Number of Staff	Number of others	Emergency Plan	Updated	Mobile Phone
Adamstown	Catholic Schools	St Columbas School	Primary Education	Cnr Lockyer Street & Brunker Road	2289			4952 1642	4952 2225	admin@mn.catholic.edu.au	Map 144 L9	15	210	Plan Held	14-Sep-05	
Adamstown	Catholic Schools	St Pius X High School	Secondary Education	Park Avenue	2289			4957 1032	4957 5088	admin@admstnsp.mn.catholic.edu.au	Map 144 G9	88	996	Plan Held	27-Sep-05	
Adamstown	Child Care Centres	Adamstown Child Care Centre	Child Care Centre	Cnr of Gosford & Glebe Roads	2289		0425314372	4952 9972	4952 9775	acc@pacific.com.au	Map 144 L8	10	50	Plan Held	26-Sep-05	00425314372
Adamstown	Kindergartens	Adamstown Pre School	Pre School Education	13 Date Street	2289		4957 3445	4952 2118			Map 144 K8	5	24	Plan Held	14-Sep-05	
Adamstown	Nursing Homes, Aged Care & Retirement	Bryan House	Residential High Care Nursing	67 Victoria Street	2289						Map 144 M10		Staff - 1-2, Occupants - 25	No Plan		
Adamstown	Public Schools	Belair Public School	Primary School Education	Carolyn Street	2289		4942 6854	4952 1735	4956 2450		Map 144 F13	25	425	Plan Held	26-Sep-05	
Adamstown	Public Schools	Adamstown Public School	Primary School Education	Bryant Street	2289		4975 2994	4957 1114	4956 2446	adamstown-p.school@det.nsw.edu.au	Map 144 M7	22	252	Plan Held	14-Sep	
Adamstown	Senior Citizens/Community Centres	Adamstown Senior Citizens Centre	Residential Care, Nursing Home	153a Brunker Road	2289		4956 1004	4952 7000			Map 144 L7	7	50	No Plan	14-Sep-05	
Adamstown Heights	Child Care Centres	Belair Community Out of School Hours Centre	Before and After Hours School Care	Terence Street	2289		0411772248	4956 2248			Map 144 F13	10	60	Plan Held		00411772248
Adamstown Heights	Child Care Centres	Adamstown Heights Pre-school	Pre School Education	Cnr Northcott Drive and Ellerslie Road	2289	Jim Cox	4943 1618	4943 6544	4943 6555	ahpre-school@bigpond.com	Map 144 F15	10	30	Plan Held	14-Sep-05	
Adamstown Heights	Child Care Centres	K.U. Bel-Air Preschool	Pre School Education	38 Corriston Crescent	2289			4943 1616	4942 4178	ku.belair@bigpond.com	Map 144 D15	5	30	Plan Held	26-Sep-05	
Adamstown Heights	Public Schools	Kotara High School	Secondary Education Years 7 - 12	Lexington Parade	2289		0423025180	4943 3044	4942 1049		Map 144 D14	75	1100	Plan Held	26-Sep-05	00423025180
Bar Beach	Nursing Homes, Aged Care & Retirement	YWCA Memorial Hostel	Residential High Care Nursing	82 Parkway Ave	2300						Map 145 J9		Staff - , Occupants -	No Plan		
Beresfield	Child Care Centres	ABC Beresfield	Child Care Centre	9 Milton Street	2322		0421866266	4966 1262	4966 1262	bfd@childcare.com.au	Map 74 P13	12	80	Plan Held	14-Sep-05	00421866266
Beresfield	Child Care Centres	Beresfield Community Children's Education Centre	Day Care Centre	6 Milton Street, Beresfield	2322			4966 3150	4964 1459	beresfield@ncc.nsw.gov.au	Map 74 P13	14	59	Plan Held	14-Sep-05	
Beresfield	Public Schools	Francis Greenway High School	Secondary Education	Lawson Avenue	2322		0409304482	4964 1282	4964 1147	francigre-h.school@det.nsw.edu.au	Map 74 Q12	86	720	Plan Held	27-Sep-05	00409304482
Beresfield	Public Schools	Beresfield Primary School	Primary School Education	Lawson Avenue	2322	Lynette McSweeney	4957 0754	4966 1146	4966 2492	beresfield-P.school@det.nsw.edu.au	Map 74 N15	25	360	Plan Held	27-Sep-05	
Beresfield	Senior Citizens/Community Centres	Beresfield and District Meals on Wheels	Service for Disabled and aged care	19 Irving Street	2322		4964 1131	4964 1131	4964 2040	beromau@idl.net.au	Map 74 N13	4	8	No Plan	26-Sep-05	
Broadmeadow	Catholic Schools	St Laurence Centre	Catholic Education	137 Broadmeadow Road	2292						Map 144 P2		Staff - 24, Occupants - 24	Plan Held		

APPENDIX C - VULNERABLE GROUPS (2005)

Suburb	Type	Building	Type of Service	Street/PO Box	Post code	Contact Name	Emergency Number	Phone	Fax	Email address	UBD Ref.	Number of Staff	Number of others	Emergency Plan	Updated	Mobile Phone
Broadmeadow	Child Care Centres	Little Unicorn Day Care Centre	Day Care Centre	78-82 Bruncker Road	2292						Map 144 P5		Staff - 16, Occupants - 78	Plan Held		
Broadmeadow	Public Schools	Hunter School of the Performing Arts	Primary School Education	Lambton Road	2292			4952 3355	4956 2428	hunterperfor-h.school@det.nsw.edu.au	Map 144 L4	100	1150	Plan Held	26-Sep-05	
Broadmeadow	Kindergartens	Broadmeadow Montessori Childrens House	Child Care Centre	138 Broadmeadow Road	2292		4929 1615	4961 1884	4929 1493	iflick@tpg.com.au	Map 144 P1	4	29	Plan Held	14-Sep-05	
Broadmeadow	Public Hospitals	Lambton Road Day Surgery	Day Surgery	163 Lambton Rd	2292		0417437256	4957 5669	4957 0669	ppanewc@hunterlink.net.au	Map 144 K3	12	20	Plan Held	26-Sep-05	00417437256
Broadmeadow	Public Hospitals	Broadmeadow Day Surgery	Day Surgery	18 Lambton Road	2292			4962 4333	4962 4334	dav.surgerv@bsurge.com	Map 144 K3	10	5	Plan Held	14-Sep-05	
Broadmeadow	Public Schools	Hamilton North Public School	Primary School Education	Jackson Street	2292		0428693695	4969 3695	4962 1190	david.dyball@det.nsw.edu.au	Map 144 P1	15	135	Plan Held	14-Sep-05	00428693695
Broadmeadow	Public Schools	Merewether High School	Secondary School Education	Chatham Street	2292	Ed Kelly	4945 8941	4969 3855	4961 2246	merewether-h.school@det.nsw.edu.au	Map 144 P6	101	1193	Plan Held	14-Sep-05	
Callaghan	Child Care Centres	Kooinda Work Based Child Care Centre	Child Care Centre	University Drive	2308		0417458336	4921 7171	4921 7111	ku.kooinda@bigpond.com	Map 132 B7	20	46	Plan Held	14-Sep-05	00417458336
Callaghan	Child Care Centres	Kintaiba Child Care Centre	Day Care Centre	University Drive	2308						Map 132 B7		Staff - , Occupants -	No Plan		
Callaghan	Child Care Centres	Wonnayba Child Care Centre	Day Care Centre	University of Newcastle University	2308			4967 0488	4921 6297	ku.wonnayba@bigpond.com.au	Map 132 A6	8	46	Plan Held	14-Sep-05	
Callaghan	Kindergartens	Community Child Care Centre	Pre School Education	University of Newcastle University	2308						Map 132 A6		Staff - , Occupants -	No Plan		
Callaghan	Vocational Education & Training	Newcastle University Campus	Adult Education	University Drive	2308						Map 132 C8		Staff - , Occupants -	No Plan		
Carrington	Public Schools	Carrington Public School	Primary School Education	Young Street	2294		4965 8222	4969 3707	4961 6860	carrington-p.school@det.nsw.edu.au	Map 133 K14	10	55	Plan Held	4-Oct-05	
Cooks Hill	Kindergartens	Cooks Hill Pre-school	Pre School Education	24 Dawson Street	2300						Map 145 M6		Staff - 4, Occupants - 20	Plan Held		
Cooks Hill	Kindergartens	Newcastle Baptist Pre-school	Pre School Education	Cnr Dawson and Laman Streets	2300						Map 145 N6		Staff - 3, Occupants - 20	Plan Held		
Cooks Hill	Public Schools	Newcastle Public (SSP) School	Primary School Education	Cnr Union & Laman Streets	2300						Map 145 L6		Staff - 10 ft 5 pt Occupants - 29	Plan Held		
Elernmore Vale	Child Care Centres	Elernmore Vale Child Care Centre	Day Care Centre	129 Croudace Road	2287						Map 131 C16		Staff - 13, Occupants - 39	Plan Held		
Elernmore Vale	Public Schools	Wallsend South Public School	Primary School Education	16 Smith Road	2287	G Russell	0402130844	4955 9963	4950 2179	wallsend-p.school@det.nsw.edu.au	Map 143 F2	40	518	Plan Held	14-Sep-05	00402130844
Elernmore Vale	Public Schools	Elernmore Vale Public School	Primary School Education	Jubilee Road	2287			4955 9016	4950 2195	elernmoreva-p.school@det.nsw.edu.au	Map 131 C16	23	405	Plan Held	4-Oct-05	
Hamilton	Catholic Schools	St Francis Xavier's College	Secondary Education	282 Parkway Avenue	2303			4961 2863	4961 2384		Map 145 F5	120	1100	Plan Held	26-Sep-05	

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Suburb	Type	Building	Type of Service	Street/PO Box	Post code	Contact Name	Emergency Number	Phone	Fax	Email address	UBD Ref.	Number of Staff	Number of others	Emergency Plan	Updated	Mobile Phone
Hamilton	Child Care Centres	Hamilton Child Care Centre	Child Care Centre	207 Denison Street	2303		0412787891	4962 1334	4962 1334	hccc@hunterlink.net.au	Map 145 B4	8	33	Plan Held	27-Sep-05	00412787891
Hamilton	Child Care Centres	Hamilton Baptist Community Preschool	Day Care Centre	108 Lindsay Street	2303						Map 145 B2		Staff - 5, Occupants - 26	Plan Held		
Hamilton	Disability Support Provider	Access Industries	Support Employment for people with disabilities	98 Donald Street	2303		4940 7800	4969 3066	4961 5182	accessnewcastle@accessindustries.com.au	Map 145 A1	12	160	Plan Held	27-Sep-05	
Hamilton	Disability Support Provider	ConnectAbility Australia	Disability day program provider for adults	Units 3 & 4, 46 Hudson Street	2303	Karen Stace	0409948530	49621000	49621030	karens@connectabilityaus.org.au	Map 145 C1		Staff- 30, Occupants 30		30-Aug-12	
Hamilton	Kindergartens	Frogstomp Preschool	Preschool	80A Jenner Parade	2303			4969 2124	4969 2124		Map 145 F8	5	32	Plan Held	4-Oct-05	
Hamilton	Nursing Homes, Aged Care & Retirement	Denison Court	Residential Care, Nursing Home	151 Denison Street	2303		0409442527	4969 8222	4969 8230	lgnh@uchunter.org.au	Map 145 C4	3	32	Plan Held	26-Sep-05	00409442527
Hamilton	Nursing Homes, Aged Care & Retirement	Lindsay Gardens Aged Care Facility	Residential Care, Nursing Home	137A Lindsay Street	2303		0409442527	4969 8222	4969 8230	lgnh@uchunter.org.au	Map 145 D3	55	65	Plan Held	14-Sep-05	00409442527
Hamilton	Nursing Homes, Aged Care & Retirement	Gregson Cottage	Residential High Care Nursing	20 Samdon Street	2303						Map 145 B3		Staff - , Occupants -	No Plan		
Hamilton	Nursing Homes, Aged Care & Retirement	Hamilton Nursing Home	Residential High Care Nursing	24 Samdon Street	2303						Map 145 B3		Staff - , Occupants -	No Plan		
Hamilton	Public Schools	Hamilton Public School	Primary School Education	Tudor Street	2303						Map 145 B4		Staff - 22 , Occupants - 250	No Plan		
Hamilton	Nursing Homes, Aged Care & Retirement	Cameron Cottage	Residential High Care Nursing	2 Reay Street	2303						Map 145 A3		Staff - , Occupants -	No Plan		
Hamilton South	Kindergartens	Hamilton South Community Playgroup	Pre School Education	Thomas Street	2303						Map 145 D9		Staff - 0, Occupants - 15	No Plan		
Hamilton South	Private Hospitals	Hamilton Day Surgery	Day Surgery	76 Jenner Parade	2303	Mr Marc Russo	4940 0903	4940 0903	4940 0983	hdsc@idl.com.au	Map 145 F7	8	30	Plan Held	27-Sep-05	
Hamilton South	Public Schools	Newcastle High School	Secondary Education	Parkway Avenue	2303		0408820457 4961 6072	4969 3177	4961 2912	newcastle-h.school@det.nsw.edu.au	Map 145 H7	90	1290	Plan Held	14-Sep-05	
Islington	Public Schools	Islington Public School	Primary School Education	Hubbard Street	2296	Geoffrey Bryant	4942 3578	4969 3903	4961 1636		Map 133 B14	6	50	Plan Held	14-Sep-05	
Jesmond	Child Care Centres	Jesmond Early Education Centre Inc	Child Care Centre	56 Mordue Parade	2299		0407721635	4951 4224	4965 6181	jesmondearlyeducation@bigpond.com	Map 131 L9	15	50	Plan Held	28-Sep-05	00407721635
Jesmond	Public Schools	Heaton Public School	Primary School Education	Janet Street	2299			4952 6022	4952 6718	heaton-p.school@det.nsw.edu.au	Map 131 Q9	12	Staff - 12, Occupants - 200	Plan Held	27-Sep-05	
Jesmond	Public Schools	Jesmond Public School	Primary School Education	Ralph Street	2299			4957 2605	4956 2451	jesmond-p.school@det.nsw.edu.au	Map 131 P11	18	Staff - 12, Occupants - 188	No Plan		
Kotara	Public Schools	Kotara Public School (SSP)	Primary School Education	Cnr Park and Seaview Avenues	2289					kotara-s.school@det.nsw.edu.au	Map 144 A12	12	21	Plan Held	26-Sep-05	
Kotara South	Catholic Schools	St James Primary School	Primary School Education	Vista Parade	2289		0405158414	4952 2414	4957 0597	admin@ktaras.mn.catholic.edu.au	Map 144 A15	20	227	Plan Held	4-Oct-05	00405158414

APPENDIX C - VULNERABLE GROUPS (2005)

Suburb	Type	Building	Type of Service	Street/PO Box	Post code	Contact Name	Emergency Number	Phone	Fax	Email address	UBD Ref.	Number of Staff	Number of others	Emergency Plan	Updated	Mobile Phone
Kotara South	Child Care Centres	Kotara South Out of Hours Care (OOSH)	Day Care Centre	Rae Crescent	2289						Map 143 P13		Staff - 1-2, Occupants - 2 staff, 25 children	Plan Held		
Kotara South	Child Care Centres	Montessori Pre-school	Day Care Centre	90 Springfield Avenue	2289						Map 143 Q14		Staff - , Occupants -	No Plan	Mail returned 24 August 2005	
Kotara South	Public Schools	Kotara South Public School	Primary School Education	Rae Crescent	2289			4957 5319	4956 2203	kotarsh-p.schools.nsw.edu.au	Map 143 P13	22	230	Plan Held	27-Sep-05	
Lambton	Catholic Schools	St Johns Primary School	Primary School Education	690 Dickson Street	2299		0402165436	4952 1423	4952 1015	admin@lmbtn.mn.catholic.edu.au	Map 132 C14	15	220	Plan Held	28-Sep-05	00402165436
Lambton	Child Care Centres	Blinky Bill Child Care Centre	Child Care Centre	5 Hawkins St, New Lambton 2305	2305		4957 0641	4952 6269	4952 6020	blinkvbill@hunterlink.net.au	Map 144 C1	13	63	Plan Held	28-Sep-05	
Lambton	Disability Support Provider	Newcastle Training Centre	Support Employment for people with disabilities	45 Wyong Road	2299						Map 132 H15		Staff - 32, Occupants - 32	Plan Held		
Lambton	Public Schools	Lambton Public School	Primary School Education	Croudace Street PO Box 131	2299		0408492862	4957 1667	4956 2430	lambton-p.school@det.nsw.edu.au	Map 132 B14	25	340	Plan Held	4-Oct-05	00408492862
Lambton	Public Schools	Lambton High School	Secondary Education	Young Road	2299			4952 3977	4956 2429	lambton-h.admin@det.nsw.edu.au	Map 144 J1	90	1200	Plan Held	14-Sep-05	
Maryland	Child Care Centres	Maryland Care & Early Education Centre	Child Care Centre	34-36 Boundary Road	2287		0410417783	4951 7783	4955 5101	maryland.care@hunterlink.net.au	Map 130 Q1	15	50	Plan Held	26-Sep-05	00410417783
Maryland	Child Care Centres	Maryland Drive Pre-school	Child Care Centre	179 Maryland Drive	2287		0414439273	4950 2916			Map 115 A15	4	30	Yes	4-Oct-05	00414439273
Maryland	Child Care Centres	Maryland OOSH Inc.	Before and After School Care	John T Bell Drive PO Box 183	2287		4955 8038	4955 6273	4955 6273	www.marylandoosh@hotmail.com	Map 114 M14	6	75	Plan Held	4-Oct-05	
Maryland	Public Schools	Maryland Public School	Primary School Education	John T Bell Drive	2287		4947 2079	4955 9430	4955 8945	maryland-pschool@det.nsw.edu.au	Map 130 Q1	30	500	Plan Held	14-Sep-05	
Mayfield	Catholic Schools	Hunter Christian School	Catholic Education	51 Bull Street PO Box 198	2304		0412042808	4967 2111	4967 6658	g.broadhead@huntercs.org	Map 132 Q5	50	490	Plan Held	4-Oct-05	00412042808
Mayfield	Catholic Schools	San Clemente High School	Catholic Education	Havelock Street	2304	Anthony Kelly	4963 4405	4967 1100	4960 2782	admin@sancllemente.mn.catholic.edu.au	Map 133 B7	50	635	Plan Held	14-Sep-05	
Mayfield	Catholic Schools	Christ the King School	Catholic Education	Fitzroy Street	2304						Map 132 M8		Staff - , Occupants -	No Plan		
Mayfield	Catholic Schools	Christian Community High School	Catholic Education	Industrial Drive & Bull Streets	2304						Map 132 Q5		Staff - , Occupants -	No Plan		
Mayfield	Catholic Schools	St Columbans School	Catholic Education	Church Street	2304						Map 133 A7		Staff - 20, Occupants - 200	Plan Held		
Mayfield	Child Care Centres	Mayfield West Out of School Hours Care	Before and After School Care	Gregson Avenue	2304		4967 4462	4968 3337	4968 3537		Map 132 M4	8	100	Plan Held	14-Sep-05	
Mayfield	Child Care Centres	Working Women's Centre	Day Care Centre	Avon & Industrial Drive	2304						Map 133 A5		Staff - 10, Occupants - 0	Plan Held		
Mayfield	Disability Support Provider	Hunter Special Industries Ltd	Support Employment for people with disabilities	1A Corona St	2304			49683511			Map 133 B10		Staff - 15, Occupants - 34	No Plan	Mail returned 24 August 2005	
Mayfield	Kindergartens	Christian Family Pre-school	Pre School Education	Church Street	2304						Map 133 A7		Staff - , Occupants -	No Plan		

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Suburb	Type	Building	Type of Service	Street/PO Box	Post code	Contact Name	Emergency Number	Phone	Fax	Email address	UBD Ref.	Number of Staff	Number of others	Emergency Plan	Updated	Mobile Phone
Mayfield	Kindergartens	Mayfield Central Community pre-school Kindergarten	Pre School Education	Hanbury & Highfield Street	2304						Map 132 Q7		Staff - , Occupants -	No Plan		
Mayfield	Nursing Homes, Aged Care & Retirement	Wesley Lodge	Residential Care, Nursing Home	55 Bull Street	2304		0408463363	4968 2551	4960 0953	jane.maudsley@uchunter.org.au	Map 132 N4	28	28	Plan Held	26-Sep-05	00408463363
Mayfield	Nursing Homes, Aged Care & Retirement	Mayfield Nursing Home	Residential High Care Nursing	115 Crebert Street	2304		4967 1060	4967 1060	4960 1167	mayfield@mnh.com.au	Map 133 A7	55	45	Plan Held	28-Sep-05	
Mayfield	Nursing Homes, Aged Care & Retirement	Annesley Court	Residential High Care Nursing	17 Section Street	2304						Map 133 A8		Staff - , Occupants -	No Plan		
Mayfield	Nursing Homes, Aged Care & Retirement	Farnlea Hostel	Residential High Care Nursing	24 Elizabeth Street	2304						Map 132 P6		Staff - , Occupants -	No Plan		
Mayfield	Nursing Homes, Aged Care & Retirement	HF de Rocquigny	Residential High Care Nursing	87 Crebert Street	2304						Map 133 B7		Staff - , Occupants -	No Plan		
Mayfield	Nursing Homes, Aged Care & Retirement	Hunter Hall Hostel	Residential High Care Nursing	13 Section St	2304						Map 133 A7		Staff - 30, Occupants - 38	Plan Held		
Mayfield	Nursing Homes, Aged Care & Retirement	Hunter Retirement Living Community Care	Residential High Care Nursing	30 Barber Street	2304						Map 133 A8		Staff - , Occupants -	No Plan		
Mayfield	Nursing Homes, Aged Care & Retirement	Irwin Hall Hostel	Residential High Care Nursing	13 Section Street	2304						Map 133 A7		Staff - , Occupants -	No Plan		
Mayfield	Nursing Homes, Aged Care & Retirement	Kara Aged Persons Home	Residential High Care Nursing	133 Hanbury Street	2304						Map 133 A7		Staff - 76, Occupants - 76	Plan Held		
Mayfield	Nursing Homes, Aged Care & Retirement	Lewis House Hostel	Residential High Care Nursing	Highfield Street, Mayfield 2304	2304						Map 132 Q7		Staff - , Occupants -	No Plan		
Mayfield	Senior Citizens/Community Centres	Mayfield Senior Citizens Centre	Community Centre	Hanbury Street	2304			4967 5371			Map 132 P8	0	200	Plan Held	4-Oct-05	
Mayfield	Special Needs Child Centres	St Dominics Centre for Hearing Impaired Children	Catholic Education	76 Havelock Street	2304		0413024331	4968 1295	4968 2456	admin@mayfidsd.mn.catholic.edu.au	Map 133 B7	15	55	Plan Held	14-Sep-05	00413024331
Mayfield East	Public Schools	Mayfield East Public School	Primary School Education	Crebert Street, Mayfield East 2304	2304		4942 6093	4968 1495	4968 3236	mayfield-p@det.nsw.edu.au	Map 133 B8	20	250	Plan Held	27-Sep-05	
Mayfield West	Public Schools	Mayfield West Demonstration School	Primary Education	Gregson Avenue	2304			4968 2189	4960 2367	mayfield-pschool@det.nsw.edu.au	Map 132 M4	26	370	Plan Held	14-Sep-05	
Merewether	Catholic Schools	Holy Family Primary School	Primary School Education	19 Janet Street	2291		0427397965	4963 3004	4963 4065	mark.turnhill@mn.catholic.edu.au	Map 145 F15	20	265	Plan Held	4-Oct-05	00427397965
Merewether	Catholic Schools	St Columbas Primary School	Primary School Education	Cedar Crescent	2291						Map 144 P14		Staff - 2-4, Occupants - up to 45	Plan Held		
Merewether	Child Care Centres	Hamilton South Out of School Hours Care	Before and After School Care	Kenrick Street PO Box 213	2291		4961 2909	4961 2909	4961 2909		Map 145 F8	5	60	Plan Held	4-Oct-05	
Merewether	Child Care Centres	Merewether Beach Community After Hours Centre	Day Care Centre	Ridge Street	2291						Map 145 F14		Staff - 2, Occupants - 30 per day	Plan Held		

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Merewether	Nursing Homes, Aged Care & Retirement	The Salvation Army	Residential High Care Nursing	46 John Pde	2291						Map 145 G14		Staff - 23, Occupants - 42	Plan Held		
Merewether	Private Hospitals	Lingard Private Hospital	Private Hospital	23 Merewether Street	2291		0421052183	4969 6799	4963 5554	paul.robertson@affinityhealth.com.au	Map 145 F11	270	100	Plan Held	14-Sep-05	00421052183
Merewether	Public Schools	Merewether Public School	Primary School Education	6 Henry Street	2291		4969 5841	4963 1318	4963 3490	merewether-p.school@det.nsw.edu.au	Map 145 B10	20	220	Plan Held	14-Sep-05	
Merewether	Public Schools	Hamilton South Public School	Primary School Education	Kenrick Street	2291						Map 145 F8		Staff - 31, Occupants - 354	Plan Held		
Merewether	Senior Citizens/Community Centres	Merewether Community Centre	Community Centre	30 Caldwell Street	2291						Map 145 E12		Staff - 17, Occupants - 40-150 (200 max)	Plan Held		
Merewether Heights	Child Care Centres	Larissa Giles	Day Care Centre	Cedar Crescent	2291						Map 144 P14		Staff - , Occupants -	No Plan		
Merewether Heights	Nursing Homes, Aged Care & Retirement	Scenic Lodge	Residential High Care Nursing	Scenic Dr	2291						Map 144 M15		Staff - , Occupants - 42	Plan Held		
Merewether Heights	Public Schools	Merewether Heights Public School	Primary School Education	Cedar Crescent	2291	Mrs Kym Ross	4946 6120	4963 3192	4963 3714	school@det.nsw.edu.au	Map 144 Q14	20	240	Plan Held	26-Sep-05	
Minmi	Public Schools	Minmi Public School	Primary School Education	56 Woodford Street	2287			4953 2768	4953 3104	minmi-p.school@det.nsw.edu.au	Map 113 Q15	8	110	Plan Held	27-Sep-05	
New Lambton	Catholic Schools	St Therese's Primary School	Catholic Education	Burke Street	2305		0412428047	4957 4922	4952 1637	admin@newmbtn.mn.catholic.edu.au	Map 144 G4	30	420	Plan Held	14-Sep-05	00412428047
New Lambton	Child Care Centres	Possum Place Child Care Centre	Child Care Centre	Lookout Road	2305	Amanda Holt	0414851429	4921 4161 4921 4165	4921 4166	amanda.holt@hnehealth.nsw.gov.au	Map 143 Q4	20	50	Plan Held	14-Sep-05	00414851429
New Lambton	Child Care Centres	New Lambton South Out of School Hours Care	Before and After School Care	C/- New Lambton South Primary School St James	2305		0417468322	4957 3480	4957 3420		Map 144 G7	14	150	Plan Held	14-Sep-05	00417468322
New Lambton	Child Care Centres	ABC Learning Centre	Child Care Centre	199 Lambton Road	2305	Deborah Douglas	4947 1035	4952 9863	4952 9873	nelouchildcare.com.au	Map 144 H3	12	44	Plan Held	26-Sep-05	
New Lambton	Nursing Homes, Aged Care & Retirement	St Vincent De Paul	Residential High Care Nursing	222 Kings Road	2305						Map 144 G9		Staff - 26, Occupants - 45	Plan Held		
New Lambton	Public Schools	New Lambton South Public School	Primary School Education	45 St James Road	2305	DET Security	1300880021	4957 1168	4956 2458	newlambtons-p.school@det.nsw.edu.au	Map 144 G7	27	250	Plan Held	26-Sep-05	
New Lambton	Public Schools	New Lambton Public School	Primary School Education	Regent Street	2305			4957 1673	4956 1695		Map 144 F3	35	365	Plan Held	28-Sep-05	
New Lambton Heights	Private Hospitals	NIB Private Hospital	Health Care Provider	2 Lookout Rd	2305	Jon Henderson	4941 8411	4941 8700	4952 6559	j.henderson@newph.com.au	Map 143 Q3	480	162	Plan Held	27-Sep-05	
New Lambton Heights	Public Hospitals	John Hunter Hospital	Health Care Provider	Lookout Rd	2305						Map 143 N3		Staff - 1500, Occupants - 1500	Plan Held		
New Lambton Heights	Public Hospitals	Rankin Park Hospital	Health Care Provider	Lookout Road	2305						Map 143 P3		Staff - 180, Occupants - 60	Plan Held		

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New Lambton Heights	Public Schools	New Lambton Heights Infants School	Primary School Education	176 Lookout Road	2305		0411025988	4957 2744	4956 2432		Map 143 M9	3		Plan Held	14-Sep-05	00411025988
Newcastle	Child Care Centres	Out of School Hours Care Newcastle	Day Care Centre	Cnr Tyrrell and Brown St	2300						Map 145 Q6		Staff - 3, Occupants - 30-45	Plan Held		
Newcastle	Child Care Centres	Samaritans Community Child Care Centre	Day Care Centre	41 Darby St	2300						Map 145 P5		Staff - 12, Occupants - 53 per day	Plan Held		
Newcastle	Private Schools	Newcastle Grammar School	Secondary School Education	60 Newcomen Street PO Box 680	2300	412780598	4926 1232	4929 5811	4926 2976	greg@ngs.nsw.edu.au	Map 146 A6	90	1000	Plan Held	4-Oct-05	
Newcastle	Nursing Homes, Aged Care & Retirement	Courtman Hall Hostel	Residential High Care Nursing	18 Brown Street	2300						Map 145 Q5		Staff - 29, Occupants - 76	Plan Held		
Newcastle	Nursing Homes, Aged Care & Retirement	Old Church Close	Residential High Care Nursing	18 Brown Street	2300						Map 145 Q5		Staff - 0, Occupants - 18	Plan Held		
Newcastle	Public Hospitals	James Fletcher Hospital	Mental Health Inpatient Facility	72 Watt St	2300		4929 6701	4924 6682	4924 6687	judy.kennedy@hnehealth.nsw.gov.au	Map 146 B7	350	84	Plan Held	28-Sep-05	
Newcastle	Public Hospitals	Royal Newcastle Hospital	Health Care Provider	Pacific Street	2300						Map 146 C6		Staff - 1000, Occupants - 120	Plan Held		
Newcastle	Public Schools	Newcastle East Public School	Primary School Education	Tyrrell Street	2300		1300880021	4929 2911	4929 6835	john.beach@det.nsw.edu.au	Map 145 Q6	10	180	Plan Held	28-Sep-05	
Newcastle	Senior Citizens/Community Centres	Newcastle Elderly Citizens Centre Inc.	Centre Based Food Service	Laing St	2300		4926 3278	4926 2324	4926 2324	mewecc@westnet.com.au	Map 146 A5	3	55	Plan Held	14-Sep-05	
Newcastle West	Public Schools	Department of Education & Training TAFE NSW - Hunter Street Campus	Vocational Education and Training	590-608 Hunter St	2302		0419763932	4925 2344	4929 0325	roger.hale@tafe.nsw.edu.au	Map 145 L5	35	100	Plan Held	14-Sep-05	00419763932
Newcastle West	Vocational Education & Training	Department of Education & Training TAFE NSW - Hamilton Campus	Vocational Education and Training	91 Parry Street	2302		0419763932	4969 9411	4961 5344	roger.hale@tafe.nsw.edu.au	Map 145 G4	100	400	Plan Held	14-Sep-05	00419763932
North Lambton	Public Schools	Callaghan College Jesmond Campus	Secondary Education	Janet Street,	2299	Mr Ian Nebauer	0418978255	4952 3922	4956 1241	jesmondcc-h.school@det.nsw.edu.au	Map 131 P10	75	730	Plan Held	28-Sep-05	00418978255
Rankin Park	Kindergartens	Cambridge Hills Pre-school	Child Care Centre	2 Elbrook Drive	2287		4952 6619	4952 6719	4952 6720		Map 143 J6	4	39	Plan Held	14-Sep-05	
Sandgate	Nursing Homes, Aged Care & Retirement	St Joseph's Home	Residential High Care Nursing	240 Maitland Rd	2304						Map 116 B7		Staff - 160, Occupants - 166	Plan Held		
Shortland	Catholic Schools	Our Lady of Victories Primary School	Catholic Education	262 Sandgate Road	2307		0412810669	4951 1003	4955 8730	admin@shrtind.mn.catholic.edu.au	Map 131 P4	19	150	Plan Held	14-Sep-05	00412810669
Shortland	Private Hospitals	Hunter Valley Private Hospital	Health Care Provider	20 Mawson Street	2307			4944 3777	4944 3788		Map 131 P2	149	48	Plan Held	27-Sep-05	
Shortland	Public Schools	Shortland Public School	Primary School Education	Sandgate Road	2307		0412648290	4955 8476	4955 8207	shortland-p.school@det.nsw.edu.au	Map 131 P1	22	245	Plan Held	28-Sep-05	00412648290
Stockton	Catholic Schools	Saint Peter's Primary School	Primary School Education	Dunbar Street	2295		0425226931	4928 1860	4920 1736		Map 134 B15	15	103	Plan Held	28-Sep-05	00425226931
Stockton	Child Care Centres	Stockton Child Care Centre	Day Care Centre	2 Barrie Crescent	2295						Map 134 D9		Staff - 8, Occupants - 50	Plan Held		

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Suburb	Type	Building	Type of Service	Street/PO Box	Post code	Contact Name	Emergency Number	Phone	Fax	Email address	UBD Ref.	Number of Staff	Number of others	Emergency Plan	Updated	Mobile Phone
Stockton	Nursing Homes, Aged Care & Retirement	Westcott Nursing Home & Hostel	Residential Care, Nursing Home	Cnr Fullerton & Hereford Street	2295		4928 1822	4928 1822	4920 1425	westcott@hunterlink.net.au	Map 132 A12	150	126	Plan Held	4-Oct-05	
Stockton	Nursing Homes, Aged Care & Retirement	Presbyterian Homes for Aged Persons	Residential High Care Nursing	Fullerton Street	2295						Map 134 A12		Staff - 142, Occupants - 126	Plan Held		
Stockton	Public Hospitals	Stockton Centre - Hunter Developmental Disability Services	Residential facility for developmental disabled people	Fullerton Street	2295		4928 0800	4928 0800	4928 3042		Map 134 A14	850	462	Plan Held	26-Sep-05	
Stockton	Public Schools	Stockton Public School	Primary School Education	10 Clyde Street	2295			4928 1101	4920 1224	stockton-p.school@det.nsw.edu.au	Map 134 A14	30	300	Plan Held	14-Sep-05	
Tarro	Catholic Schools	Our Lady of Lourdes Primary School	Primary School Education	Anderson Drive	2322	Suzanne Morgan	4933 6616	4966 1302	4966 1322	suzanne.morgan@mn.catholic.edu.au	Map 74 N15	21	215	Plan Held	28-Sep-05	
Tarro	Public Schools	Tarro Public School	Primary School Education	Eastern Avenue	2322			4966 1255	4964 1154	chris.parkinson@det.nsw.edu.au	Map 97 B1	13	151	Plan Held	14-Sep-05	
The Junction	Catholic Schools	Saint Joseph's Primary School Merewether	Primary School Education	Union Street PO Box 183	2291	John Wakely	0427612827	4961 2827	4940 8499	john.wakely@mn.catholic.edu.au	Map 145 H9	30	330	Plan Held	14-Sep-05	00427612827
The Junction	Child Care Centres	The Junction Out of School Hours Care	Before and After School Care	Union Street PO Box 122	2291			4963 5440			Map 145 H9	8	60	Plan Held	14-Sep-05	
The Junction	Public Schools	The Junction Public School	Primary School Education	Union Street	2291		0417652558	4963 1343	4963 3501	john.theakers@def.nsw.edu.au	Map 145 H10	27	490	Yes	26-Sep-05	00417652558
Tighes Hill	Public Schools	Tighes Hill Public School	Primary School Education	Elizabeth Street	2297		4957 1459	4969 3720	4961 2334	annalisa.mcminn@deh.nsw.edu.au	Map 133 E12	15	160	No Plan	14-Sep-05	
Tighes Hill	Vocational Education & Training	Department of Education and Training TAFE NSW - Newcastle Campus	Vocational Education and Training	Maitland Road	2297		0419763932	4923 7222	4923 7703	roger.hale@tafe.nsw.edu.au	Map 133 C13	400	3000	Plan Held	14-Sep-05	00419763932
Wallsend	Catholic Schools	St Patrick's Primary School	Catholic Education	Wentworth Street	2287		0417280434	4955 8570	4955 8113	admin@wlsnd.mn.catholic.edu.au	Map 131 B9	25	260	Plan Held	14-Sep-05	00417280434
Wallsend	Child Care Centres	Macquarie College Pre-School	Day Care Centre	182-222 Lake Road	2287						Map 142 N3		Staff - 6, Occupants - 40	Plan Held		
Wallsend	Private Schools	Macquarie College	Educational facility for Preschool, K-12 College	182-222 Lake Road	2287		0405535132	4954 6222	49568685	principal@macquariecollege.usu.edu.au	Map 142 N3	70	750	Plan Held	14-Sep-05	00405535132
Wallsend	Kindergartens	Orana Community Pre School	Pre School Education	10 Bean Street	2287	Kate Head	0419420199	4951 6333	4951 6333	oranapreschool@hotmail.com	Map 131 H9	6	28	Plan Held	14-Sep-05	00419420199
Wallsend	Kindergartens	Wallsend Community Pre-school Kindergarten	Pre School Education	Cnr Douglas and Abbott Streets	2287			4955 8477	4955 8422	wcps@idi.net.au	Map 131 J10	12	39	Plan Held	26-Sep-05	
Wallsend	Nursing Homes, Aged Care & Retirement	Jenny McLeod Retirement Village	Residential Care, Nursing Home	48 Victory Parade	2287		0411446440	49516637	49559428		Map 133 M13	15	160	No Plan	26-Sep-05	00411446440
Wallsend	Nursing Homes, Aged Care & Retirement	Woodlands Lodge UPA Aged Care Hostel	Residential Care, Nursing Home	100 Lake Road	2287	Allison Jordan	0411684186	4951 3583	4950 1755	HunterRegion@Telstra.com	Map 131 A15	45	114	Plan Held	14-Sep-05	00411684186
Wallsend	Nursing Homes, Aged Care & Retirement	Wallsend Aged Care Facility	Residential Care, Nursing Home	Longworth Ave	2287		4924 6320	4924 6320	4924 6260	WACFRecep@hnehealth.nsw.gov.au	Map 131 G9	60	103	Plan Held	14-Sep-05	
Wallsend	Public Hospitals	Hunter Area Casualty Health Service	After Hours Medical Service	Longworth Ave Locked Bag 119	2287	Dereane Anderson	0408113529	4985 5135	4924 6006	dereane.anderson@hnehealth.nsw.gov.au	Map 131 G9	5	20	Plan Held	4-Oct-05	

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Wallsend	Public Schools	Plattsburg Public School	Primary School Education	Ranclaud Street	2287		0412434848	4955 9196	4950 2186	plattsburg-p.schools@det.nsw.edu.au	Map 131 D8	25	305	Plan Held	26-Sep-05	00412434848
Wallsend	Public Schools	Callaghan College Wallsend Campus	Secondary School Education	Macquarie St	2287	Peter McBeth	4968 9594	4951 1811	4950 1047	wallsend-h.school@det.nsw.edu.au	Map 131 D6	84		Plan Held	26-Sep-05	
Wallsend	Public Schools	Wallsend Infants School	Primary School Education	Raglan Street	2287						Map 131 G11		Staff - , Occupants -	No Plan		
Wallsend	Public Schools	Wallsend Public School	Primary School Education	Martindale Street	2287						Map 131 E13		Staff - 19, Occupants - 289	Plan Held		
Wallsend	Special Needs Child Centres	Merindah Children's Centre	Child Care Centre	28 Bunn St	2287		0439452120	4951 5995	4951 3965	merindah@dodo.com.au	Map 131 C10	14	39	Plan Held	26-Sep-05	00439452120
Warabrook	Nursing Homes, Aged Care & Retirement	Warabrook Centre for Aged Care	Residential Care, Nursing Home	14-24 Casuarina Circuit	2304	Marcia Hatcher	0417672181	4967 1334	4967 1174	acarey@bcs.org.au	Map 132 H4	150	151	Plan Held	14-Sep-05	00417672181
Waratah	Catholic Schools	St Phillip's Christian College	Catholic Education	57 High Street	2298						Map 132 J11		Staff - 97, Occupants - 903	Plan Held		
Waratah	Catholic Schools	Corpus Christie Primary School	Primary Education	Platt Street PO Box 63	2298			4968 3220	4968 3833	admin@wrtah.mn.catholic.edu.au	Map 132 J9	17	207	Plan Held	4-Oct-05	
Waratah	Child Care Centres	Narnia Christian Pre-school	Pre School Education	30 Bridge Street	2298	Heather Robinson	4963 3771	4968 3693	4967 5242		Map 132 J10	4	20	Plan Held	14-Sep-05	
Waratah	Child Care Centres	House at Pooh Corner	Day Care Centre	2 Platt Street	2298		0412 283129	4960 2802	4960 2802		Map 132 M10	10	59	Plan Held	27-Sep-05	
Waratah	Child Care Centres	Waratah After School Service	Before and After School Care	30 Bridge Street	2298			4967 2966			Map 132 J8	3	40	Plan Held	26-Sep-05	
Waratah	Nursing Homes, Aged Care & Retirement	Maroba Lodge	Residential Aged Care Retirement Village	58 Edith Street	2298		0414549441	4935 0300	4935 0355	viv@maraba.com.au	Map 132 H10	150	162	Plan Held	27-Sep-05	00414549441
Waratah	Nursing Homes, Aged Care & Retirement	Tinonee Gardens Multicultural Village	Residential Care, Nursing Home	15 Tinonee Road	2298		4967 6366	4967 6366	4968 4518	tgtmv@tgtmv.org.au	Map 132 K13	100	170	Plan Held	14-Sep-05	
Waratah	Nursing Homes, Aged Care & Retirement	Maroba Nursing Home	Residential High Care Nursing	58 Edith St	2298						Map 132 H10		Staff - 150, Occupants - 150	Plan Held		
Waratah	Nursing Homes, Aged Care & Retirement	St Martins de Porres Hostel	Residential High Care Nursing	26 Lorna Street	2298						Map 132 J9		Staff - 20, Occupants - 40	Plan Held		
Waratah	Private Hospitals	Christo Road Private Hospital	Health Care Provider	219 Christo Road	2298						Map 132 F12		Staff - 171, Occupants - 68	Plan Held		
Waratah	Private Hospitals	NIB Day Hospital Centre	Health Care Provider	182 Christo Road	2298						Map 132 G13		Staff - , Occupants -	No Plan		
Waratah	Public Education	Callaghan College Waratah Technology Campus	Secondary School Education	Turton Road, Waratah 2298	2298		4982 4511	4968 1939	4968 4401	waratah-h.school@det.nsw.edu.au		69	820	Plan Held	27-Sep-05	
Waratah	Public Hospitals	Hunter Genetics	Public Health Care	Cnr Tinonee and Turton Road	2298		0407 239 663	4985 3101	4985 3105	hunter.genetics@hnehealth.nsw.gov.au	Map 132 C13	18	18	Plan Held	27-Sep-05	

APPENDIX C - VULNERABLE GROUPS (2005)

Suburb	Type	Building	Type of Service	Street/PO Box	Post code	Contact Name	Emergency Number	Phone	Fax	Email address	UBD Ref.	Number of Staff	Number of others	Emergency Plan	Updated	Mobile Phone
Waratah	Public Hospitals	Mater Misericordiae Hospital	Health Care Provider	Edith Street Locked Bag No. 7 Hunter Region Mall	2298		4921 121	4921 121	4960 2673	marie.jump@mater.health.nsw.gov.au	Map 132 H9	794	168	Plan Held	14-Sep-05	
Waratah	Public Schools	Hunter Orthopaedic School	Public Special School for students with physical and intellectual disabilities	66 Harriet Street	2298	Jan Butcher	0412 531229	4985 3122	4985 3121	hunterorth-s.school@det.nsw.edu.au	Map 132 K13	30	41	Plan Held	27-Sep-05	
Waratah	Public Schools	Cameron Park Public (SSP) School	School for disabled children	151 Christo Road	2298		4928 2616	4960 2122	4967 5920	cameronpk-s.school@det.nsw.edu.au	Map 132 H13	18	48	Plan Held	4-Oct-05	
Waratah	Public Schools	Waratah Public School	Primary School Education	Lambton Road	2298		4943 4352	4960 1836	4968 1986	waratah-p.school@det.nsw.edu.au	Map 132 J11	45	548	Plan Held	27-Sep-05	
Waratah	Vocational Education & Training	Waratah Callaghan College Technology Campus	Adult Education	Turton Road	2298						Map 132 M11		Staff - 85, Occupants - 960	Plan Held		
Waratah West	Child Care Centres	Waratah OOSH Centre	Before and After School Care	37 Queens Street	2298		0414549441	4968 2817	4960 3388	mirellaienco@big_pond	Map 132 F7	5	40	Plan Held	14-Sep-05	00414549441
Waratah West	Public Schools	Waratah West Public School	Primary School Education	Leonora Parade	2298	Kerry Wellham	0416175756	4968 1765	49601706	kerry.wellham@det.nsw.edu.au	Map 132 G9	10	80	Plan Held	26-Sep-05	00416175756
Wickham	Child Care Centres	Awabakal Child Care Centre	Child Care Centre	5 Grey Street	2293	Linda Pont		4961 6429	4940 0543		Map 145 H3	12	45	Plan Held	14-Sep-05	

APPENDIX D – POTENTIAL EVACUATION CENTRES

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

The listed centres require assessment on an annual basis as to their suitability. The attached assessment form is to be utilised by the assessing personnel for maintaining current all centres details, including other centres, which are added to this list. Community Services (CS), Family and Community Services (FACS) provides advice as to the most appropriate evacuation centres in the event of an emergency situation.

Centre	Address	Phone
Beresfield Bowling Club	Anderson Drive, Beresfield	(02) 4966 3361
Hexham Bowling Club	Maitland Road, Hexham	(02) 4964 8079
Wallsend RSL (Diggers Club)	Tyrrell Street, Wallsend	(02) 4950 0305
Western Suburb Leagues Clubs (West)	Hobart Street, New Lambton	(02) 4935 1200
West Mayfield	Industrial Drive, Mayfield	(02) 4903 6100
Mayfield Sport Club	Crebert Street, Mayfield	(02) 4968 2144
Hamilton North Bowling Club	Boreas Road, Broadmeadow	(02) 4961 4574
Kotara Bowling and Rec Club	Howell Street, Kotara	(02) 4957 3385
Newcastle Leagues Club	National Park Street, Newcastle West	(02) 4929 3067
Newcastle Jockey Club	Darling Street, Broadmeadow	(02) 4961 1573
Newcastle Panthers	King Street, Newcastle	(02) 4926 6200
Newcastle Golf Club	Vardon Street, Fern Bay	(02) 4928 1365
Stockton Bowling Club	Mitchell Street, Stockton	(02) 4920 1999
Adamstown Bowling Club	Glebe Road, Adamstown	(02) 4952 3955
Adamstown RSL	Brunker Road, Adamstown	(02) 4952 3888
Tomago Bowling and Sports Club	Tomago Road, Tomago	(02) 4964 8007
Newcastle Diggers	Scott Street, Newcastle	(02) 4929 3473
Hamilton RSL	Tudor Street, Hamilton	(02) 4961 2948
Heaton Birmingham Gardens Bowling Club	Mordue Parade, Jesmond	(02) 4955 8725
Lambton Bowls Sport & Rec Club	Karoola Road, Lambton	(02) 4957 3272
Bar Beach Bowling and Sporting Club	Kilgour Avenue, Merewether	(02) 4929 3428
West Wallsend Bowling Club	Gregory Park, West Wallsend	(02) 4953 2971
West Wallsend Workers Club	Carrington Street, West Wallsend	(02) 4953 2920
Croatian Wickham Sports Club Co-op	Albert Street, Wickham	(02) 4961 3177

EVACUATION CENTRE SURVEY CHECK LIST

Part 1

Name of Centre:

Location of Centre:

Owner/Manager:.....

Contact Address:.....

Telephone number:

Facsimile number:.....

Email address:.....

Part 2

Access/Parking.....

Open Space:

Size/Bed Capacity:

Kitchen:

Sanitary Accommodation:

- Male
- Female

Water Supply:.....

Bathing Facilities:

Other

Part 3

Please Tick Appropriate box

Suitable for: Day Use Short Term Long Term

CONTACT PERSONS:



Location	Capacity	WC	UR	SH	HW	Comments
Hall						
Library						
Classrooms						
Administration						
Accommodation						
Canteen						
Change						
Staff						
D & T Centre						

ADDITIONAL INFORMATION/COMMENTS:

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APPENDIX F – NEIGHBOURHOOD SAFER PLACES

Name	Land Use	Location
Car Park, Merewether Beach	Open Space	Frederick Street and Henderson Parade Merewether
Swimming Centre, Federal Park Wallsend	Open Space	6 Frances Street, Wallsend
Novocastrian Park	Open Space	24 Orchardtown Road, New Lambton
Mitchell Park Sports Field	Open Space	24 Mitchell Street Merewether
Swimming Centre, Lambton Park	Open Space	102 Durham Road, Lambton
Elmorevale Park	Open Space	129 Croudace Road, Elmorevale
Heaton Park, Jesmond	Open Space	56 Blue Gum Road, Jesmond
Beresfield Golf Course, Beresfield	Open Space	280 Anderson Drive Beresfield