# Daly River
## Local Emergency Plan

**Northern Territory
Emergency Service**

# Contents

# 1. Document control

## 1.1. Governance

| | |
|---|---|
| **Document title** | Daly River Local Emergency Plan |
| **Contact details** | NT Emergency Service, Planning and Preparedness Command |
| **Approved by** | Territory Controller |
| **Date approved** | 16 November 2014 |
| **Document review** | Annually |
| **TRM number** | 04:D23:72272 |

## 1.2. Version history

| Date | Version | Author | Summary of changes |
|---|---|---|---|
| 16/11/2014 | 1 | John McRoberts | First version |
| 04/11/2015 | 2 | Reece P Kershaw | Reviewed and updated |
| 30/12/2016 | 3 | Kate Vanderlaan | Reviewed and updated |
| 30/11/2018 | 4 | Travis Wurst | Reviewed and endorsed by the Regional Controller, as the Territory Controller's delegate |
| 20/01/2020 | 5 | Michael Hebb | Reviewed and endorsed by the Regional Controller, as the Territory Controller's delegate |
| 17/11/2020 | 6 | Travis Wurst | Reviewed and endorsed by the Regional Controller, as the Territory Controller's delegate |
| 13/01/2022 | 7 | Janelle Tonkin | Reviewed and endorsed by the Regional Controller, as the Territory Controller's delegate |
| 06/07/2023 | 8 | Hege Burns | Reviewed and endorsed by the Regional Controller, as the Territory Controller's delegate |
| 13/06/2024 | 9 | Matthew Hollamby | Reviewed and endorsed by the Regional Controller, as the Territory Controller's delegate |

Disclaimer: Every effort has been made to ensure that the information contained within this plan is accurate and where possible reflects current best practice. However, the Northern Territory Emergency Service does not give any warranty or accept any liability in relation to the content of material contained in the document.

# 2. Acknowledgement of Country

The Northern Territory Fire and Emergency Service (NTFES) and the Northern Territory Police Force (NTPF) acknowledges the First Nations people throughout the Northern Territory (NT), from the red sands of Central Australia to the coastal people in the Top End.

We recognise their continuing connection to their lands, waters and culture. We also pay our respects to the Aboriginal and Torres Strait Islander people with whom we work and who we serve and protect.

We pay our respects to the Aboriginal and Torres Strait Islander cultures, and to their leaders past, present and emerging.

# 3. Introduction

## 3.1. Purpose

The purpose of this Plan is to describe the emergency management arrangements for Daly River Locality (the Locality).

## 3.2. Application

This Plan applies to the Daly River Locality.

## 3.3. Key considerations

The *Emergency Management Act 2013* (the Act) is the legislative basis for emergency management across the NT. The Act reflects an all hazards approach to emergency and disaster events, natural or otherwise. It provides for the adoption of measures necessary for the protection of life and property from the effects of such events.

The Act defines the emergency management structures, roles and responsibilities for the NT and, in conjunction with the Territory and Regional Emergency Plan(s), form the basis for this Plan.

This Plan:

- confirms appointment of a Local Emergency Controller
- confirms establishment of the Local Emergency Committee (LEC)
- assesses hazards most likely to affect the community
- specifies control and coordination arrangements for mobilisation of local and, if necessary regional, resources
- identifies roles and responsibilities of key stakeholders
- details specific emergency response procedures for the higher risk situations

# 4. Locality context

This Plan complements the Northern Regional Emergency Plan[1] as it relates to the Locality. For further information on the hierarchy of plans, refer to the Territory Emergency Plan[2]. The Locality is located approximately 230 kilometres (km) south of Darwin on the Daly River and forms part of the Northern Region, as defined by the Territory Emergency Plan.

The population of the Locality is approximately 632, the main population centres being Wooliana and Nauiyu Nambiyu.

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[1] More information can be found at: https://www.pfes.nt.gov.au/emergency-service/publications
[2] More information can be found at: https://www.pfes.nt.gov.au/emergency-service/emergency-management

LEGEND

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| ▪ Police Station | | ⊢+⊢ Railway | | Watercourses - Major | | Emergency Management Boundary | |
| ▪ Homestead | | Roads - Main - Sealed | | ------ Gas Pipeline | | | |
| ● Communities - Homeland | | - - - - Roads - Main - Unsealed | | | | | |
| ● Communities - Major | | Roads - Track | | | | | |
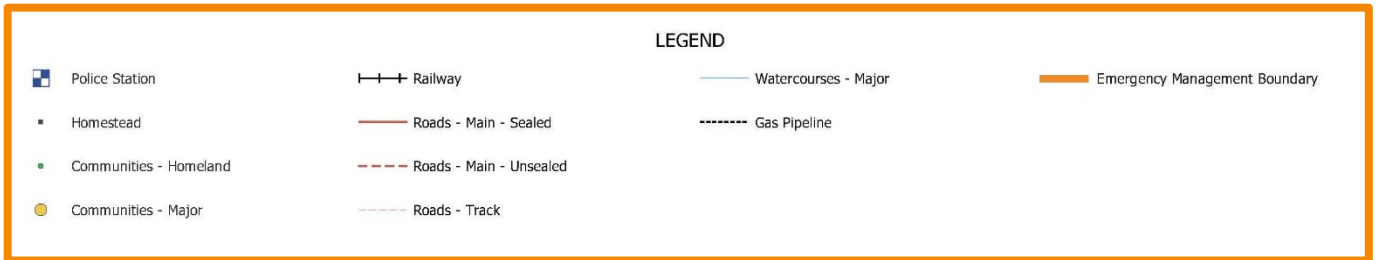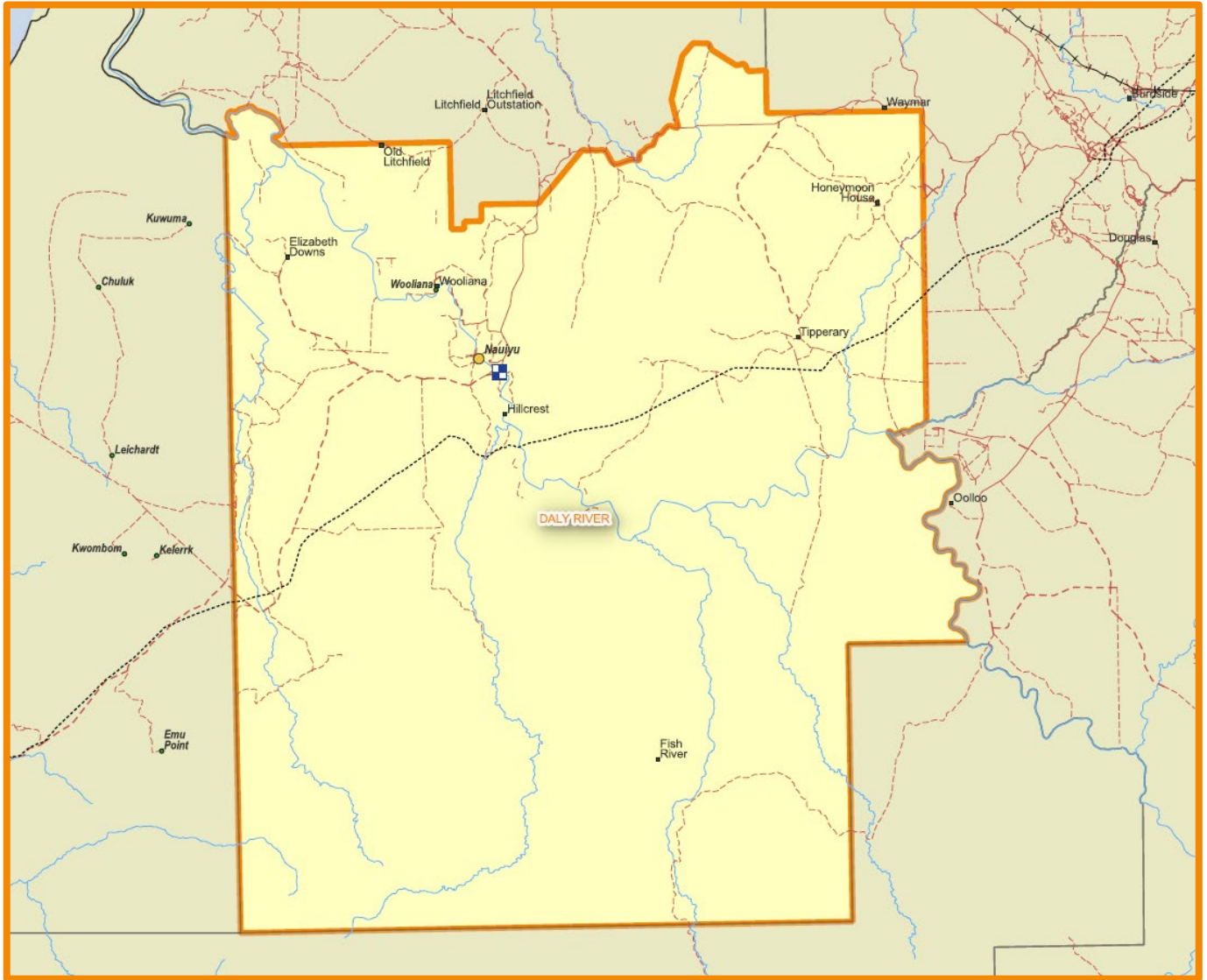
## 4.1. Climate and weather

The Locality experiences similar weather conditions which occur throughout the Top End of the NT. There is a distinct Wet Season (October to April) and Dry Season (May to September). Compared to Darwin, temperatures tend to be slightly higher during the Wet Season and slightly lower during the Dry Season.

## 4.2. Geography

The general topography of the Locality ranges from sea level to a highest point of approximately 350 metres (m) in the Wingate Mountains area. The Locality is drained by a number of rivers and creeks, the main being as follows:

- Daly River (Katherine River)
- Reynolds River
- Fish River
- Bamboo Creek
- Chilling Creek
- Douglas River

## 4.3. Sacred sites

The Aboriginal Areas Protection Authority (AAPA) is a statutory body established under the *Northern Territory Aboriginal Sacred Sites Act 1989* and is responsible for overseeing the protection of Aboriginal sacred sites on land and sea across the NT.

A sacred site is defined by the *Aboriginal Land Rights (Northern Territory) Act 1976* (Cth) as being 'a site that is sacred to Aboriginals or is otherwise of significance according to Aboriginal tradition'. Sacred sites are typically landscape features or water places that are enlivened by the traditional narratives of Aboriginal people.

AAPA requests notification of any action that may have affected a sacred site. For more information on sacred sites relevant to this Locality, or to report an action that may have affected a sacred site, contact AAPA on (08) 8999 4365 or via email at enquiries.aapa@nt.gov.au.

## 4.4. Sites of conservation

Anson Bay and associated coastal floodplains and Daly River middle reaches are sites of conservation significance for this Locality. For further information about these sites contact the Department of Environment, Parks and Water Security[3] (DEPWS).

## 4.5. Tourism

Tourism is also a major economic contributor to the Locality, particularly through the months of May to October. The Locality is a popular fishing destination, doubling the population to over 1000 during this time.

## 4.6. NT and local government

In March 2019, the NT Government (NTG) implemented 6 regional boundaries across the NT to strengthen the role of the Regional Network Group and align service delivery and reporting. This Locality sits within the Top End Boundary.

NTG agencies that have a presence in the Locality include:

- NT Police Force (NTPF), Fire and Emergency Services (NTPFES)
    - NTPF (Police Station)
    - NT Emergency Service (NTES) (Daly River Volunteer Unit)
- Department of Health (DoH)

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[3] More information can be found at: https://nt.gov.au/environment/environment-data-maps/important-biodiversity-conservation-sites/conservation-significance-list

- Nauiyu Health Centre
- Department of Education (DoE)
  - Wooliana School
- Power and Water Corporation (PAWC)
- Centrelink
- Bushfires NT (BFNT)
  - Bushfire Volunteer Unit

Daly River is within the Victoria Daly Regional Council (VDRC) region.

## 4.7. Building codes

Buildings and construction in the Locality are subject to the *Building Act 1993* and the *Building Regulations 1993*.

## 4.8. Land use

Daly River has the following land usage:

- agriculture and horticulture
- stock feed
- land trust

## 4.9. Homelands

Homelands are typically located on Aboriginal land, which is held by the Aboriginal Land Trusts established under the *Aboriginal Land Rights (Northern Territory) Act 1976* (Cth). There are also some homelands that are located on Community Living Areas or parcels of land within national parks. Assets on homelands are owned by the underlying leaseholder, which for the majority of homelands is the relevant Aboriginal Land Trust. Generally, homelands are not subject to the NTG leasing or part of the NT's remote public housing system.

The homeland service provider for this Locality is AUS Projects NT. Homeland service providers contribute to the delivery of housing, municipal and essential services, including fire breaks, where funding allows. Homeland service providers do not deliver emergency services. Land councils and local ranger groups within the Locality may provide land management activities on Aboriginal land, such as back burning, installing firebreaks and other mitigation works.

## 4.10. Power generation and distribution

All power supplied to Daly River comes from diesel generators from the PAWC.

## 4.11. Water services

The Locality is supplied water by the PAWC, sourcing water from 4 separate bores.

## 4.12. Health infrastructure

Daly River Health Centre is delivered by DoH – Top End Region. The Locality has a General Practitioner (GP) visit once a week, additional health workers are stationed at the health centre. The health centre has 2 emergency beds only. Serious medical cases are required to be evacuated to Darwin. Patients can be evacuated either via road or air.

## 4.13. Emergency service infrastructure

The Locality has the following emergency service infrastructure:

- police station and cells
- Nauiyu Health Centre
- Wooliana School
- Saint Francis Xavier Catholic School
- NTES Volunteer Unit
- Bushfires NT - Bushfire Volunteer Unit
- sports and recreation hall

## 4.14. Roads

The Locality has 4 main roads being, Dorat Road, otherwise known as the Old Stuart Highway. The main crossing is passable at all times, though the unsealed road continues to Wadeye and may be affected by numerous creek crossings depending on local rainfall. Daly River Road is the only road that leads to Daly River from Dorat Road which connects to Adelaide River. Wooliana Road, which is an internal road. Port Keats Road, which extends from Daly River to Port Keats/Wadeye.

## 4.15. Airports

The table below lists the airstrips in the Locality:

| Name of the strip | Datum | Details (type, length, etc.) | Operator of the strip |
|---|---|---|---|
| Nauiyu Airport | 13°45'S 130°42'E | Sealed<br><br>Distance: 1100 m<br><br>Windsock: west end of airstrip<br><br>Lighting: solar<br><br>Hazard: prone to flooding, restricted access | VDRC<br><br>08 8978 2422 |
| Tipperary Station | 13°44'S 131°02'E | Sealed<br><br>Distance: 2178 m x 30 m<br><br>Windsock: east and west end<br><br>Fuel: AVTUR/AVGAS<br><br>Hazard: wallaby/wildlife | Tipperary Station<br><br>08 8978 2433 |

## 4.16. Telecommunication

Telecommunications are available across the Daly River township via a combination of landline and mobile communications delivery, with a backup generator for the mobile phone tower in case of water inundation, up to 14.5 m.

## 4.17. Local radio stations

Daly River does have a local radio station, and has the following broadcasts:

- 106.1 FM Australian Broadcasting Corporation (ABC) Local Radio

- 102.9 FM Top End Aboriginal Bush Broadcasting Radio

## 4.18. Medically vulnerable clients

The Daly River Health Centre has a list of medically vulnerable clients and it is updated regularly. There are no aged care facilities in the Daly River area, but the VDRC provides services for aged care residents.

# 5. Prevention

## 5.1. Emergency risk assessments

The Daly River LEC are responsible for undertaking appropriate activities to prevent and mitigate the impact of emergencies in their Locality.

## 5.2. Disaster hazard analysis and risk register

The LEC has identified the following hazards for the Locality:

- fire (within Fire Protection Zone)
- flood
- road crash

These hazards have been rated against the National Disaster Risk Assessment Guidelines (NERAG):

| Hazard | Overall consequence | Overall likelihood | Risk rating |
| --- | --- | --- | --- |
| Fire (within Fire Protection Zone) | Minor | Unlikely | Low |
| Flood | Minor | Likely | Medium |
| Road crash | Minor | Likely | Medium |

## 5.3. Hazard specific prevention and mitigation strategies

Prevention and mitigation relates to measures to reduce exposure to hazards and reduce or eliminate risk. Actions include identifying hazards, assessing threats to life and property, and from these activities, taking measures to reduce potential loss of life and property damage.

The cornerstone of mitigation is guided and coordinated risk assessments, which should involve all potentially affected members of a community. Strategies are developed based on a thorough understanding of hazards identified in emergency risk planning and their interaction with all aspects of society.

Specific prevention and mitigation strategies for identified hazards can be found at **Annex C.**

# 6. Preparedness

Arrangements to ensure that, should an emergency occur, all resources and services that are needed to provide an emergency response and or recovery can be efficiently mobilised and deployed.

## 6.1. Planning

NT emergency plans[4] are required by the Act and are maintained at a Territory, regional and local level. Arrangements in plans aim to be flexible and scalable for all hazards. The planning process enables agreements to be reached between people and organisations in meeting communities' needs during emergencies. The plan becomes a record of the agreements made by contributing organisations to accept roles and responsibilities, provide resources and work cooperatively.

The LEC is responsible for the annual review of operations and the effectiveness of the Local Emergency Plan, supported by the NTES Planning and Preparedness Command.

## 6.2. Emergency resources and contacts

The LEC is responsible for maintaining the emergency resource register and LEC contact list. Local emergency management stakeholders are to advise the Local Controller of changes to resource holdings, operational response capabilities and key personnel contacts. Emergency resource and LEC contact list for each locality are available on the Web-based Emergency Operations Centre (WebEOC).

## 6.3. Training and education

The Act provides the legislative requirement for those involved in emergency management activities to be appropriately trained. Training and education activities are undertaken to ensure agencies are familiar with and understand the NT emergency management arrangements, as well as the relevant controlling and hazard management authorities for identified hazards.

The NTES Learning and Development Command is responsible for emergency management training across the NT. Online and face to face training is scheduled throughout the year.

## 6.4. Community education and awareness

Effective and ongoing community education and preparedness programs that emphasise to communities the importance of practical and tested emergency plans and safety strategies is essential. Empowering communities to act in a timely and safe manner will minimise the loss of life, personal injury and damage to property and contribute to the effectiveness of any warning system.

List of available activities and initiatives but are not limited to within the area:

- NTES hazard briefings
- NTES Paddy Program
- NT Fire and Rescue Service (NTFRS) Smart Sparx Program
- Red Cross Pillowcase Program

## 6.5. Exercises

Local level exercises are a key measure for testing the effectiveness of the local emergency plan and should involve all relevant stakeholders. Exercises ensure that the plan is robust and understood, and that capabilities and resources are adequate. Exercises are conducted if arrangements with the plan have not been enacted since the last review, or substantial changes have occurred, including:

- legislative changes

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[4] More information can be found at: https://pfes.nt.gov.au/emergency-service/publications

- major changes have occurred in the areas of key personnel, positions or functions across prevention, preparedness, response and recovery
- new or emerging hazards/risks have been identified

The NTES Planning and Preparedness Command have developed resources that outlines the process to develop the exercise concept in designing, planning, conducting, facilitating, participating or evaluating exercises.

# 7. Response

Actions taken in anticipation of, during and immediately after an emergency to ensure that its effects are minimised and that people affected are given immediate relief and support.

## 7.1. Control and coordination

Arrangements for response are based on pre-agreed roles and responsibilities for stakeholders. When the scale and complexity of an event is such that resources of the community are depleted a number of arrangements are in place for assistance from the region, the Territory and/or the Australian Government. Pathway for assistance is through the Regional Controller.

## 7.2. Local Emergency Controller

In accordance with section 76 of the Act, the Territory Controller or their delegate (section 112 of the Act) can appoint a Local Emergency Controller (Local Controller). The Local Controller for the locality is the Officer In Charge of the Daly River Police Station. The Local Controller is subject to the directions of the Regional Controller. The powers, functions and directions of the Local Controller can be found in sections 77, 78 and 79 of the Act.

## 7.3. Local Emergency Committee

In accordance with section 80 of the Act, the Territory Controller has established a Daly River Local Emergency Committee (LEC). The Local Controller is Chair of the LEC and remaining membership consists of representatives from NTG and non-government entities within the locality. Division 11 of the Act specifies the establishment, functions, powers; membership and procedure requirements of a LEC.

## 7.4. Emergency Operations Centre/Local Coordination Centre

| NT Emergency Management Arrangements | Controlling Authority Arrangements |
|---|---|
| Emergency Operations Centre (EOC) (Territory and Regional level) | Incident Control Centre (ICC) |
| Local Coordination Centre (LCC) (local level) | Incident Control Point (ICP) |

LCCs will be established as required by Local Controllers to provide a central focus to the management, control and coordination of emergency operations in the Locality. When activated, the functions of the LCCs are:

- information collection and dissemination
- preparation and issue of official warnings and advice to the public
- coordination of the provision of resources required in the locality
- submitting requests for resources through the Regional Controller to the Territory EOC where applicable
- dissemination of information to the media and general public.

The LCC for this Locality is the Daly River Police Station. The Regional EOC will be located in Darwin at the Peter McAulay Centre. Agencies and functional groups may establish their own coordination centres

to provide the focal point for the overall control and coordination of their own agency resources. Liaison Officers from functional groups and support agencies will attend the EOC as required.

ICCs will be established as required by a controlling authority to provide an identified facility for the management of all activities necessary for the resolution of an incident.

An ICP is normally located near the incident in its early stages but may be relocated to an ICC where more permanent and convenient facilities and services are available.

## 7.5. WebEOC

WebEOC is a critical information management system used throughout the NT for emergency management activities. The system is owned and maintained by the NTPFES. The online platform is used for the coordination of multi-agency response to, and recovery from, an emergency event. WebEOC also enables real-time information sharing across all agencies involved in emergency management activities.

## 7.6. Situation reports

It is essential for effective control and coordination of emergency management operations that the Local Controller is able to gather and collate relevant information relating to the emergency from regular, concise and accurate situation reports (SITREPs).

LEC members are to provide SITREPs at agreed times to enable the preparation of a consolidated report which will be distributed to all committee members and other relevant authorities. This may be achieved through WebEOC.

## 7.7. Activation of the Plan

This plan has 5 stages of activation and are designed to ensure a graduated response to hazardous events, reducing the possibility of under or over reaction by the emergency management agency.

The stages are:

| Stage 1 | Alert | This stage is declared when the Local Controller receives warning of an event which, in their opinion, may necessitate an emergency management response |
| --- | --- | --- |
| Stage 2 | Standby | This stage is declared when the Local Controller considers an emergency operation is imminent. During this stage passive emergency measures are commenced. |
| Stage 3 | Activation | This stage is declared when active emergency measures are required. |
| Stage 4 | Stand-down response operations and transition to Recovery | Stage 4 occurs when the Local Controller and Local Recovery Coordinator agree to transition to recovery (if required) in accordance with the transitional arrangements of this Plan. |
| Stage 5 | Recovery | This stage is called if ongoing recovery operations and coordination is required. |

The stages identified provide for a sequential response. However, it may be necessary because of the degree of warning and speed of onset of an event, for the Local Controller to skip the actions required under stage 1 or 2.

## 7.8. Stakeholder notifications

Upon activation of the Plan the following personnel are to be advised as a matter of urgency:

- all available members of the LEC
- Northern Regional Controller
- NTES Territory Duty Officer (TDO)

## 7.9. Official warnings and general public information

Official warnings and general public information will be broadcast to the Locality through the following means:

- radio broadcast
- television news broadcast
- Secure NT website and social media broadcasts and updates

Official warnings are issued by the Bureau of Meteorology (the Bureau), Geoscience Australia, Bushfires NT (BFNT), NTPFES and Controlling Authorities.

Emergency Alert is a national telephony-based emergency warning system that can deliver warning messages to landlines and mobile handsets based on the service address and mobile handsets based on the last known location of the device. Authority to utilise the Emergency Alert may be given by virtue of the approval of a hazard specific emergency plan or under the Territory Emergency Plan.

The approval for the release of an Emergency Alert message can only be authorised by any of the following:

- Territory Controller
- Director, NTES
- Regional Controller
- Chief Fire Officer, NTFRS
- Deputy Chief Fire Officer, NTFRS
- Executive Director, BFNT
- Chief Fire Control Officer, BFNT

The Standard Emergency Warning Signal (SEWS) is an audio alert signal (wailing siren) which may be broadcast on public media to draw attention to the fact that an urgent safety message is about to be made. Generally, SEWS is only played before announcements concerning significant emergencies where emergency management arrangements should be activated as a result.

Control and hazard management authorities may have pre-planned use of SEWS for non-weather related events, through a pre-approved hazard-specific emergency plan.

The approval for the release of a SEWS message can only be authorised by any of the following:

- Territory Controller
- Director, NTES
- Manager Hazard Preparedness and Response NT (the Bureau) (for weather and flood-related events)

Warning and information messages for general public are authorised by the Regional or Incident Controller. The dissemination of such emergency warnings and information is to be by whatever means are appropriate and available at the time.

## 7.10. Australasian Inter-Service Incident Management System

The Australasian Inter-Service Incident Management System (AIIMS)[5] is a robust incident management system that enables the seamless integration of activities and resources of a single agency or multiple agencies when applied to the resolution of any event.

## 7.11. Closure of schools

The decision to close schools due to an impending threat will be made by the Chief Minister on advice from the Territory Emergency Management Council (TEMC). When the nature of an event demands an immediate response, local authorities will take the appropriate steps to ensure the safety to the public. This action may include the temporary closure of a school to begin preparations, pending formal closure of the school by the Chief Minister for the remainder of the event.

The decision to reopen schools will be made by the Chief Minister on advice from the Chief Executive, DoE.

## 7.12. Closure of government offices

The decision to close government offices due to an impending threat will be made by the Chief Minister on advice from the TEMC. When the nature of an event demands an immediate response, local authorities should take all appropriate steps to ensure public safety and the protection of property.

The decision to reopen government offices will be made by the Chief Minister on advice from the TEMC.

All NTG agencies are to have an emergency preparedness plan which sets out their processes for closing down their offices once approval has been given. This should have clearly articulated employee guidelines to ensure employees know when they are authorised to leave and are required to return to work.

## 7.13. Emergency shelters or strong buildings

Emergency shelters and places of refuge are buildings or structures that provide people with a place of protection and shelter during a disaster or emergency event such as a cyclone, flood or fire.

The recognised emergency shelters within the Locality are:

| Shelter(s) | People capacity |
|---|---|
| Daly River Police Station and cells | 50 (not to be used in flood) |
| St Francis Xavier School | 30 |
| Sports and recreation hall | 200 (for staging area only) |
| Wooliana School | 200 (for staging area only) |

The DoE, in conjunction with the NTPF and the shelter owners, is responsible for the management of emergency shelters during an emergency event.

The responsibilities of the emergency shelter manager are:

- the provision of personnel to staff and operate the emergency shelters at such times as they are activated
- the maintenance of effective liaison with other stakeholders with responsibilities relating to shelters, in particular the NTPF

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[5] More information can be found at: https://pfes.nt.gov.au/emergency-service/publications

Emergency shelters are opened under the direction of the Territory or Regional Controller in consultation with the Shelter Group (DoE). Emergency shelters will not normally operate for more than 48 hours.

The timing of the opening of emergency shelters will be dependent upon the severity of the impending incident, the numbers to be sheltered, the time of day the incident is expected to impact and the period of time the emergency shelters are likely to be occupied. The announcement that emergency shelters are open in the Locality will be made by radio broadcast and social media, and will include emergency shelter rules such as no pets or alcohol being permitted in shelters. It is up to the discretion of the local shelter manager to determine if food will be provided.

## 7.14. Evacuation

Evacuation is a risk management strategy that can be used to mitigate the effect of an emergency or disaster on a community. It involves the movement of people to a safer location and their return. The decision to evacuate a community, including establishing an evacuation centre, is not taken lightly as it represents significant resource and financial implications.

Evacuation of the Locality will be considered as a last resort. Where an evacuation is required the TEMC, in consultation with the Regional Controller, Local Controller and the LEC, will arrange emergency accommodation and transport, as necessary, through the relevant functional group/s.

An evacuation guideline for the Locality can be found at **Annex D**.

Evacuation is a complex process that has 5 distinct steps:

1.  decision
2.  warning
3.  withdrawal
4.  shelter
5.  return

Each step is linked and must be carefully planned and carried out in order for the entire process to be successful. Given an evacuation centre will only be opened as a part an evacuation, it is vital to have an understanding of the 5-step process.
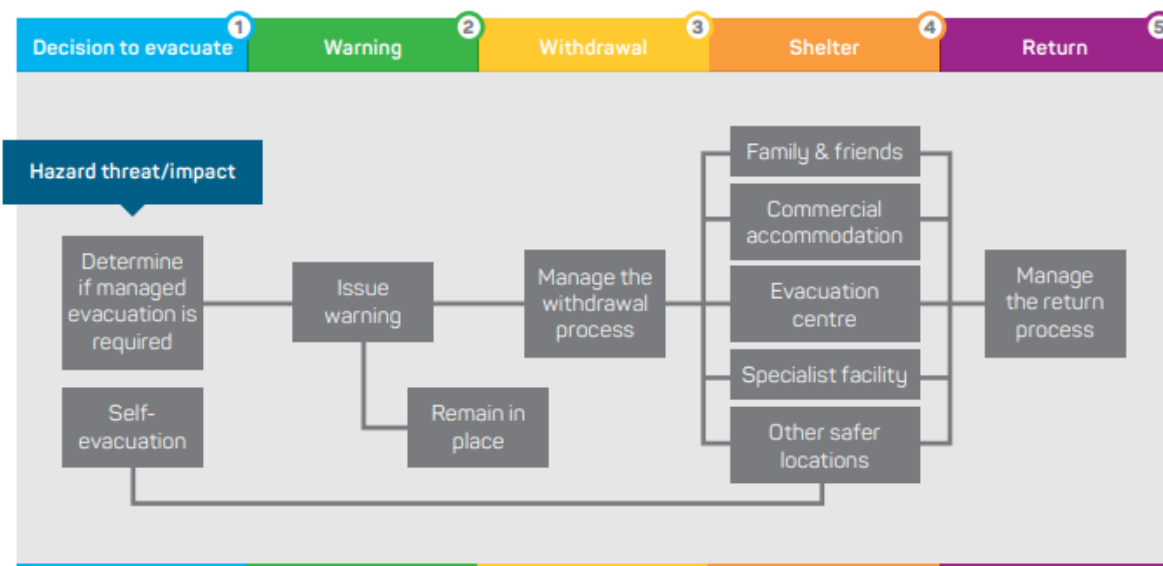


*Source: Australian Institute of Disaster Resilience, Evacuation Planning Handbook, 2017.*

## 7.15. Identified Evacuation Centres

An evacuation centre is designed to accommodate people for short to medium periods of approximately 4 to 6 weeks, although this figure may vary.

An evacuation centre will provide some or all of the following services:

- meals
- beds
- linen
- personal support
- medical services (or access to them)
- assistance accessing finances and recreational activities

An evacuation centre implies the provision of these services in contrast to an emergency shelter, in which people are expected to be self-sufficient.

For further information on evacuation centres/shelters management, refer to the NT Evacuation Centre Field Guide available on WebEOC.

## 7.16. Register.Find.Reunite Registration and inquiry system

Australian Red Cross, in partnership with the Australian Government Attorney-General's Department, has developed an improved system to help reunite families, friends and loved ones separated by an emergency. This system is called Register.Find.Reunite[6].

This system can be initiated by either the Territory or Regional Controller without the national system being activated. Any activation of this system should occur in consultation with the Welfare Group in the first instance.

## 7.17. Impact assessment

Immediately after an emergency event, there is a need to identify and assess impacts to inform short and long-term recovery priorities. Comprehensive assessment of all impacts is a vital component of emergency response activities. Guidelines for the conduct of rapid assessments in the NT, including the establishment of dedicated Rapid Assessment Teams (RATs) to collect data in the field, have been developed.

The Survey, Rescue and Impact Assessment Group, led by the NTPFES, is responsible for coordinating rapid impact assessments. At the local level, Local Controllers should contact the Survey, Rescue and Impact Assessment Group lead to discuss impact assessments if deemed appropriate.

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[6] More information can be found at: https://register.redcross.org.au/

# 8. Recovery

The coordinated process and measures for supporting emergency-affected communities in the reconstruction of physical infrastructure and restoration of the social, economic and natural environments.

## 8.1. Local Recovery Coordinator and Coordination Committee

When a region and/or locality has been affected by an event, the Regional Recovery Coordinator may appoint a Local Recovery Coordinator in accordance with section 87 of the Act. The responsible agency for Recovery is the Department of the Chief Minister and Cabinet (CM&C). The Local Recovery Coordinator will establish a Local Recovery Coordination Committee (LRCC) drawing from membership of the LEC and other relevant members of the community as needed. The Local Recovery Coordinator reports directly to the Regional Recovery Coordinator.

Local Recovery Coordinator and Committee functions, powers and directions are established in Division 12 and 13 of the Act respectively.

## 8.2. Transitional arrangements

The transition from response to recovery coordination reflects the shift from the protection of life and supporting the immediate needs of the community to establishing longer term, more sustainable support structures.

The transition to recovery coordination occurs after the completion of the transition checklist and at a time agreed by the Territory Controller and Territory Recovery Coordinator in accordance with the Territory Emergency Plan.

Transition will occur when the Territory Recovery Coordinator is satisfied that the following has occurred:

- the Territory Controller has briefed the TEMC and the Territory Recovery Coordinator
- the Regional Controller has briefed the Regional Recovery Coordinator
- where there is significant changeover of personnel, the EOC planning operations and logistics sections have briefed incoming recovery planning, operations and logistics staff

The Regional Recovery Coordinator will ensure all functional group leaders, agencies, support groups and other relevant stakeholders are notified prior to the transition to recovery. This notification is to include changes to relevant contact details and other pertinent information.

An example of response and recovery activities can be found at **Annex E**.

# 9. Debrief

Debrief processes embed continuous improvement into the delivery of emergency management activities. Consistent approaches to lessons learned encourage adaptability, and flexibility across all levels of government. Sharing of knowledge and experiences throughout emergency events assists with ongoing continuous improvement of people and organisations involved.

The NTG implements a lessons learned approach recognising the positive impact on organisational culture commensurate with increasing opportunities to achieve emergency management goals. Whilst lessons learned often begins in one agency through an internal debrief process, those lessons learned are transferable across multi-agencies.

During any operational response, personnel involved are encouraged to record activities where there are lessons to be learned. Activities can include decision making and consequential responses. Where decisions are made by an Incident Controller, Incident Management Team member or a functional group member, those decisions should be recorded in a Decision Log (WebEOC). Decision Logs can be referred to as part of the debrief process.

# 10. Related references

The following references apply:

- *Aboriginal Land Rights (Northern Territory) Act 1976* (Cth)
- *Building Act 1993*
- *Building Regulations 1993*
- National Disaster Risk Assessment Guidelines
- National Disaster Risk Reduction Framework
- Northern Regional Emergency Plan
- *Northern Territory Aboriginal Sacred Sites Act 1989*
- *NT Emergency Management Act 2013*
- Rapid Assessment Team Guidelines
- Territory Emergency Plan
- Transition to Recovery Checklist

# 11. Annexures

Annex A Functional groups - roles and responsibilities

Annex B Functions table

Annex C Prevention, mitigation strategies and action plans for identified hazards

Annex D Evacuation guideline

Annex E Summary of response and recovery activities

## 11.1. Annex A: Functional groups - roles and responsibilities

| Functional group | Local contact |
|---|---|
| Animal Welfare | Malak Malak Rangers/VDRC |
| Critical Goods and Services | Nauiyu Store/Daly River Pub |
| Digital and Telecommunications | Department of Corporate & Digital Development (DCDD) |
| Emergency Shelter | St Francis Xavier School/Wooliana School |
| Engineering | Department of Infrastructure, Planning & Logistics (DIPL) |
| Industry | Department of Industry, Tourism & Trade (DITT) |
| Medical | Nauiyu Health Clinic |
| Public Health | Nauiyu Health Clinic |
| Public Information | CM&C |
| Public Utilities | PAWC Essential Services Officer (ESO)/Ironbark |
| Survey, Rescue and Impact Assessment | NTPFES |
| Transport | DIPL/Ironbark |
| Welfare | Green River Aboriginal Corporation (GRAC)/Department of Territory Families, Housing & Communities (TFHC) |

Full details of functional group roles and responsibilities are detailed in the Territory Emergency Plan.

## 11.2. Annex B: Functions table

Emergency response and recovery functions with identified agencies/organisation/provider

During an event some of these functions may be needed at a local level.

| Functions | Agency/organisation/provider responsible |
|---|---|
| Animal/livestock management | Malak Malak Rangers/VDRC |
| Anti-looting protection | NTPF |
| Banking Services | DITT |
| Broadcasting: What radio stations provide announcements? | ABC Radio |
| Clearing of essential traffic routes | VDRC/Ironbark |
| Clearing storm water drains | VDRC/Ironbark |
| Clothing and Household Items | Nauiyu Store/Red Cross |
| Community Clean Up | VDRC/Ironbark |
| Control, coordination and management | Designated Control Authority |
| Coordination to evacuate public | NTPF |
| Critical Goods and Services (protect/resupply)<br><br>• food<br>• bottle gas<br>• camping equipment<br>• building supplies | Nauiyu Store/Daly River Pub/VDRC |
| Damaged public buildings: Coordination and inspections | VDRC/DIPL/GRAC |
| Disaster Victim identification capability | NTPF |
| Emergency Alerts | NTPFES/BFNT |
| Emergency food distribution | Red Cross/Catholic Care/St Francis Xavier School |
| EOC, including WebEOC | NTPFES/CM&C |
| Emergency shelter. Staff, operations and control | St Francis Xavier School/Wooliana School |
| Evacuation centre - staffing, operations and control | TFHC |

| Functions | Agency/organisation/provider responsible |
|---|---|
| Financial Relief/assistance<br><br>Disaster Recovery Funding Arrangements | CM&C/TFHC |
| Identification of suitable buildings for shelters | LEC |
| Interpreter services | Aboriginal Interpreter Service |
| Management of expenditure in emergencies | Controlling Authority and any activated Functional Groups at the direction of the Controlling Authority |
| Medical services | Nauiyu Health Clinic |
| Network communications (IT): Responders /public maintenance and restoration of emergency communication | DCDD/Telstra |
| Power: Protection and restoration: | PAWC |
| Public messaging during response and recovery. | Hazard Management Authority/CM&C |
| Public/Environmental Health (EH) management<br><br>• All EH functions including water & food safety<br>• Disease Control | Nauiyu Health Clinic |
| Rapid Impact Assessment | NTPFES |
| Recovery coordination | CM&C |
| Repatriation | As detailed in local emergency arrangements |
| Restoration of public buildings | Green River Aboriginal Corporation/Ironbark/TFHC |
| Restoration of roads and bridges (council/Territory) excluding railways | DIPL |
| Road management and traffic control including public Information on road closures | VDRC/DIPL/NTPF/Ironbark |
| Sewerage: Protection and restoration | PAWC |
| Survey | NTPFES |
| Traffic Control | NTPF/Ironbark |

| Functions | Agency/organisation/provider responsible |
|---|---|
| Transport : Commercial and public airport/ planes, automobiles, ferries, buses | DIPL |
| Vulnerable Groups | TFHC |
| Waste management<br><br>   • collection<br><br>   • disposal of stock | Ironbark/VDRC |
| Water (including drinking water): Protection and restoration | PAWC |

| Functions | Agency/organisation/provider responsible |
|---|---|

## 11.3. Annex C: Prevention, mitigation strategies and action plans for identified hazards

## 11.3.1. Flood

| | Hazard | Controlling authority | Hazard management authority |
|---|---|---|---|
| | Flood | NT Police Force | NT Emergency Service |

The Daly River and Nauiyu Locality may be subject to inundation caused by seasonal monsoonal/severe storm activity. When such inundation occurs, access by both air and road will be severely restricted. Inundation, (also known as pluvial flooding), occurs when an area receives a large amount of water in a short amount of time which causes localities to be submerged. In the NT, this can include when a riverbank is at risk after several days of heavy rain.

A flood hazard includes a flood threat to the township, housing and infrastructure of the Locality including the surrounding areas. The Bureau will issue a Flood watch advice with up to 4 days lead time in situations where forecast rainfall and catchment conditions may lead to flooding[7].

Flood study maps have been developed for populated areas which lie along rivers that have the potential to flood. Flood study maps show the depth and extent of inundation caused when rivers rise above their banks[8].

Research of river levels recorded over the period 1953-1993, referenced by the Water Resources Branch, shows that the Daly River community has been significantly threatened by flood on 10 occasions, 4 of which exceeded 14.0 m at the Daly River Crossing.

Drainage of the Locality is via the Daly River. During the Wet Season the Daly River region can experience local flooding if the river reaches a height above 13 m. In most cases flooding will occur due to extensive falls outside the region and the subsequent river network flows into the Daly River as it proceeds to the mouth and Anson Bay.

13.1 m is the height identified by the Daly River LEC for the commencement of evacuation of low-lying areas.

**The indicative impact of flood levels are provided in the table below:**

| Daly River at Daly R Police Station (m) | Effect in town |
|---|---|
| 12.0 | Flood waters contained within the river banks. Some water encroaches on western end of airstrip Vehicle movement still possible |
| 12.6 - Minor | Flood waters contained within the river banks Western end of airstrip under water Water across Bamboo Creek Bridge Tommy's Creek Causeway goes underwater Road movement about community limited in some areas |
| 13.1 - Moderate | Flooding to occur along: access road to women's sacred site, Tommy's Creek and lower areas in community Gate at 5 Mile to be closed when water reaches 13 m All properties adjoining the river have water over extensive parts of their land |

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[7] More information can be found at: http://www.bom.gov.au/cgi-bin/wrap_fwo.pl?IDD60022.html
[8] More information can be found at: https://depws.nt.gov.au/water/water-resources/flooding-reports-maps/flood-monitoring-site-maps

| Daly River at Daly R Police Station (m) | Effect in town |
|---|---|
| | Wooliana Road closed at Banyan Farm causeway<br>Public boat ramp closed<br>Waterborne access starts from 5 mile Gate |
| 13.3 | Daly River Police Station cut off from community |
| 14.0 - Major | Flooding to cover extensive areas<br>Small pockets of land above water in Daly River Hotel, Police Station and community<br>Water over road between community and Daly River road now 5 m<br>Nauiyu and surrounding areas evacuated |
| 14.5 | Complete sewage failure  - ESO |

Flood forecasts are provided by the Bureau flood forecasters. The development of the flood forecasting system for the Daly River is part of the DEPWS overall responsibility for the design and installation of flood warning systems throughout the NT in co-operation with the Bureau.

The DEPWS has gauging stations at strategic locations along the Daly River which transmit data via Telecom lines to a computer situated at the DEPWS offices. Refer to the Daly River flood warning monitoring stations map located on page 28 of this Plan.

As the Hazard Management Authority the NTES have established, equipped and trained volunteer units to support response and recovery operations to flood events.

The NTES maintain the Territory EOC in a state of readiness. If the EOC is required to be activated by the Local Controller, the NTES will support this activation and facilitate, where possible, the staffing requests for IMT personnel.

**The automatic gauging stations are located at:**

- Dorisvale Crossing – a flow recorder
- Beeboom Crossing – a flow recorder
- Mount Nancar – a flow recorder
- Daly River Police Station – a flow recorder

**Prevention and preparative controls include, but are not limited to:**

- the Bureau weather/flood warnings/advice
- road closures on flooded causeways

**Public safety message process:**

- the Bureau issues a flood advice to NTES TDO
- NTES TDO issues Australian Warning System to the PFES Media Unit

- NTES TDO notifies Local Controller and NTES Manager Northern
- Local Controller notifies LEC
- NTES Manager Northern consults with the Bureau and Incident Controller to determine recommended messaging
- NTPFES Media and Corporate Communications Unit or Public Information Group receives approved messaging to publish

**Warnings and advice approval flow (bushfire only):**

The Australian Warning System is a new national approach to information and warnings during emergencies like storm, flood and cyclone. The system uses a nationally consistent set of icons that are found below.

**There are 3 warning levels:**

| | Warning level | Description |
|---|---|---|
| | Advice (Yellow) | An incident has started. There is no immediate danger. Stay up to date in case the situation changes |
| | Watch and Act (Orange) | There is a heightened level of threat. Conditions are changing and you need to start taking action now to protect you and your family |
| | Emergency Warning (Red) | An Emergency Warning is the highest level of warning. You may be in danger and need to take action immediately. Any delay now puts your life at risk. |

Each warning level has a set of action statements to give the community clearer advice about what to do. Calls to Action can be used flexibly across all 3 warning levels depending on the hazard.

On advice from the Bureaus' weather warnings, the NTES determine the Australian Warning System level.

The NTES TDO is responsible for issuing Australian Warning System warnings and advice prior to an Incident Controller is appointed.

**Daly River flood warning monitoring and gauge station locations**



DALY - KATHERINE RIVERS FLOOD
WARNING MONITORING STATIONS
February 2015
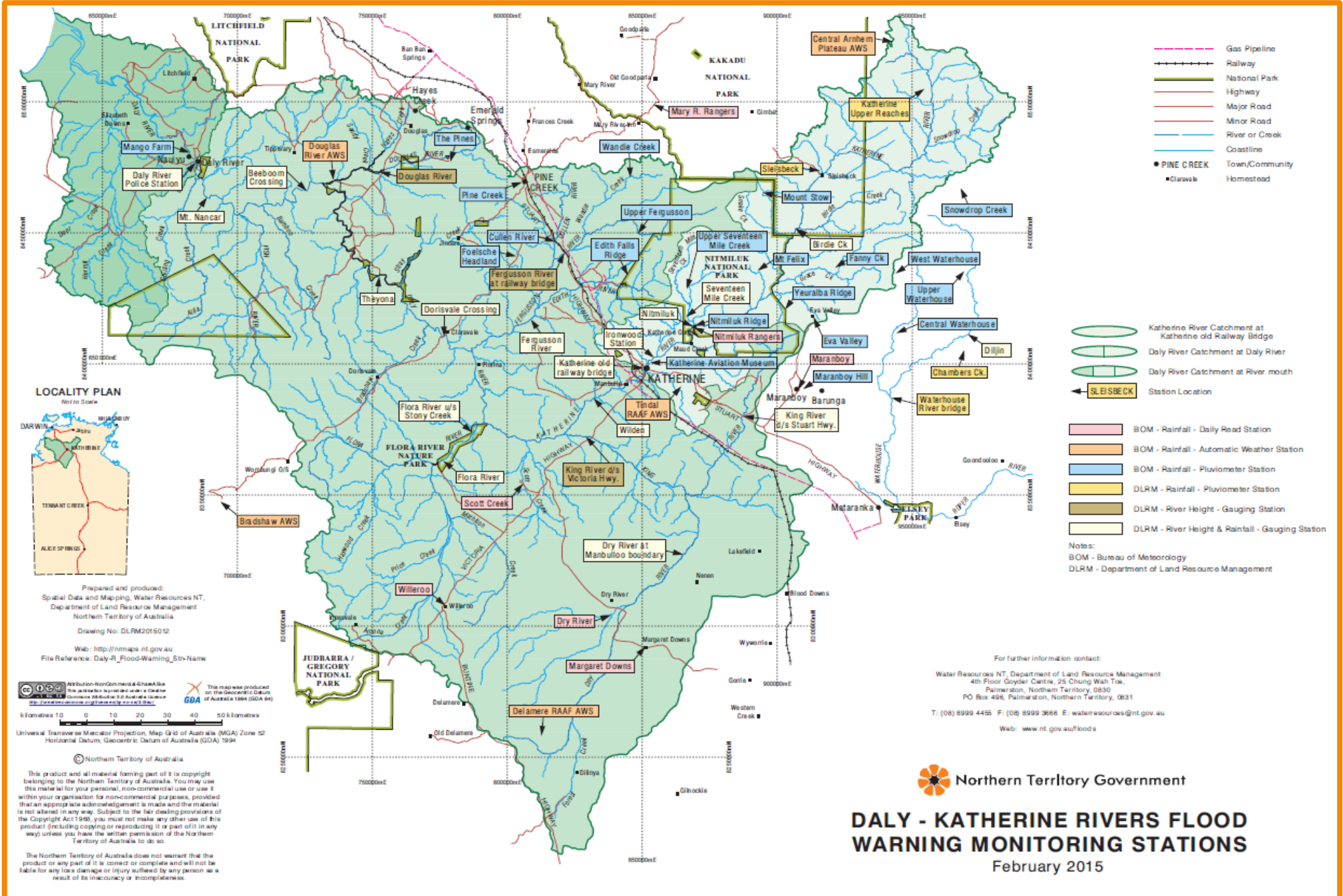
**Actions to be taken – Flood – guide only[9]**

| Organisation / Provider | Minor | Moderate | Major | Falling river heights | Transition to recovery |
|---|---|---|---|---|---|
| **All Function Group Leaders** | Attend briefings<br><br>Inform key personnel<br><br>Provide SITREPs | Attend briefings<br><br>Inform key personnel<br><br>Provide SITREPs | Attend briefings<br><br>Inform key personnel<br><br>Provide SITREPs | Attend briefings<br><br>Inform key personnel<br><br>Provide SITREPs | Attend briefings<br><br>Inform key personnel<br><br>Provide SITREPs |
| **Local Controller** | Liaise with NTES TDO/EOC<br><br>Convene a meeting of the LEC<br><br>Disseminate warnings and information to the public as necessary | Liaise with NTES TDO/EOC<br><br>Monitor river height opposite police station<br><br>Convene a meeting of the LEC<br><br>Disseminate warnings and information to the public as necessary<br><br>Prepare to close roads and evacuate low lying areas, if necessary<br><br>Daly River Roadside Inn to be closed when river reaches 13 m<br><br>Consider possibility of further evacuation should flood head through to major level – liaise with EOC | Liaise with NTES TDO/EOC<br><br>Monitor river height opposite police station<br><br>Convene a meeting of the LEC<br><br>Advise members of the declaration of major flood warning<br><br>Brief members on the situation and confirm relocation arrangements and agency readiness<br><br>Consider school closure and confirm evacuation procedures with EOC Planning Group | Liaise with NTES TDO/EOC<br><br>Monitor river height opposite police station<br><br>Convene a meeting of the LEC<br><br>Disseminate post flood warnings and information to the public, as necessary<br><br>Monitor roads and consider survey and rescue, if necessary<br><br>Consider the commencement of the recovery stage, if necessary | Liaise with EOC<br><br>Convene a meeting of the LEC<br><br>Disseminate flood cancelling notification and information to the public, as necessary<br><br>Liaise with the Local Recovery Coordinator, if required<br><br>In conjunction with the Local Recovery Coordinator facilitate the handover to recovery operations, if required |

[9] Action stages as per Flood products issued by the Bureau of Meteorology

| Organisation / Provider | Minor | Moderate | Major | Falling river heights | Transition to recovery |
|---|---|---|---|---|---|
| | | planning and operations groups | Disseminate warnings and information to the public, as necessary<br><br>Close roads and evacuate, as necessary | | |
| NTES | External Team deployed – liaise with LC and NTES TDO/EOC Operations<br><br>Notify NTES TDO of the unit's involvement and any additional equipment requirements<br><br>Brief unit members, check and prepare unit equipment<br><br>Carry out other duties as required by the Local Controller | Liaise with NTES TDO/EOC Operations<br><br>Brief unit members<br><br>Brief Local Controller on availability of resources<br><br>Carry out other duties as required by the Local Controller | Liaise with NTES TDO/EOC Operations<br><br>Brief unit members<br><br>Assist with the evacuation/relocation of personnel and their reception/registrations<br><br>Carry out other duties as required by the Local Controller | Liaise with NTES TDO/EOC Operations<br><br>Brief unit members<br><br>Notify Local Controller when all personnel are accounted for and on any outstanding problems associated with the operation | Liaise with NTES TDO/EOC Operations<br><br>Brief unit members<br><br>Carry out other duties as directed by the Daly River Local Controller<br><br>In conjunction with the Local Recovery Coordinator, facilitate the handover of recovery operations (if required)<br><br>Carry out other duties as directed by the Daly River Recovery Coordinator |
| PAWC ESO | Contact and advise PAWC<br><br>Advise Local Controller of state of preparedness | Contact and advise PAWC<br><br>Advise Local Controller of state of preparedness and any | Contact and advise PAWC<br><br>Initiate emergency management response procedures | Contact and advise PAWC<br><br>Advise Local Controller of any immediate requirements | Contact and advise PAWC<br><br>Advise Local Controller of any immediate requirements<br><br>Continue recovery stage operations, as necessary |

| Organisation / Provider | Minor | Moderate | Major | Falling river heights | Transition to recovery |
|---|---|---|---|---|---|
| | and any immediate requirements | immediate requirements | Advise Local Controller of any immediate requirements | Consider commencement of recovery Stage operations, as necessary | Confirm debrief arrangements with Local Controller |
| Nauiyu Health Centre | Contact and advise Manager, Top End Remote Health Services Darwin Contact and alert Health Centre personnel<br><br>Check equipment and first aid supplies<br><br>Brief staff and maintain normal health services<br><br>Advise Local Controller of state of preparedness and any immediate requirement | Contact and advise Manager, Top End Remote Health Services Darwin<br><br>Brief staff | Contact and advise Manager, Top End Remote Health Services Darwin<br><br>Initiate emergency management response procedures<br><br>Brief staff<br><br>Advise Local Controller of first aid and medical response details<br><br>Maintain normal health services until advised by Local Controller or conditions prevent continuation of service | Contact and advise Manager, Top End Remote Health Services Darwin<br><br>Brief staff<br><br>Advise Local Controller of first aid and medical response details<br><br>Consider commencement of recovery stage operations, as necessary | Contact and advise Manager, Top End Remote Health Services Darwin<br><br>Brief staff<br><br>Account for all staff and equipment and refurbish stores<br><br>Confirm debrief arrangements with Local Controller |
| VDRC | Contact/alert and brief council personnel<br><br>Check and advise Local Controller of state of preparedness and availability of | Brief council personnel<br><br>Brief Local Controller on availability of council resources<br><br>Carry out appropriate protective or preventative measures | Brief council personnel<br><br>Initiate appropriate response procedures through the Local Controller, liaise with Regional government authorities over | Brief council personnel<br><br>Through the Local Controller, liaise with Regional government authorities over essential services | Where appropriate, recall and, after briefing, stand down council staff<br><br>Advise the Local Controller when all council personnel are accounted for and on any outstanding problems |

| Organisation / Provider | Minor | Moderate | Major | Falling river heights | Transition to recovery |
|---|---|---|---|---|---|
| | manpower and council resources<br><br>Maintain council services<br><br>Maintain contact with the Local Controller | as required by the Local Controller or as required/recommended by PAWC<br><br>Maintain council services and carry out other duties as requested by the Local Controller | essential services restoration, if necessary<br><br>Assist the Local Controller as required | restoration, if necessary<br><br>Assist the Local Controller as required | associated with the operation<br><br>Confirm debrief arrangements with the Local Controller<br><br>Provide relevant information for the preparation of Post Operations Report<br><br>Ensure that all council equipment used during the operation is accounted for, maintained and restored |
| BFNT | Notify BFNT of the units involvement and any additional equipment requirements<br><br>Brief unit members<br><br>Check and prepare unit equipment<br><br>Carry out other duties as directed by the Local Controller | Notify BFNT<br><br>Brief unit members<br>Brief Local Controller on availability of resources<br><br>Carry out other duties as directed by the Local Controller | Notify BFNT<br><br>Brief unit members<br>Assist with the evacuation/relocation of personnel and their reception/ registration<br><br>Carry out other duties as directed by the Local Controller | Notify BFNT<br><br>Brief unit members<br>Carry out other duties as directed by the Local Controller | Notify BFNT<br><br>Brief unit members<br><br>Notify Local Controller when all personnel are accounted for and on any outstanding problems associated with the operation<br><br>Confirm debrief arrangements with Local Controller<br><br>Ensure that all equipment used during the operation is accounted for, serviced and restored |

| Organisation / Provider | Minor | Moderate | Major | Falling river heights | Transition to recovery |
|---|---|---|---|---|---|
| St Francis Xavier School | Brief staff<br><br>Advise Local Controller of state of preparedness and availability of manpower<br><br>Maintain normal education services | Brief staff<br><br>Maintain normal education services until advised by Local Controller or conditions prevent continuation of service<br><br>Carry out duties as requested by the Local Controller | Brief staff and initiate appropriate emergency management response procedures<br><br>Carry out duties as requested by the Local Controller | Brief staff<br><br>Carry out duties as requested by the Local Controller | Brief staff<br><br>Confirm debrief arrangements with Local Controller<br><br>Advise Local Controller that all staff are accounted for<br><br>On advice from Local Controller stand down staff |
| Private industry | Provide assistance as required by the Local Controller | | | | |

## 11.3.2. Road crash

| | Hazard | Controlling authority | Hazard management authority |
|---|---|---|---|
| ◇ | Road crash | NT Police Force | NT Fire and Rescue Service |

A road crash occurs when a vehicle collides with another vehicle, pedestrian, animal, road debris, or other stationary obstruction, such as a tree, pole or building. Road crashes often result in injury, disability, death, and or property damage as well as financial costs to both society and the individuals involved. Emergency services are frequently called on to extricate seriously injured casualties from their vehicles following road crashes. This is achieved by employing space creation techniques to create openings in the vehicle. These openings make it possible to administer first aid to the casualty and to remove them from the vehicle.

A number of factors contribute to the risk of collisions, including vehicle design, speed of operation, road design, weather, road environment, driving skills, fatigue, impairment due to alcohol or drugs, and behaviour, notably aggressive driving, distracted driving, speeding and street racing.

Responses to road crash incidents will be coordinated from the JESCC. NTFRS will respond as per pre-determined response arrangements contained within the Intergraph Computer-Aided Dispatch (ICAD) system for incidents occurring within an NTFRS ERA. For incidents occurring outside of an ERA, response will be approved by the rostered NTFRS TDO.

**Prevention and preparative controls include, but are not limited to:**

- radio, television and social media posts
- targeted road safety campaigns
- community engagement strategies
- training in PUASAR024 - undertake road crash rescue delivered by NTES and NTFRS to NTPFES members

**Public safety message process:**

- NTPF Territory Duty Superintendent to approve public messaging and forward to NTPFES Media and Corporate Communications Unit for dissemination

## 11.4. Annex D: Evacuation guideline

The following is to be used as a **guide** only.

| Stage 1 - Decision | | |
|---|---|---|
| **Authority** | The Regional Controller will authorise the activation of the evacuation plan.<br><br>This evacuation plan is to be approved by the TEMC prior to activation. | Regional Controller in conjunction with TEMC |
| **Legal references** | The Act and approved Local Emergency Plan. It is recommended that the Minister declares an Emergency Situation under section 18 of the Act, when this evacuation plan is activated. | |
| **Alternative to evacuation? i.e. shelter in place, temporary accommodation on-site/nearby.** | If needed residents will be progressively relocated within the community to <location to be determined>. | Local Controller to arrange |
| **Summary of proposed evacuation** | **Decision** – made by the Regional Controller when the community have sustained damage during <to be determined> that cannot support residents in situ during recovery.<br><br>The Local Controller to disseminate information to the community.<br><br>**Withdrawal** – 3 stage process:<br><br>1. <location to be determined>; community to the <location to be determined>; to be registered for evacuation to <location to be determined><br><br>2. once registered, groups to move to the airstrip assembly area using buses/vehicles<br><br>3. Red Cross to register check utilising Register Find Reunite.<br><br>**Shelter** – evacuees will be encouraged to stay with friends or family. The remainder will be accommodated at an evacuation centre <Location to be determined><br><br>**Return** – to be determined once recovery can sustain return to <location to be determined>. | The decision will be informed by additional advice from technical experts, e.g. the Bureau. |
| **Which communities/outstations or geographical area does the evacuation apply to?** | <Out stations, Homelands and homesteads> | |
| **Vulnerable groups within the community** | The Medical Group will liaise with local health staff and provide information on medically vulnerable people. | Medical Group & Transport Group to action. |

| | | |
|---|---|---|
| | The identified people will be evacuated <at a time to be determined>. | |
| **Community demographics (approx. total number, family groups, cultural groups etc.)** | For more information, refer to the Evacuation Centre Field Guide (page 20 section 4.3) which can be found in WebEOC.<br><br>Examine the demographic breakdown of the community to be evacuated including:<br><br>• the total number of people being evacuated<br><br>• an estimate of the number of people likely to require accommodation in the evacuation centre<br><br>• a breakdown of the evacuees to be accommodated by age and gender. For example, the number of family groups and single persons, adult males and females, teenage males and females, and the number of primary school-aged children, toddlers and infants<br><br>• a summary of cultural considerations, family groups, skin groups and community groups<br><br>• potential issues that may arise as a result of these groups being accommodated in close proximity to one another<br><br>• a summary of people with health issues, including chronic diseases, illnesses and injuries.<br><br>• details of vulnerable clients (other than medically vulnerable), such as the elderly, frail and disabled (and if they are accompanied by support i.e. family members)<br><br>• details of community workers also being evacuated who may be in a position to support the operation of the evacuation centre. Examples include teachers, nurses, health workers, shire staff, housing staff and police. | |
| **What is the nature of the hazard?** | <To be determined> | |
| **Estimated duration of the potential evacuation?** | <To be determined> | |

| | | |
|---|---|---|
| **Triggers for the evacuation** | **Example** <br><br> 1. evacuation planning to commence when the Locality is under a \<to be determined\> <br><br> 2. implement evacuation if the severity and impact has caused major damage and disruption to all services <br><br> 3. elderly and vulnerable people are to be considered for evacuation due to limited health services. <br><br> Further details of the intra-community relocation plan are required. | Regional Controller |
| **Self-evacuation** | Where possible residents will be encouraged to self-evacuate and make their own accommodation arrangements if they wish to do so. Individuals and families taking this option will be encouraged to register prior to leaving the community. | Local Controller |
| **Responsibility for the coordination Stage 1** | Regional Controller <br><br> Local Controller | |
| **Stage 2 – Warning** | | |
| **Who has the authority to issue warnings?** | The Bureau will issue advice and warnings.  All further public information will be approved by the Regional Controller in consultation with the Public Information Group and NTES. <br><br> The Local Controller will coordinate the dissemination of community level information. <br><br> A combination of the following will be utilised: <br><br> • broadcasted over radio and television <br><br> • social media utilising the NTPFS Facebook page SecureNT X (formerly known as Twitter) feed. <br><br> • loud hailer <br><br> • door to door <br><br> • Emergency Alert System. | Regional Controller to liaise with Public Information Group and NTES |
| **Process for issuing evacuation warnings and other information** | At community level, the Local Controller is to appoint a community spokesperson to disseminate up to date situational information at community meetings which are to be held immediately post a convening LEC meeting, at each declared stage of the Local Emergency Plan. A media brief approved by the Local Controller at each LEC meeting, will be announced over the local radio station containing current situational information, relevant safety information, what to prepare, when to self-evacuate, and where to go. | Local Controller |

| When will warnings be issued (relative to the impact of the hazard)? | Immediately upon a decision to evacuate being made the LEC will commence coordinating residents to prepare for transport. | Local Controller |
|---|---|---|
| What information will the messages contain? (What do people need to know?) | To be determined:<br><br>• outline of the proposed evacuation plan<br>• measure to prepare residences<br>• safety issues; not overloading transport<br>• items to bring on the evacuation<br>• arrangements for pets and animals. | Local Controller<br><br>Biosecurity & Animal Welfare Group liaison |
| Responsibility for the coordination of Stage 2 | Local Controller/Regional Controller | |
| **Stage 3 - Withdrawal** | | |
| Outline | 3 stage process:<br><br>1. community residents to <staging area 1><br>2. <staging area 1> to airport<br>3. airport to <location to be determined> evacuation centre | |
| <Location> community to the airstrip | **Lead**<br><br>• NTPF<br><br>**Overview**<br><br>• the community will gather at the <location to be determined> prior to being transported by community buses to the airstrip.<br><br>**Risks/other considerations**<br><br>• evacuation should be undertaken during daylight hours, if possible.<br>• risks include inclement weather, persons with infectious diseases, vulnerable persons, and frail/elderly persons, chronically ill<br>• estimated time en-route: ___ minutes each way<br>• estimated timeframe overall: ___ hours utilising current resources.<br>• alternate transport options. | NTPF |

| Assembly area | Likely location of evacuation centre: <to be determined>.

Additional resources will be required to host an evacuation centre in the form of tents and bedding. This will also be the point where evacuee registration will take place. Basic services should be provided i.e. drinking water, information.

**Services to be provided**

- Red Cross Coordinator: Red Cross

**Other details**

Evacuee registration. Residents will need to register at <location to be determined> or airport if (self-evacuating) to be permitted access to the evacuation centre at the <location to be determined>. | NTPF/TFHC |
|---|---|---|
| **<Location> community to <location to be determined>** | **Lead - NTPF**

**Example Lead - Transport Group**

**Overview**

- Transport Group has identified commercial operators and the Police Air Section able to provide evacuation assistance.

- Total proposed air assets: _____. Commercial operators will be charging commercial rates for their services at a cost of ($_____).

- The operation will begin at _____hrs with the first aircraft, leaving <to be determined> and arriving at _____hrs

- The operation will continue throughout the day until all community members are evacuated. It is estimated that all community members can be evacuated by _____hrs (arriving in <to be determined>). | NTPF/Transport/ Logistics |

| < Location > airport to evacuation centre <to be determined> | **Lead - Transport Group** | Transport Group |
|---|---|---|
| | **Example** | |
| | **Overview** | |
| | • Buses will be on standby at | |
| | • <location to be determined> airport from _____am to receive passengers and continue throughout the day transferring to <to be determined> only, as required. | |
| | • Transport staff will be on the ground at <location to be determined> airport to marshal passengers on buses only. | |
| | • Buses to be arranged by the Transport Group. Evacuees will be collected from <location to be determined> airport and transported to the <location to be determined>. | |
| | A reception team provided by NTPF will meet evacuees and facilitate transport. | |
| | • details <to be determined> | |
| | • estimated time en-route: ____ minutes | |
| | • estimated timeframe: possibly ____ hours, dependant on aircraft arrivals | |
| | • alternate transport options: ____. | |
| **End point** | <location to be determined> | EOC/welfare coordination |
| **Transport of vulnerable members of the community** | Medical Group to arrange transport of vulnerable people from the community to <location to be determined>. | Medical Group |
| **Registration and tracking** | • Welfare Group to activate registration arrangements. Registration will be undertaken by NTPF and will occur at <location to be determined>. | Welfare Group/ NTPF |
| | • Names of evacuees will be obtained prior to boarding buses. | |
| | • Where possible details of individuals and families self-evacuating to be obtained on arrival at the <location to be determined> airstrip. | |
| | • If persons are not registered as evacuees or self-evacuees they will not be provided access to the evacuation shelter. | |

| Coordination Stage 3 | Regional Controller | EOC coordination. |
|---|---|---|

| Stage 4 – Shelter | | |
|---|---|---|
| Overview | An evacuation centre will be established at the <location to be determined>. The <location to be determined> will be the primary areas used. | |
| Alternate shelter options | Where possible evacuees will be encouraged to seek alternative accommodation with family, friends or through commercial accommodation. | |
| Estimated duration of the shelter phase | To be determined | |
| Arrangements for domestic animals | No domestic animals are to accompany evacuees. Any self-evacuees with domestic animals will be expected to make their own arrangements for the animals. | Advise Animal Welfare |
| Roles | | |
| • Director | TFHC | Welfare Group |
| • Deputy Director | TFHC | Welfare Group |
| • Logistics/planning | EOC | Controlling Authority |
| • Admin teams | EOC | CM&C/Welfare Group |
| • Shift manager/s | To be determined – drawn from pool of trained staff. | Welfare Group |
| • Welfare team | To be determined | Welfare Group |
| • Facility team | To be determined | |
| • Sport and Rec team | To be determined | |
| • Medical team | To be determined. It is likely St Johns volunteers will be requested. Evacuees will be referred to off-site medical services. | Medical Group |
| • Public health team | To be determined | Public Health Group |
| • Transport team | To be determined | Transport Group |

| | | |
|---|---|---|
| Evacuation centre set-up | Refer to the evacuation centre template for set-up considerations. | |
| What strategy will be put in place to close the evacuation centre? | Closure of the evacuation centre will be largely dependent on the extent of inundation and complexity of the recovery process. | |
| **Stage 5 – Return** | | |
| Indicators or triggers that will enable a return | (Refer to Recovery action plan for the community) CM&C | |
| Who is responsible for developing a plan for the return? | Recovery coordination in conjunction with Incident Management Team (IMT). | |
| • **Transportation** | To be determined | |
| • **Route/assembly points en-route** | To be determined | |
| • **End point** | To be determined | |
| How will information about the return be communicated to evacuees? | To be determined | |
| What information needs to be conveyed to the evacuated community members? | To be determined | |

## 11.5. Annex E: Summary of response and recovery activities

The following table outlines a summary of possible response and recovery activities to be considered following an event.

This table is presented as a guide only, assisting emergency managers with operational decision making, planning and resource allocation. It also highlights the importance of response and recovery coordination working collaboratively.

Activities have been broken down and are listed under either response or recovery for simplicity and ease of use. In practice not all response activities will be completed during the response phase. Likewise not all recovery activities will commence after the transition to recovery.

The post event period of any event is highly dynamic and produces many challenges, both foreseen and unpredicted. Response and recovery coordination must be flexible and able to adapt to the situation as it evolves.

In most cases the points noted in this table and in the ensuing document are outlined in greater detail in functional group or agency plans.

| Response Controlling Authority | Transition | Recovery DCMC / TCCC |
|---|---|---|

| Activity | Response activities | Recovery activities |
|---|---|---|
| 1. Situational awareness | • Road clearance teams<br>• General public<br>• Media reports<br>• Survey and rescue teams<br>• Impact assessment teams | • Contributes to recovery planning through impact assessment data<br>• Comprehensive impact assessments<br>• Needs assessment |
| 2. Public Information | • Public Information Group activation<br>• Spokes persons identified<br>• SecureNT activated | • Continues in recovery |
| 3. Survey and Rescue | • Survey teams deploy to designated areas<br>• Critical sites surveyed<br>• Deploy rescue teams – NTFRS and Territory Response Group provide primary Urban Search and Rescue capability | • Survey and impact assessment data used to develop the Recovery Action Plan |
| 4. Road clearance | • Road patrol teams deploy and check assigned routes<br>• Road clearance to priority sites<br>• Assess Stuart Hwy to Katherine (supply route) | • Restoration of road networks and bridges<br>• Return to business as usual |
| 5. Emergency accommodation | • Emergency accommodation and shelter | • Evacuation centres may continue into recovery |

| Activity | Response activities | Recovery activities |
|---|---|---|
| | - evacuation centres<br>• Provision of resources that will enable people to remain in their homes<br>• Emergency clothing | • Temporary accommodation options<br>• Repatriation planning |
| 6. Medical | • Hospital<br>   - road clearance to the hospital<br>   - damage assessment<br>   - increase morgue capacity<br>   - divert patients from remote and regional areas<br>   - power (fuel) and water supplies<br>• Medical clinics and field hospitals<br>   - determine the need for clinics to be opened<br>   - assess damage to clinics<br>   - deploy field hospital/s<br>• Medical presence in shelter<br>   - supplied by the Medical Group<br>• Ambulance pick up points on key, cleared roads<br>• GP clinics and pharmacies<br>   - identify GP clinics able to open<br>   - identify pharmacies able to open<br>• Medically vulnerable people<br>   - support agencies to follow-up and advise the Medical Group<br>   - vulnerable people in shelters<br>   - support for vulnerable people at shelters<br>• CareFlight/Royal Flying Doctor Service | • Hospital<br>   - repair works<br>   - business continuity plans<br>• DoH<br>   - health centres<br>   - repair works<br>   - reopen other clinics<br>• Support return of vulnerable people in community<br>• GP clinics and pharmacies<br>   - ongoing liaison by the Medical Group<br>• CareFlight/Royal Flying Doctor Service - resume business as usual<br>• St John Ambulance – resume business as usual |

| Activity | Response activities | Recovery activities |
|---|---|---|
| 7. **Essential goods and services** | • Establish emergency feeding and food distribution points<br><br>• Assessing the damage to suppliers and retailers of critical resources<br><br>• Assess the impact on barge operations and any effect on the ability to supply remote communities<br><br>• Implement interim banking arrangements | • Support the re-opening of the private business sector<br><br>• Monitor levels and availability of essential goods<br><br>• Manage logistics arrangements supplying resources to outlying communities<br><br>• Public Health inspections (food outlets)<br><br>• Banking sector business continuity arrangements |
| | <u>Fuel</u><br>• Fuel suppliers and point of sale<br><br>• Manage fuel supplies to emergency power generation | • Monitor fuel levels<br><br>• Infrastructure repairs<br><br>• Emergency fuel supplies for recovery<br><br>• Liaise with fuel suppliers, distributors and wholesalers to re-establish long term supply |
| | <u>Banking</u><br>• Assess damage to banks and ATMs<br><br>• Implement temporary arrangements | • Emergency cash outlets<br><br>• Implement long term arrangements |
| 8. **Evacuation** | • Evacuations within community<br><br>• Evacuation out of community<br><br>• Registration | • Support services for evacuees<br><br>• Recovery information for evacuees<br><br>• Repatriation |
| 9. **Public Health** | • Communicable disease control response<br><br>• Drinking water safety standards<br><br>• Sewage and waste disposal<br><br>• Safe food distribution and advice<br><br>• Vector and vermin control<br><br>• Food and commercial premises | • Ongoing in recovery |
| 10. **Utilities** | • Power supply<br><br>• Power generation<br><br>• Water supply<br><br>• Sewerage<br><br>• Emergency sanitation | • Restore power network<br><br>• Restore water and sewerage infrastructure<br><br>• Issue alerts until safe to use |

| Activity | Response activities | Recovery activities |
|---|---|---|
| 11. Impact assessments | • Training assessment teams<br>• Initial impact assessments | • Comprehensive Impact Assessments<br>• Ongoing needs assessments |
| 12. Transport infra-structure (supply lines) | Air (Airport/Airstrip)<br>• Clear the runway to allow air movements<br>• Establish a logistics hub at the airport<br>• Terminal damage and operational capability assessment | • Monitor repairs and business continuity activities |
| | Road<br>• Highway and critical access roads damage assessment<br>• Repair work to commence immediately | • Planning and prioritising repair work of all affected key Territory Highways (Stuart, Barkly, Victoria and Arnhem) |
| | Rail<br>• Rail damage assessment<br>• Outage estimation | • Ongoing liaison with operator to support restoration to business as usual |
| | Port, Harbour and Barge<br>• Assess damage to Port infrastructure and harbour facilities<br>• Assess the damage to barge facilities | • Repairing infrastructure<br>• Establish alternate arrangements for the supply of remote communities |
| 13. Waste management | • Waste management requirements and develop waste management plan if required | • Continues in recovery |
| 14. Repairs and reconstruction | • Private housing<br>  - impact assessments<br>  - temporary repairs<br>• Government buildings<br>  - damage assessment<br>• Public housing<br>  - impact assessments<br>• Private industry<br>  - damage assessments | • Private housing<br>  - information and support to facilitate repairs<br>• Government buildings<br>  - repairs and reconstruction<br>• Public housing<br>  - long term repair plans<br>• Private industry<br>  - repair and reconstruction<br>• Temporary accommodation for a visiting construction workforce |

| Activity | Response activities | Recovery activities |
|---|---|---|
| 15. Transport Services | • Staged re-establishment of public transport services | • Continues in recovery |
| 16. Tele-communications | • Telstra and Optus will assess the damage to their infrastructure<br>• Put in place temporary measures to enable landline and mobile services | • Repair damage networks and infrastructure (for private entities there is support for operators only) |
| 17. Public safety | • Police will maintain normal policing services to the community | • Gradual return to business as usual |
| 18. Animal welfare | • Temporary emergency arrangements for pets | • Reunite pets with their owners and cease emergency support arrangements |
| 19. Community consultation | • Information provision regarding the overall situation, response efforts, what services are available and how to access them | • Community consultation process regarding long term recovery and community development |

# 12. Acronyms

| Acronyms | Definitions |
| --- | --- |
| AAPA | Aboriginal Areas Protection Authority |
| ABC | Australian Broadcasting Corporation |
| AIIMS | Australasian Inter-Service Incident Management System |
| BFNT | Bushfires NT |
| CM&C | Department of the Chief Minister and Cabinet |
| DCDD | Department of Corporate and Digital Development |
| DEPWS | Department of Environment, Parks and Water Security |
| DIPL | Department of Infrastructure, Planning and Logistics |
| DITT | Department of Industry, Tourism and Trade |
| DoE | Department of Education |
| DoH | Department of Health |
| EOC | Emergency Operations Centre |
| ERA | Emergency Response Area |
| ESO | Essential Services Officer |
| FERG | Fire and Emergency Response Group |
| ICC | Incident Control Centre |
| ICP | Incident Control Point |
| JESCC | Joint Emergency Services Communications Centre |
| KM | Kilometres |
| LCC | Local Coordination Centre |
| LEC | Local Emergency Committee |
| LRCC | Local Recovery Coordination Committee |
| M | Metres |
| NERAG | National Disaster Risk Assessment Guidelines |

| Acronyms | Definitions |
| --- | --- |
| NT | Northern Territory |
| NTES | Northern Territory Emergency Service |
| NTFRS | Northern Territory Fire and Rescue Service |
| NTG | Northern Territory Government |
| NTPF | Northern Territory Police Force |
| NTPFES | Northern Territory Police, Fire and Emergency Services |
| RAT | Rapid Assessment Team |
| RCC | Rescue Coordination Centre |
| SEWS | Standard Emergency Warning Signal |
| SITREP | Situation Report |
| TDO | Territory Duty Officer |
| TEMC | Territory Emergency Management Council |
| TFHC | Department of Territory Families, Housing and Communities |
| VDRC | Victoria Daly Regional Council |
| WebEOC | Web-Based Emergency Operations Centre |