NT EMERGENCY SERVICE

Borroloola

Local Emergency Plan

Contents

1. Document control

1.1. Governance

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1.2. Version history

Date	Version	Author	Summary of changes
15/12/2014	1	John McRoberts	First version
04/11/2015	2	Reece P Kershaw	Reviewed and updated
30/12/2016	3	Kate Vanderlaan	Reviewed and updated
28/11/2018	4	Travis Wurst	Reviewed and endorsed by the Regional Controller, as the Territory Controller's delegate
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11/03/2025	10	Peter Malley	Reviewed and endorsed by the Regional Controller, as the Territory Controller's delegate

2. Acknowledgement of Country

The Northern Territory Fire and Emergency Services (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 Borroloola Locality (the Locality).

3.2. Application

This Plan applies to the 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)
- confirms appointment of a Local Recovery Coordinator
- confirms establishment of a Local Recovery Coordination Committee
- 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 covers approximately 71,400 square kilometres (km) and is located approximately 470 km south-east of Katherine by direct line and approximately 660 km by road, forming part of the Northern Region, as defined by the Territory Emergency Plan.

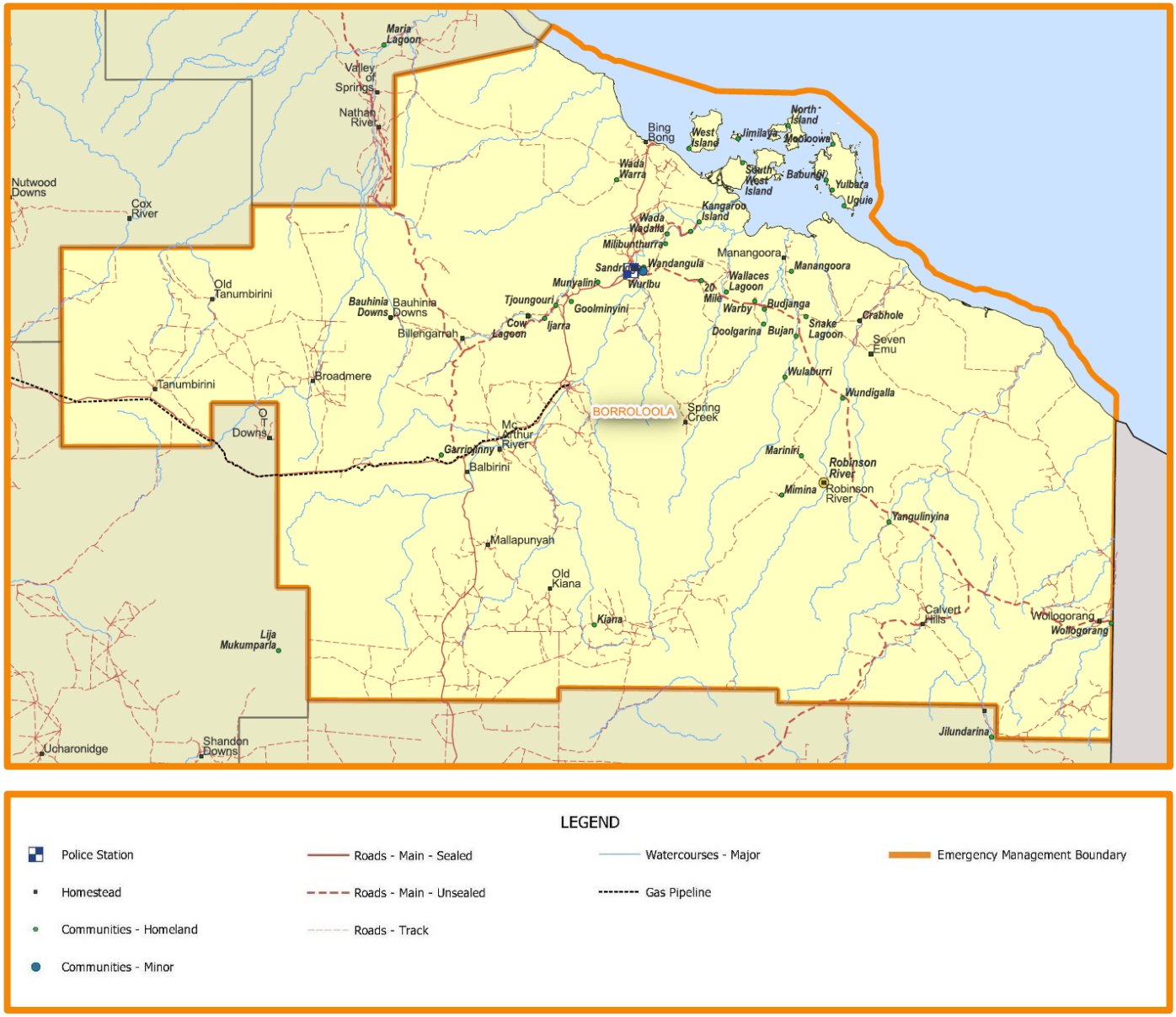
At peak times, the listed population of the Locality of 2,500 can increase to approximately 4,000 people. The main population centre is Borroloola with approximately 1,100 people, including the 4 town camps within its boundary of Garawa Camp One, Garawa Camp Two, Yanyula Camp and Mara Camp.

The population of the Locality fluctuates with the onset of the Wet Season bringing people from other regions into the Locality. As well as the Borroloola communities, there are a number of homelands/outstations in the Locality. Population numbers for these outstations can vary widely during the course of the year:

- Bauhinia Downs 11
- Cow Lagoon 6
- Crabhole less than 5
- Garrinjinny 8
- Goolminyini 29
- Kiana 15
- Kangaroo Island 10
- Maria Lagoon not recorded
- Mooloowa 5
- Munyalini 44
- Sandridge 16
- South West Island 10
- Wandangula 39
- Wada Wadalla less than 5
- Wada Warra 17
- West Island 8
- Wollogorang less than 5

To obtain more information about this Locality, BushTel[3] is the central point for information about the remote communities of the NT, their people and cultural and historical influences.

[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
[3] More information can be found at: BushTel - Remote Communities of the NT



LEGEND

- Police Station
- Homestead
- Communities - Homeland
- Communities - Minor
- Roads - Main - Sealed
- Roads - Main - Unsealed
- Roads - Track
- Watercourses - Major
- Gas Pipeline
- Emergency Management Boundary

4.1. Climate and weather

There are 2 main seasons in the Locality, the Wet Season (October to April) and the Dry Season (May to September). The average annual rainfall in the locality is approximately 872 millimetres.

Compared to Darwin, temperatures tend to be slightly higher during the Wet and slightly lower during the Dry.

4.2. Geography

The Locality ranges from relatively flat plains with coastal hilly outcrops rising to approximately 125m. The Locality is drained by a number of rivers and creeks. Of note, are:

- Cox River
- Wearyan River
- Robinson River
- McArthur River
- Nicholson River
- Calvert River
- Foelsche River
- Batten Creek - crossing Carpentaria Highway, King Ash Bay access
- Rocky Creek - crossing Robinson Road, Borroloola

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

The Sir Edward Pellew Islands Group, the Borroloola area, the McArthur River coastal floodplains and the Wollogorang and China Wall sandstone ranges are all sites of conservation significance to the NT, for further information contact Department of Lands, Planning and Environment (DLPE).

4.5. Tourism

Tourism is also a significant economic contributor for the Locality, particularly throughout the months of May to October, with King Ash Bay drawing thousands of visitors annually as a popular fishing destination. The King Ash Bay Fishing Club, serves as the primary destination for visiting anglers and is renowned for hosting fishing competitions that attract competitors from across Australia.

4.6. NT and local government

This Locality sits within the Big Rivers region, with the following NT Government (NTG) agencies that have a presence in the Locality:

- NTPF
    - Borroloola Police Station
    - Robinson River Police Station
- NTFES
    - NT Fire and Rescue Service (NTFRS), Borroloola Fire and Emergency Response Group (FERG)

- Department of Health (DOH)
    - Borroloola Health Centre
    - Robinson River Health Centre
- Department of Education and Training (DET)
    - Borroloola School
    - Robinson River School
- Department of Children and Families (DCF)
- Attorney-General's Department

The Locality is within the Roper Gulf Regional Council (RGRC) local government area. While council headquarters is located in Katherine, there is a service delivery centre located in Borroloola.

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

Land use is primarily a mix of pastoral as well as limited protected areas and private property, and include infrastructure in the areas of:

- residential
- Indigenous protected areas
- sewerage ponds
- mining
- air strips
- waste management
- cemeteries
- pastoral
- tourism

The RGRC have contracts in place to service the air strip and the waste management (both of which are on the land trust).

4.9. Homelands

Homelands (outstations) 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 Mabunji Aboriginal Corporation and 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 Borroloola comes from a stand-alone diesel power station, with a solar farm established to supplement power generation. Robinson River and King Ash Bay are also run on an independent power generator.

4.11. Water services

Borroloola is serviced by ground water as the primary water source, drawn from bores. Robinson River has a limited groundwater source and limited surface water source and King Ash Bay source their water from bores.

4.12. Health infrastructure

The Borroloola Health Centre and Robinson River Health Centre have the capacity to provide emergency medical aid in addition to routine health treatment. Serious medical cases are required to be medically evacuated to Darwin or Katherine. Patients can be evacuated either via road or air.

4.13. Emergency service infrastructure

The Locality has the following emergency service infrastructure:

- Borroloola Police Station and cells
- Robinson River Police Station
- Borroloola NTFRS FERG
- Borroloola Health Centre
- Robinson River Health Centre

4.14. Roads

The Carpentaria Highway is the major road for the Locality, running from Stuart Highway to Borroloola and is a mix of single or dual lane sealed.

Wollogorang Road is an unsealed road which runs from Borroloola to the Queensland border, and is a key travel route for Robinson River, as it connects to the Robinson River Access Road (also unsealed), and a number of populated outstations.

Bing Bong Road leads to the Bing Bong Loadout Facility and is dual lane sealed, and also connects to Batten Road, which is unsealed, and is the access route for King Ash Bay and a number of populated outstations.

The Tablelands Highway is a single lane sealed road which runs south from Cape Crawford to the Barkly Highway beyond the Locality. The Nathan River Road travels north from Cape Crawford to the Roper Highway beyond the Locality, and is unsealed for the entirety of its length. During the Wet Season, many roads may be subject to inundation at various creek/river crossings and low lying areas.

4.15. Airports

The table below lists the airstrips in the Locality:

Name of the Strip	Datum	Certified Aerodrome	Details (type, length, etc.)	Operator of the strip
Borroloola	16°04'35"S 136°18'13"E	No	Sealed 1249 m x 30 m	RGRC
McArthur River Mine	16°26'39"S 136°04'56"E	No	Sealed 2500 m x 23 m	McArthur River Mine
Bessie Springs (McArthur River Station)	16°39'S 135°51'E	No	Red gravel 1000 m x 30 m	Bessie Springs Manager
Mallapunyah Springs Station	16°58'S 135°47'E	No	Red gravel 1160 m x 30 m	Local Manager
Robinson River Community	16°43'S 136°57'E	No	Sealed 1260 m x 30 m	CEO Mungoorbada Aboriginal Corporation
Wollogorang Station	17°13'S 137°56'E	No	Red gravel 1800 m x 30 m	Local Manager
Nathan River Station	15°56'S 135°24'E	No	Red gravel 1300 m x 50 m	Local Manager
Merlin Mine	16°49'21"S 136°19'54"E	No	Compacted gravel all weather 2500 m x 30 m	Camp Manager
Calvert Hills	17°12'27"S 137°21'10"E	No	954 m x 35m	Station Manager

4.16. Port infrastructure (barge landing)

The Locality has a barge landing located at Bing Bong 45 km to the east of Borroloola, which is operated by the McArthur River Mine.

4.17. Telecommunication

Telecommunications are available across the Borroloola area via a combination of landline, mobile and satellite communications delivery. Mobile phone reception is also in Borroloola and also available at Robinson River close to the Mungoorbada Aboriginal Corporation Office and at the McArthur River Mine. Across the remainder of the Locality satellite communications are the only available service.

4.18. Strengthening Telecommunications Against Natural Disasters

As a result of the Royal Commission into the 2019-2020 summer bushfires, the Commonwealth government implemented the Strengthening Telecommunications Against Natural Disasters (STAND) initiative. STAND is a Commonwealth funded program, aimed at enhancing the resilience of Australia's telecommunication networks, to prevent, mitigate and manage outages during emergencies.

There are currently 56 sites across the Territory that have STAND capability, and additional sites will be incorporated within the next stage of installation.

There are 2 STAND sites within this Locality which are located and managed by the following facilities:

- Borroloola School
- Robinson River School

4.19. Local radio stations

Borroloola has the following radio stations broadcasting in the Locality:

- 106.1 FM Australian Broadcasting Corporation (ABC) Radio
- 102.9 FM TEABBA Radio (Top End Aboriginal Bush Broadcasting Association) and Mabuntji
- 107.7 FM ABC Radio national

4.20. Medically vulnerable clients

The Borroloola and Robinson River Health Centres have lists of medically vulnerable clients and are updated regularly. There are both permanent and visiting general practitioners. Malandari Aged Care is the one aged care facility in the Locality, based in Borroloola, and is operated by Mabunji Aboriginal Resource Association.

5. Prevention

5.1. Emergency risk assessments

The Borroloola 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 Territory Emergency Management Council (TEMC) have identified 30 hazards that may pose a risk across the NT, which have been allocated to designated Controlling Authorities and Hazard Management Authorities.

Many hazards require specific prevention and mitigation measures, an annual risk assessment (rated against the National Emergency Risk Assessment Guidelines) is undertaken by the LEC and determines which hazards pose a greater risk to the Locality.

The following hazards were identified as posing a medium to extreme risk to the Locality, with further advice provided within **Annex C:**

- bushfire (within Fire Protection and Management Zones)
- cyclone
- flooding
- fire (within Gazetted Area)
- heatwave
- road crash
- storm and water damage

Hazard	Overall Consequence	Overall Likelihood	Risk Rating
Bushfire (within Fire Protection and Management Zones)	Moderate	Unlikely	**Medium**
Cyclone	Major	Likely	**Extreme**
Fire (within Gazetted Area)	Moderate	Unlikely	**Medium**
Flooding	Moderate	Likely	**High**

Heatwave	Moderate	Unlikely	**Medium**
Road crash	Minor	Likely	**Medium**
Storm and water damage	Minor	Likely	**Medium**

The remaining hazards were identified as posing a low to very low risk to the Locality, and any queries regarding the response to these hazards should be directed through the Local Controller:

Hazard	Overall consequence	Overall likelihood	Risk rating
Air crash	Minor	Rare	**Low**
Coastal marine incident	Minor	Rare	**Low**
Cyber attack (NTG enterprise ICT environment only)	Insignificant	Rare	**Very Low**
Dam safety	Not Applicable	Not Applicable	
Earthquake	Minor	Very Rare	**Very Low**
Emergency animal disease	Minor	Rare	**Low**
Emergency aquatic animal disease	Minor	Very Rare	**Very Low**
Emergency marine pest	Minor	Very Rare	**Very Low**
Emergency plant pest or disease	Minor	Rare	**Low**
Hazardous material	Minor	Unlikely	**Low**
Human disease	Moderate	Very Rare	**Low**
Invasive animal biosecurity	Minor	Very Rare	**Very Low**
Invasive plant biosecurity	Minor	Very Rare	**Very Low**
Major power outage	Insignificant	Unlikely	**Low**
Marine oil spill (inside the port)	Not Applicable	Not Applicable	
Marine oil spill (outside the port)	Minor	Rare	**Very Low**
Rail crash	Not Applicable	Not Applicable	
Space weather	Insignificant	Very Rare	**Very Low**
Storm surge	Moderate	Very Rare	**Low**
Structural collapse	Minor	Very Rare	**Very Low**
Terrorism	Minor	Extremely Rare	**Very Low**
Tsunami	Moderate	Very Rare	**Low**
Water contamination (potable)	Minor	Very Rare	**Very Low**

5.3. Hazard specific prevention and mitigation strategies

Prevention and mitigation relate to measures that 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 the hazards identified in emergency risk planning and how those hazards can impact all aspects of the community.

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 the plans aim to be flexible and scalable for all hazards. The planning process enables agreements to be reached between people and organisations in meeting community 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 Regional Controller is responsible for the annual review of operations and the effectiveness of the Local Emergency Plan, supported by the LEC and the NT Emergency Service (NTES) Planning and Preparedness Command.

6.2. Emergency resources and contacts

The Local Controller is responsible for maintaining the emergency resource register and LEC contact lists. 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 lists for each locality are available on 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. For further information contact the NTES Learning and Development Command via email at Training.EMTU@pfes.nt.gov.au.

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
- NTFRS Smart Sparx Program
- NT swimming and first aid program
- Australian 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

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

capabilities and resources are adequate. Exercises are conducted if arrangements in the plan have not been enacted since the last review, or substantial changes have occurred, including:

- legislative changes
- 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 outline the process to develop the exercise concept in designing, planning, conducting, facilitating, participating or evaluating exercises. The Local Controller can request an exercise by emailing the request through to EmergencyManagementPlanning@pfes.nt.gov.au.

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 the resources of the community are depleted a number of arrangements are in place to seek 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 Borroloola 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 Borroloola LEC. The Local Controller is chair of the LEC and remaining membership consists of representatives from NT Government and non-government entities within the Locality. Division 11 of the Act specifies the establishment, functions, powers, and 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 are established as required by the Local Controller 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 Borroloola Police Station. The Regional EOC is 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 NTPF and NTFES. 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, NTPF, NTFES 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 pre-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 one of the following:

- Territory Controller
- Chief Officer, 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 one of the following:

- Territory Controller
- Chief Officer, 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 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, DET.

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 strong buildings are places of refuge 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
Borroloola Police Station and cells	75
Borroloola School Workshop training centre	50
Borroloola Primary School	250
Borroloola Secondary Unit (High School)	200
RGRC Council Office	100
Rrumburriya Brick Office	30
Robinson River Police Station	200
Robinson River Health Clinic	300
Robinson River Mungoorabada Office	60

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

Those whose normal accommodation has been assessed as cyclone safe are to be encouraged to remain in their homes to reduce the burden on emergency shelters. However once emergency shelters are opened, no person is to be refused entry. Persons with special needs, the aged, the infirm and persons under the influence of drugs or alcohol are to be assessed by the shelter management team upon entry in to the emergency shelter.

The DET is the lead agency responsible for the management of emergency shelters during an emergency event, in conjunction with the NTPF. Whilst RGRC, Rrumburriya, Mungoorabada and the Mabunji Resource Centres provide support for their respective shelters.

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 cyclone shelters, in particular the NTPF

Emergency shelters are opened under the direction of the Territory or Regional Controller in consultation with the Shelter Group (DET). 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.

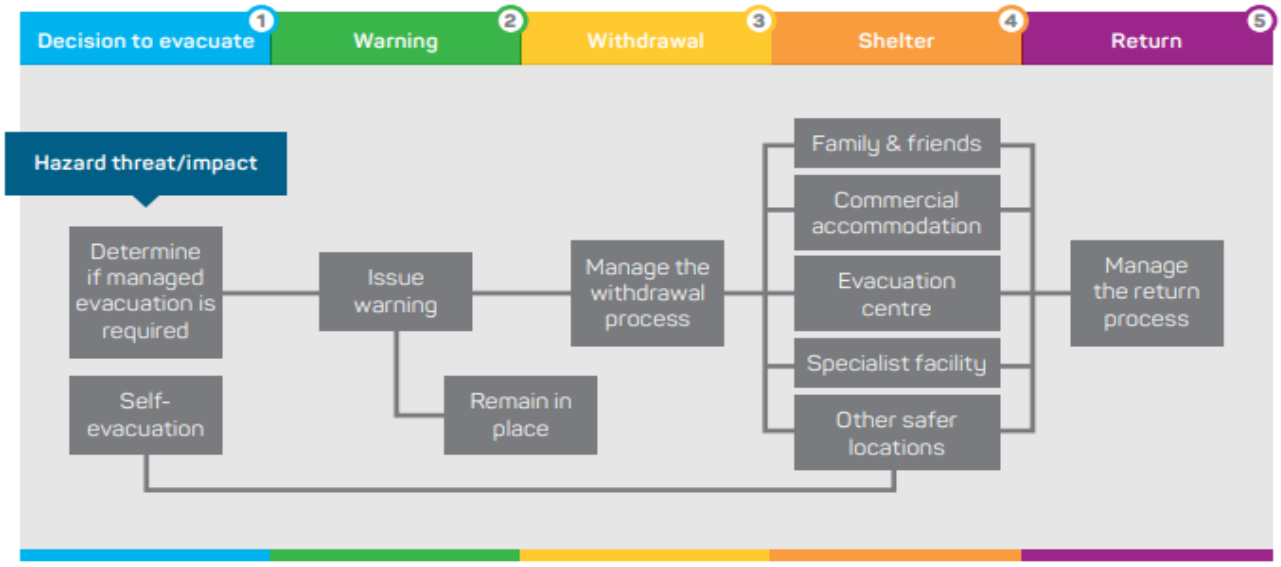
Evacuation of the Locality will be considered as a last resort. Where an evacuation is required the TEMC, in consultation with the Regional Controller, Local Controller and the LEC, will arrange emergency accommodation and transport, as necessary, through the relevant functional group/s.

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's provision of some or all of these services is 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 Field Guide available on WebEOC.

7.16. Register.Find.Reunite registration and inquiry system

The 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 activated by either the Territory or Regional Controller without the national system being activated, in consultation with the NTPF and 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 NTPF, is responsible for coordinating rapid impact assessments. At the local level, local controllers or an Incident Controller if appointed, should contact the Survey, Rescue and Impact Assessment Group lead to discuss impact assessments if deemed appropriate.

[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.

In the NT, the Department of the Chief Minister and Cabinet (CM&C) lead recovery coordination.

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 CM&C.

The Local Recovery Coordinator will be an employee of the Big Rivers Region's CM&C office and 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 (IMT) 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:

- *Emergency Management Act 2013*
- *Northern Territory Aboriginal Sacred Sites Act 1989*
- *Aboriginal Land Rights (Northern Territory) Act 1976* (Cth)
- *Building Act 1993*
- *Building Regulations 1993*
- Territory Emergency Plan
- Northern Regional Emergency Plan
- National Disaster Risk Reduction Framework
- National Disaster Risk Assessment Guidelines
- Rapid Assessment Team Guidelines
- 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	RGRC Vet Program
Critical Goods and Services	Department of Trade, Business and Asian Relations (DTBAR)
Digital and Telecommunications	Department of Corporate and Digital Development (DCDD)
Emergency Shelter	Borroloola School
Engineering	Department of Logistics and Infrastructure (DLI)
Industry	DTBAR
Medical	Top End Health Service/Borroloola Health Clinic and Robinson River Health Clinic
Public Health	Top End Health Service/Borroloola Health Clinic/ Robinson River Health Clinic
Public Information	CM&C
Public Utilities	Power and Water Corporation (PAWC)/AUS Projects
Survey, Rescue and Impact Assessment	NTPF
Transport	DLI with local supporting agencies
Welfare	DCF

Full details on functional groups 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	DAF/RGRC
Anti-looting protection	NTPF
Banking services	Traditional Credit Union/ATM Post Office/ Malandari Store/Red Dirt Supermarket/Gulf Mini Mart/TJS One Stop/Robinson River Store
Broadcasting: what radio stations provide announcements?	ABC radio – Voice of the Gulf/Mabunji
Clearing of essential traffic routes	RGRC/DLI/Mabunji
Clearing storm water drains	RGRC/Mabunji
Clothing and household Items	Malandari Store/Red Dirt Supermarket/Gulf Mini Mart/TJS One Stop/Robinson River Store
Community clean up	RGRC/Mabunji/Individual property owners
Control, coordination and management	Designated Control Authority
Coordination to evacuate public	NTPF
Critical goods and services (protect/resupply) • food • bottle gas • camping equipment • building supplies	DTBAR/Mabunji/Malandari Store/Red Dirt Supermarket/Gulf Mini Mart/TJS One Stop/Robinson River Store /Cairns Industries
Damaged public buildings: coordination and inspections	DLI/Department of Housing, Local Government and Community Development (DHLGCD)/Business owners
Disaster victim identification capability	NTPF
Emergency Alerts	NTPF/NTFES
Emergency food distribution	Australian Red Cross/Malandari Store/Red Dirt Supermarket/Gulf Mini Mart/TJS One Stop/Robinson River Store /Mabunji Aged Care Services
EOC including WebEOC	NTPF/NTFES
Emergency shelter, staff, operations and control	DET/DCF

Functions	Agency/organisation/provider responsible
Evacuation centre - staffing, operations and control	DCF
Financial relief/assistance Payments of NDRRA (National Disaster Relief and Recovery Assistance)	Centrelink via RGRC
Identification of suitable buildings for shelters	DLI/DET
Interpreter services	Aboriginal Interpreter Services
Management of expenditure in emergencies	Controlling Authority and any activated functional groups at the direction of the Controlling Authority
Medical services	Borroloola Health Clinic/Robinson River Health Clinic
Network communications (IT): responders/public maintenance and restoration of emergency communication	Telstra – DCDD
Power: protection and restoration:	PAWC/AUS Projects
Public messaging during response and recovery.	Hazard Management Authority/CM&C
Public/Environmental Health (EH) management • all EH functions including water & food safety • disease control	Borroloola Health Clinic/Robinson River Health Clinic/DOH
Rapid Impact Assessment	NTPF
Recovery coordination	CM&C
Repatriation	As per local arrangements/DCF
Restoration of public buildings	DLI/DCF/Mabunji/DHLGCD
Restoration of roads and bridges (council/territory) excluding railways	DLI/RGRC
Road management and traffic control including public Information on road closures	NTPF/RGRC/DLI
Sewerage: protection and restoration	PAWC/AUS Projects
Survey	NTPF/NTFES

Functions	Agency/organisation/provider responsible
Traffic control	NTPF/RGRC/DLI
Transport: commercial and public airport/ planes, automobiles, ferries, buses	DLI
Vulnerable groups	DCF/Borroloola Health Clinic/Robinson River Health Clinic
Waste management • collection • disposal of stock	RGRC – Borroloola AUS Projects – Robinson River
Water (including drinking water): protection and restoration	PAWC/AUS Projects

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

11.3.1. Cyclone

Hazard	Controlling Authority	Hazard Management Authority
Cyclone	NT Police Force	NT Fire and Emergency Services (NT Emergency Service)

A Tropical cyclone[7] hazard includes a cyclone threat to the township, housing and infrastructure of the Locality including the surrounding areas. During the cyclone season, November to April, the Bureau of Meteorology keeps a 24-hour watch on developing tropical weather systems. The Bureau will issue a Tropical Cyclone Advice whenever a tropical cyclone is likely to cause winds in excess of 62 km/h (gale force) over Australian communities within the next 48 hours.

Table – Tropical cyclone categories

Category	Max Mean Wind (km/h)	Typical Strongest Gust (km/h)	Transport Effects
1	63 - 88	< 125	Negligible house damage. Damage to some crops, trees and caravans. Craft may drag moorings
2	89 - 117	125 - 164	Minor house damage. Significant damage to signs, trees and caravans. Heavy damage to some crops. Risk of power failure. Small craft may break moorings
3	118 - 159	165 - 224	Some roof and structural damage. Some caravans destroyed. Power failures likely
4	160 - 199	225 - 279	Significant roofing loss and structural damage. Many caravans destroyed and blown away. Dangerous airborne debris. Widespread power failures
5	>200	> 279	Extremely dangerous with widespread destruction

Note: Corresponding approximate wind gusts and central pressure are also provided as a guide. Stronger gusts may be observed over hilltops, in gullies and around structures.

As the Hazard Management Authority the NTES have established, equipped and trained volunteer units available across the NT, to support response and recovery operations to tropical cyclones.

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

[7] More information can be found at: http://www.Bureau of Meteorology.gov.au/cyclone/tropical-cyclone-knowledge-centre/understanding/tc-info/

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

- implementation of cyclone preparation initiatives and council clean ups
- radio, television and social media posts

Public safety message process (initial notification):

- the Bureau issue a cyclone advice to NTES TDO
- NTES TDO issues Australian Warning System to the NTPF and NTFES Media Unit
- NTES TDO notifies Local Controller and NTES Manager Northern Command
- Local Controller Notifies LEC
- NTES Manager Northern Command consults with the Bureau, Regional Controller, NTES Chief Officer and Incident Controller (if appointed) to determine recommended messaging
- NTPF and NTFES Media Unit, or Public Information Officer receives approved messaging to publish
- responsibility for development and promulgation of warnings and information post the establishment of an IMT will rest with the Public Information Officer and the Incident Controller

The response to a cyclone event is staged and dependant on timings of the Watch and Warnings issued by the Bureau and the projected impact on the communities. The following table provides a guide to typical actions for members of the LEC upon receipt of notifications from the Bureau. The table also notes the need for LEC members to contribute to the recovery process post the impact of the cyclone.

Warnings and advice approval flow

The Australian Warning System is a 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 Bureau's 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.

Actions to be taken – Cyclone[8]

Organisation/ Provider	Watch	Warning (onset of Gale Force Winds)			Reduced risk	Transition to recovery
	48 hours	24 + hours	6 + hours	3 + hours		
All members	Attend briefings Inform key stakeholders Provide SITREPs Assist the Local Controller as required Ensure final preparations are undertaken prior to next stage	Attend briefings Inform key personnel Assist the Local Controller as required	Attend briefings Assist the Local Controller as required Inform key personnel	Assist the Local Controller as required Take and Remain in shelter	Remain in shelter until directed by Local Controller Assist the Local Controller as required	Attend briefings Inform key personnel Assist the Local Controller as required
Local Controller	Convene LEC meeting Ensure LEC members and community have activated their Cyclone Plan Co-ordinate the dissemination of the cyclone watch information to the relevant local community Communications established and maintained with Regional Controller, and NTES TDO and advise state of preparedness	Convene LEC meeting Ensure that the dissemination of the Cyclone Warning information to the public is maintained Advise Regional Controller of state of preparedness and ascertain SITREPs requirement Activate EOC if	Update LEC and allocate tasks as required Ensure that the dissemination of the Cyclone Warning information to the public is maintained At the appropriate time, advise persons at risk to move to a shelter NTPF presence will be required at the designated shelter/s	Take and remain in shelter	When it is declared safe to move outside, ascertain the extent of injury to persons and damage to property Give Directions to survey teams advising community of reduced risk Provide SITREPs to Regional Controller and Incident Controller Prepare for transition to	Provide SITREPs to Regional Controller and Incident Controller Prepare for transition to recovery Begin compilation of information for Post Operation Report

[8] Action stages as per Tropical Cyclone advice and warnings issued by the Bureau of Meteorology

Organisation/ Provider	Watch	Warning (onset of Gale Force Winds)			Reduced risk	Transition to recovery
	48 hours	24 + hours	6 + hours	3 + hours		
	Participate in REC meetings as required	required			recovery	
NT Police Force	Brief police members Disseminate warnings and information as required Maintain normal police duties Assist Local Controller as required Ensure all operational vehicles are fully fuelled	Brief police members Assist with the preparation of the EOC Disseminate Cyclone Warning information as directed by the Local Controller and advise information received	Brief police members Disseminate Cyclone information as directed by the Local Controller and advise him of information received Limit transport and ensure all emergency vehicles are fully operational Co-ordinate the movement of personnel to shelter Commence final patrol of area Ensure all personnel take shelter	Take and Remain in shelter	When advised by Local Controller move outside ascertain the extent of injury to persons and damage to property and report with damage assessments Assist Local Controller with prioritising response operations	Assist in the preparation of the final SITREP's Ensure that all NTPF equipment used in the operation is accounted for, maintained and restored Inform key personnel

Organisation/ Provider	Watch	Warning (onset of Gale Force Winds)			Reduced risk	Transition to recovery
	48 hours	24 + hours	6 + hours	3 + hours		
Borroloola FERG	Attend LEC meetings Brief unit members Advise the NTFRS of the unit involvement Check and prepare unit equipment. Carry out duties as directed by the Local Controller	Brief unit members Advise the NTFRS of the unit involvement	Brief unit members Advise the NTFRS of the unit involvement	Take and remain in shelter	Remain in shelter until advised by Local Controller that it is safe to move outside Provide SITREPs as required	Stand down unit members Coordinate any urgent priorities and participate in meetings as required Prepare to transition back to normal duties
DET	Refuel education vehicles Fill water containers Maintain normal duties	Brief education personnel When advised, close school and advise community to secure buildings Staff to secure personal residence	Brief education personnel Do final checks Prepare to open shelter Ensure personnel take shelter	Take and remain in shelter	At the direction of the Local Controller, check the school for damage Brief the Local Controller when all personnel are accounted for Restore facilities and resume normal education duties as practicable	Attend debrief Prepare to transition back to normal work requirements at the conclusion of recovery operations

Organisation/ Provider	Watch	Warning (onset of Gale Force Winds)			Reduced risk	Transition to recovery
	48 hours	24 + hours	6 + hours	3 + hours		
DOH	Brief clinic staff Test satellite phones Prepare emergency kit Fill jerry cans with water and ensure vehicles are fuelled Maintain normal duties	Medical staff to have access to health vehicles Check and take vulnerable population list Staff to secure personal residence Maintain normal duties	Do final checks Ensure all personnel take shelter	Take and remain in shelter	At the direction of the Local Controller check the health clinic for damage Prepare to reopen clinic When the airstrip is clear, organise medical evacuations, if required	Attend debrief Prepare to transition back to normal work requirements at the conclusion of the recovery operation
RGRC	Brief council personnel Participate in pre-cyclone clean up Coordinate the dissemination of the cyclone watch information to the public Maintain normal services	Brief council personnel Staff to secure personal residence Prepare to close office Limit transport and ensure all operational vehicles are fully fuelled	Brief council personnel Do final checks Disseminate warnings and information to the public, as directed by the Local Controller Ensure all personnel take shelter Advise the Local Controller on	Take and remain in shelter	Advise Local Controller of damage and what essential services are still in operation and assistance, if required	Brief council personnel Prepare to transition back into normal work duties at the conclusion of the recovery operation

Organisation/ Provider	Watch	Warning (onset of Gale Force Winds)			Reduced risk	Transition to recovery
	48 hours	24 + hours	6 + hours	3 + hours		
		Advise the Local Controller on essential service matters	essential service matters			
Support organisations	Provide support as requested by the Local Controller					

11.3.2. Fire

	Hazard	Controlling Authority	Hazard Management Authority
	Fire (within Gazetted Area)	NT Fire and Emergency Services (NT Fire and Rescue Service)	NT Fire and Emergency Services (NT Fire and Rescue Service)

A fire hazard is an event, accidentally or deliberately caused, which requires a response from one or more of the statutory fire response agencies. A fire hazard can include, but not limited to:

Term	Definition
Structure fire	A fire burning part, or all of any building, shelter, or other construction
Bushfire	An unplanned fire. It is a generic term that includes grass fires, forest fires and scrub fires. Bushfires are a natural, essential and complex part of the NT environment. The term bushfire is interchangeable with the term wildfire
Vehicle fire	An undesired fire involving a motor vehicle

In the NT, managing bushfire and vegetation on private properties is the responsibility of the landowner.

Landholder responsibility to control fire

The landholder or occupier of land must take all reasonable steps to protect property on the land from fire and inhibit the fire from spreading.

If a landholder or occupier is unable to control a fire and prevent it from spreading to other land, they must:

- notify fire control officer or fire warden and all neighbouring property holders
- call 000 in an emergency.

Under section 90(3) of the *Bushfires Management* Act the landholder or occupier commits an offence if the fire has the potential to spread to other land and they fail to take reasonable steps to control the fire and to notify all parties.

Communication, co-operation and shared responsibility within the community, matched by a capacity to undertake self-protective measures, forms the basis of successful fire management throughout the NT.

Agency capabilities

NTFRS protects the Territorian community from emergencies involving fire, motor vehicle crashes and other dangerous situations, including hazardous materials and building collapse.

The NTFRS are the Hazard Management Authority and Controlling Authority for fires within their jurisdiction. This means that the agency is responsible for managing technical aspects of responding to a fire and commanding its resources through their Incident Controller. This means that if a fire is occurring within an Emergency Response Area (ERA), then the NTFRS is the Controlling and Hazard Management Authority.

In areas that are located outside the NTFRS ERA and where there is no fire protection and management zones (BFNT), fire is the responsibility of the land owner or occupier. BFNT should be contacted when the owner or occupier are unable to control the fire. BFNT may contact the Local Controller to discuss local response arrangements and coordination of resources.

The NTFRS identifies 3 classes of incidents and describes them in generic terms, as shown in the following table.

Incident classification	Description
Level 1	Level 1 incidents are generally characterised by being able to be resolved through the use of local or initial response resources only
Level 2	Level 2 incidents may be more complex either in size, resources or risk. They are characterised by the need for: • deployment of resources beyond initial response • sectorisation of the incident • the establishment of function sections due to the levels of complexity • or, a combination of the above
Level 3	Level 3 incidents are characterised by degrees of complexity that may require the establishment of divisions for effective management of the situation

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

- a Fire Danger Period is declared over large areas when climatic and seasonal conditions presents increased fire risk for a prolonged period of time. A Fire Danger Period usually coincides with the accepted 'fire season' in an area. Broadly this is during the Australian summer months in central Australia and during the Dry Season further north. A permit to burn is required before using fire during a Fire Danger Period in all zones
- a Fire Ban can be declared for up to 24 hours. A combination of factors are considered when declaring a fire ban period including forecast fire danger, ignition likelihood, hazards and resourcing. All permits to burn are revoked within the declared fire ban area
- a Fire Management Area can be declared in an area where BFNT have identified heightened fire risk. A fire management plan can be prescribed for a Fire Management Area, and the plan can require landowners to take action to prepare for, or prevent, the spread of fire
- additional fire regulations apply within NTFRS ERA and BFNT Fire Protection and Management Zones (FPMZ). Permits to burn are required throughout the entire year inside an ERA or FPMZ and a minimum 4m wide firebreak within the perimeter boundary of all properties and additional firebreaks around permanent structures and stationary engines is required within an FPMZ
- BFNT Regional Fire Management Plan
- establishment of an Incident Management Team with liaison officers from other agencies to assist
- radio, television and social media posts

Warnings and advice approval flow (bushfire only):

The Australian Warning System is a national approach to information and warnings during emergencies like bushfire. The System uses a nationally consistent set of icons, like those below.

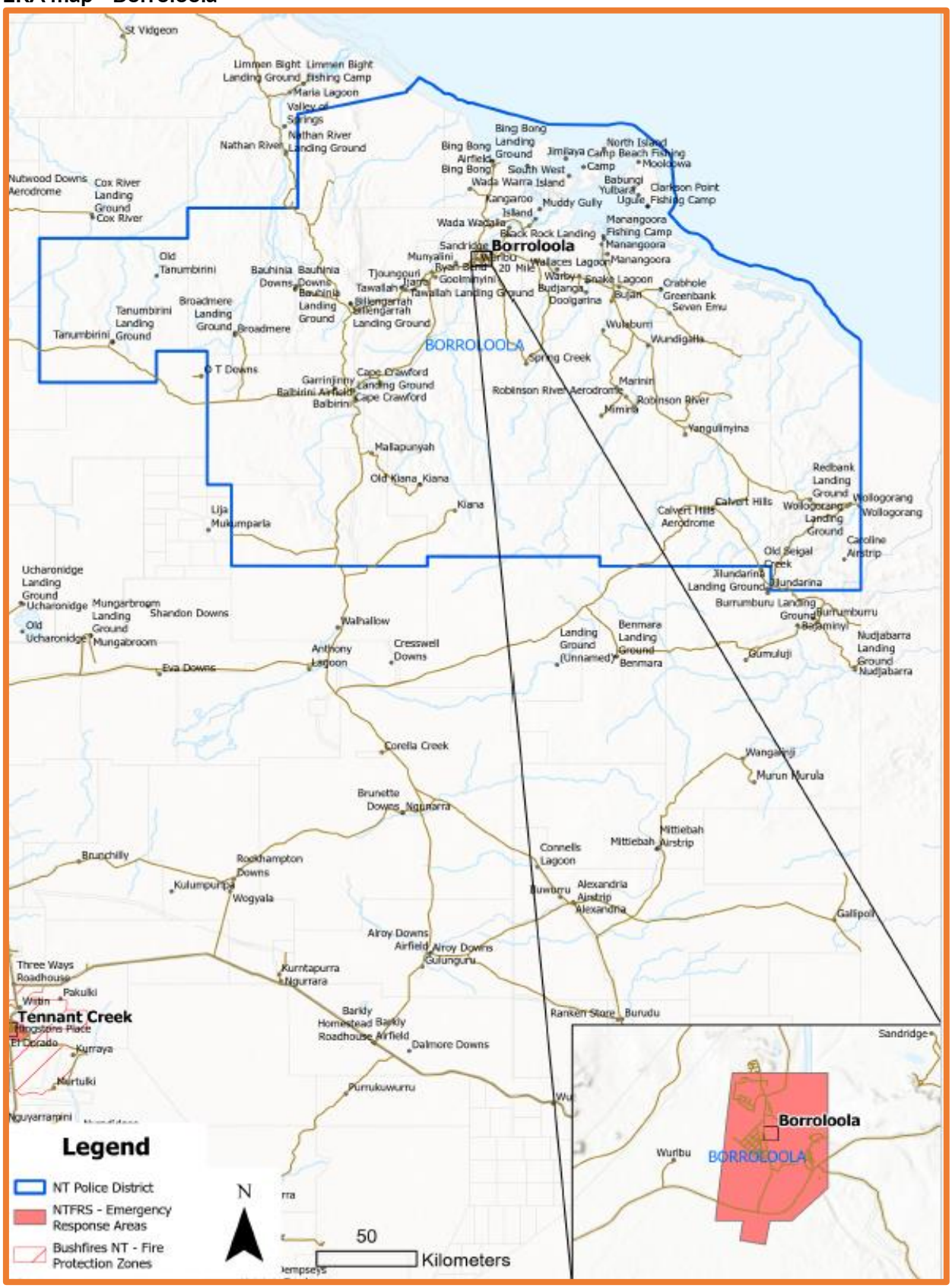
There are 3 warning levels:

	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.

All warnings and advice will be issued by the Incident Controller from the NTFRS as the controlling authority for fire within an emergency response area.

Fire ERA map - Borroloola



11.3.3. Flooding

	Hazard	Controlling Authority	Hazard Management Authority
	Flooding	NT Police Force	NT Fire and Emergency Services (NT Emergency Service)

Communities in the Locality may be subject to inundation or isolation caused by seasonal monsoonal/severe storm activity.

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.

Isolation is where communities/individuals are cut off from the rest of the area. This could mean some people in an area are affected by a flood while others are not. Flood events can cause long-term impacts on communities, such as disruptions to supplies of food, clean water, wastewater treatment, electricity, transport, communication, education and health care. Where isolation is likely to occur for an extended time, preseason planning by the LEC is critical to ensure there will be limited disruptions to critical goods and services.

When such flooding occurs, access by both air and road may be severely restricted. 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.

The severity of a flood event is usually stated in terms of the Annual Exceedance Probability (AEP) expressed as a percentage. The levels associated with a 1.0% AEP flood event is generally used for development control purposes. A flood event with a 1.0% AEP can be described as a flood which has odds of 100 to one of occurring in any one year. It is also referred to as a one in 100-year event but this can be confusing since a flood of this magnitude or greater could occur in successive years – even twice or more in one year is possible.

It should also be emphasised that floods more severe than the 1.0% AEP event are possible and that a bigger event will occur is not a matter of 'if' but 'when'. The largest flood possible is referred to as the Probable Maximum Flood (PMF) but the extent of such a flood has not been determined for Borroloola or any other population centre within the Locality. However, it may be of interest to note that the PMF for Katherine is some 3.5 m above the flood level associated with a 1.0% AEP event.

The township of Borroloola is situated on the northern bank of the McArthur River approximately 60 km upstream from the river mouth and about 10 km downstream of the tidal limit. The state of the tide during a flood event will affect the flood levels experienced at Borroloola and tide information should be consulted when a flood event is expected to occur.

River level records from 1962 to 2001 at the gauge at the Burketown Crossing show the Borroloola community has been threatened by a flood on several occasions during this period. 5 events exceeded 10 m with the main threat occurring in 2001 when the river reached 15.25 m. The second highest flood level recorded was in 1974 at 14.45 m and in 1993 the river reached 12.63 m. The 1991 flood was estimated to have been a 2.0% AEP event or a flood with odds of 50 to one of occurring in any one year.

In March 2024, the slow movement of ex-Tropical Cyclone Megan, resulted in very intense rainfall and flooding being recorded in catchments along the southern Gulf of Carpentaria coast, Borroloola and surrounding areas in the Locality. Borroloola recorded a two-day total of 370.6 mm and a record Major flood level was recorded in the McArthur River on 22 March 2024 (estimated to have peaked above the major flood level of 14.9 m).

Based on available flood modelling, a decision was made to partially evacuate the community in Borroloola to reduce pressure on local resources. Approximately 380 people were evacuated to Darwin over two days, 20-21 March 2024. The remaining residents were able to remain in the community, with approximately 100 people staying at the primary school, which was stood up as a public shelter.

Flooding of the McArthur River is generally brought about by monsoonal rains and active and decaying tropical cyclones passing over its catchment. Tropical cyclones and storms are natural occurrences that afford warning and because they are seasonal and reasonably predictable, they enable planned measures to be formulated and community preparation to be actioned prior to each season.

Most of the existing development within the township is above the estimated 1.0% AEP flood level. During such an event the few buildings in the area inundated are expected to only be subject to shallow flooding.

Refer to the floodplain and flood extent map[9] on page 41 for the Borroloola area.

At 8.5 m at the gauge, the road between the old and new part of the town is cut at the culvert over Rocky Creek. At times, this crossing can remain impassable for days at a time. The closure restricts normal access to high ground from the old part of town and isolates the new area from the airstrip and the outside world. Boat access is available and operation is not considered dangerous as velocities do not exceed 0.2 m/s (0.75 km/hr) at the crossing. A flood need only exceed the 1.0% AEP event by 1.5 m for the airstrip to be affected and at this stage, the whole of the old part of town will be inundated.

McArthur River Mine also has gauges up river and can provide advice that is 2 days ahead of Borroloola.

The indicative impact of flood levels is indicated in the table below:

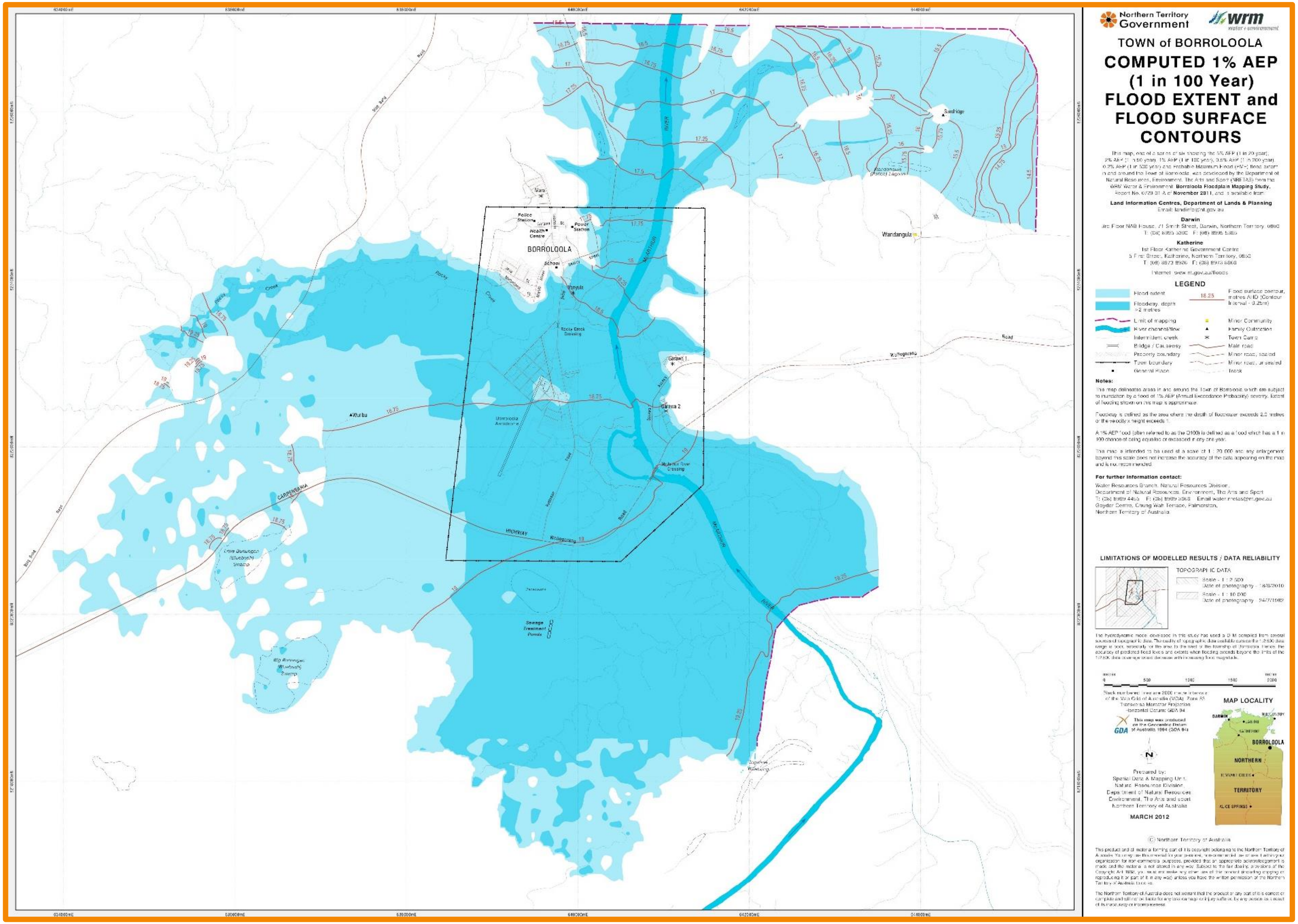
McArthur River at the Borroloola Crossing	
Measurement at gauge (m)	**Effect in town**
9.0 – Minor	Nil effect in town
13.6 – Moderate	Flooding will occur along roadways
14.9 - Major	Flooding will cover extensive areas

The Local Controller will be largely dependent on knowledge available at the local level in making judgements about the potential for flooding to occur. However, they should maintain contact with the duty forecaster at the Bureau to obtain information about rainfall extent and intensities over the catchment to provide firm guidance.

As the Hazard Management Authority the NTES have established, equipped and trained volunteer units available across the NT, of which are capable of responding to the impact of floods. Initial control and coordination will be through the NTES TDO, noting that FERG provide assistance when required.

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

[9] More information can be found at: https://nt.gov.au/environment/water/water-in-the-nt/flooding-and-storm-surge/floodplain


Northern Territory Government
wrm water + environment
TOWN of BORROLOOLA
COMPUTED 1% AEP (1 in 100 Year) FLOOD EXTENT and FLOOD SURFACE CONTOURS
Land Information Centres, Department of Lands & Planning
Darwin
Katherine
1st Floor Katherine Government Centre
Internet: www.nt.gov.au/floods
LEGEND
Flood extent
Floodway, depth >2 metres
Flood surface contour, metres AHD (Contour Interval - 0.25m)
Limit of mapping
River channel/flow
Intermittent creek
Bridge / Causeway
Property boundary
Town boundary
General Place
Minor Community
Family Outstation
Town Camp
Main road
Minor road, sealed
Minor road, unsealed
Track
Notes:
Floodway is defined as the area where the depth of floodwater exceeds 2.0 metres or the velocity x height exceeds 1.
A 1% AEP flood (often referred to as the Q100) is defined as a flood which has a 1 in 100 chance of being equalled or exceeded in any one year.
This map is intended to be used at a scale of 1 : 20 000 and any enlargement beyond this scale does not increase the accuracy of the data appearing on the map and is not recommended.
For further information contact:
Water Resources Branch, Natural Resources Division,
Department of Natural Resources, Environment, The Arts and Sport
Goyder Centre, Chung Wah Terrace, Palmerston,
Northern Territory of Australia
LIMITATIONS OF MODELLED RESULTS / DATA RELIABILITY
TOPOGRAPHIC DATA
MAP LOCALITY
DARWIN
BORROLOOLA
NORTHERN
TERRITORY
MARCH 2012
BORROLOOLA
Wandangula
Garawa 1
Garawa 2
CARPENTARIA
HIGHWAY

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

- radio, television and social media
- community engagement strategies
- LEC participate in education, training, exercises and continued professional development
- Community stores recommended to store 6 weeks minimum of food and fuel
- Local clinic recommended to store 6 weeks minimum of usual patient medication and maintain community vulnerability register

Public safety message process:

- the Bureau issues a flood advice to NTES TDO
- NTES TDO issues Australian Warning System to the NTPF and NTFES Media Unit
- NTES TDO notifies Local Controller and NTES Manager Northern Command
- Local Controller notifies LEC
- NTES Manager Northern Command consults with the Bureau and Incident Controller (if appointed) to determine recommended messaging
- NTPF and NTFES Media Unit, or Public Information Officer receives approved messaging to publish.

Warnings and advice approval flow

The Australian Warning System is a 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 Bureau's 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.

Actions to be taken – flooding[10] – guide only

Organisation/ Provider	Minor	Moderate	Major	Falling river heights	Transition to recovery
All members	Attend briefings Inform key personnel Provide SITREPs Assist the Local Controller as required	Attend briefings Inform key personnel Provide SITREPs Assist the Local Controller as required	Attend briefings Inform key personnel Provide SITREPs Assist the Local Controller as required	Attend briefings Inform key personnel Provide SITREPs Assist the Local Controller as required	Attend briefings Inform key personnel Provide SITREPs Assist the Local Controller as required Confirm debrief arrangements with the Local Recovery Coordinator Assist the Local Recovery Coordinator as required
Local Controller	Liaise with NTES TDO/EOC Undertake LEC meeting Disseminate warnings and information to the public as necessary	Liaise with NTES TDO/EOC Disseminate warnings and information to the public as necessary Prepare to close roads and evacuate if necessary	Liaise with NTES TDO/EOC Advise members of the major flood warning Brief members of the situation and confirm relocation arrangements and agency readiness Consider school closures and confirm	Liaise with NTES TDO/EOC Disseminate post flood warnings and information to the public as necessary Monitor roads and consider survey and rescue, as necessary Consider commencement of recovery operations, if	Liaise with EOC Disseminate flood cancellation notification and information to the public, as necessary Continue with recovery stage operations, as required Notify LEC of the stand-down declaration and provide debriefing details

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

Organisation/ Provider	Minor	Moderate	Major	Falling river heights	Transition to recovery
			evacuation procedures	required	In conjunction with the Local Recovery Coordinator facilitate the handover of recovery operations, if required
Borroloola Health Centre/Robinson River Health Centre	Brief health clinic personnel of the minor flood level Check equipment and first aid supplies Brief staff and maintain normal services Advise the Local Controller of state of preparedness and of any immediate requirements	Brief health clinic personnel of the moderate flood level Determine health and community services priorities and advise Local Controller Provide Local Controller with information and advice on communications, first aid, medical and public health and community service matters Check and prepare and secure health clinic stores and equipment	Brief health clinic personnel of the major flood level Initiate emergency management response procedures Brief personnel Keep the Local Controller advised on first aid and medical response details Maintain health services until either advised otherwise by Local Controller or conditions prevent continuation of service	Begin estimates for all staff and equipment and tasks required to refurbish stores Brief personnel Keep the Local Controller advised on first aid and medical response details Consider commencement of recovery stage operations, as necessary	Attend briefings Inform key personnel Provide SITREPs Account for all staff and equipment and refurbish stores Resume normal services Advise Local Controller of any perceived critical incident stress debriefing requirements Assist the Local Recovery Coordinator as required Provide necessary community health warnings
Borroloola School/Robinson River School	Brief education staff of the minor flood warning Advise the Local Controller of state of preparedness and	Brief education staff of the moderate flood warning Maintain normal education services until otherwise advised by	Brief education staff of the major flood warning Brief education personnel and initiate appropriate response procedures	Brief education staff Carry out duties as requested by the Local Controller	Brief education staff of the cancellation of flood warning Confirm debrief arrangements with Local Controller

Organisation/ Provider	Minor	Moderate	Major	Falling river heights	Transition to recovery
	availability of manpower Maintain normal education services	the Local Controller or conditions prevent continuation of service Carry out duties as requested by the Local Controller	Carry out duties as requested by the Local Controller		Advise Local Controller that all staff are accounted for On advice from Local Controller stand down staff Restore facilities and resume normal duties as soon as possible
FERG	Brief unit members Advise the NTFRS of involvement Check and prepare unit equipment Carry out other duties as directed by the Local Controller	Brief unit members Advise the NTFRS of involvement	Assist with evacuation of personnel and their reception/registration Carry out other duties as directed by the Local Controller	Consider commencement of recovery stage operations, as necessary	Liaise with Local Recovery Coordinator Issue cancellation of flood alert to the public
RGRC	Contact and alert council personnel Check and advise Local Controller of state of preparedness and availability of council manpower and resources	Brief Local Controller on availability of resources Carry out appropriate protective or preventative measures as required by the Local Controller Maintain council services and carry out other duties as required	Brief key personnel Initiate appropriate response procedures Assist the Local Controller as required	Carry out duties as required by the Local Controller Advise the Local Controller when all council personnel are accounted for and on any outstanding problems associated with the operation	Where appropriate recall and stand-down council personnel Ensure that all council equipment used during the operation is accounted for, serviced and restored Resume normal council services as soon as

Organisation/ Provider	Minor	Moderate	Major	Falling river heights	Transition to recovery
		by the Local Controller			possible Advise Local Controller of any perceived critical incident stress debriefing requirement Provide relevant information to the Local Recovery Coordinator
Support organisations	Provide assistance as required by the Local Controller				

11.3.4. Heatwave

	Hazard	Controlling Authority	Hazard Management Authority
	Heatwave	Department of Health	Department of Health

The NT has naturally warm to hot weather. However, maximum and minimum temperatures occasionally exceed historical records creating heatwave conditions. Heatwave (extreme heat) conditions occur across the Territory between the months of October and March. Extreme heat is predicted to become more frequent, more intense, of longer duration, and occurring earlier in the warm season.

A heatwave occurs when maximum and minimum temperatures are unusually hot (unusual for that location) projected over a 3 day period. Heatwaves can occur with or without high humidity. They have potential to cover a large area, exposing individuals and communities to hazardous heat. Forecast minimum and maximum temperatures are compared to the historical data of a location as well as temperatures over the last 30 days to establish a heatwave occurrence.

Extreme heat can be very taxing on the body. The human body can be over-heated when it is surrounded by a temperature close to or exceeding body temperature of 37˚C in the presence of dehydration. If the body's temperature is unable to be reduced adequately by evaporation of perspiration or moving to cooler surroundings, the resulting illness may range from mild to severe/catastrophic.

A heatwave forecast is a warning that the hot temperatures will be a shock to the body, compared to recent temperatures. Even the most acclimatised NT residents can be affected by heat stress.

The Bureau's heatwave forecast covers all localities in the NT.

NT Health publishes heat health alerts where a severe or extreme heatwave is forecast to affect:

- a major centre (Greater Darwin Region, Alice Springs, Katherine, Tennant Creek, Nhulunbuy; OR
- 3 or more populated centres in a Bureau weather district,

AND the forecast is:

- 3 or more days of severe heatwave; OR
- 2 or more days of extreme heatwave

The level of a severe or extreme heatwave event will determine the magnitude of response required to effectively manage the situation. The following describes heatwave incident response hierarchy and are based on AIIMS incident classification.

Level	Description
Level 1	The thresholds for a heatwave are activated with a Severe or Extreme Heatwave meeting the triggers. The Severe or Extreme Heatwave has minimal or no impact on normal operations. The Severe or Extreme Heatwave continues for one – 3 days. Hospitals and health services may observe an increase in activity commensurate with the incident. Response by NT Health through heat health alerts. Community alert messaging may utilise Watch and Act or Emergency Warning for day(s) where the heatwave is occurring.
Level 2	The Extreme Heatwave continues for approximately 3 – 6 days. The triggers for activation of plan are met. The Extreme Heatwave has major impact on normal operations. The weather event is resulting in compounding impacts on essential services and infrastructure, and there are anticipated impacts on human health and infrastructure. Hospital and health service activity increases. Response by NT Health through heat health alerts and emergency medical attention. Community alert messaging

	utilises Watch and Act, and Emergency Warning. Functional groups support requested if required. ICC may be established.
Level 3	An Extreme Heatwave is protracted, exceeding 6 days. The triggers for activation of the plan are met. Maximum temperatures for the localities are exceeded for what is normally expected and multiple days with significantly increased night-time temperatures. Public infrastructure is affected. Power supply outages, compounding the heatwave and resulting in the public unable to seek respite from the heat. Abnormally high presentations at hospitals for heat related illness. Abnormally high ambulance call outs. Businesses are taking significant actions to protect the welfare of their workers. There are a significant number of anticipated impacts. Community alert messaging utilises Emergency Warning. ICC may be established. Whole of NTG response. Incident Control responsibility may transfer from NT Health to another agency, if required.

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

- preseason situational awareness with the Bureau
- developing heat health communication and community engagement strategies
- engagement with government and private agencies, functional groups and community organisations
- preparing fact sheets, and translating into indigenous and multicultural languages
- updating heat health advice email distribution list
- monitoring the Bureau heatwave forecast and decision support product
- public messaging (using radio, website posts, and social media posts) when a heatwave is forecasted, imminent or in progress

Public safety message process:

- NT Health receives heatwave warning from the Bureau
- the heatwave decision support product is reviewed and localities of forecast severe or extreme heatwave noted
- Director Environmental Health circulates information on extreme heat to stakeholders, listing all localities likely to be impacted
- NT Health Strategic Media, Marketing and Communications Team publish heat health alerts on NT Health Alerts webpage and other channels
- NT Health publishes media release through NTG Media Releases
- NT Health engages with media to broadcast heat health messages.

Warnings and advice approval flow:

The Australian Warning System is a national approach to information and warnings during emergencies like bushfire. The system uses a nationally consistent set of icons, like those 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.

11.3.5. Road crash

	Hazard-specific capabilities	Controlling Authority	Hazard Management Authority
	Road Crash	NT Police Force	NT Fire and Emergency Services (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-determined response arrangements contained within the Serve and Protect (SerPro) 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
- targeted road safety campaigns
- community engagement strategies
- training in PUASAR024 - undertake road crash rescue delivered by NTES and NTFRS to NTPF and NTFES members

Public safety message process:

- NTPF Territory Duty Superintendent to approve public messaging and forward to NTPF and NTFES Media Unit for dissemination

11.3.6. Storm and water damage

	Hazard	Controlling Authority	Hazard Management Authority
	Storm and water damage	NT Police Force	NT Fire and Emergency Services (NT Emergency Service)

A severe storm is defined by the Bureau as one which produces:

- hail, diameter of 2 centimetre (cm) or more ($2 coin size); or
- wind gusts of 90 km/h or greater; or
- flash floods; or
- tornadoes, or
- any combination of these

Severe storms can be quite localised and develop quickly. Severe storm activity can occur at any time of year but are more frequent during the Top Ends tropical monsoon season, October to April. The exact location of severe storms can be hard to predict and conditions can change rapidly without warning. The Bureau will issue warnings for the Locality via the Local Controller with a prediction of what to expect and advice to send out to their LEC and community stakeholders.

As the Hazard Management Authority the NTES have established, equipped and trained volunteer units across the NT, of which are capable of responding to the impact of storms. Initial control and coordination will be through the NTES TDO.

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

- radio, television and social media
- community engagement strategies
- LEC participate in education, training, exercises and continued professional development

Public safety message process:

- the Bureau issues a severe weather advice to NTES TDO
- NTES TDO issues Australian Warning System to the NTPF and NTFES Media Unit
- NTES TDO notifies Local Controller and NTES Manager Northern Command
- Local Controller notifies LEC
- NTES Manager Northern Command consults with the Bureau and Incident Controller (if appointed) to determine recommended messaging
- NTPF and NTFES Media Unit, or Public Information Officer receives approved messaging to publish

Warnings and advice approval flow

The Australian Warning System is a 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 Bureau's 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.

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. 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. The Local Controller to disseminate information to the community. **Withdrawal** – 3 stage process: 1. <location to be determined>; community to the <location to be determined>; to be registered for evacuation to <location to be determined> 2. once registered, groups to move to the airstrip assembly area using buses/vehicles 3. Australian Red Cross to register check utilising Register Find Reunite. **Shelter** – evacuees will be encouraged to stay with friends or family. The remainder will be accommodated at an evacuation centre <Location to be determined> **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. The identified people will be evacuated <at a time to be determined>.	Medical Group & Transport Group to action.
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. Examine the demographic breakdown of the community to be evacuated including: • the total number of people being evacuated • an estimate of the number of people likely to require accommodation in the evacuation centre • 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 • a summary of cultural considerations, family groups, skin groups and community groups • potential issues that may arise as a result of these groups being accommodated in close proximity to one another • a summary of people with health issues, including chronic diseases, illnesses and injuries. • 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) • 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** 1. evacuation planning to commence when the Locality is under a <to be determined> 2. implement evacuation if the severity and impact has caused major damage and disruption to all services 3. elderly and vulnerable people are to be considered for evacuation due to limited health services. 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 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. The Local Controller will coordinate the dissemination of community level information. A combination of the following will be utilised: • broadcasted over radio and television • social media utilising the NTPF and NTFES Facebook page SecureNT • loud hailer • door to door • 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: • outline of the proposed evacuation plan • measure to prepare residences • safety issues; not overloading transport • items to bring on the evacuation • arrangements for pets and animals.	Local Controller Animal Welfare Group
Responsibility for the coordination of Stage 2	Local Controller/Regional Controller	
Stage 3 - Withdrawal		
Outline	3 stage process: 1. community residents to <staging area 1> 2. <staging area 1> to airport 3. airport to <location to be determined> evacuation centre	
<Location> community to the airstrip	**Lead** • NTPF **Overview** • the community will gather at the <location to be determined> prior to being transported by community buses to the airstrip. **Risks/other considerations** • evacuation should be undertaken during daylight hours, if possible. • risks include inclement weather, persons with infectious diseases, vulnerable persons, and frail/elderly persons, chronically ill • estimated time en-route: ___ minutes each way • estimated timeframe overall: ___ hours utilising current resources. • alternate transport options.	NTPF

Assembly area	Likely location of assembly area: <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: Australian 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/DCF
<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** **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: ____.	Transport Group
End point	<location to be determined>	IMT/Welfare Group
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>. • 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.	Welfare Group/ NTPF
Coordination Stage 3	Regional Controller	IMT 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 appropriate, noting cultural as well as financial consideration, including overcrowding, 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**	DCF	Welfare Group
• **Deputy Director**	DCF	Welfare Group
• **Logistics/planning**	EOC	Controlling Authority
• **Admin teams**	EOC	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	Transport Group
• **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	Public Information Group
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.

Activity	Response activities	Recovery activities
1. **Situational awareness**	• Road clearance teams • General public • Media reports • Survey and rescue teams • Impact assessment teams	• Contributes to recovery planning through impact assessment data • Comprehensive Impact Assessments • Needs Assessment
2. **Public Information**	• Public Information Group activation • Spokes persons identified • SecureNT activated	• Continues in recovery
3. **Survey and Rescue**	• Survey teams deploy to designated areas • Critical sites surveyed • Deploy rescue teams – NTFRS and NTPF Specialist Response Division provide primary Urban Search and Rescue capability	• Survey and Impact Assessment data used to contribute to the Recovery Action Plan
4. **Road clearance**	• Road patrol teams deploy and check assigned routes • Road clearance to priority sites • Assess supply routes	• Restoration of road networks and bridges • Return to business as usual
5. **Emergency**	• Emergency accommodation	• Evacuation centres may

Activity	Response activities	Recovery activities
accommodation	and shelter - evacuation centres • Provision of resources that will enable people to remain in their homes • Emergency clothing	continue into recovery • Temporary accommodation options • Repatriation planning
6. Medical	Hospital - identify any issues with accessing facilities - initial impact assessment - access to critical supplies e.g. medicines, consumables, power or fuel and water - ongoing acute clinical care and critical services requirements - increase morgue capacity Health Centres - identify any issues with accessing facilities - Access to critical supplies e.g. medicines, consumables, power or fuel and water GP clinics and pharmacies - identify operational GP services - identify operational pharmacies Support Medically vulnerable people Medical retrieval services (air and road)	Ongoing provision of health services - which may include business continuity plans - engagement with stakeholders Repatriation of medically vulnerable people in community GP clinics and pharmacies - ongoing liaison by the Medical Group Medical retrieval services – resume business as usual
7. Essential goods and services	• Establish emergency feeding and food distribution points • Assessing the damage to suppliers and retailers of critical resources • Assess the impact on barge operations and any effect on the ability to supply remote communities • Implement interim banking arrangements	• Support the re-opening of the private business sector • Monitor levels and availability of essential goods • Manage logistics arrangements supplying resources to outlying communities • Public Health inspections (food outlets) • Banking sector business

Activity	Response activities	Recovery activities
		continuity arrangements
	<u>Fuel</u> • Fuel suppliers and point of sale • Manage fuel supplies to emergency power generation	• Monitor fuel levels • Infrastructure repairs • Emergency fuel supplies for recovery • Liaise with fuel suppliers, distributors and wholesalers to re-establish long term supply
	<u>Banking</u> • Assess damage to banks and ATMs • Implement temporary arrangements	• Emergency cash outlets return to business as usual • Implement long term arrangements
8. Evacuation	• Evacuations within community • Evacuation out of community • Registration	• Support services for evacuees • Recovery information for evacuees • Repatriation
9. Public Health	• Communicable disease control response • Drinking water safety standards • Sewage and waste disposal • Safe food distribution and advice • Vector and vermin control • Food and commercial premises	• Ongoing in recovery
10. Utilities	• Power supply • Power generation • Water supply • Sewerage • Emergency sanitation	• Restore power network • Restore water and sewerage infrastructure • Issue alerts until safe to use
11. Impact Assessments	• Training assessment teams • Initial Impact Assessments	• Comprehensive Impact Assessments • Ongoing needs assessments
12. Transport infra-structure (supply lines)	<u>Air (Airport/Airstrip)</u> • Clear the runway to allow air movements • Establish a logistics hub at the airport	• Monitor repairs and business continuity activities

Activity	Response activities	Recovery activities
	• Terminal damage and operational capability assessment	
	<u>Road</u> • Highway and critical access roads damage assessment • Repair work to commence immediately	• Planning and prioritising repair work of all affected key Territory Highways (Stuart, Barkly, Victoria and Arnhem)
	<u>Port, Harbour and Barge</u> • Assess damage to port infrastructure and harbour facilities Assess the damage to barge facilities	• Repairing infrastructure 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 - impact assessments - temporary repairs • Government buildings - damage assessment • Public housing - impact Assessments • Private industry - damage assessments	• Private housing - information and support to facilitate repairs • Government buildings - repairs and reconstruction • Public housing - long term repair plans • Private industry - repair and reconstruction of enabling infrastructure - support DRFA payment facilitation where eligible Temporary accommodation for a visiting construction workforce if necessary or suitable accommodation is unavailable
15. **Transport Services**	• Staged re-establishment of public transport services	• Continues in recovery
16. **Telecommunications**	• Telstra and Optus will assess the damage to their infrastructure • 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)

Activity	Response activities	Recovery activities
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 led by relevant departments

12. Acronyms

Acronyms	Definitions
AAPA	Aboriginal Areas Protection Authority
ABC	Australian Broadcasting Corporation
AEP	Aerodrome Emergency Plan
AEP	Annual Exceedance Probability
AIDR	Australian Institute Disaster Resilience
AIIMS	Australasian Inter-service Incident Management System
ARFFS	Aviation Rescue and Fire Fighting Service
BFNT	Bushfires NT
CAHS	Central Australia Health Service
CM&C	Department of the Chief Minister and Cabinet
DAF	Department of Agriculture and Fisheries
DCF	Department of Children and Families
DCDD	Department of Corporate and Digital Development
DHLGCD	Department of Housing, Local Government and Community Development
DLPE	Department of Lands, Planning and Environment
DLI	Department of Logistics and Infrastructure
DTBAR	Department of Trade, Business, and Asian Relations
DET	Department of Education and Training
DOH	Department of Health
DRFA	Disaster Recovery Funding Arrangements
EH	Environmental Health
EOC	Emergency Operations Centre
ERA	Emergency Response Area
FERG	Fire and Emergency Response Group

Acronyms	Definitions
ICP	Incident Control Point
JESCC	Joint Emergency Service Communication Centre
LCC	Local Coordination Centre
LEC	Local Emergency Committee
LRCC	Local Recovery Coordination Committee
NERAG	National Emergency Risk Assessment Guidelines
NT	Northern Territory
NTES	Northern Territory Emergency Service
NTFRS	Northern Territory Fire and Rescue Service
NTG	Northern Territory Government
NTPF	Northern Territory Police Force
NTPES	Northern Territory Police, Fire and Emergency Services
PAWC	Power and Water Corporation
PPRR	Prevention, Preparedness, Response and Recovery
RAT	Rapid Assessment Team
RCC	Rescue Coordination Centre
RGRC	Roper Gulf Regional Council
SAR	Search and Rescue
SEWS	Standard Emergency Warning Signal
SerPro	Serve and Protect
SITREP	Situation Report
STAND	Strengthening Telecommunications Against Natural Disasters
TDO	Territory Duty Officer
TEABBA	Top End Aboriginal Bush Broadcasting Association
TEMC	Territory Emergency Management Council

Acronyms	Definitions
TEOC	Territory Emergency Operations Centre
WebEOC	Web-Based Emergency Operations Centre