



DISTRICT COUNCIL OF ELLISTON

EMERGENCY MANAGEMENT PLAN

June 2008



DOCUMENT MANAGEMENT

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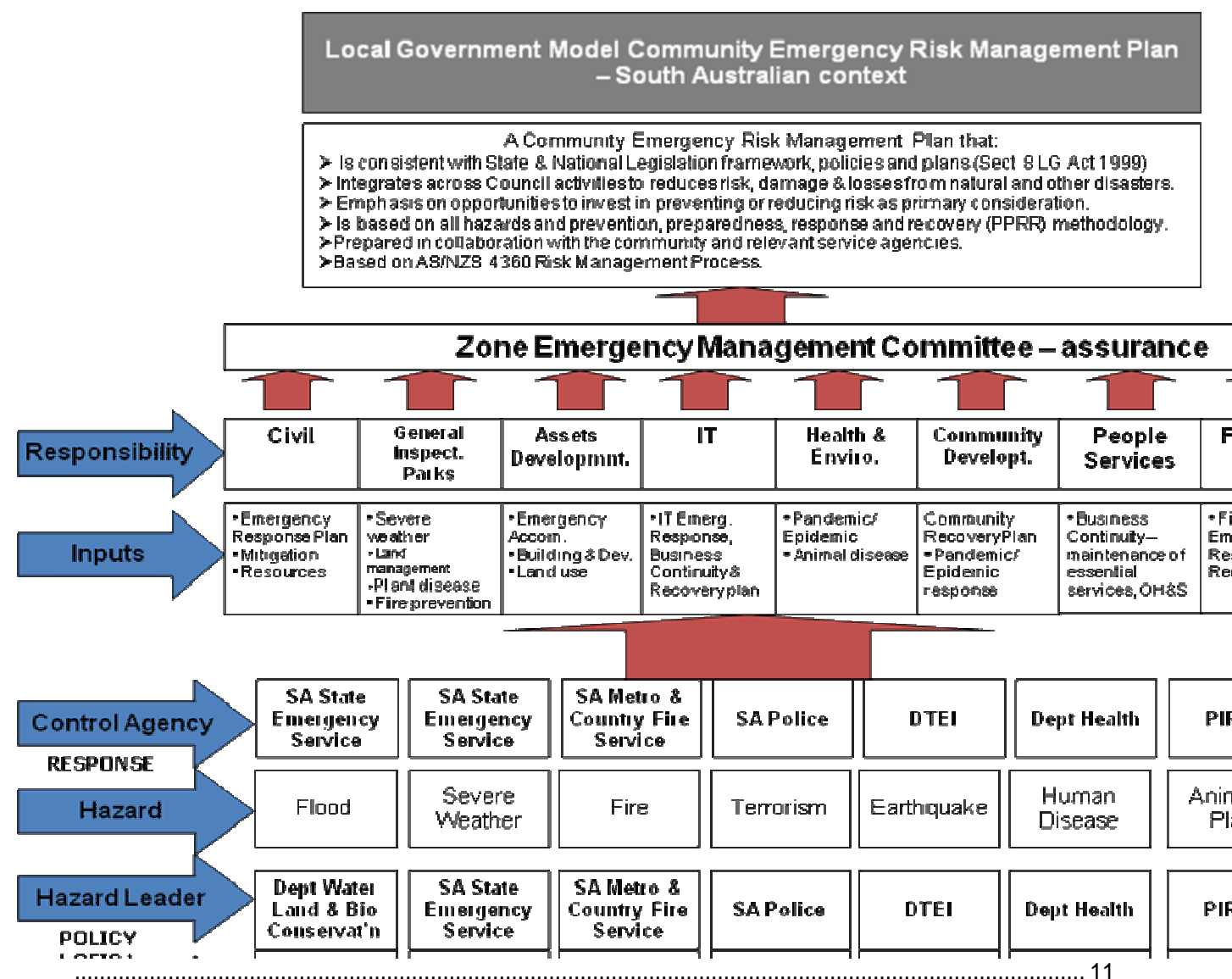


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In addition, the four components prevention, preparedness, response and recovery are listed sequentially providing WHAT activities need to be addressed and actioned. In each case the RESOURCES required to enable the actions are described. Lists of resources, dangerous substances and the location of same can be found in Appendices D, E & F towards the back of this document..... 26

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GLOSSARY

Agency: A government or non-government agency involved in the implementation of the Emergency Management Plan.

Alert: Where there is an expectation that an emergency situation may occur. It requires all or designated elements specified in this plan to increase their preparedness to cope with the situation.

Assembly Area: A location designated for the assembly of emergency-affected persons or response or support personnel.

Command: The direction of members and resources of an agency in the performance roles and tasks. Command relates to agencies and operates vertically within an agency.

Control Agency: The overall direction of emergency management activities in an emergency situation. Authority for control carries with it the responsibility for tasking and coordinating other organisations in accordance with the needs of the situation.

Co-ordinating Agency: Under Section 19 of the Emergency Management Act 2004 the Coordinating agency is

(1) Subject to subsection (2), South Australia Police will be the co-ordinating agency for all emergencies.

(2) The State Emergency Management Plan may designate a different body or organisation as the co-ordinating agency in relation to an emergency of a specified kind.

(3) The co-ordinating agency has the following functions in relation to an emergency:

(a) to consult with the relevant control agency and take action to facilitate the exercise by the control agency of functions or powers in relation to the emergency; and

(b) to determine whether other agencies should be notified of the emergency or called to the scene of the emergency or otherwise asked to take action in relation to the emergency; and

(c) to advise the State Co-ordinator, in accordance with any requirements of the State Co-ordinator, in relation to the emergency; and

(d) to exercise any other functions assigned to the co-ordinating agency under this Act or the State Emergency Management Plan.

Elliston Local Disaster Committee (ELDC): A team that meets at least once per year to revise and update the Emergency Management Plan, coordinate training exercises, and may be formed during an emergency to assist with communication and recovery aspects and report as necessary to the West Coast Zone Committee (WCZC).

Emergency: means an event that causes, or threatens to cause—

(a) the death of, or injury or other damage to the health of, any person; or

(b) the destruction of, or damage to, any property; or

(c) a disruption to essential services or to services usually enjoyed by the community; or

(d) harm to the environment, or to flora or fauna.

Emergency Management Act 2004: Emergency management arrangements in South Australia are governed by the *Emergency Management Act, 2004*. The Emergency Management Act 2004 establishes a framework for the management of emergencies

Emergency Management Plan (EMP): Provides a plan of action that is to be followed in the event of an emergency.

Emergency Management Zones: The country area is divided into Emergency Management Zones. Those Zones are based on Country Police Local Service Area Boundaries. The Zones and the focal point for each Zone are as follows:

- West Coast - Port Lincoln
- Mid West - Whyalla
- Far North - Port Augusta
- North East - Port Pirie
- Barossa Yorke - Nuriootpa
- Hills Murray - Mt Barker
- South Coast / KI - Christies Beach
- South East - Mount Gambier
- Riverland – Berri

Emergency Site: The area or location of an emergency as initially defined by the Lead Response Agency.

Hazard Leader: The agency which, because of its legislative responsibility or specialised knowledge, expertise and resources undertakes a leadership role for planning emergency management activities pertaining to the prevention of, preparedness for, response to and recovery from a specific hazard. The role is to lead a multi-agency approach to planning for the identified hazard.

Hazardous Materials Articles or substances that are capable of posing significant risk to health, safety or property:
Hazardous substances are as defined in the Workplace Health and Safety (Hazardous Substances) Compliance Standard (Section 8) and Dangerous Goods are defined in the Australian Dangerous Goods Code.

Incident: Any occurrence that affects or could affect the safety of persons or damage to property.

Lead Response Agency: The agency identified as primarily responsible for responding to a specified emergency.

Local Emergency Coordinator (LEC): Plans, directs, controls and co-ordinates emergency combat measures. Usually the police officer in charge from Elliston Police Station, reports back to the LEOC for guidance/help etc.

Local Emergency Operations Centre (LEOC): A fixed location established as a centre for the overall control, co-ordination and communication during an emergency that will include assessment, assistance and support. The Centre is located centrally: Elliston CFS/SES Centre (Unless an alternative is required).

Participating Agency: An agency which provides essential services, personnel or materials to support or assist a control agency or affected persons

Recovery: Measures taken during and / or after an emergency to assist the re-establishment of the normal pattern of life of individuals, families and communities affected by the emergency and includes-

- (a) the restoration of essential facilities and services; and
- (b) the restoration of other facilities and services necessary for the normal functioning of a community; and
- (c) the provision of material and personal needs; and
- (d) the provisions of means of emotional support.

Response: Activities that combat the adverse effects of the event, provide emergency assistance for casualties, and help reduce further injury or damage and facilitate effective recovery operations for and in the local community

State Emergency Management Plan: The State Emergency Management Plan (SEMP) outlines responsibilities, authorities and the mechanisms to prevent, or if they occur manage, and recover from, incidents and disasters within South Australia. The SEMP will be updated as required and reviewed by the State Emergency Management Committee at least every three years.

West Coast Zone Committee (WCZC): This committee has been set up by Legislation. The WCZC would be enacted depending on the severity of the Emergency situation and supported by local Council as available (e.g. resources, facilities)

Zone Emergency Management Committee (ZEMC): Each Zone will have a Zone Emergency Management Committee (ZEMC). The ZEMC is responsible for the local planning to support the State Emergency Management Plan. The ZEMC will take into account local issues, the nature and level of risk to the local Zone and local resources available to deal with the risk.

ABBREVIATIONS

BOM – Bureau of Meteorology

CFS – Country Fire Service

DGs – Dangerous Goods

DTEI – Department for Transport, Energy and Infrastructure

EMP – Emergency Management Plan

EPA – Environmental Protection Agency

MFS – Metropolitan Fire Service

MSDS – Materials Safety Data Sheet

PIRSA – Primary Industry and Resources SA

RFDS – Royal Flying Doctors Service

SAAS – South Australian Ambulance Service

SAPOL – South Australian Police

SES – State Emergency Service

AGENCIES

For each type of emergency event certain agencies have a requirement, by statute or government direction to perform certain tasks. The following are examples:

Fire Fighting – CFS, MFS

Traffic and crowd control – SAPOL

Search and Rescue – SES

First Aid – SA Ambulance Services and Medical Services (Hospitals and Regional Health Services)

Welfare – Department of Families and Community

The control agency for emergencies in S.A. will be determined by legislation and/or identified in the State Emergency Management Plan. (ss.20[1][a]). The table below shows the list of control agencies for different types of emergencies.

CONTROL AGENCIES

Type of Emergency Incident	Control Agency
Aircraft Accident*#	South Australia Police (SAPOL)
Animal, Plant & Marine Disease	Dept of Primary Industries and Resources
Bomb Threat	South Australia Police (SAPOL)
Earthquake*#	Department of Transport, Energy and Infrastructure (DTEI)
Fire Rural or Metro	S.A. Country Fire Service (SACFS) or S.A. Metropolitan Fire Service (SAMFS)
Flood	S.A. State Emergency Service
Food / Drinking Water Contamination	Dept of Health
Information & Communication Technology Failure	Department of Transport, Energy and Infrastructure (DTEI)
Fuel, Gas and Electricity Shortages	Department of Transport, Energy and Infrastructure (DTEI)
Hazardous or Dangerous Materials Emergencies	S.A. Country Fire Service (SACFS) or S.A. Metropolitan Fire Service (SAMFS)
Siege/Hostage	South Australia Police
Human Epidemic	Dept of Health
Marine Transport Accidents*#	South Australia Police (SAPOL)
Oil spills – Marine & Inland Waters	Department of Transport, Energy and Infrastructure (DTEI)
Rail Accident*#	South Australia Police (SAPOL)
Road / Traffic Accident*#	South Australia Police (SAPOL)
Search & Rescue – Land and Sea	South Australia Police (SAPOL)
Search & Rescue – Urban Structure (USAR)	S.A. Country Fire Service (SACFS) or S.A. Metropolitan Fire Service (SAMFS)
Severe Weather	S.A. State Emergency Service
Terrorist Incident	South Australia Police (SAPOL)

* Where an incident involves fire or the release of a hazardous material or an imminent threat of such nature, the control agency will be the SAMFS or SACFS for that part of the incident.

Where an incident involves entrapment, the control agency will be the SAMFS, SACFS or SASES for that part of the incident.

If an emergency arises where two or more persons or agencies are assigned the function of exercising control of persons and agencies involved in response operations; or it is unclear which person or agency is assigned that function in relation to such an emergency; or no person or agency is assigned that function then the control agency will be determined by the coordinating agency. (ss.20[1][b]).

A diagrammatic representation of the relationship and links between the Control Agency and the identified hazard can be found in Figure 1.

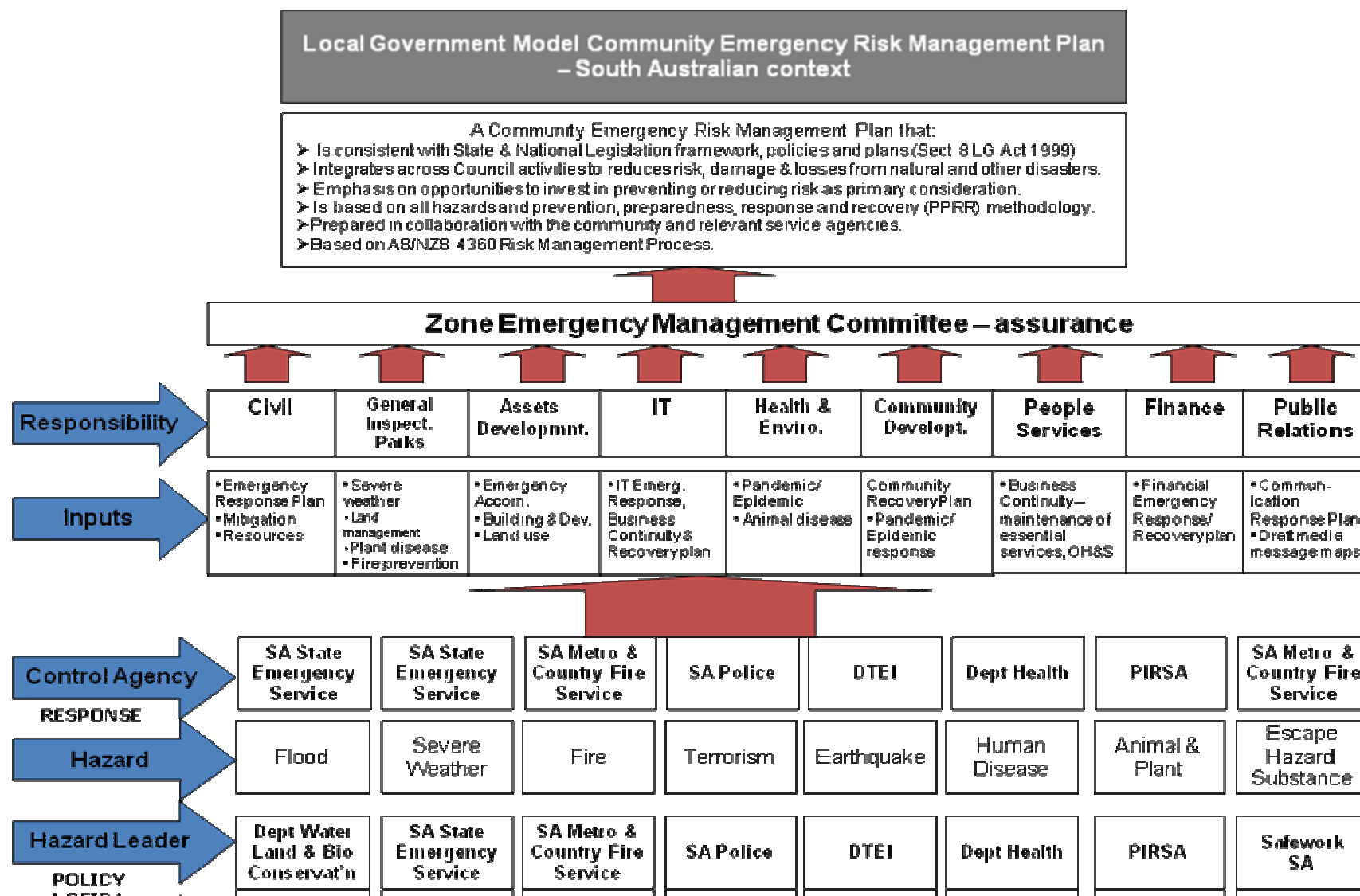


Figure 1: Local Government Model Community Emergency Risk Management Plan (developed by Tony McLoughlin, LGA , June2008)

DEVELOPMENT OF THE EMP

The District Council of Elliston is committed to taking measures to protect its area from natural and other hazards and to reduce the effects of such hazards. The Council has therefore commenced an emergency management project, funded by the Australian Government Working Together to Manage Emergencies - Local Grants Scheme.

The project commenced in December 2007 and concludes in June 2008. The first phase of the project involved the development of a survey tool that was distributed via Council to community based agencies and Emergency Services organisations. The survey was aimed at identifying potential emergency situations that may be encountered within the region and which agencies were associated with the control and management of that particular emergency type, for example Bush Fire - CFS.

A risk management framework was utilised to identify hazards and determine existing and potential control measures, these were entered into the hazard register and provided as an action plan for the council – refer to Appendix A (page 49) for the risk matrix methodology and the subsequent list of ranked hazards for council consideration.

The survey formed the basis of the Hazard Register that was brought to a workshop held at Elliston Council chambers on the 6th March 2008. The aim of the workshop which was attended by Emergency Service providers, Council and risk specialists prioritised the identified emergency scenarios and determined follow-up actions that required attention in order to establish the EMP with accurate information and contact details.

The Community had the opportunity to review prior to, and comment on the EMP during a community meeting held in May 2008. Emergency Agencies and the Local Government Association (LGA) were also given the opportunity to comment and participate in the development of the EMP.

The final EMP was developed in collaboration with Elliston Council, Emergency Services, the Community, The Local Government Association and risk specialists from the region.

AREA COVERED BY EMERGENCY MANAGEMENT PLAN (EMP)

The District of Elliston refer to Appendix B, page 51 – Boundaries of Elliston Council District

1 INTRODUCTION

1.1 Background

Section 7 (part (d)) of the South Australian Local Government Act 1999 outlines the function of local councils and states that the functions of a council include:

‘to take measures to protect its area from natural and other hazards and to mitigate the effects of such hazards’.

In addition Section 8 (part (d)) states that councils must,

‘...give due weight, in all its plans, policies and activities, to regional, State and national objectives and strategies concerning the economic, social, physical and environmental development and management of the community’.

Contemporary practice in the area of emergency management and planning is recognised as having four distinct components. These components include:

Prevention: the identification of potential emergencies, the assessment of threats to life and property, consideration of measures to reduce potential loss of life and property damage [also referred to as emergency or disaster mitigation].

Preparedness: includes arrangements or plans to deal with an emergency or the effects of an emergency, training of personnel involved in combating the emergency and those affected by the emergency, Emergency Management plans that outline works and activities undertaken by Councils for specific emergencies, broader measures may also be undertaken, that are not emergency specific, for example setting up of an emergency management steering group within Council.

Response: is the process of combating an emergency and providing assistance to people affected by the emergency, aim of response operations is to save lives, protect property and make an affected area safe, response activities normally carried out by a number of organisations including Local Council, police, SES, fire and ambulance.

Recovery: is the process by which an affected community is assisted in regarding a proper level of functioning following an emergency, initial recovery satisfies personal and community needs and restores services to the level where Councils and other responsible agencies can manage the continuing process, long term recovery includes reconstruction and rehabilitation measures.

1.2 Emergency Management Plan Purpose

The purpose of this Emergency Management Plan (EMP) is to:

- Define Council's role in promoting effective emergency management.
- List key potential emergencies and define how they are managed, using the Prevention, Preparedness, Response and Recovery framework.
- Centralise in the one document:
 - A listing of Council resources that are available for deployment in an emergency;
 - A listing of response agencies and associated contact details;
 - Relevant extracts of emergency plans of other organisations, such as CFS and SAPOL; and
 - Other information that may be required during the response phase of emergency management.

This EMP, and Council's role in promoting effective emergency management, does not attempt to usurp the roles of other emergency response agencies.

In addition, the EMP is an internal Council document. The information therein may be of interest to the Community but it is for use by Council personnel in situations as deemed necessary by the Council CEO or Control Agency during an Emergency. The EMP can only be activated by the Council CEO as required.

1.3 Process for Plan Development and Revision

Involvement/consultation:

Emergency Services: Representatives from all relevant agencies to be involved in the development and review of the EMP on an annual basis.

Council employees: Representatives from Council to be consulted in the development and review of the EMP on an annual basis. All up-dates and modification to be brought to the attention of Council personnel.

Community: Community representatives to be consulted during the development of the EMP through community based workshops and meetings during the development phase and before finalisation.

Businesses: Key businesses that can impact on the prevention, preparedness, response and recovery in the event of an emergency to be involved in the development of the EMP.

Timing for completion and revision: The EMP to be reviewed and modified as required on an annual basis.

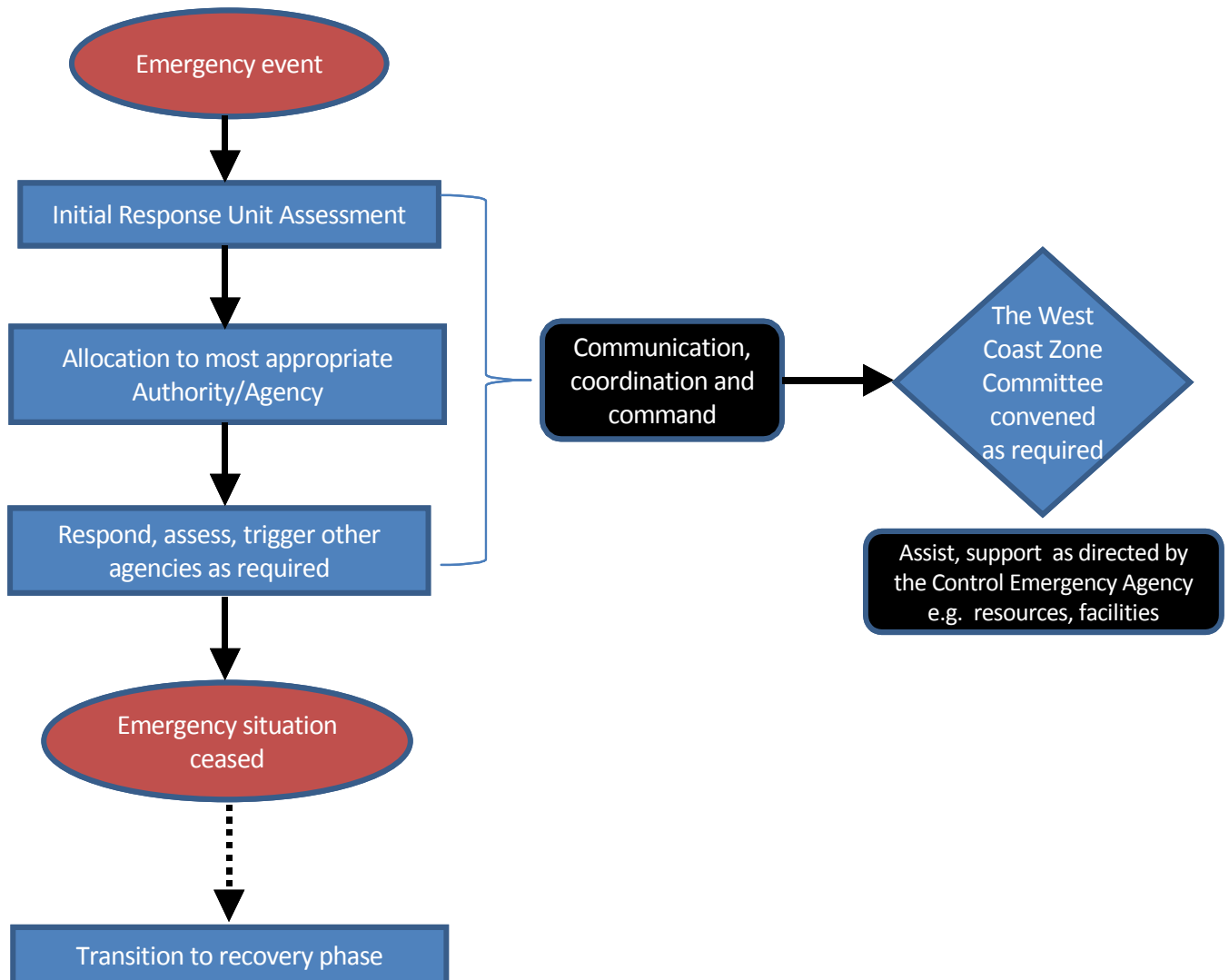
Responsibilities for development, review and approval: Council CEO and key personnel in collaboration with Emergency Services, Community representatives and Businesses to develop, review and approve the EMP.

Hazard Identification and corrective actions: From the identification of hazards that affect the Elliston Council determine the potential emergencies such as bush fire, severe storms, road accidents, drought etc. For each identified hazard develop the emergency strategies to combat the potential emergencies.

2 EMERGENCY SITUATION AND RESPONSE

2.1 Initial event - Flow Chart (1)

Assignment of the Emergency situation to control agency and LEC. Including the potential activation of the WCZC, the establishment of a Local Emergency Operations Centre (LEOC) and subsequent recovery phase following the end of the Emergency situation.



2.2 The Main Plan Table

Type of Emergency Event	Situation No. and Name	Control Agency	Council Role	Participating Agencies
Animal, plant and marine diseases	Situation Ten Page 44 Significant outbreak of animal and/or plant pests or disease	Department of Primary Industry and Resources, SA (PIRSA)	Information to community Resources as required and requested Maps and locations	PIRSA Local Government Authorities Australian Veterinary Association South Australian Farmers Federation RSPCA Bureau of Meteorology
Building / Industrial Fire	Situation One Page 26 Building / Industrial fire	CFS (country) or MFS (metro)	Building engineering inspections Permit to enter (in consultation with regulator and CFS as required) Maps and locations	SA Metropolitan Fire Service SA Country Fire Service Local Government Authorities Bureau of Meteorology Department for Environment and Heritage PIRSA, Forestry ETSA Utilities
Bush Fire	Situation Two Page 28 Bush Fire	CFS	Provide signage Assist with supply of resources Information to community Maps and locations Assist with arranging alternative accommodation if required	SA Metropolitan Fire Service SA Country Fire Service Local Government Authorities Bureau of Meteorology Department for Environment and Heritage PIRSA, Forestry ETSA Utilities
Dangerous Goods	Situation Three Page 30 Dangerous Goods – fire, explosion vapour cloud	CFS	Information to community Resources as required and requested Maps and locations, volumes and toxicity, MSDS for substances on Council land	SA Metropolitan Fire Service SA Country Fire Service Local Government Authorities Bureau of Meteorology Department for Environment and Heritage PIRSA, Forestry
Drinking water	Situation Five	Department of Health	Information to community	Dept Health

Type of Emergency Event	Situation No. and Name	Control Agency	Council Role	Participating Agencies
contamination	Page 34 Human Disease Epidemic		Resources as required and requested Maps and locations	Private Hospitals Private Hospitals Association Red Cross Blood Transfusion Service Australian Medical Association (SA Branch) Australian Nursing Federation Institute of Medical and Veterinary Science Local Government (Health) Authorities Specialist Colleges Division of General Practitioners
Drought	Situation Four Page 32 Drought	not identified in EM Act 2004	Information to community Maps and locations – water tanks, bores, mains etc Waste disposal – stock etc Assist with arranging alternative accommodation if required	Community Service include: Australian Red Cross Pastoral Ministry Services Insurance Council Interpreter and Translating Services Centrelink Lions Club Rotary Club SAHT Animal Welfare Unit St John Ambulance
Failure of Utilities – Water, phone, electricity	Situation Seven Page 38 Ongoing failure of critical utilities such as power, phones and water	Department of Transport, Energy and Infrastructure (DTEI)	Information to community Maps and locations Communication Resources	Department of Environment and Heritage DTEI EPA PIRSA SA fire and Emergency Service Commission Telstra Civil Contractors Federation

Type of Emergency Event	Situation No. and Name	Control Agency	Council Role	Participating Agencies
Floods	Situation Nine Page 42 Severe weather	SES	Provide information to community Assist with supply of resources – pumps, chain saws, earth moving equipment etc	State Emergency Service Units Local Government Authorities Volunteer Marine Rescue SA Bureau of Meteorology
Human Epidemic	Section Five Page 34 Human Disease Epidemic	Department of Health	Information to community Maps and locations Communication Resources Assist with arranging alternative accommodation if required	Dept Health Private Hospitals Private Hospitals Association Red Cross Blood Transfusion Service Australian Medical Association (SA Branch) Australian Nursing Federation Institute of Medical and Veterinary Science Local Government (Health) Authorities Specialist Colleges Division of General Practitioners
Ongoing loss of Fuel Supply	Situation Eight Page 40 Ongoing Loss of Fuel Supply	DTEI	Information to community Ratio limited supply Assist with arranging alternative accommodation if required	Department of Environment and Heritage DTEI EPA PIRSA SA fire and Emergency Service Commission Telstra Civil Contractors Federation
Road, Rail, Sea and Air accidents	Situation Six Page 36 Major Road/Rail/Marine/Air accident with multiple casualties	SAPOL	Information to community Resources as required and requested Maps and locations	South Australian Ambulance Service St John Ambulance Australia (SA) Operations Branch The Royal Flying Doctor Service Surf Life Saving SA State Rescue Helicopter Service

Type of Emergency Event	Situation No. and Name	Control Agency	Council Role	Participating Agencies
Search and Rescue (land and sea)	Situation Six Page 36 Major Road/Rail/Marine/Air accident with multiple casualties	SAPOL	Information to community Resources as required and requested Maps and locations	South Australia Police Department Coroner's Office Funeral Directors Association Red Cross (Casualty Information Centre) DAIS (Forensic Science Centre)
Storms Cyclones Hail Wind Heat Rain	Situation Nine Page 42 Severe weather	SES	Provide information to community Assist with supply of resources – pumps, chain saws, earth moving equipment etc Waste removal and disposal as required and agreed Maps and locations Assist with arranging alternative accommodation if required	State Emergency Service Units Local Government Authorities Volunteer Marine Rescue SA Bureau of Meteorology
Earthquakes	Situation Eleven Page 46 Earthquake	DTEI	Provide information to community Assist with supply of resources – pumps, chain saws, earth moving equipment etc Waste removal and disposal as required and agreed Maps and locations Assist with arranging alternative accommodation if required	Department of Environment and Heritage DTEI EPA PIRSA SA fire and Emergency Service Commission Telstra Civil Contractors Federation

2.3 Role of Council

Council's role in emergency management is to:

- Coordinate EMP preparation and updating.
- Assist with the preparation of operational procedures such as identify the roles and responsibilities and the actions undertaken by those positions, during the prevention, preparedness, response and recovery phases.
- Facilitate emergency response preparedness through the coordination of desktop exercises and simulated emergency exercises and through mitigation works projects.
- Prepare and distribute information to the community on emergency planning and preparedness.
- Assist the LEC as required. *(Note that this position will vary depending upon the potential emergency, therefore need to identify the Agency/position that will accept this role for each of the potential emergencies).*
- Perform or assist with activities as required during emergencies. This will be a function of the nature and extent of the emergency and assistance required by the combating authority and could include:
 - Provision of vehicles and other resources;
 - Assessment and dealing with health risks;
 - Assessment of Council buildings and infrastructure which may be used for community and emergency use;
 - Building safety and structural integrity assessments;
 - Provision of maps, addresses, locations, information;
 - Assistance with road closure, signage, guides, diversions;
 - Reinstatement of infrastructure; and
 - Media management, coordination of media releases, general public communications.

Emergency management arrangements in South Australia are governed by the *Emergency Management Act, 2004*. The State Emergency Management Plan (Version 1: 13 October 2005) lists Local Government Authorities as 'participating organisations' in the following functional service areas:

- Agriculture and Animal Services
- Engineering Functional Services
- Fire Services
- Health and Medical
- State Emergency Service
- Transport

The list of services above does not preclude Council involvement in other areas but as a minimum Local Government (Council) should use these areas as a minimum priority as these are Council's legal obligation under Section 9 of the Emergency Management Act, 2004.

Refer to Appendix C, page 52 Contact Details, contains details of current Councillors and Emergency Agencies

2.2 Potential Emergencies covered by this Plan

The Elliston Region may be subject to the following potential emergencies. Should any of these events occur within or adjacent to the region this EMP may be activated in whole or part. Detailed arrangements for the events listed below are contained in the appropriate event plan within the EMP.

- Building / industrial fire
- Bushfire
- Dangerous goods emergency resulting in a fire, explosion or vapour cloud. E.g. at gas storage, silos, or fuel depots
- Drought, that is deemed to be a natural disaster
- Human disease epidemic, e.g. influenza
- Major road / rail / marine / air accident with multiple casualties
- Ongoing failure of critical utilities such as electricity supply, phones, water supply
- Ongoing loss of fuel supply
- Severe weather emergency storm / wind / rain / flood / tide
- Significant outbreak of animal, plant pests or disease
- Earthquakes

3 EMERGENCY RESPONSE OVERVIEW

The Elliston Council, through the designated personnel, will assume a supporting role in any emergency event occurring within the Elliston District boundaries. The Control Agency's person in charge (i.e. LEC) will liaise with other agencies as required and with the Council's CEO as deemed necessary during an Emergency Event.

The Council CEO will remain in close liaison with the LEC, who is the overall coordinator of the emergency (i.e. the nominated Lead Control Agency responsible for combating the specific emergency and coordinating actions from the other support agencies).

3.1 Alert Stage

Where the LEC believes an emergency is imminent or has occurred and believes that life or property is threatened but cannot determine the full extent of the threat, they may declare an alert stage.

Once an alert stage has been declared the Council CEO is to be informed by the LEC of the situation.

Upon responding to an emergency call, the LEC will activate required agencies for combating the potential/actual emergency. A first response team of local people (WCZC and available resources) may then be advised to attend as deemed necessary and appropriate by the LEC and Council CEO.

The Council CEO may activate the Elliston Council EMP as deemed necessary.

3.2 Control and Communications

The focal point for control, communications and coordination of the emergency is the LEC of the Control Agency together with assistance and support from other Emergency Agencies and local support and resources provided by the WCZC as required.

Communications

The telephone system is to serve as a primary means of communication.

Radios will serve to supplement the primary means of communications. The need for flexibility in operations will often dictate the use of radios for communication. In addition to Police facilities, networks operated by SA Ambulance Service, CFS and Local Government authorities and amateurs should be utilised.

3.3 Local Emergency Coordinators (LEC)

Role

Plan, direct, control and co-ordinate emergency combating measures within the District. Will head up and coordinate the Lead Control Agency during the Emergency.

Detailed Functions

Lead the Emergency response effort.

Coordinate other emergency response agencies.

Engage and liaise with other Emergency Agencies as necessary to combat the situation.

Obtain advice on the emergency and intelligence of damage and injury.

Advise the Council CEO of the situation and developments as required and necessary for support, resources and assistance.

Obtain intelligence relating to progress.

Identify priorities for actions.

Follow the emergency procedures from their own agency's EMP to combat the emergency.

Implement measures in the light of changing circumstance or conditions as directed by the situation.

Liaise with council CEO if a LEOC is required to be set up and / or if the WCZC has been activated to provide local knowledge, resources and/or support to the district.

4 TRAINING

Drills and Exercise Scenarios based on combating the potential emergencies (involving personnel from Council, Agencies and other relevant groups).

An annual exercise (or drill) is required to be developed and conducted initially as a desk top exercise to enable Agencies and Council personnel to practice, refine and coordinate activities in the event of an actual emergency in their jurisdiction. The exercise should be developed in collaboration between at least two Agencies and conducted with all relevant council and Agency representatives involved and be based upon responding to the potential emergencies identified. All drill shortcomings to be determined during the desktop exercise, which should be addressed within a given time frame following the desktop exercise.

The drill should be documented, a debrief session conducted and an action plan for follow-up corrective actions developed prior to the next exercise

The development of the drill scenarios should be rotated amongst Agencies.

A facilitator should be identified from within the team to direct and coordinate the exercise – date, timing, and resources.

The annual drill can be further developed into a practical field based exercise at any time.

4.1 Specific Emergency Procedures (within Council)

All Council personnel shall be required to undertake Emergency Management Plan training:

- Specific role(s) before, during and following an emergency event;

- Information required if a phone call is received concerning a potential emergency situation from the public;
- Information to be distributed to community during an emergency;
- Methods of distributing information to community and media outlets depending on type of emergency;
- Record keeping that pertains to the Emergency situation;
- Actions to be taken within the Council Building in the event of an emergency in the region;
- Who is to be contacted for specific emergency situations – location of phone contact details, Agency etc;
- Procedures and Policies pertaining to Emergency situations – prevention, preparedness, response and recovery; and
- Keeping up to date information regarding Dangerous Substances, Resources, Agencies and personnel.

4.2 Need to Respond (within the Community)

Information on prevention, preparedness, response and recovery will be provided to the Community in brochure format.

Any changes to contact details will be provided to the Community as applicable and in a timely fashion.

Early warning information and / or emergency details are to be developed and distributed within the Community and region.

Community focused information meetings regarding the management of emergencies in the district will be conducted annually to discuss the EMP and any required or suggested changes.

Information may include for example:

What to do in the event of an emergency.

The contact number to call in the event of an emergency.

The information generally required to assist the call operator in determining what agencies to engage for a specific emergency event.

5 EQUIPMENT LIST – Appendix D, page 67

6 MEMBERSHIP OF LOCAL DISASTER COMMITTEE – Appendix E, page 70

7 HAZARDOUS MATERIALS INVENTORY AND LOCATION – Appendix F, page 71

8 POLICY DOCUMENT ‘USE OF COUNCIL RESOURCES DURING EMERGENCIES’ – Appendix G, page 72

9 COMMUNITY BROCHURE ‘RESIDENTS EMERGENCY GUIDE’ – Appendix H, page 74

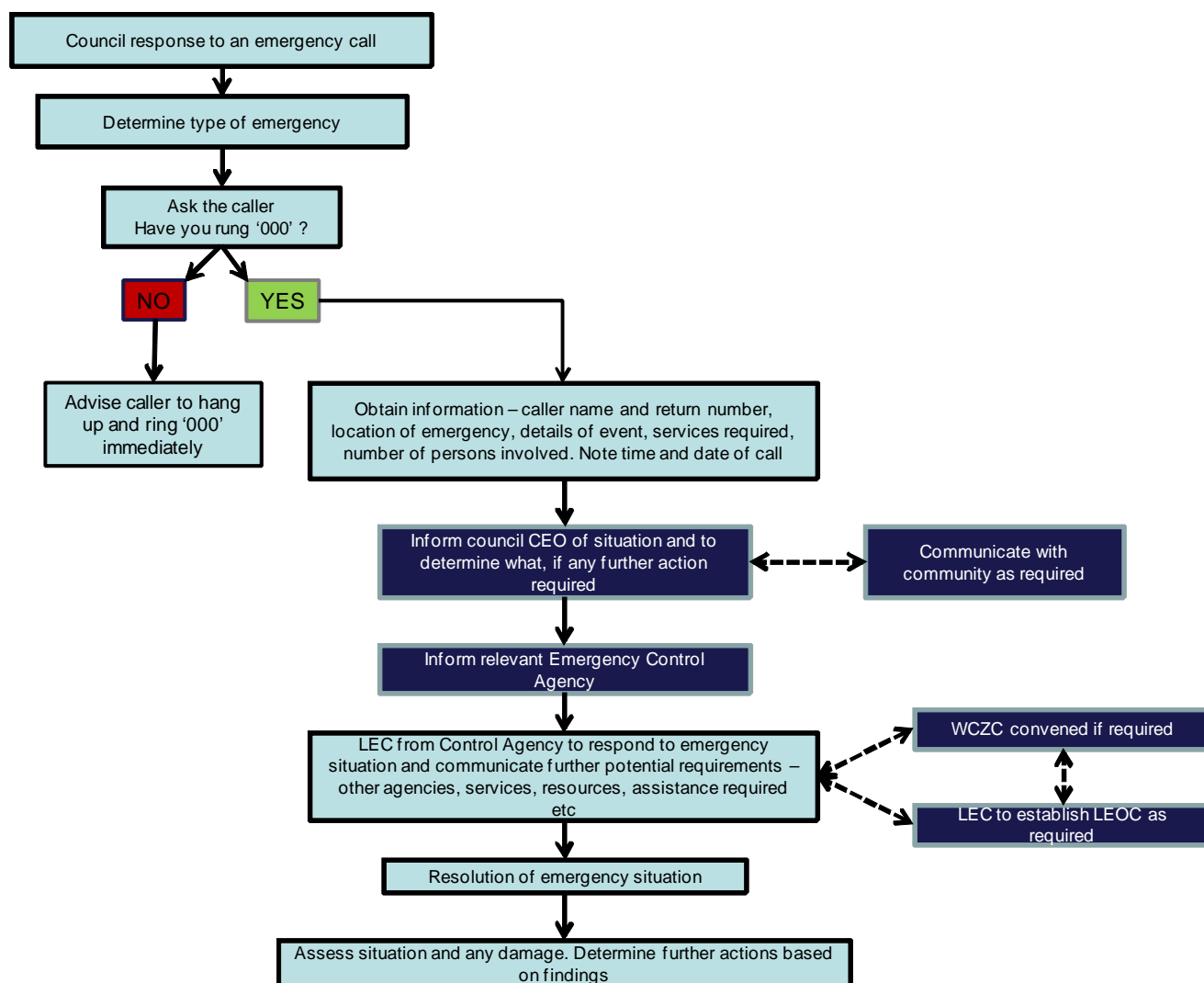
10 EMERGENCY MANAGEMENT STRATEGIES

10.1 Phone call to Council regarding an Emergency – Flow Chart (2)

In most cases it is likely that emergency calls will go through the Emergency number '000' rather than Council. However, if in the unlikely event Council receives a call regarding an Emergency the following flow chart should be followed.

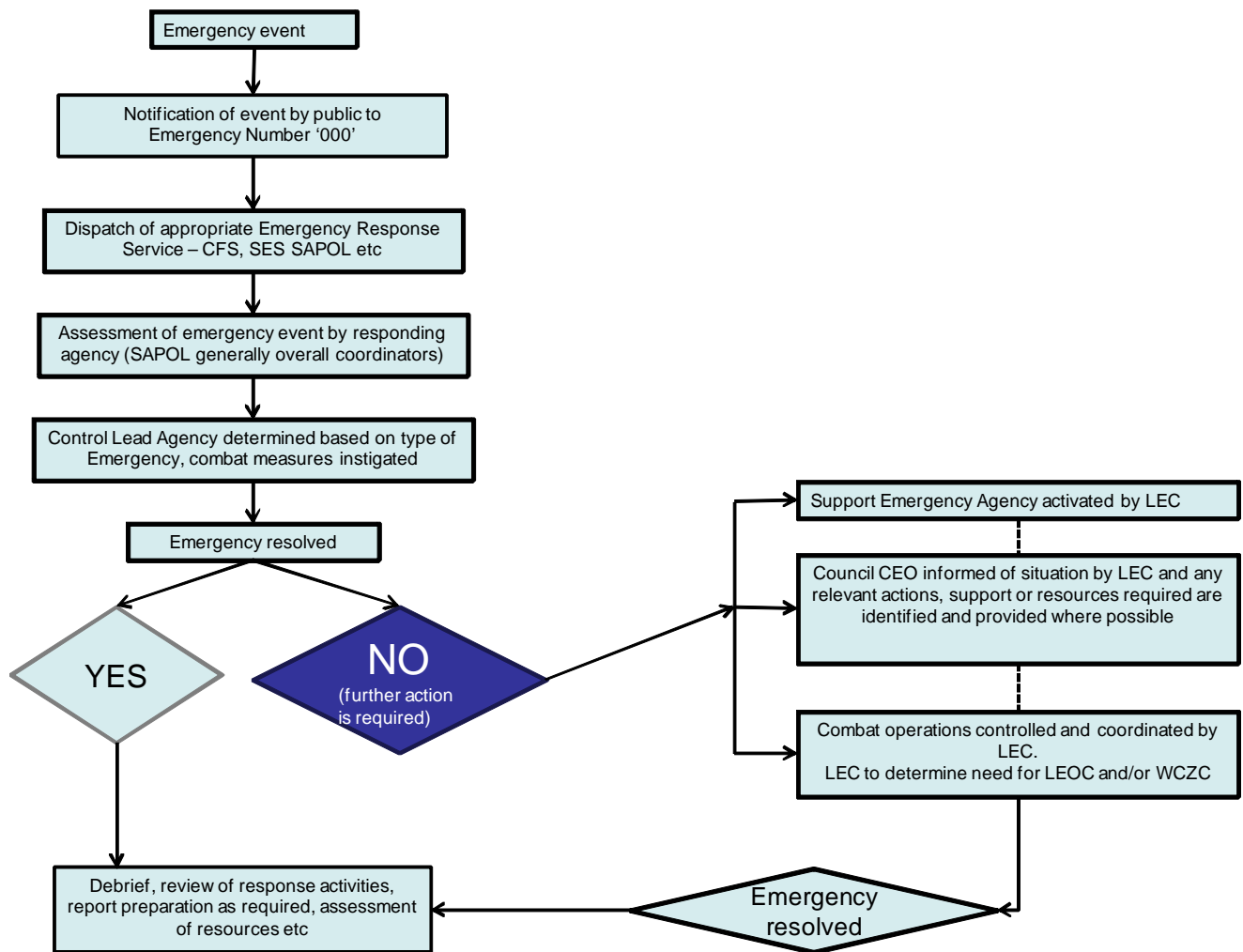
In determining the nature of the Emergency it may be that the caller has a blocked drain for example that can be rectified by either Council or plumbing services and does not require Emergency Service attention. However, if the call is in fact an Emergency or it is unclear as to the event then instruct the caller to ring '000' for assistance immediately; rather than waste time trying to work out what is taking place as these minutes might be vital to those involved in the situation.

NB: It is anticipated that in almost all cases an Emergency call request for assistance will go through the Emergency number '000' and not through Elliston Council.



10.2 Emergency Response determining need for LEOC and/or WCZC through the LEC - Flow Chart (3)

Once an emergency has been determined, the required Emergency Agencies notified and combat activities underway it may be necessary to find a suitable location for the LEOC as directed by the LEC. In addition, the LEC may activate the WCZC. The following flow chart illustrates this function and process.



11 EMERGENCY STRATEGIES AND PROCESSES FOR IDENTIFIED POTENTIAL EMERGENCIES

11.1 Eleven Emergency Situations

(NB: Order of Potential Emergencies does not denote priority)

- 1 Building / industrial fire
- 2 Bush fire
- 3 Dangerous Goods - fire, explosion or vapour cloud involving dangerous goods
- 4 Drought
- 5 Human disease epidemic
- 6 Major road / rail / marine / air accident with multiple casualties
- 7 Ongoing failure of critical utilities such as electricity supply, phones, water supply
- 8 Ongoing loss of fuel supply
- 9 Severe weather emergency storm / wind / rain / flood / tide
- 10 Significant outbreak of animal, plant pests or disease
- 11 Earthquakes

11.2 Brief description of situation content

Each Emergency situation is presented in exactly the same manner. A brief outline of the Emergency type, potential outcomes, control, lead response and support agencies likely to be involved is provided. Furthermore a process is detailed that is to be followed by Council personnel should they receive an Emergency Call through the Council as opposed to the caller contacting the Emergency number 000.

In addition, the four components prevention, preparedness, response and recovery are listed sequentially providing **WHAT** activities need to be addressed and actioned. In each case the **RESOURCES** required to enable the actions are described. Lists of resources, dangerous substances and the location of same can be found in Appendices D, E & F towards the back of this document.

However, as part of Council's awareness raising program regarding the need for local businesses and individuals to develop and implement their own Emergency Plans some of the information required to assist and support Emergency Agencies during an Emergency situation needs to be gathered and documented by the owners/occupiers instead of Council.

For example, in the case of Building Fires details regarding resources in the building, number of employees / personnel on the premises, list of hazardous substances within the building and floor plans would be the responsibility of the owner/occupier. This information should be readily available to response and support agencies as required.

In general Council's role during an Emergency is one of support with the maintenance of access roads, provision of local knowledge, maps and locations, signage, personnel, and other resources as required by agencies. Nevertheless, the prevention and preparedness of the district and its population is likely to provide the best defence against disaster.

12 EMERGENCY SITUATION ONE – BUILDING / INDUSTRIAL FIRE

Name of potential Emergency – Building / Industrial Fire

Level of Risk as determined by project participants: MEDIUM

Description of potential Emergency – a fire that represents a threat to life or property and for which the response requires more resources than are available from the local CFS brigade unit. May result in building collapse, explosion, release of toxic vapour clouds, chemical release, trapped persons, etc.

Frequency of Emergency – anticipated to occur approximately once every five years.

Potential impact of Emergency – extensive loss of property and human fatalities leading to significant disruption of business activities, financial loss.

Managing an BUILDING / INDUSTRIAL FIRE Emergency

Control Agency: CFS

Coordinating Agency: SAPOL

Participating Agencies: SA Metropolitan Fire Service

SA Country Fire Service

Local Government Authorities

Bureau of Meteorology

Department for Environment and Heritage

PIRSA, Forestry

Council Contact: Mr Rob Gregor W: 08 86879177 M: 0428 879 177

Information required if emergency call received by Council personnel:

Ask if the caller has rung '000'

If they HAVE NOT then advise them to do ring '000' immediately for assistance

If they HAVE then obtain the following information

Date and Time of call

Name and return contact number of caller

Type of Emergency

Location of Emergency (specific landmarks may also be helpful)

Current situation (describe what is happening or what has happened)

Number of persons impacted by situation

What to do with the information once received:

Inform Council CEO of event and current status

Council CEO may activate EMP

Liaise with relevant local contacts as required by CEO (refer to contact list in document).

Building / Industrial Fire preparation and combat requirements and resources

Stage	What	Resources
Prevention	<ul style="list-style-type: none"> • General property housekeeping • Fuel reduction on site • Storage requirements • Building compliant to Building Code • Building compliant with OHS Regulations 	<ul style="list-style-type: none"> • Legislation and Regulation for fire equipment, storage of goods • Building Code • Communication networks – radio, TV, newsletters • Workplace inspection
Preparedness	<ul style="list-style-type: none"> • Insurance assessments appropriate • Policy on employees and work if an emergency occurs • Obtain neighbouring business EMP • Maintain access and egress • List of resources in buildings • Numbers of employees/personnel onsite • List of hazardous substances/dangerous goods in building • Floor plans • Access /use of alternative communication methods/devices • Public and agency warning of emergency event as required and available • Known assembly points for employees • Information dissemination regarding emergency and evacuation procedure • Training/drills • Employees to be involved and consulting in developing the Business EMP 	<ul style="list-style-type: none"> • Floor and Building plans • List of vehicles housed in building and surrounds • List of dangerous goods and hazards housed • List of lifting equipment & locations • Radio communication facilities & devices • Access for Fire vehicles etc • Emergency Service numbers displayed in Building
Response	<ul style="list-style-type: none"> • Initial responding agency – SAPOL, CFS, SA Ambulance • Assessment of emergency situation – extent and severity • Triage and treatment of casualties • Assessment of resources and personnel required to fight fire – appliances, crews, coordination, combat • Notify additional agencies as required - MFS, RFDS, Council, local businesses • Council to activate EMP as required - support, assist and provide resources to emergency responders • LEC to activate LEOC and/or WCZC as required • Evacuate immediate areas as required • Road closures, signage, notification • Crowd control, barricades, road blocks etc 	<ul style="list-style-type: none"> • Fire fighting equipment • Heavy lifting equipment • Masonry cutting equipment • Oxy-acetylene equipment • Generators and lights • Cranes • Medical aid and equipment • Evacuation and / or relief centres • Access to food and drinking water for crews • Drawings and or engineering designs for/ of underground tanks and services • Road signage and diversion routes mapped for area
Recovery	<ul style="list-style-type: none"> • Engineering inspections by authorised personnel • Insurance assessments • Rebuild and/or demolishing building as required • Reestablishment of services – water, power, tele-communications as required • Counselling services provided • Review and update of resources based on evaluation of response 	<ul style="list-style-type: none"> • Waste removal vehicles • Lifting equipment • Insurance personnel and agencies • Health and welfare services • Trained building inspectors • Tradesman and associated equipment and teams

13 EMERGENCY SITUATION TWO - BUSH FIRE

Name of potential Emergency – Bush fire

Level of Risk as determined by project participants: HIGH

Description of potential Emergency – a fire that represents a threat to life or property and for which the response requires more resources than are available from the local CFS brigade unit.

Frequency of Emergency – anticipated to occur approximately once every five years.

Potential impact of Emergency – human fatalities, extensive loss of property and livestock leading, significant disruption of business activities, financial loss.

Managing an BUSH FIRE Emergency

Control Agency: CFS

Coordinating Agency: SAPOL

Participating Agencies: SA Metropolitan Fire Service

SA Country Fire Service

Local Government Authorities

Bureau of Meteorology

Department for Environment and Heritage

PIRSA, Forestry

Council Contact: Mr Rob Gregor

W: 08 86879177

M: 0428 879 177

Information required if emergency call received by Council personnel:

Ask if the caller has rung '000'

If they HAVE NOT then advise them to do ring '000' immediately for assistance

If they HAVE then obtain the following information

Date and Time of call

Name and return contact number of caller

Type of Emergency

Location of Emergency (specific landmarks may also be helpful)

Current situation (describe what is happening or what has happened)

Number of persons impacted by situation

What to do with the information once received:

Inform Council CEO of event and current status

Council CEO may activate EMP

Liaise with relevant local contacts as required by CEO (refer to contact list in document).

Bush Fire preparation and combat requirements and resources

Stage	What	Resources
Prevention	<ul style="list-style-type: none"> • Information regarding preventing bush fires • General property housekeeping • Clearance of vegetation from around public roads and public lands (e.g. parks) • Fuel reduction • Fire truck maintenance 	<ul style="list-style-type: none"> • Information brochures • Communication networks – radio, TV, newsletters • Vegetation cutting, slashing equipment • Lifting equipment for tree lopping
Preparedness	<ul style="list-style-type: none"> • Insurance assessments appropriate • Communicate with State Recovery Office regarding process during an event • Policy on employees and work if an emergency occurs • Obtain other agency EM Plans • Maintain access roads in region • List of resources in region • List of hazardous substances/dangerous goods in region • Map of region – locations, roads, resources • Access /use of alternative communication methods/devices • Public and agency warning of emergency event as required and available • Known assembly points • Distribution of EM Plan brochure series • Information dissemination • Weather forecasting and warning information • Training/drills • Involvement and consultation in developing the EMP 	<ul style="list-style-type: none"> • Maps – local, regional, roads, access routes • List of vehicles – trucks, graders, earth moving equipment, cranes, lifting gear • List of dangerous goods and hazards • List of lifting equipment & locations • List of agency names, contact numbers and addresses • Signage for roads and bridges • Radio communication facilities & devices
Response	<ul style="list-style-type: none"> • Initial responding agency – SAPOL, CFS, SA Ambulance • Assessment of emergency situation – extent, location, duration, property, human life, stock and wild life, national park, public roads etc • Triage and treatment of casualties • Assessment of resources and personnel required to fight fire – appliances, crews, coordination, combat • Notify additional agencies as required - MFS, RFDS, Council, local landowners • Council to activate EMP as required - support, assist and provide resources to emergency responders • LEC to activate LEOC and/or WCZC as required • Evacuate immediate areas as required • Road closures, signage, notification • Public warning and up-dates • Establishment of Evacuation / relief Centres 	<ul style="list-style-type: none"> • Fire fighting equipment • Heavy lifting equipment • Masonry cutting equipment • Oxy-acetylene equipment • Generators and lights • Cranes • Medical aid and equipment • Evacuation and / or relief centres • Access to food and drinking water
Recovery	<ul style="list-style-type: none"> • Engineering inspections by authorised personnel • Insurance assessments • Rebuild and/or demolishing building as required • Relocation of affected persons and livestock • Financial aid • Waste disposal and cleanup of public and private property • Veterinarian aid and treatment as required to stock and wildlife, livestock burial • Reestablishment of services – water, power, tele-communications • Reopening, fixing, resurfacing etc of roads, bridges • Counselling services provided • Information updates from council regarding services and timing of reconnection, reopening • Review and update of resources based on evaluation of response 	<ul style="list-style-type: none"> • Waste removal vehicles • Lifting equipment • Insurance personnel and agencies • Road maintenance equipment • Health and welfare services • Information dissemination process • Alternative accommodation (people and live stock) • Treatment of rodent problem • Treatment of mosquito problem

14 EMERGENCY SITUATION THREE – DANGEROUS GOODS - FIRE, EXPLOSION, VAPOUR CLOUD

Name of potential Emergency – Fire, Explosion, Vapour Cloud

Level of Risk as determined by project participants: HIGH

Description of potential Emergency – a fire, explosion or vapour cloud that represents a threat to life or property and for which the response requires more resources than are available from the local CFS brigade unit

Frequency of Emergency – anticipated to occur approximately once every five years

Potential impact of Emergency – human fatalities, extensive loss of property, disruption of services, road closures, loss of livestock and or crops leading to significant disruption of business activities, financial loss

Managing a DANGEROUS GOODS - FIRE, EXPLOSION, VAPOUR CLOUD Emergency

Control Agency: CFS

Regulator: SAFE WORK SA

Coordinating Agency: SAPOL

Participating Agencies: SA Metropolitan Fire Service

SA Country Fire Service

Local Government Authorities

Bureau of Meteorology

Department for Environment and Heritage

PIRSA, Forestry

Council Contact: Mr Rob Gregor

W: 08 86879177

M: 0428 879 177

Information required if emergency call received by Council personnel:

Ask if the caller has rung '000'

If they HAVE NOT then advise them to do ring '000' immediately for assistance

If they HAVE then obtain the following information

Date and Time of call

Name and return contact number of caller

Type of Emergency

Location of Emergency (specific landmarks may also be helpful)

Nature of Dangerous Good/Substance – name, quantity, toxicity, MSDS available & type – gas, liquid, solid

Is spill control required to ground, water, air etc

Is Personal Protective Equipment (PPE) required for the Dangerous Good/Substance

Current situation (describe what is happening or what has happened)

Number of persons impacted by situation

What to do with the information once received:

Inform Council CEO of event and current status

Council CEO may activate EMP

Liaise with relevant local contacts as required by CEO (refer to contact list in document).

Fire, Explosion or vapour cloud preparation and combat requirements and resources

Stage	What	Resources
Prevention	<ul style="list-style-type: none"> Maintenance of equipment and transport vehicles relative to Dangerous Goods use or transport General business housekeeping Reduction in need to transport Dangerous Goods – limit number of trips (limits exposure) Review of licences for the storage, transport and use of dangerous goods Undertake workplace and vehicle inspections Remove all Dangerous Goods that are no longer required by business, private persons or council Storage facilities compliant with relevant Australian Standards 	<ul style="list-style-type: none"> Access to Legislation and regulation Dangerous Goods Code List of all Dangerous Goods in region, locations, volumes and toxicity Current MSDS for all Dangerous Goods found in region
Preparedness	<ul style="list-style-type: none"> Insurance assessments appropriate Policy on employees and work if an Dangerous Goods emergency occurs Maintain access and egress from Business sites List of resources in region List of hazardous substances/dangerous goods in region Map of region – locations, roads, Dangerous Goods Access /use of alternative communication methods/devices Public and agency warning of emergency event as required and available Known assembly points Information dissemination to drivers, employees regarding Dangerous Goods Training/drills for Emergency agencies and employees Employees and transport drivers to be involved and consulted in the development of the EMP 	<ul style="list-style-type: none"> Maps – local, regional, roads, access routes List of vehicles – trucks, graders, earth moving equipment, cranes, lifting gear List of dangerous goods and hazards, MSDS for all DGs List of lifting equipment & locations List of agency names, contact numbers and addresses Signage for roads and bridges Radio communication facilities & devices Spill kits available where DGs are stored, used, transported EPA contact number and details
Response	<ul style="list-style-type: none"> Initial responding agency – CFS, SAPOL, MFS, SA Ambulance Assessment of emergency situation – extent, location, duration, property, human life, stock and wild life, national park, public roads etc Triage and treatment of casualties Assessment of resources and personnel required to combat adverse impact of Dangerous Goods or Substances – appliances, crews, coordination, combat Notify additional agencies as required - MFS, RFDS, Council, local landowners, other businesses, DTEI Council to activate EMP as required - support, assist and provide resources to emergency responders LEC to activate LEOC and/or WCZC as required Evacuate immediate areas as required Road closures, signage, notification Public warning and up-dates Establishment of Evacuation / Relief Centres Weather conditions known 	<ul style="list-style-type: none"> Fire fighting equipment Heavy lifting equipment Access to water Masonry cutting equipment Oxy-acetylene equipment Generators and lights Cranes Spill kits PPE – respirators, gloves, coveralls etc Medical aid and equipment Evacuation and / or relief centres Access to clean food and drinking water for crews and casualties as required Means to communicate with community – radio, TV,
Recovery	<ul style="list-style-type: none"> Engineering inspections by authorised personnel Insurance assessments Rebuild and/or demolishing building/vehicle as required Removal of contaminated soil, water etc Environmental assessment Incident investigation undertaken and report prepared Relocation of affected persons and livestock Waste disposal and cleanup of DGs Veterinarian aid and treatment as required to stock and wildlife, livestock burial as required Reopening roads, bridges etc Counselling services provided Information updates from council regarding on going requirements within the community & region Review and update of resources 	<ul style="list-style-type: none"> Waste removal vehicles Lifting equipment Insurance personnel and agencies Health and welfare services Information dissemination process EPA personnel Work Safe SA Regulators Alternative accommodation (people and or live stock) Access to drinking water and food for community Treatment of rodent problem Treatment of mosquito problem

15 EMERGENCY SITUATION FOUR - DROUGHT

Name of potential Emergency – Drought

Level of Risk as determined by project participants: HIGH

Description of potential Emergency – a drought that represents a threat to life or property and for which the response requires more resources than are available from the Council.

Frequency of Emergency – anticipated to occur approximately once every five years.

Potential impact of Emergency – extensive loss of crops and livestock leading to significant disruption of business activities, financial loss, suicide risk, foreclosure on properties and homes In addition, an increase in fire risk and dust storms in the region.

Managing a DROUGHT Emergency

Coordinating Agency: SAPOL

Lead Response Agency in consultation with Centre Link: Department of Families and Community and Health & Counselling Services

Participating Agencies:	Australian Red Cross	Lions Club
	Pastoral Ministry Services	Rotary Club
	Insurance Council	SAHT
	Interpreter and Translating Services	Animal Welfare Unit
	Centrelink	St John Ambulance

Council Contact: Mr Rob Gregor W: 08 86879177 M: 0428 879 177

Information required if Council personnel receive emergency call pertaining to Drought:

Date and Time of call:

Name and return contact number of caller

Address of caller

Duration of drought and impact – loss of stock, stock feed, crop failure, financial hardship, etc

Current situation (describe what is happening or what has happened)

Number of persons impacted by situation

Current activities undertaken and assistance provided by Department of Families and Community

Services the caller is currently connected with for assistance

Name of local GP (to determine if they have one rather than to find out if they have a health concern)

What to do with the information once received:

Inform Council CEO of event and current status

Council CEO may activate EMP

Inform Agencies as directed by CEO – PIRSA Department of Families and Community and Centrelink

Liaise with relevant local contacts as required by CEO (refer to contact list in document).

Drought preparation and combat requirements and resources

Stage	What	Resources
Prevention	<ul style="list-style-type: none"> • Weather information • Water saving advice and facilities • Development of farm plans • Dust suppression processes 	<ul style="list-style-type: none"> • Information • Planning advice to farms • Alternate water supplies
Preparedness	<ul style="list-style-type: none"> • Insurance assessments appropriate • Map of region – locations, roads, resources • Access /use of alternative communication methods/devices • Information dissemination • Weather forecasting and warning information 	<ul style="list-style-type: none"> • Health and Welfare Services • Suicide Counselling Services • Information regarding economic safety nets available • Information on availability of State and Federal government grants
Response	<ul style="list-style-type: none"> • Initial responding agency – Centre Link, Department of Families and Community • Assessment drought situation – extent, location, duration, property, human life, stock and wild life, national park, etc • Department of Health check on water supplies 	<ul style="list-style-type: none"> • Access to Counselling Services • Access to food and drinking water • Financial advice and assistance from relevant agencies • CWA involvement • Drought relief programs State and Federally based
Recovery	<ul style="list-style-type: none"> • Insurance assessments • Relocation of affected persons and livestock • Financial aid • Veterinarian aid and treatment as required to stock and wildlife, livestock burial • Counselling Services provided • Review and update of resources based on evaluation of response • Assessment of drinking water for contamination 	<ul style="list-style-type: none"> • Insurance personnel and agencies • Health and welfare services (counselling) • Information dissemination process • Alternative accommodation (people and live stock) • Financial Institutions regarding interest rates subsidy • Alternate water supplies • Treatment of rodent problem • Coordination of waste disposal • Information regarding the provision of food for persons and stock

16 EMERGENCY SITUATION FIVE – HUMAN DISEASE EPIDEMIC

Name of potential Emergency – Human Disease Epidemic

Level of Risk as determined by project participants: HIGH

Description of potential Emergency – a disease that spreads rapidly between humans rendering in need of hospital/doctors care and treatment, with a increased potential for death.

Frequency of Emergency – anticipated to occur approximately once every twenty years.

Potential impact of Emergency – extensive loss of human life, productivity loss in businesses and workplaces, closure of schools and services leading to significant disruption of social, community and business activities, financial loss.

Managing an HUMAN DISEASE EPIDEMIC Emergency

Control Agency: Department of Health

Coordinating Agency: SAPOL

Participating Agencies: Dept Health

- Private Hospitals
- Private Hospitals Association
- Red Cross Blood Transfusion Service
- Australian Medical Association (SA Branch)
- Australian Nursing Federation
- Institute of Medical and Veterinary Science
- Local Government (Health) Authorities
- Specialist Colleges
- Division of General Practitioners

Council Contact: Mr Rob Gregor W: 08 86879177 M: 0428 879 177

Information required if emergency call received by Council personnel:

Ask if the caller has rung '000'

If they HAVE NOT then advise them to do ring '000' immediately for assistance

If they HAVE then obtain the following information

- Date and Time of call

- Name and return contact number of caller

- Type of Emergency (symptoms)

- Location of Emergency (specific landmarks may also be helpful)

- Current situation (describe what is happening or what has happened)

- Number of persons impacted by situation

- Has medical assistance been sought, and if so what

What to do with the information once received:

- Inform Council CEO of event and current status

- Council CEO may activate EMP

Liaise with relevant local contacts as required by CEO (refer to contact list in document).

Human Disease Epidemic preparation and combat requirements and resources

Stage	What	Resources
Prevention	<ul style="list-style-type: none"> • Information and education regarding good hygiene, vaccinations, isolation • Reinforce immunization programs for young, elderly and compromised individuals • Advice to community from Health Services • Cleaning of person and property 	<ul style="list-style-type: none"> • Information • Communication networks • Access to fresh clean water for drinking • Access to water for personal hygiene purposes
Preparedness	<ul style="list-style-type: none"> • Monitor health trends locally, nationally and internationally • Public and agency warning of emergency event as required and available • Information dissemination regarding emergency and evacuation / isolation procedure 	<ul style="list-style-type: none"> • Radio communication facilities & devices • Access to vaccines for entire population as required • Health Services and trained personnel
Response	<ul style="list-style-type: none"> • Initial responding agency – Department of Health, Hospitals, Health Services, Local GPs • Assessment of emergency situation – extent and severity • Triage and treatment of casualties • Assessment of resources and personnel required to assist – vehicles, crews, coordination, isolation, quarantine • Army/SAPOL to prevent persons entering or leaving an area • Notify additional agencies as required - RFDS, Council, local businesses • Council to activate EMP as required - support, assist and provide resources to emergency responders • LEC to activate LEOC and/or WCZC as required • Evacuate / isolate immediate areas as required • Road closures, signage, notification • Crowd control, barricades, road blocks etc 	<ul style="list-style-type: none"> • Medical aid, health facilities, health professionals and equipment • Evacuation and / or relief centres • Access to food and drinking water • Signage or roads as required • Vehicles • Information dissemination and communication systems • Authority to isolate an area of individual
Recovery	<ul style="list-style-type: none"> • Counselling services provided • Review and update of resources based on evaluation of response • Assessment of drinking water for contamination • Shelter, food and water 	<ul style="list-style-type: none"> • Waste removal vehicles • Health and welfare services • Treatment of rodent problem • Treatment of mosquito problem • Provision of accommodation • Provision of food and drinking water

17 EMERGENCY SITUATION SIX – Major Road / Rail/ Marine/ Air accident with multiple casualties

Name of potential Emergency – Major Road / Rail/ Marine/ Air accident with multiple casualties

Level of Risk as determined by project participants: HIGH

Description of potential Emergency – a transport related accident that results in a number of human casualties.

Frequency of Emergency – anticipated to occur approximately once every year.

Potential impact of Emergency – human injuries and / or fatalities, leading to significant disruption of business activities, financial loss.

Managing an Major Road / Rail/ Marine/ Air accident with multiple casualties Emergency

Control Agency: SAPOL

Coordinating Agency: SAPOL

Participating Agencies: South Australia Police Department
Coroner's Office
Funeral Directors Association
Red Cross (Casualty Information Centre)
DAIS (Forensic Science Centre)

Council Contact: Mr Rob Gregor W: 08 86879177 M: 0428 879 177

Information required if emergency call received by Council personnel:

Ask if the caller has rung '000'

If they HAVE NOT then advise them to do ring '000' immediately for assistance

If they HAVE then obtain the following information

Date and Time of call

Name and return contact number of caller

Type of Emergency

Location of Emergency (specific landmarks may also be helpful)

Current situation (describe what is happening or what has happened)

Number of persons impacted by situation

What to do with the information once received:

Inform Council CEO of event and current status

Council CEO may activate EMP

Liaise with relevant local contacts as required by CEO (refer to contact list in document).

Major Road / Rail/ Marine/ Air accident with multiple casualties preparation and combat requirements and resources

Stage	What	Resources
Prevention	<ul style="list-style-type: none"> • Provision of good infrastructure - <i>roads, curbs, traffic lights, signs, posts, bridges etc</i> • Education campaigns such as learn to swim boat safety, advanced driving skills • Clearance of vegetation from alongside public roads • Monitoring of black spots • Adequate signage and posts on side of roads 	<ul style="list-style-type: none"> • Information and education • Communication networks – radio, TV, newsletters • Vegetation cutting, slashing equipment • Lifting equipment for tree lopping • Vehicles for cartage of cuttings • Maintenance programs for roads, jetties etc • Rest areas alongside major roads • Adequate causality facilities in local hospitals
Preparedness	<ul style="list-style-type: none"> • Insurance assessments appropriate • Clearing of culverts, drains and debris • Emergency numbers listed • Maintain access roads in region • List of resources in region • Drills and exercises – desk top • Map of region – locations, roads, bays, boat ramps, airports and private air strips • Access /use of alternative communication methods/devices • Public and agency warning of emergency event as required and available • Driver revive rest areas • Emergency equipment maintained and crews trained in use • Information dissemination • Weather forecasting and warning information • Training/drills • Involvement and consultation in developing the EMP 	<ul style="list-style-type: none"> • Maps – local, regional, roads, access routes, boat ramps, air strips • List of emergency equipment – minimum standard required • List of vehicles and emergency equipment – trucks, graders, earth moving equipment, cranes, lifting gear • List of lifting equipment & locations • List of agency names, contact numbers and addresses • Signage for roads, jetties, airports and marinas • Radio communication facilities & devices
Response	<ul style="list-style-type: none"> • Initial responding agency – SAPOL, CFS, SA Ambulance • Assessment of emergency situation – extent, location, duration, property, human life, stock and wild life, national park, public roads etc • Triage and treatment of casualties • Assessment of resources and personnel required to attended scene – appliances, crews, coordination • Notify additional agencies as required - MFS, RFDS, Council, local landowners • Council to activate EMP as required - support, assist and provide resources to emergency responders • LEC to activate LEOC and/or WCZC as required • Evacuate immediate areas as required • Management of spills, pollution at scene • Road closures, signage, notification • Public warning and up-dates 	<ul style="list-style-type: none"> • Fire fighting equipment • Heavy lifting equipment • Masonry cutting equipment • Oxy-acetylene equipment • Generators and lights • Cranes • Medical aid and equipment • Access to food and drinking water • EMP from other agencies
Recovery	<ul style="list-style-type: none"> • Insurance assessments • Rebuild and/or demolishing building as required • Veterinarian aid and treatment as required to stock and wildlife • Reestablishment of services as required • Reopening, fixing, resurfacing etc of roads, bridges • Counselling services provided • Review and update of resources based on evaluation of response • Debrief of personnel • Media coverage • Check condition at accident site • Disposal of debris 	<ul style="list-style-type: none"> • Waste removal vehicles • Lifting equipment • Road maintenance equipment • Health and welfare services • Information dissemination process

18 EMERGENCY SITUATION SEVEN Ongoing failure of critical utilities – phones, electricity and water

Name of potential Emergency – On going failure of utilities

Level of Risk as determined by project participants: HIGH

Description of potential Emergency – extensive and prolonged failure of a critical utility – water, power and phones.

Frequency of Emergency – anticipated to occur approximately once every five years.

Potential impact of Emergency – prolonged loss of productivity and disruption to work and home activities, delayed communications and information exchange, health and well being concerns for humans, stock and wildlife. These issues could lead to significant disruption of business activities, financial loss, disruption to social and community activities and functions.

Managing an ON GOING FAILURE OF CRITICAL UTILITIES Emergency

Control Agency: Department of Transport, Energy and Infrastructure (DTEI)

Coordinating Agency: SAPOL

Participating Agencies:

Department of Environment and Heritage	SA Water
Department of Transport, Energy and Infrastructure: Transport Services Division Energy Division Infrastructure Division – Building Services Infrastructure Division – ICT Services	Electricity Supply Industry Planning Council ElectraNet SA ETSA Utilities Epic Energy Origin Energy Santos
Environmental Protection Agency	SEAGas
Local Government	Engineers Australia SA Division
Primary Industries and Resources South Australia	Association of Consulting Architects – Australia
SA Fire and Emergency Service Commission	The Association of Consulting Engineers Australia
Telstra	The South Australian Crane Association
Civil Contractors Federation	

Council Contact: Mr Rob Gregor

W: 08 86879177

M: 0428 879 177

Information required if emergency call received by Council personnel:

Ask if the caller has rung '000'

If they HAVE NOT then advise them to do ring '000' immediately for assistance

If they HAVE then obtain the following information

Date and Time of call

Name and return contact number of caller

Type of Utility failure

Duration of Utility failure: (hours/weeks/months etc)

Date of initial Utility failure:

Current situation (describe what is happening or what has happened)

Number of persons impacted by Utility failure

What to do with the information once received:

Inform Council CEO of event and current status

Council CEO may activate EMP

Liaise with relevant local contacts as required by CEO (refer to contact list in document).

Ongoing failure of utilities preparation and combat requirements and resources

Stage	What	Resources
Prevention	<ul style="list-style-type: none"> Maintenance to electrical, water and communication systems 	<ul style="list-style-type: none"> Dual electrical supply to main towns Back up water pumps Information brochures Communication networks – radio, TV, newsletters
Preparedness	<ul style="list-style-type: none"> Insurance assessments appropriate Back up generators Secondary wiring system to private houses Fuel reserves Alternative communications systems and devices Determine standard reconnection times Determine what constitutes an 'emergency' situation from a Service Provider perspective Map of region – locations, roads, resources Access /use of alternative communication methods/devices Public and agency warning of failure events if known prior Information dissemination Weather forecasting and warning information 	<ul style="list-style-type: none"> Access to portable generators Maps – local, regional, roads, access routes Radio communication facilities & devices Batteries for airport – charged and tested
Response	<ul style="list-style-type: none"> Initial responding agency – Service Providers Assessment of failure situation – extent, location, duration, property, human life, at risk persons, public roads etc Report Service needs to DTEI Assessment of resources and personnel required to provide backup systems Notify additional agencies as required - Hospital, SAPOL, Council, local landowners Determine with Service Provider duration of failure Provide information to community regarding food spoilage and refrigeration Information regarding access to money (if no power), petrol, shops, schools Alternate communication devices Testing of those who may have drunk contaminated water – Health checks Council to activate EMP as required - support, assist and provide resources as required LEC to activate LEOC and/or WCZC as required Evacuate immediate areas as required Public warning and up-dates Establishment of Relief Centres 	<ul style="list-style-type: none"> Generators and lights Medical aid and equipment Access to and distribution of food and drinking water List of at risk persons and needs in region – in hard copy and electronic
Recovery	<ul style="list-style-type: none"> Service inspections by authorised personnel/Service Provider Insurance assessments Coordination point for complaints and reports pertaining to the Service Provider and reestablishment of utility Reestablishment of services – water, power, tele-communications Information updates from council regarding services and timing of reconnection, reopening Review and update of resources based on evaluation of response 	<ul style="list-style-type: none"> Insurance personnel and agencies Health and welfare services Information dissemination process

19 EMERGENCY SITUATION EIGHT – ON GOING LOSS OF FUEL SUPPLY

Name of potential Emergency – On going loss of fuel supply

Level of Risk as determined by project participants: HIGH

Description of potential Emergency – fuel shortage or no fuel supply available within region for private or public use.

Frequency of Emergency – anticipated to occur approximately once every twenty years.

Potential impact of Emergency – lack of fuel supply resulting in a discontinuation or significant reduction in both private and business activities, financial loss, health and welfare issues, food & water availability for humans and livestock.

Managing an ON GOING LOSS OF FUEL SUPPLY Emergency

Control Agency: Department of Transport, Energy and Infrastructure (DTEI)

Coordinating Agency: SAPOL

Participating Agencies:

Department of Environment and Heritage	SA Water
Department of Transport, Energy and Infrastructure: Transport Services Division Energy Division	Electricity Supply Industry Planning Council ElectraNet SA
Infrastructure Division – Building Services Infrastructure Division – ICT Services	ETSA Utilities Epic Energy Origin Energy Santos
Environmental Protection Agency	SEAGas
Local Government	Engineers Australia SA Division
Primary Industries and Resources South Australia	Association of Consulting Architects – Australia
SA Fire and Emergency Service Commission	The Association of Consulting Engineers Australia
Telstra	The South Australian Crane Association
Civil Contractors Federation	

Council Contact: Mr Rob Gregor W: 08 86879177 M: 0428 879 177

Information required if Council personnel receive emergency call relating to lack of fuel:

Ask if the caller has rung '000'

If they HAVE NOT then advise them to do ring '000' immediately for assistance

If they HAVE then obtain the following information

Date and Time of call

Name and return contact number of caller

Type of Emergency related to lack of fuel (e.g. Health, Welfare, Financial etc)

Type of fuel

Location of Emergency (specific landmarks may also be helpful), address

Current situation (describe what is happening or what has happened)

Number of persons impacted by situation

What to do with the information once received:

Inform Council CEO of event and current status

Council CEO may activate EMP

Liaise with relevant local contacts as required by CEO (refer to contact list in document).

Ongoing loss of fuel supply preparation and combat requirements and resources

Stage	What	Resources
Prevention		
Preparedness	<ul style="list-style-type: none"> Insurance assessments appropriate Advice to community regarding food spoilage for those relying on fuel generated power Obtain other agency EM Plans Maintain access roads in region List of fuel resources in region – private and business premises Map of region – locations, roads, resources Public and agency warning of impending fuel shortage Information dissemination pertaining to alternative portable power supplies for fuel driven equipment, facilities and or tools Plan for the distribution of limited fuel Determine location, fuel needs and size of back up generators in region Check storage tanks for contamination of stored fuel Contacts at Oil companies and distributors 	<ul style="list-style-type: none"> Maps – local, regional, roads, access routes List of generators in region – List& volumes of private and business fuel reserves
Response	<ul style="list-style-type: none"> Initial responding agency – SAPOL Assessment of fuel shortage situation – extent, location, duration, etc Assessment of resources to bring fuel in to region from outside Coordinate with other regions in the area Council to activate EMP as required - support, assist and provide resources (fuel) to emergency responders if available LEC to activate LEOC and/or WCZC as required Public warning and up-dates, provide advice regarding alternative methods of transport Establishment of Evacuation / relief Centres for those who are stranded and can not come into the town centre as required 	<ul style="list-style-type: none"> Medical aid and equipment Relief centres Access to fresh food and drinking water Plan for distribution of limited fuel to those who require it – CFS, Ambulance, SAPOL, etc Security for fuel storage
Recovery	<ul style="list-style-type: none"> Insurance assessments Financial aid Waste disposal and cleanup of public and private property Information updates from council regarding fuel supply returning to normal Review and update of resources based on evaluation of response 	<ul style="list-style-type: none"> Waste removal vehicles Insurance personnel and agencies Health and welfare services Information dissemination process Access to food and drinking water

20 EMERGENCY SITUATION NINE - SEVERE WEATHER EMERGENCY - STORM / WIND / RAIN / FLOOD TIDE / FLOOD

Name of potential Emergency – Severe Weather Emergency

Level of Risk as determined by project participants: HIGH

Description of potential Emergency – a severe weather event that represents a threat to life or property and for which the response requires more resources than are available from the local CFS brigade unit.

Frequency of Emergency – anticipated to occur approximately once every ten years.

Potential impact of Emergency – human fatalities, extensive loss of property and livestock leading to significant disruption of business activities, financial loss.

Managing an SEVERE WEATHER Emergency

Control Agency: SES

Coordinating Agency: SAPOL

Participating Agencies: State Emergency Service Units
Local Government Authorities
Volunteer Marine Rescue SA
Bureau of Meteorology

Council Contact: Mr Rob Gregor W: 08 86879177 M: 0428 879 177

Information required if emergency call received by Council personnel:

Ask if the caller has rung '000'

If they HAVE NOT then advise them to do ring '000' immediately for assistance

If they HAVE then obtain the following information

Date and Time of call

Name and return contact number of caller

Type of Emergency (e.g. storm, wind, rain, flood tide, flood)

Location of Emergency (specific landmarks may also be helpful)

Current situation (describe what is happening or what has happened)

Number of persons impacted by situation

What to do with the information once received:

Inform Council CEO of event and current status

Council CEO may activate EMP

Liaise with relevant local contacts as required by CEO (refer to contact list in document).

Severe weather preparation and combat requirements and resources

Stage	What	Resources
Prevention	<ul style="list-style-type: none"> • Information regarding weather fronts • General property housekeeping – include information regarding loose objects • Clearance of vegetation from around public roads and public lands (e.g. parks) • Land use planning and building controls to withstand winds, floods etc • Regular building inspections 	<ul style="list-style-type: none"> • Information brochures • Building Code • Legislation and Regulation • Vegetation cutting, slashing equipment • Lifting equipment for tree lopping • BOM reports
Preparedness	<ul style="list-style-type: none"> • Insurance assessments appropriate • Weather reports known for region • Clearing of culverts, drains etc • Obtain other agency EM Plans • Clearance around dwellings and equipment • Survey flood prone areas • List of Emergency Agencies • Map of region – locations, roads, resources • Access /use of alternative communication methods/devices • Public and agency warning of emergency event as required and available • Known assembly points • Distribution of EM Plan brochure series • Information dissemination • Training/drills • Involvement and consultation in developing the EMP 	<ul style="list-style-type: none"> • Maps – local, regional, roads, access routes • Maps of flood prone areas, creeks, dams, water ways • Maps of culverts, drains, storm water drains • Coastal mapping • Mapping of high voltage power lines and substations • List of dangerous goods and hazards - locations • List of lifting equipment & locations • List of agency names, contact numbers and addresses • Radio communication facilities & devices
Response	<ul style="list-style-type: none"> • Initial responding agency – SAPOL, CFS, SA Ambulance • Assessment of emergency situation – extent, location, duration, property, human life, stock and wild life, national park, public roads etc • Triage and treatment of casualties • Assessment of resources and personnel required to fight fire – appliances, crews, coordination, combat • Notify additional agencies as required - MFS, RFDS, Council, local landowners • Council to activate EMP as required - support, assist and provide resources to emergency responders • LEC to activate LEOC and/or WCZC as required • Evacuate immediate areas as required • Road closures, signage, notification • Public warning and up-dates • Establishment of Evacuation / relief Centres 	<ul style="list-style-type: none"> • Fire fighting equipment • Heavy lifting equipment • Masonry cutting equipment • Oxy-acetylene equipment • Generators and lights • Cranes • Medical aid and equipment • Evacuation and / or relief centres • Access to food and drinking water • Timber cutting equipment • Rescue equipment – boat, ropes, lines, harnesses, winch, etc • Signage for roads • Communication equipment
Recovery	<ul style="list-style-type: none"> • Engineering inspections by authorised personnel • Insurance assessments • Rebuild and/or demolishing buildings/facilities as required • Relocation of affected persons and livestock • Financial aid • Waste disposal and cleanup of public and private property • Assessment of rodent problem • Veterinarian aid and treatment as required to stock and wildlife, livestock burial • Reestablishment of services – water, power, tele-communications • Assessment of drinking water for contaminants • Reopening, fixing, resurfacing etc of roads, bridges • Counselling services provided • Information updates from council regarding services and timing of reconnection, reopening • Review and update of resources based on evaluation of response 	<ul style="list-style-type: none"> • Waste removal vehicles • Lifting equipment • Insurance personnel and agencies • Road maintenance equipment • Jetty maintenance equipment • Health and welfare services • Information dissemination process • Alternative accommodation (people and or live stock) • Access to drinking water and food for community • Treatment of rodent problem • Treatment of mosquito problem • Media/communication systems • EPA

21 EMERGENCY SITUATION TEN – SIGNIFICANT OUTBREAK OF ANIMAL, PLANT PEST OR DISEASE

Name of potential Emergency – Significant outbreak of animal, plant pest or disease

Level of Risk as determined by project participants: MEDIUM

Description of potential Emergency – an outbreak of pest or disease within animal or plant stocks represents a threat to livelihood and food resources for which the response requires more resources than those available to an individual.

Frequency of Emergency – anticipated to occur approximately once every twenty years.

Potential impact of Emergency –extensive loss of crop and livestock leading, to significant disruption of business activities, financial loss.

Managing an SIGNIFICANT OUTBREAK OF ANIMAL, PLANT PEST OR DISEASE Emergency

Control Agency: Department of Primary Industries and Resources (PIRSA)

Coordinating Agency: SAPOL

Participating Agencies: PIRSA

Local Government Authorities
Australian Veterinary Association
South Australian Farmers Federation
RSPCA
Bureau of Meteorology

Council Contact: Mr Rob Gregor W: 08 86879177 M: 0428 879 177

Information required if emergency call received by Council personnel:

Ask if the caller has rung '000'

If they HAVE NOT then advise them to do ring '000' immediately for assistance

If they HAVE then obtain the following information

Date and Time of call

Name and return contact number of caller

Type of Emergency

Location of Emergency (specific landmarks may also be helpful)

Current situation (describe what is happening or what has happened, describe condition of stock and/or crops)

Number of animals or area of crop impacted by situation

What to do with the information once received:

Inform Council CEO of event and current status

Council CEO may activate EMP

Liaise with relevant local contacts as required by CEO (refer to contact list in document).

Significant outbreak of animal, plant pest or disease preparation and combat requirements and resources

Stage	What	Resources
Prevention	<ul style="list-style-type: none"> • Information regarding preventing pest and disease in animals and plants • Preventative spraying of plant pests • Crop inspections • Veterinarian checks 	<ul style="list-style-type: none"> • Information brochures • Communication networks – radio, TV, newsletters • Vet Services • PIRSA updates
Preparedness	<ul style="list-style-type: none"> • Insurance assessments appropriate • Termite policy • Obtain other agency EM Plans • Map of region – locations, roads, resources • Public and agency warning of emergency event as required and available • Distribution of EM Plan brochure series • Information dissemination • Weather forecasting and warning information • Involvement and consultation in developing the EMP • Plans to deal with closure of farms and properties • Stockpile insecticides and pesticides (MSDS) • List of aerial spraying companies 	<ul style="list-style-type: none"> • Maps – local, regional, roads, access routes • List of agency names, contact numbers and addresses • Signage for roads and bridges • Radio communication facilities & devices • Names and contact details for aerial spraying companies in region • List of insecticides, location, quantities, MSDS • Termite policy for region
Response	<ul style="list-style-type: none"> • Initial responding agency – PIRSA, CFS, SAPOL • Assessment of emergency situation – extent, location, duration, property, stock and wild life, crops etc • Assessment of resources and personnel required to manage disease/pests • Notify additional agencies as required - Council, local landowners • Council to activate EMP as required - support, assist and provide resources to emergency responders • LEC to activate LEOC and/or WCZC as required • Quarantine immediate areas as required • Control affected area – limit stock movements, limit transport of plant material • Road closures, signage, notification • Public warning and up-dates • Establishment of Evacuation / Relief Centres 	<ul style="list-style-type: none"> • Transport • Heavy lifting equipment • Generators and lights • Cranes • Medical aid and equipment • Relief centres • Access to food and drinking water for people and stock • Veterinarian assessment • Botanist • PIRSA personnel
Recovery	<ul style="list-style-type: none"> • Insurance assessments • Relocation of affected persons and livestock • Financial aid • Waste disposal and cleanup of public and private property • Assessment of drinking water for contaminants • Veterinarian aid and treatment as required to stock and wildlife, livestock burial • Crop inspections and assessment, sampling • Reopening etc of farms, properties, roads • Counselling services provided • Information updates from council • Review and update of resources based on evaluation of response 	<ul style="list-style-type: none"> • Waste removal vehicles • Lifting equipment • Insurance personnel and agencies • Health and welfare services • Information dissemination process • Alternative accommodation (people and live stock) • State Recovery Advisory Group (Office) • Counselling Service • Centre Link • Food and drinking water for persons and stock

22 EMERGENCY SITUATION ELEVEN - EARTHQUAKES

Name of potential Emergency – Earthquake

Level of Risk as determined by project participants: LOW

Description of potential Emergency – earthquake event that represents a threat to life or property and for which the response requires more resources than are available from the local CFS brigade unit

Frequency of Emergency – anticipated to occur approximately once every fifty years

Potential impact of Emergency – human fatalities, extensive loss of property and livestock leading to significant disruption of business activities, financial loss.

Managing an EARTHQUAKE Emergency

Control Agency: DTEI

Coordinating Agency: SAPOL

Participating Agencies:

Department of Environment and Heritage	SA Water
Department of Transport, Energy and Infrastructure: Transport Services Division	Electricity Supply Industry Planning Council
Energy Division	ElectraNet SA
Infrastructure Division – Building Services	ETSA Utilities
Infrastructure Division – ICT Services	Epic Energy
	Origin Energy
	Santos
Environmental Protection Agency	SEAGas
Local Government	Engineers Australia SA Division
Primary Industries and Resources South Australia	Association of Consulting Architects – Australia
SA Fire and Emergency Service Commission	The Association of Consulting Engineers Australia
Telstra	The South Australian Crane Association
Civil Contractors Federation	

Council Contact: Mr Rob Gregor W: 08 86879177 M: 0428 879 177

Information required if emergency call received by Council personnel:

Ask if the caller has rung '000'

If they HAVE NOT then advise them to do ring '000' immediately for assistance

If they HAVE then obtain the following information

Date and Time of call

Name and return contact number of caller

Type of Emergency

Location of Emergency (specific landmarks may also be helpful)

Current situation (describe what is happening or what has happened, describe condition of stock and/or crops)

Number of animals or area of crop impacted by situation

What to do with the information once received:

Inform Council CEO of event and current status

Council CEO may activate EMP

Liaise with relevant local contacts as required by CEO (refer to contact list in document).

Earthquake preparation and combat requirements and resources

Stage	What	Resources
Prevention	<ul style="list-style-type: none"> General property housekeeping – include information regarding loose objects Land use planning and building controls to withstand earthquakes Regular building inspections Earthquake monitoring network – PIRSA to provide information as required & available 	<ul style="list-style-type: none"> Information brochures Building Code Legislation and Regulation Development applications
Preparedness	<ul style="list-style-type: none"> Insurance assessments appropriate Clearing of culverts, drains etc Obtain other agency EM Plans Clearance around dwellings and equipment List of Emergency Agencies Map of region – locations, roads, resources Access /use of alternative communication methods/devices Public and agency warning of emergency event as required and available Known assembly points Distribution of EM Plan brochure series Information dissemination Training/drills Involvement and consultation in developing the EMP 	<ul style="list-style-type: none"> Maps – local, regional, roads, access routes Maps of culverts, drains, storm water drains Coastal mapping Mapping of high voltage power lines and substations List of dangerous goods and hazards - locations List of lifting equipment & locations List of agency names, contact numbers and addresses Radio communication facilities & devices
Response	<ul style="list-style-type: none"> Initial responding agency – DTEI & participating Agencies Assessment of emergency situation – extent, location, duration, property, human life, stock and wild life, national park, public roads etc Triage and treatment of casualties Assessment of resources and personnel required to fight fire – appliances, crews, coordination, combat Notify additional agencies as required - MFS, RFDS, Council, local landowners Council to activate EMP as required - support, assist and provide resources to emergency responders Council to activate LEOC and TBLDC as required Evacuate immediate areas as required Road closures, signage, notification Public warning and up-dates Establishment of Evacuation / Relief Centres 	<ul style="list-style-type: none"> Fire fighting equipment Heavy lifting equipment Masonry cutting equipment Oxy-acetylene equipment Generators and lights Cranes Medical aid and equipment Evacuation and / or relief centres Access to food and drinking water Timber cutting equipment Rescue equipment – boat, ropes, lines, harnesses, winch, etc Signage for roads Communication equipment
Recovery	<ul style="list-style-type: none"> Engineering inspections by authorised personnel Insurance assessments Rebuild and/or demolishing buildings/facilities as required Relocation of affected persons and livestock Financial aid Waste disposal and cleanup of public and private property Assessment of rodent problem Veterinarian aid and treatment as required to stock and wildlife, livestock burial Reestablishment of services – water, power, tele-communications Assessment of drinking water for contaminants Reopening, fixing, resurfacing etc of roads, bridges Counselling services provided Information updates from council regarding services and timing of reconnection, reopening Review and update of resources based on evaluation of response 	<ul style="list-style-type: none"> Waste removal vehicles Lifting equipment Insurance personnel and agencies Road maintenance equipment Jetty maintenance equipment Health and welfare services Information dissemination process Alternative accommodation (people and or live stock) Access to drinking water and food for community Treatment of rodent problem Treatment of mosquito problem Media/communication systems EPA

23 APPENDIX SECTION

Appendix A - Risk Methodology and Hazard ranking for Elliston

Appendix B - Regional Map of the Elliston Council district

Appendix C - Contact Details for Elliston Council, Emergency Services and Local Individuals

Appendix D - Equipment List

Appendix E - Membership of Local Disaster Committee

Appendix F - Hazardous Materials Inventory and Location

Appendix G - Elliston Council Policy document 'Use of Council Resources during Emergencies'

Appendix H - Community Brochure 'Residents' Emergency Guide'

23.1 APPENDIX A: Risk Methodology and Hazard ranking for Elliston

Prior to conducting the emergency management planning workshop, a draft list of potential hazards and emergency scenarios was developed. These included items such as:

- bushfire
- building / industrial fire
- human disease epidemic
- ongoing failure of critical utilities such as electricity supply, phones, water supply
- severe weather emergency storm / wind / rain / flood / tide.

A preliminary risk assessment was performed using AS/NZS 4360 risk management standard as a guide, in order to classify scenarios based on risk severity and thereby ensure that they received the appropriate level of analysis during the workshop discussion.

Hazards and their associated risk ranking were as follows:

HIGH RISK (order does not denote priority)
Bush Fire
Severe Storm/ wind/rain
Drought (may not be an emergency, but may require emergency plan to be invoked)
Water Supply/ major Water contamination (blue green algae, road/transport spill)
Ongoing failure of electricity supply
Ongoing failure of phone communications
Ongoing loss of fuel
Major road accident multiple casualties
Human epidemic, e.g. influenza
Dangerous Goods

MODERATE RISK (order does not denote priority)
Building / Industrial Fire
Flood
Storm tide
Rail accident
Aircraft accident
Plant pests and disease
Building / Industrial Fire
Flood

LOW RISK (order does not denote priority)	
Earthquake	
Landslide	
Dam breach	
Heat wave	
Building collapse	
Contagious animal disease	
Threat or act of terrorism	

The risk process utilised AS 4360 as a guide. Likelihood and Consequence were used on a 5 x 5 matrix as shown below

Likelihood		Consequences				
		Negligible	Low	Medium	High	Extreme
		No injuries	First Aid treatment	Medical treatment	Lost time, permanent disability	Fatality
Expected to occur in most circumstances	Extreme	High	High	Extreme	Extreme	Extreme
Will probably occur in most circumstances	High	Medium	High	High	Extreme	Extreme
Should occur at some time	Medium	Low	Medium	High	Extreme	Extreme
Could occur at some time	Low	Low	Low	Medium	High	Extreme
May occur in exceptional circumstances	Negligible	Low	Low	Medium	High	High

23.2 APPENDIX B: Regional Map of the Elliston Council district



23.3 APPENDIX C: Contact Details for Elliston Council, Emergency Services and Local Individuals

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
Police, Fire, Ambulance Emergency				000 or 112 from mobile phone		
District Council of Elliston	Council Office		Switchboard	8687 9117		
	CEO		Rob Gregor	0428 879 177		
	Works Coordinator	Roads, waste, permits, aerodrome, dog and cat mgt	Wayne Scholz	0428 879 176		
	Deputy CEO	Insurance, OHS, HR, Finance	Cassie Baxter	0431 570 706		
	Regional Risk Coordinator	OHS/ Risk management	Petar Zed	0427 088 819		
	Environmental Development Assessment Manager	Enviro health inspections, building assessment and approvals	Joss Heinen	0428 815 955		
	Admin Staff	Payroll, creditors, IT, Mapinfo	Kylie Scholz	8687 9117		
		Rates, Planning and development, leases/licences	Joanne Stevens	8687 9117		
		Works admin	Lauren Redden	8687 9117		
		Reception	Jodie Wandel	8687 9117		
	Relieving Works Manager	Roads, waste	Ian Miller	0428 600 039		
	Works Staff	Road construction	Dennis Anderson	0428 879 174		
		Road construction	Robert Jarvis	0428 819 174		

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
		Road construction	Kym Tiller			
		Elliston handyperson	Damien Cobby			
		Lock Handyperson	Robert Fletcher	0428 879 179		
		Grader Driver	Trevor Pritchard	0428 891 095		
		Contract grader driver	Garry Wenham	8687 9383		
		Elliston Contract handyperson	Tony Huntingford	8687 9223; M: 0427 325 073		
		Venus Bay Contract handyperson	Steff Sachs and Sue Burns	0427 802 035	0427 255 170	
	Councillors	Chairman	Michael Wandel	8687 8767 / 0427 677 630		Sheringa
		Deputy Chairman	Karen Burrows	8689 1018 / 0427 891 016		Lock
			Brian Dandy	8687 9271		Elliston
			Thomas Tesselaar	8687 9099		Elliston
			Richard Ridgway	8689 1149		Lock
			Malcolm Hancock	8689 1108		Lock
			Peter Hitchcock	8689 1144		Lock
			Ross Seaman	8625 5075		Venus Bay
SAPOL000 in emergencies	Officer in Charge Elliston Police Station	Local Coordinator Local Controller of Police and Media	Danny Waldowski	W: (08) 8687 9006 H: (08) 8687 9394		
	Officer in Charge Lock Police Station			8689 1010		
	Chief Inspector	Pt Lincoln	Brad Slaherty	8688 3020		
	Senior Sergeant	Pt Lincoln	Michael Walsh	8689 3020		

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
	Minnipa Police		Jennifer Nazar	0408 093 346		
	Cummins Police		Constable Randell	8676 2001		
	Lock Police		Constable McAyliffe	8689 1010		
	Wudinna Police		Constable Chamberlian	8680 2231		
	Cleve Police		Leanne Simmonds	8628 2017	0428 112390	
CFS 000 in emergencies	FIRE ALARM	Elliston, Mt Wedge, Sheringa		8687 9100		
	FIRE ALARM	Lock		8689 1000		
	Regional Co-ordinator duty phone			8683 0633		
	Regional Commander		Kevin May	8682 4266	0408 866 205	
	Elliston CFS Group Officer		Les Kammermann	H 8689 1187		
	Deputy Group Officer		Steve Agars	H 8687 8755 UHF: 4	0488 171867	
	Deputy Group Officer		Ian Penna	H 8687 0415	0429 102 031	
	Elliston Captain		Graham Meyers	H 8687 9294 UHF: 6	0427 879 294	
	Pt Kenny Captain		Ken Little	8625 5055		
	Lock Captain		Michael Zerk	8689 1221		
	Murdinga Captain		Peter Kammermann			
	Tooligie Captain		Michael Agars	8687 3047		
	Sheringa Captain		Michael Wandel	8687 8767;	0427 677 630	

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
	Mount Wedge		John Dinnison	H: 8687 9079 M: 0427 615970		
	Lock Station	When Staffed		8689 1100, UHF 1		
Elliston Hospital 000 in emergencies	Doctor		Dr. Jags Trivedy	Surgery 8687 9110 or 8687 9001		
	Director of Nursing		Anthony Ryan	W 8687 9001		
Lock Community Health and Welfare Centre 000 in emergencies				8689 1066		
Other Hospitals			Cleve	8628 2399		
			Cummins	8687 2101		
			CEP Wudinna	8680 2101		
SA Ambulance 000 in emergencies	Elliston SA Ambulance Service coordinator		Tim Wilson	W: 8687 9001 AH SAAS pager 490 from hospital, Vehicle: 0415 119 100		Treatment of injured and transport of casualties to Hospital or appropriate treatment centres.
	State Head Quarters - Adelaide			1300 163 272		
St Johns Ambulance	Lock		John Stevens	8689 1158		
Pt Kenny First Response			Vanessa Amey	8625 5014		
Royal Flying Doctors Service (RFDS)		Medical assistance and transport via air	General Enquires:	08 8080 3777		www.flyingdoctors.org.au
			Emergency medical calls all hours	08 8088 1188	08 8238 3333	71 Henley Beach Rd, Mile End, SA

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
			Adelaide Hangar	08 8150 1300		
SES 13 25 00 in emergencies	SES Divisional Headquarters			8682 6746		To provide reconnaissance, search and rescue and immediate substance within the disaster areas and to provide a response to storm damage and floods
	Streaky Bay SES - Duty Officer		Phillip Weaton	0428 261 301		
	Port Lincoln Unit			8683 0211		
	Wudinna			8680 2231		
	Cleve			8628 2459		
	Cummins			8676 2165		
	Regional Commander		Robert Charlton	8682 6746	0419 827 873	
			State duty Officer	8463 4288		
AERODROME	AERODROME SAFETY OFFICER		Wayne Scholz	0428 879 176		
	Data and specifications		Peter Francis	8172 2090	0409 806 599	
	Air Traffic Emergency Services			03 9235 7402		
	CASA		Airport Inspector	13 17 57		
AUSSAR		Aviation		1800 815 257		
		Maritime		1800 641 792		
Poisons Information				13 11 26		

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
ETSA Utilities			Faults and emergencies	13 13 66		
			Street light faults	1800 676 043		
	District Supervisor - Pt Lincoln	Dennis Sampson	Hot Line of Network Operating Centre	1800 018 253		To supply equipment for the maintenance of electrical supplies. Repair damaged lines and render safe areas of potential danger.
	Area Administrator	Cleve	Bob Mingie	0427 012 816		
	Energy Liaison Office		Jehad Alir	0403 582 107		
		Wudinna	Ken Hunt	0428 101 347		
		Streaky Bay	Peter Tape	0428 101 341		
		Pt Lincoln	Rick Cunningham	8682 0522		
SA WATER	Call centre	Service Problems	Hotline	1300 880 337		
	Call centre	Australian water quality centre	Hotline	1300 653 366		
	Call centre	Customer service	Hotline	1300 650 950		
		Lock Office		8689 1003		
	District Manager		Bob Kent	W 8688 3231		
			SA Water Operation Control Centre	8207 1391		
	Capital Works Mnger / Zone Controller		Robin Earle	8621 4501	0428 113 916	
	Service Delivery Manager		Robert Hughes	8621 4501	0417 891 179	
			Roger Evans	0427 185 191		

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
			Josh Noble	0427 277 795		
TELSTRA	District Supervisor		Scott Duncan	W 8683 0400,	0428 815 825, AH (08) 2121333	To provide equipment as required.
	Team Leader		Jim Furnell	8683 0400	0428 890 350	
Lock Area School	Principal		Leonie Fallon	8689 1313; 0427 014 958		
Elliston Area School	Principal		Peta Butler	8687 9167		
Pt Kenny Special School	Principal		Sue McComb	8625 5020	8625 5093	
Elliston RSL Memorial Children's Centre			Karen Agars	8687 9133		
Local businesses/ contractors	Boat Owners		Peter Martin	8687 9069		
	Elliston Eco Tours	Boat owner	Jonnie Newton	8687 9280		
	ABA		Office Number	8687 9004		
	BJ Diving			Bill: 0428 879 193	Jack: 0429 406 956	
	J Haagman			8687 9059		
	Allchurch Contracting			8687 9290	Dave: 0428 879 291	
	WCT - Elliston			8687 9333		
	Tesselaar Electrical		Thomas Tesselaar	8687 9099	0427 226 690	
	Lesters Electrical			8687 9017	0427 279 017	
	Centrex Metals (once established)			8687 3139		

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
	Dig'em Contractors			0421 576 248		
	E Tomney			8625 5030		
	Fosters Earthmoving (Wudinna)			8680 2242		
	Modra's Earthmoving (Cummins)			8676 5052		
	Ceduna Bulk Hauliers (Ceduna)			8625 3366		
	Trevlyn Smith (Electrician Streaky Bay)		Trevlyn Smith	8626 1606; 0427 261 120		
	LG Systems	Council finance and rating software	Peter Moore	1300 792 393		
	EP Recycling	Rubbish collection and transfer	Glenn Watts	0428 885 114		
	Silo	Elliston		8687 9040		
		Lock		8689 1244		
		Murdinga		8687 3087		
		Tooligie		8676 6057		
	Landmark Dunn Lock	Chemical Storage		8689 1167		
	Lock Ag Services	Chemical Storage		8689 1124		
	Rally's Roadhouse Elliston	Fuel storage		8687 9170		
	Elliston Automotive	LPG/ Gas storage		8687 9010		
	Waterloo Bay Caravan Park, Elliston	LPG/ Gas storage		8687 9076		
	Elliston Area School	LPG/ Gas storage		8687 9167		
	Lock Area School	LPG/ Gas storage		8689 1019		

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
	Port Kenny Junior Primary School	LPG/ Gas storage		8625 5020		
	Lock Deli	Fuel storage		8689 1147		
	Lock Boomerang Motel	Fuel storage		8689 1217		
	Sheringa Roadhouse	Fuel storage		8687 8761		
	Pt Kenny Caravan Park	Fuel storage		8625 5076		
	Venus Bay General Store	Fuel storage		8625 5073		
Dial Before You Dig				1100		
Department for Transport, Energy and Infrastructure (DTEI)		Transport, Power, Fuel	General enquires:	08 8343 2222		PO Box 1, Walkerville SA, 5081
						www.dtei.sa.gov.au
			Toll free number (country only)	1800 648 176		
		Marine faults, jetty damage and navigation beacon faults		- after hours 1800 018 313		
		Report a marine oil spill (24 hrs) State Controller, Marine Environment and Safety Operations		(08) 8248 3505		
		Report road hazards and traffic signal faults		1800 018 313		
		Gas and electricity accident reporting		1800 558 811		

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
		Marine	Spiro Dimos	8343 2703		
		Roads - Pt Lincoln	Andrew Wallace	8688 3310		
	Supervising Officer		Shane Nielsen	8688 3310	0427 110 246	
	Ops Unit Manager		Keith Walter	8638 5524	0401 124 284	
Primary Industry and Resources SA (PIRSA)	1st contact		Ann Staunton	8688 3400	0427 006 921	
	2nd contact		Vaughan Habner	8688 3221	0427 873 075	
		Agriculture, food and wine	General enquiries	08 8226 0222		Head Office: L14, 25 Grenfell St GPO Box 1671, Adelaide, SA 5001 www.pir.sa.gov.au
			Agriculture, food and wine	08 8226 0299		
			Animal Disease hotline	1800 675 888		
			Petroleum production	08 8463 6666		
			Plant Pest Hotline	1800 084 881		
			Fishwatch	1800 065 522		
			Fruit fly	1300 666 010		
	MID WEST		Joshua Telfer	8688 3400		0428 820151
Department of Families and Community	Emergency Assistance Crisis Care	Support in an emergency personal crisis	(general enquiries, Mon- Fri 9am to 4pm)	08 8226 8800		GPO Box 292 Adelaide 5001 Head Office: Level 4, SW, Riverside Centre, North Tce, www.familiesandcommunities.sa.gov.au

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
		Crisis Care Hotline	Mon to Fri 4pm to 9am; W/E and public holidays 24hrs	13 16 11		
	Manager Families SA - Whyalla		Clare Vandenberg	8648 8911		Martin Charman, Manager, Port Lincoln Office: 75 Liverpool St, SA 5606; PO Box 262
Centrelink		Employment assistance, drought assistance, financial assistance and information		13 2850		Self employed or farmer in crisis or needing special help
			(drought assistance)	13 2316		Drought
			(Port Lincoln)	13 1021		CentreLink Customer Service Centre 85-89 Tasman Tce, Port Lincoln, 5606
Country Women's Association		Local support and assistance		08 8332 4166		South Australian Country Women's Association 30 Dequetteville Tce, Kent Town, SA 5067
		President	Carol Cheesman	8687 9308		
		Secretary	Jenny Kenny	8687 9393		
Department of Environment and Heritage		Tree clearance, heritage building and sites, land use	General:	08 8204 9000		Head Office: GPO Box 1047 Adelaide SA 5001 91-97 Grenfell St, Adelaide, 5000 www.environment.sa.gov.au
			Information line:	08 8204 1910		

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
			Heritage:	08 8124 4960		Heritage Branch 1 Richmond Tce, Keswick, SA, 5035 www.heritage.sa.gov.au
Environmental Protection Agency		Potential damage to environment related to spills, fire, chemical release etc		08 8204 2000		
	Senior Environmental Protection Officer	Waste site, disposal	Andrew Manning	8204 9928	0428 119 055	
			Incident Reporting	(08) 8204 2004		
State Recovery Advisory Group			Lisa Owen	08 841 54302		Part of the Department of Families and Community
Bureau of Meteorology		SA Forecast and Warning Service	Land Weather and Flood Warnings	1300 659 215	08 8366 2600	www.bom.gov.au PO Box 421, Kent Town, SA 5071
Department of Agriculture, Fisheries and Forestry		Pest, plants, seeds, tree plantations		02 6272 3933		National Centre 18 Marcus Clarke St, Canberra City, ACT, 2601 www.daff.gov.au
				1300 307 079		SA Regional Centre 200 Victoria Square, Adelaide, SA, 5000
Department of Health	responsibility for environmental health, communicable diseases, epidemiology, and health promotion and education	Diseases, Advice, assistance and information	General enquires	08 8226 6000		
	CEO Whyalla Health and Hospital Serv		Kaye Atfield	86488501	0417 842 394	
	Director Nursing		Jim McMenemy	8648 8400	0401 125 108	

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
Safe Work SA (regulators & advice)		Regulations, enquires re legislation, permits, inspections, audits etc.		08 8303 0400		www.safework.sa.gov.au ; L3, 1 Richmond Rd, Keswick 5035
		Regional Office		08 8688 3057		Ste 10, 60 Tasman Tce, Port Lincoln, SA 5606
	Emergency Accident Notifications	Head Office		1800 777 209		
	Regional Inspector		Kevin Dolphin	8688 3041	0427 427 383	
Defence Department	Battalion 10/27th		state wide duty phone		0408 894 450	
	(ARES) Whyalla		Capt Gregory Suares	8645 4285		
	CSM Whyalla		Sgt Daniel Kerwin	8633 4687	0407 203 799	
Media	ABC Radio		Andrew Male	8638 4811	0428 620 660	
	ABC Radio		Annette Marner	8638 4811		
	ABC Radio		Emma Pedler	8683 2610	0428 623 556	
	ABC Radio		Field Reporter and On-line Producer	8683 2630		
	5CC Radio	Manger	Shuree Glass	8682 5000		
	5CC Radio	News Announcer	Richard French	8682 5000		
	Pt Lincoln Times	Editor	Chris Coote	8682 1055		
	West Coast Sentinel	Editor	Eugene Boisvert	8625 2265		
Neighbouring Councils	District Council of Ceduna			Ph: 8625 3407	Fax: 8625 3435	
	DC Streaky Bay			Admin: 8626 1001 Works: 8626 1846	Fax: 8626 1196	

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
	Wudinna District Council			Ph: 8680 2002	Fax: 8680 2296	
	DC Kimba			Ph: 8627 2026	Fax: 8627 2382	
	DC Cleve			Ph: 8628 2004	Fax: 8628 2428	
	DC Tumby Bay			Ph: 8688 2101	Fax: 8688 2639	
	DC Lower Eyre Peninsula			Ph: 8676 2106	Fax: 8676 2375	
	City of Port Lincoln			Ph: 8682 3033	Fax: 8682 6252	
	City of Whyalla			Ph: 8640 3444	Fax: 8645 0155	
	DC Franklin Harbour			Ph: 8629 2231 or 8629 2019	Fax: 8629 2152	
UHF Numbers						
Elliston	Local Repeater	6				
	Fire & Emergency - Elliston & Surrounding CFS Trucks	6				
	Elders - Brendon Keane	6				
	Rally's Roadhouse	6				
	Lester's Electrical	6				
	School Buses	6				
	Cray boats	15				
	GO West Freight & Truckies	40				
Lock	Lock CFS	1				
	Lock Silos	6				
	Landmark Dunn	11				
	Lock Ag Services	12				

Organisation	Job Title	Role	Name	Contact Details	Alt Phone No	Comments
	Lock Engineering	34				
	Lock Deli	11				
	Lock Tyres & Traders	11				
	Elders - James Searle	11				
	Digem Contractors - Mark Siviour	25				

23.4 APPENDIX D: Equipment List

VEHICLES

Front End Loader
Grid Roller
RT Roller
Flat Roller
UD Truck No 3
UD Truck No 4
Combination Roller
Lock Grader
Water Tanker
Mower
Poly Tank/Tanks 3 Cream
Poly Tank black
Trailer - Refuse TDN 682
Trailer Refuse TDN 683
Backhoe
Grader - John Deere Elliston - IVP 811
Low Loader
Toyota Dual - WYZ-403
Ford Ranger 4x4 works gang
Ford Ranger 4x2 XOB-446
Ford Ranger 4x2 XOB-447
Hilux Tray - Elliston WKY-292
Toyota Utility WEV-564
Hilux Tray - Lock WKY-291
Community Bus
Admin Ford BF XT - XKZ164
Toyota Corolla DR XPU 075
Toyota Corolla Admin XPI 826

SA Ambulance

Pt Kenny First Response Group

Elliston

Ambulance

Lock

Ambulance

CFS

Command vehicle (moves location)

Elliston – Flinders Highway

4000 L Appliance

2000L Appliance

Lock

4000 L Appliance

Mt Wedge – Elliston Stock Route (Mt Wedge- Kyancutta Road)

Appliance (moves between Elliston and Mt Wedge)

Tooligie

Appliance

Murdinga

Appliance

Pt Kenny

Appliance

Sheringa

Appliance

Private Contractors

Elliston

J Haagman

Front end loader

Tip truck

Alchurch Contracting

Front End loader backhoe

P Martin

Bobcat hire

WCT

Forklift

ABA

Front end loader

Boats, diving equipment

BJ Diving

Boat, diving equipment

Tesselaar Electrical

Electrical contractor

Lesters Electrical

Electrical contractor

Lock**Centrex Metals (once established)****ABB**

Water tanker

Dig'em Contractors

Dingo bobcat with attachments

Pt Kenny**E Tomney**

Front end loader

Bus hire

Outside District

Fosters Earthmoving (Wudinna)

Modra's Earthmoving (Cummins)

Ceduna Bulk Hauliers (Ceduna)

Trevlyn Smith (Electrician Streaky Bay)

EP Recycling (Rigid Body Truck, Minnipa)

ETSA Utilities (Cherry Picker, Wudinna, Streaky Bay)

Neighbouring Councils

D.C. Ceduna

D.C. Streaky Bay

Wundinna D.C.

D.C. Lower Eyre Peninsula

Pt Lincoln City Council

D. C. Kimba

D.C. Tumby Bay

D.C. Franklin Harbour

D.C. Cleve

D.C. Whyalla

23.5 APPENDIX E: Membership of Local Disaster Committee

Council	Contact Person	Number
D.C. Elliston Chairman		
D.C. Elliston Councillor		
D.C. Ellison CEO		
D.C. Ellison Works Manager/Coordinator		
Elliston Hospital Representative		
SA Ambulance Services Representative		
Lock Medical Centre Representative		
Elliston Area School Representative		
Lock Scholl Representative		
Pt Kenny Primary School Representative		
Elliston Police		
Lock Police		
Bushfire Prevention Committee Representative		
CFS Region 6 Representative		

23.6 APPENDIX F: Hazardous Materials Inventory and Location

Silo Storage

Tooligie

Murdinga

Lock

Elliston

Chemical Storage

Landmark Dunn Lock

Elders - Elliston

Lock Ag Services

WCT Elliston (Flinders Highway)

Bulk Lpg & Other Gases

Rally's Road House Elliston

Elliston Automotive

Waterloo Bay Caravan Park, Elliston

Elliston School

Lock School

Pt Kenny School

Lock Ag services

Landmark Dunn Lock

Bulk Fuel Storage

Council – Lock Depot

Council – Elliston Depot

Council mobile fuel tanker

Lock Deli

Lock Boomerang Motel

Rally's Roadhouse

Pt Kenny Caravan Park

Venus Bay General Store

The District Council of Elliston

Policy Document

USE OF COUNCIL RESOURCES DURING EMERGENCIES

Date Adopted:	17 th December 2004
Review Date:	Ongoing as necessary
Minute Number:	310.2004
Reviewed Date	22 January 2007
Minute Number:	15.2007

USE OF COUNCIL RESOURCES DURING EMERGENCIES

Council has a responsibility to the community to provide use of personnel and equipment during emergency situations. The most likely of those events are bushfires, motor vehicle accidents and natural disasters. The most common natural disasters are storm and tempest in the form of thunderstorms, dust storms and flooding.

First and foremost, it must be accepted, in a time of extreme circumstances, protocol may not be followed because the emergency could demand timely decision making, which is contrary to convention.

CEO, DCEO and WM have the authority to deploy resources to an area of emergency in support of SAPOL, CFS, SES and SA Ambulance.

Personnel must not engage in any activities whilst attending an emergency unless they have the relevant qualifications to perform those duties as DCE can be exposed to high Public Liability and Occupational, Health and Safety risks.

For example, Fire Prevention is a District Council of Elliston core activity. Our employees may be seconded to provide Fire Prevention support by forming firebreaks or supplying water by Water Tanker. However, they must not become involved in firefighting unless CFS accredited. To reduce risk exposure, employees should not work on any task that would not be considered a normal part of their daily duties.

When an emergency situation has abated to one of normality our employees may be requested to perform 'mop up operations'. DCE, at it's own discretion, may complete those tasks on a full cost recovery basis.

If the decision is to release (second) Council personnel, the CEO must ensure every person is provided with adequate and appropriate Personal Protection Equipment (PPE), water and any other equipment designed to protect from personal injury while undertaking assistance activities and to enable them to keep in regular contact with SAPOL, CFS, SES and SA Ambulance personnel/volunteers.

The CEO must also ensure that the SAPOL, CFS, SES and SA Ambulance provide Council Staff with adequate and appropriate direction, including Standard Operating Procedures, before undertaking any activity. Once released (seconded) by the CEO, the Council Officer will be directed by responsible SAPOL, CFS, SES or SA Ambulance personnel. Any equipment that Council releases (seconds) to the SAPOL, CFS, SES or SA Ambulance will remain the property of Council for the purpose of asset/motor vehicle insurance cover.

In the event that a seconded member of Council Staff (as opposed to a Volunteer, e.g. CFS Volunteer) is injured while undertaking assistance or fire fighting activities, potentially the injury will be dealt with as a worker's compensation claim with the LGA Worker's

Compensation Scheme. Any civil liability arising out of the activities of seconded Council Staff should be directed to the LGAMLS. Any damage to property and/or assets (including registered vehicles) should be directed to Local Government Risk Services.

It is accepted short term assistance to emergency response groups or Police will be provided at no charge. If Council resources are required past the point of 'actual emergency' the organisation requesting the assistance must be agreeable to pay normal plant and labour hire rates. The responsibility for making other organisations aware of this requirement remains with the employee who is approached for the service.

DEC accepts that its employees may wish to become volunteers to the various emergency support groups, and also, on occasions, those employees may be called away from their duties to provide support. The employees' normal hours of pay will be maintained during the initial day of call out only. For any subsequent attendance employees may elect to utilise RDOs or annual leave.

Review and Evaluation

The effectiveness of this Policy will be reviewed and evaluated within Council's strategic management planning framework.

The CEO will report to Council on the outcome of the evaluation, and make recommendations for amendments, alterations or substitution of a new Policy, if relevant.

The Policy will not be altered or substituted so as to affect a process already commenced.

Availability of the Policy

The Policy is available for inspection at Council's principal office during ordinary business hours.

Copies will be provided to interested parties upon request at a fee determined by Council's latest budget.

23.8 APPENDIX H: Community Brochure 'Residents' Emergency Guide'

Emergency Situations

In some emergency situations, the safest action is to stay inside. In other emergencies, it may be safer to leave the building or evacuate an entire area. It all depends on the particular type of emergency. Be prepared for any situation. You will be advised by the Police or other Emergency Services of the need to evacuate.

1. Go inside any building. Close external doors and turn off air conditioners.
2. Close windows and pull curtains and blinds.
3. Turn on the radio and television and listen for Police messages.

Radio: 891AM, 1485AM or 693AM

ABC TV

Remain indoors until you are given the all clear.

4. Keep phones free unless it is really urgent.
5. Co-operate fully with Emergency Services.

Three Vital Rules

If you leave your house or building because of an emergency:

1. Listen for emergency warnings and safety advice on radio.

Radio: 891AM, 1485AM or 693AM

2. Turn off power, gas, water and secure doors and windows (if it is safe to do so).
3. Take your survival kit with you.

How To Prepare An Emergency Kit

PREPARE YOUR EMERGENCY KIT IN ADVANCE. KEEP IT IN A PROMINENT LOCATION. ENSURE THE KIT IS PORTABLE AND MAINTAINED.



1. Battery operated AM/FM radio and torch with spare batteries.



2. Supply of water and non-perishable food.



3. Don't forget personal items including medication and toiletries.



4. Basic First Aid Kit and Manual.

Further information on emergency management can be obtained from Council's website:

www.elliston.sa.gov.au

www.ema.gov.au

This material was produced with funding provided by the Attorney-General's Department through the Working Together to Manage Emergencies initiative. The views expressed are the responsibility of the author and are not necessarily those of the Australian Government and the Australian Government make no representations about the suitability of the information contained in this document for any purpose.



RESIDENTS' EMERGENCY GUIDE

A step-by-step guide to what you need to know and do in an emergency

Everybody Needs An Emergency Plan And Kit

What would you do if you had to face an emergency at home or at work?

Knowing what needs to be done makes it easier to stay calm if an emergency should occur. Preparation is the key to survival.

By planning ahead, you can reduce the risk of injury and damage to property. The steps outlined in this brochure are easy to follow and the time to act is NOW.

Don't wait until it's too late.

Council's Role

Whilst the Council is not the lead agency to respond to any emergency, Council does have a support role. Councils provide a diverse range of services, some of which have emergency management components, including fire prevention, land use planning, stormwater management and public and environmental health.

Local Government is often best placed to determine and respond to local needs and priorities and Council is often the first point of contact for the public during an emergency event.

Council's Plan

The District Council of Elliston has an Emergency Management Plan (EMP) to deal with a variety of emergency situations within the District. The EMP is an internal Council document to enable Council personnel to manage and assist during emergency situations in an efficient and timely manner.

Copies of the plan can be viewed at the Elliston Council Office or from the Council's website (www.elliston.sa.gov.au).

As part of being prepared, Council encourages schools, public buildings, businesses and residents to have plans in place for emergency situations.

Your Own Plan

Preparing an Emergency Plan

Since you can't prevent an emergency occurring, it makes good sense to take a few basic precautions to prepare your family and your home.

1. Check you have adequate household and content's insurance.
2. Find out where to turn off power, gas and water supplies.
3. Store important documents like wills, passports, photos and birth certificates in a fire/water resistant container or safe deposit box.
4. Prepare an emergency kit and keep it in a prominent place.
5. Write down emergency telephone numbers and keep them in a prominent place.

Involve The Family

Every member of your household needs to understand their role. Decide how and where you will locate each other if not at home.

Nominate responsibility for collecting your children or pets and checking on older neighbours. It's a good idea to consider an out of town relative or friend to be a single contact point, in case people are separated during a widespread emergency.

Learn Basic First Aid

Knowing the basics of first aid can be very useful in any emergency and you are encouraged to enrol in an accredited first aid course. Basic first aid can help you to cope until professional medical assistance arrives.

Be Prepared

If required by Police or Emergency Services to evacuate a house or building, it is important to agree in advance on a meeting place a safe distance from the hazard. Practise evacuation procedures, including a head count. If you are advised by Police or Emergency Services to evacuate an area during an emergency, leave immediately, travel as a group and follow Emergency Services' instructions.

In planning for evacuation, consider the special needs of children, older people and people with disabilities, identify several escape routes and don't forget your pets.

Stay Calm

In an emergency situation, try to focus on keeping yourself and others calm. Assist others where possible with their problems and stay tuned to the radio for emergency information and emergency contact numbers.

Common Radio stations in region are 891AM, 1485AM and 693AM.

Pre-check and tune you radio according to frequency access.

Emergency Services will be working with you.

OTHER EMERGENCY NUMBERS

These numbers should only be used if you are facing a personal or direct threat.

000

**FOR URGENT POLICE,
FIRE AND AMBULANCE
ATTENDANCE**

8687 9177

**COUNCIL DURING
WORKING HOURS**

Put these and other emergency phone numbers into your mobile phone and have them at your disposal (e.g. visible within the house, in your car and in your wallet).