

FUNCTIONAL AREA SUPPORTING PLAN

ENVIRONMENTAL SERVICES

(ENVIROPLAN)



**TO THE NEW SOUTH WALES
STATE DISASTER PLAN
(DISPLAN)**

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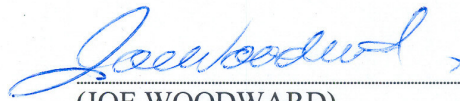
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AUTHORISATION

The New South Wales State Environmental Services Functional Area (EnvSFA) Supporting Plan (Enviroplan) has been prepared as a supporting plan to the State Disaster Plan (Displan) to coordinate environment protection activities during emergencies.

The Plan is authorised in accordance with the provisions of the State Emergency and Rescue Management Act, 1989.

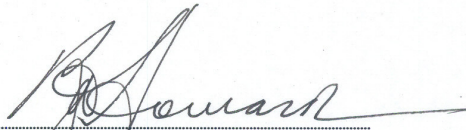
RECOMMENDED



(JOE WOODWARD)
State Environmental Services Functional Area
Coordinator

Dated: 24/11/05

ENDORSED



(B.W. HOWARD)
Chair
State Emergency Management Committee

Dated: 25 Nov 2005

DEFINITIONS

NOTE: The definitions used in this plan are sourced from the NSW State Emergency and Rescue Management Act (1989), as amended, the NSW State Disaster Plan (Displan), various Sub Plans and Functional Area Supporting Plans. Where possible, the reference source is identified as part of the definition e.g., the State Emergency and Rescue Management Act (1989), as amended, is identified as SERM Act.

Agency

A government agency or a non-government agency (SERM Act)

Combat Agency

The agency identified in Displan as the agency primarily responsible for controlling the response to a particular emergency. (SERM Act)

Command

In this plan means the direction of members and resources of an agency / organisation in the performance of the agency / organisation's roles and tasks. Authority to command is established by legislation or by agreement with the agency / organisation. **Command relates to agencies / organisations only, and operates vertically within the agency / organisation.** (SERM Act, 1989)

Control

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

Concept of Operations

Given the anticipated problems of the effects of the emergency, it is a statement of the Environmental Services Functional Area Coordinator's intentions of how the operation is to be conducted. It is normally expressed in terms of phases of the emergency operation. (Displan)

Coordination

The bringing together of agencies, organisations and individuals to ensure effective emergency or rescue management, but does not include the control of agencies, organisations and individuals by direction. (SERM Act)

Displan

The NSW State Disaster Plan. The object of Displan is to ensure the coordinated response to emergencies by all agencies and organisations having responsibilities and functions in emergencies. (Displan)

District

The State is divided into such districts as the Minister may determine by order published in the Gazette. Any such order may describe the boundaries of a district by reference to Police regions, local government areas, maps or otherwise. (SERM Act)

Emergency

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

- (a) endangers, or threatens to endanger, the safety or health of persons or animals in the State; or
- (b) destroys or damages, or threatens to destroy or damage, any property in the State,

being an emergency which requires a significant and coordinated response.

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

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

Emergency Operations Centre (EOC)

A location established at State, District and Local level as a centre for control, coordination and communication during an emergency. (SERM Act)

Environment

The components of the earth, including:

- (a) land, air and water;
- (b) any layer of the atmosphere;
- (c) any organic or inorganic matter or living organism; and
- (d) human-made or modified structures and areas, and includes interacting natural ecosystems that include components referred to in paragraphs (a) to (c). (Protection of the Environment Operations Act, 1997)

Environmental Service

An organisation which provides services related to the protection and/or restoration of the environment.

Environmental Services Commander

An officer of the DEC providing a point of contact and provision of on-site specialist advice, and who is responsible for the on-site coordination of clean-up and waste disposal.

Environmental Services Coordination Centre (EnvSCC)

The coordination centre established by the Department of Environment and Conservation (DEC) to coordinate the Environmental Services support to an emergency. It may be near or remote to the emergency.

Environmental Services Functional Area Coordinator (EnvSFAC)

The nominated coordinator of the Environmental Services Functional Area tasked to coordinate the provision of Functional Area support and resources for emergency response and initial recovery operations, who, by agreement of Participating and Supporting Organisations within the Functional Area, has the authority to commit the resources of those organisations.

Environmental Services Functional Area Committee (EnvSFA Committee)

The committee established to coordinate the Environmental Services Functional Area pursuant to Section 16 of the SERM Act.

Functional Area

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

Agriculture and Animal Services;
Communication Services;
Energy and Utilities Services;
Engineering Services;
Environmental Services;
Health Services;
Public Information Services;
Transport Services; and
Welfare Services. (Displan)

Functional Area Coordinator

In this Plan means the nominated coordinator of a Functional Area, tasked to coordinate the provision of Functional Area support and resources for emergency response and initial recovery operations, who, by agreement of Participating and Supporting Organisations within the Functional Area, has the authority to commit the resources of those organisations. (Displan)

Hazardous Materials

Anything that, when produced, stored, moved used or otherwise dealt with without adequate safeguards to prevent it from escaping, may cause injury or death or damage to property. (Fire Brigades Act, 1989, as amended)

Hazardous Materials Emergency

Any hazardous materials incident which requires a significant and coordinated response. Such emergencies may be land based, or occur on or in inland waters or marine waters of NSW. (Hazmat / CBR Plan)

Hazardous Materials Incident

An actual or impending land based hazardous materials spillage or escape that causes or threatens to cause injury or death, or damage to property. (Fire Brigades Act, 1989, as amended)

Hazmat Advice Coordinator

A rostered officer of the Department of Environment and Conservation on call to provide specialist emergency management advice.

Incident

A localised event, either accidental or deliberate, which may result in death, injury or damage to property that requires normal response from a Combat Agency or Agencies. An incident becomes an emergency when the resources of the Combat Agency are insufficient to deal with the incident and outside resources are desirable or required. Those resources require coordination at that point. (Displan)

Inland Waters

All riverine and estuary systems within NSW not included in State Waters (see definition of State Waters).

Land Based

Any area in NSW including land and inland waters. (Hazmat / CBR Plan)

Liaison Officer

A person nominated or appointed by an organisation or Functional Area, to represent that organisation or Functional Area at a control centre, emergency operations centre or coordination centre, a Liaison Officer maintains communications with and conveys directions / requests to their organisation or Functional Area, and provides advice on the status, capabilities, actions and requirements of their organisation or Functional Area. (Displan).

Organisation

A government organisation or a non-government organisation. (Displan)

Participating Organisation

A Government Agency, statutory authority, volunteer organisation or other agency that has either given formal notice, or has acknowledged to the EnvSFAC, that it is willing to participate in emergency management operations under the direction of the EnvSFAC, and with levels of support resources as appropriate to the emergency.

Preparation

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

Prevention

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

Recovery

Recovery in relation to an emergency includes the process of returning an affected community to its proper level of functioning after an emergency. (SERM Act)

In Displan this process is divided into “recovery” and “long term recovery / reconstruction”.

Recovery – The aim of recovery operations is to satisfy personal and community needs, and to restore services to the level where the continuing process can be managed by local government and the normal responsible agencies. (Displan)

Long term recovery / reconstruction – long term recovery, reconstruction or rehabilitation measures are the subject of separate Displan arrangements. (Displan)

Recovery Committee

A Recovery Committee will be established by the Multi Agency Emergency Management Team as required. (See Hazmat / CBR Plan)

Response

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

State Emergency Management Committee

The committee constituted under the SERM Act (as amended), as the principal committee established under this Act for the purposes of emergency management throughout the State, and, in particular, is responsible for emergency management planning at State level. (Displan)

State Waters

NSW State Waters are defined as:

- (a) the territorial sea adjacent to the State;
- (b) the sea on the landward side of the territorial sea adjacent to the State that is not within the limits of the State; and
- (c) other waters within the limits of the State as prescribed by the Marine Pollution Regulation. (Marine Pollution Act, 1987)

State Waters therefore generally consist of the waters from the low water mark along the ocean coastline seaward for 3 nautical miles. Enclosed bays and estuaries are not part of State Waters with the exception of the following waters prescribed in the Marine Pollution Regulation:

- Yamba (part of the Clarence River);
- Newcastle (part of the Hunter River);
- Sydney (all of Sydney Harbour and Middle Harbour, Parramatta River and Lane Cover River up to the tidal limits);
- Botany Bay;
- Port Kembla; and
- Eden (Twofold Bay).

Sub Plan

A plan prepared by an agency / organisation or Functional Area for a specific hazard, critical task or special event. It is prepared when management arrangements necessary to deal with the effects of the hazard, or the critical task, or the special event differ from the general coordination arrangements set out in the main or supporting plans for the area. (Displan)

Supporting Organisation

A Government Agency, volunteer organisation, or other agency that has either given formal notice, or has acknowledged to the EnvSFAC, that it is willing to be called upon to provide assistance or resources to a Combat Agency in the event of an emergency. It will be subject to coordination by the Combat Agency or the EnvSFAC.

Supporting Plan

A plan prepared by an agency / organisation or Functional Area, which describes the support which is to be provided to the controlling or coordinating authority during emergency operations. It is an action plan which describes how the agency / organisation or Functional Area is to be coordinated in order to fulfil the roles and responsibilities allocated.

TABLE OF ACRONYMS

AIP	Australian Institute of Petroleum
AMSA	Australian Maritime Safety Authority
ANSTO	Australian Nuclear Science and Technology Organisation
ARTC	Australian Rail Track Corporation
ARPANSA	Australian Radiation Protection and Nuclear Safety Agency
BOM	Bureau of Meteorology
CBR	Chemical, Biological and Radiological
DEC	Department of Environment and Conservation, NSW
Displan	NSW State Disaster Plan
DPI	Department of Primary Industries
Enviroplan	NSW Environmental Services Functional Area Supporting Plan
EnvSC	Environmental Services Commander
EnvSCC	Environmental Services Coordination Centre
EnvSFA	Environmental Services Functional Area
EnvSFAC	Environmental Services Functional Area Coordinator
EOC	Emergency Operations Centre
EPCUP	Emergency Pollution Clean-up Program
EPRD	Environment Protection and Regulation Division
HAC	Hazmat Advice Coordinator
Hazmat / CBR Plan	NSW Hazardous Materials / CBR Emergency Sub Plan
Healthplan	NSW Health Services Functional Area Supporting Plan
ICC	Incident Control Centre
LDCC	Local Disease Control Centre
NSWFB	NSW Fire Brigades
PACIA	Plastics and Chemical Industries Association
RFS	Rural Fire Service
RTA	Roads and Traffic Authority
SEMC	State Emergency Management Committee
SEOC	State Emergency Operations Centre
SEOCON	State Emergency Operations Controller
SERM Act	State Emergency and Rescue Management Act, 1989 (as amended)

PART ONE – INTRODUCTION

GENERAL

Authority

101 This plan is the *NSW Environmental Services Functional Area Supporting Plan* (referred to as *Enviroplan*) to the *NSW State Disaster Plan (Displan)* developed pursuant to the *State Emergency and Rescue Management Act, 1989* (as amended).

Structure

102 Displan identifies the Environmental Services Functional Area (EnvSFA) as having the primary role for responding to emergencies within NSW where the environment is at risk. The Department of Environment and Conservation (DEC) coordinates and controls mobilisation of this response. Displan allocates the following roles to the EnvSFA:

- a. protect the environment during emergency response and recovery operations;
- b. coordinate scientific support for the on-scene controller during operations to combat the pollution of the sea and inland waters within NSW;
- c. advise and coordinate scientific support to the NSW Fire Brigades (NSWFB) during land based hazardous materials emergency operations;
- d. advise combat agencies and other Functional Areas or organisations involved in an emergency, on environmentally sound and legal practices for the disposal of wastes or contaminated materials resulting from an emergency;
- e. once the material has been rendered safe, direct and coordinate clean-up of hazardous materials which pose a threat to the environment; and
- f. conduct post-response operations investigations following incidents or emergencies involving hazardous materials.

103 The EnvSFA Coordinator (EnvSFAC) has the responsibility to plan for the coordinated use of the necessary resources to protect the environment during emergency response and recovery operations. The EnvSFA Committee, formed in accordance with the requirements of the *State Emergency and Rescue Management Act, 1989*, assists in the planning.

Scope

104 In this plan, the coordinating agency is the DEC. The coordinating agency directs and coordinates the clean-up of land and inland waters affected by emergencies impacting or potentially impacting upon the environment. Although the role commences prior to the site being rendered safe with respect to public health and property (including the environment), the on-ground phase of the clean-up only occurs once the site is rendered safe.

- 105 This plan also applies to marine oil and chemical spills in State Waters, however, for these incidents the Combat Agency is also the coordinating agency for the clean-up of spilled oil and chemicals. DEC still provides a major role in the coordination of scientific and waste management advice to the Combat Agency. See the *NSW State Waters Marine Oil and Chemical Spill Contingency Plan* for details.

Legislation and Related Plans

- 106 It is the duty of all persons who are responsible for, or who handle, hazardous materials to take due care and to ensure that the materials are manufactured, processed, kept, stored, distributed, conveyed, used, sold, and disposed of in a sensible and safe manner.
- 107 Standing operating procedures should include the adoption of best management and quality control practices and periodic environmental / safety audits. In particular, special care should be taken to comply with the requirements of relevant Acts and Regulations including but not limited to those listed in Annex A.
- 108 In addition, the NSWFB and the DEC have a Memorandum of Understanding which outlines the agreed roles and responsibilities of both organisations during both the response and recovery phases.
- 109 A list of the State level plans to be read in conjunction with this plan is included in Annex A.

Principles

- 110 The following principles apply to this plan:
- a. control and coordination of an emergency response and initial recovery operations will be conducted at the lowest effective level;
 - b. that emergencies requiring a response by the EnvSFA are primarily, but not solely, ones involving hazardous materials. Hazardous materials may include chemical, biological and radiological materials and wastes;
 - c. when this plan is implemented, Displan, *NSW Hazardous Materials / Chemical, Biological, Radiological Emergency Sub Plan (Hazmat / CBR Plan)* and if appropriate other key plans will be cross referenced as appropriate;
 - d. each agency within the EnvSFA is responsible for the development of effective internal standing operating procedures to ensure that they are able to respond in accordance with this plan;
 - e. each agency is responsible for the safety, protection, training and management of its own personnel, and should consider their responsibility under the Occupational Health and Safety Act; and
 - f. each agency within the EnvSFA is responsible for advising if it cannot meet its obligations under this plan.

AIM

- 111 The aim of this plan is to identify the NSW EnvSFA emergency management arrangements for the protection of the environment during an emergency in NSW.

CONCEPT OF OPERATIONS

Prevention Phase

- 112 Prevention (mitigation) measures are designed to minimise the consequences of emergencies affecting the environment or public health. This is achieved through legislation, codes, guidelines and standards developed at the National and State levels of government and through industry / agricultural associations requiring government organisations, industry, commercial and agricultural operators to:
- a. undertake appropriate emergency risk management and both apply the principles and monitor processing, storage, transfer operations, transport, use and disposal of environmentally hazardous materials;
 - b. identify prevention and/or mitigation options; and
 - c. develop and implement prevention and response plans.

Preparation Phase

- 113 This phase addresses the preparation and planning arrangements with the main focus in establishing a framework for EnvSFA Participating and Supporting Agencies and organisations to mobilise their structures and resources in order to support response to and recovery from an emergency. This will be achieved through:
- a. establishing strong organisational and personnel networks between member organisations and agencies in the EnvSFA, the emergency services, other functional areas and the community;
 - b. establishing and maintaining memorandums of understanding;
 - c. managing the planning development by reviewing and testing of Enviroplan and providing input to the review of other relevant plans; and
 - d. identifying and undertaking relevant environmental and emergency management training for personnel responsible for the emergency response and recovery management.

Response Phase

- 114 This phase addresses the EnvSFA's response for all emergencies in order to minimise environmental and public health impacts to individuals, the community and property (including the environment). The key actions in this phase include:
- a. appropriately timed deployment of EnvSFA assets and human resources;

- b. initial assessment of impact or potential impact of emergency upon public health and the environment;
 - c. appointment and deployment of the Environmental Services Commander (EnvSC) and support staff as required;
 - d. activation of Enviroplan;
 - e. assessment of need and activation of the Environmental Services Coordination Centre (EnvSCC); and
 - f. deployment of liaison staff to the relevant Emergency Operation Centre(s) (EOC).
- 115 When there is no further EnvSFA response required at the emergency site for this phase then the services will be realigned to support the Recovery Phase.

Recovery Phase

- 116 This phase addresses the process of normalising the area affected by the emergency be it community or property (including the environment). This phase will usually commence concurrently with the Response Phase. The essential EnvSFA tasks include:
- a. providing staff support to the Recovery Committee;
 - b. be prepared to chair the Recovery Committee;
 - c. conducting and assisting in post emergency investigations as required, noting that these may commence during the response phase;
 - d. the deactivation of response teams; and
 - e. participating in debriefing with one objective being the application of this knowledge into future prevention, planning, response and recovery operations.

PART TWO – ROLES AND RESPONSIBILITIES

201 Where an agency / organisation has a role and all its responsibilities for the protection of the environment during an emergency adequately covered under another Functional Area Supporting Plan then these details are not repeated under this plan. (See section on Emergency Management Arrangements in Part Three of this plan).

APPOINTMENTS

Environmental Services Functional Area Coordinator (EnvSFAC)

202 When this plan is activated, the role of the EnvSFAC is to coordinate the activities of Participating and Supporting Agencies by carrying out the following functions:

- a. appoint an Environmental Services Commander (EnvSC) and deploy to the emergency area site control;
- b. establish and maintain communications with the State Emergency Operations Centre (SEOC);
- c. deploy a Liaison Officer to the SEOC as requested;
- d. activate where necessary the (EnvSCC) to assist the EnvSFAC and EnvSC;
- e. establish and maintain communications with the relevant Environmental Services Functional Area Participating, Supporting and Functional Area Coordinators;
- f. coordinate all Environmental Services technical / regulatory advice / support;
- g. coordinate post emergency investigation(s) into environment protection and dangerous goods transport issues as required; and
- h. conduct a post-emergency debrief and participate in any overall incident/emergency debriefs.

Environmental Services Commander (EnvSC)

203 The EnvSC is to:

- a. provide regulatory and technical advice / support to the relevant Emergency Management Team such as outlined in Hazmat / CBR Plan;
- b. support the Combat Agency in managing the environmental monitoring of the hazardous material(s) in air, water and soil during the response phase;
- c. manage the environmental monitoring of the hazardous material (non-biological) in air, water and soil during the recovery phase;
- d. communicate operational information to the Multi Agency Incident Management Team (see Hazmat / CBR Plan);

- e. work with NSW Health and the Department of Primary Industry (DPI) to determine environmental health ramifications of the emergency for response and recovery;
- f. support the recovery coordinator in managing the clean-up of the contaminated area and disposal of any contaminated wastes; and
- g. advise other Functional Areas or organisations at the emergency site on environmental issues.

Other Appointments

204 Depending upon the nature of the emergency, other critical appointments may be required to be filled. These positions, roles and responsibilities are described under the various Sub Plans and/or Supporting Plans and therefore will not be duplicated here.

COORDINATING AGENCY

Department of Environment and Conservation

- 205 The coordinating agency in this plan is the DEC, and during emergencies impacting on the environment, DEC is to:
- a. maintain an overview of environment protection activities within the emergency area and arrange the provision of specialist advice and technical assistance as required, in doing so it supports the functions of the EnvSFAC and the EnvSC;
 - b. provide resources and facilities for the decontamination and rehabilitation of affected wildlife;
 - c. coordinates recovery and clean-up operations where the recovery operations are directed primarily to environment protection and remediation. In all other cases, the DEC continues to arrange the provision of specialist advice and technical assistance as required; and
 - d. conducts a post emergency investigation, if requested by the EnvSFAC.

COMBAT AGENCIES

206 The designated Combat Agency for an emergency that impacts significantly upon the environment is dependent upon the character of the emergency. Combat Agencies may also be Participating Organisations where clean-up and disposal of hazardous materials are required. The most relevant Combat Agencies are:

NSW Fire Brigades

207 The Fire Brigades Act, 1989 and *Displan* identifies the NSWFB as the Combat Agency for hazardous materials emergencies occurring on land or in inland waters as outlined in *Hazmat / CBR Plan*;

Department of Primary Industries

208 The DPI is the Combat Agency for animal health emergencies, and is primarily responsible for ensuring that there is adequate preparedness for animal health emergencies in NSW. (See the *NSW Animal Health Emergency Sub Plan*). As a consequence of their role as Combat Agency the DPI will provide advice on the decontamination, slaughter and disposal of diseased animals, animal products and fomites;

NSW Health

209 NSW Health may be the Combat Agency for human health emergencies caused by environmental contamination. (See the *NSW Health Services Functional Area Supporting Plan – Healthplan*); and

Ports Corporations and NSW Maritime Authority

210 Under the *NSW State Waters Marine Oil and Chemical Spill Contingency Plan* the Port Corporations and NSW Maritime Authority are each assigned the Combat Agency role / responsibilities for designated sections of NSW State Waters. The Ports Corporations consist of:

- i. Newcastle Port Corporation;
- ii. Port Kembla Port Corporation; and
- iii. Sydney Ports Corporation.

PARTICIPATING ORGANISATIONS

General Considerations

211 When alerted to an emergency by the EnvSCC, the Participating Agency will:

- a. deploy a Liaison Officer to the EnvSCC, if required;
- b. deploy staff and equipment to the emergency area as requested by the EnvSFAC;
- c. provide technical assistance to the Combat Agency and others in the emergency area as requested by the EnvSCC;
- d. provide administrative and logistic support to its own personnel and equipment in the emergency area;
- e. debrief all its personnel who were involved in the emergency operation; and
- f. participate in any post emergency debrief conducted by the EnvSFAC.

Australia Rail Track Corporation

212 The Australia Rail Track Corporation (ARTC) is to be prepared to:

- a. assist with rail track access as required by the Combat Agency during response to an emergency;
- b. assist with the monitoring and predicting of the occupational risks associated with the emergency; and
- c. provide advice on the properties and characteristics of the hazardous materials.

Department of Commerce

213 The Department of Commerce is to be prepared to:

- a. assist the Combat Agency and the EnvSFA in the clean-up operation by providing advice, equipment and labour.

Local Councils

214 If requested, the relevant Local Council is to;

- a. assist with information on the site and the broader local area;
- b. assist the DEC and the Combat Agency with clean-up operations;
- c. participate in waste management operations in relation to wastes on council roads and lands; and
- d. provide assistance with waste management, in the context of the availability of suitable facilities.

RailCorp

215 RailCorp will:

- a. provide clean-up assistance to the DEC and the Combat Agency in emergencies on the RailCorp rail network and land;
- b. provide rail engineering support services; and
- c. provide clean-up services.

Roads and Traffic Authority

216 The Roads and Traffic Authority (RTA) will:

- a. provide clean-up assistance to the Combat Agency and the DEC in emergencies on RTA road and land; and
- b. provide engineering assistance;
- c. develop specific traffic plans to support Enviroplan; and
- d. support the activation of specific traffic control plans in the support of Enviroplan.

Rural Fire Service

- 217 The Rural Fire Service (RFS) will:
- a. assist the NSW Fire Brigades; and
 - b. if it can be done safely and personnel are available, assist in protecting the environment.

WSN Environmental Solutions

- 218 WSN Environmental Solutions will:
- a. provide advice on the disposal of contaminated and hazardous wastes; and
 - b. provide waste facilities for holding materials contaminated with hazardous materials.

WorkCover NSW

- 219 WorkCover NSW is to be prepared to:
- a. assist with the monitoring and predicting of the occupational risks associated with the emergency; and
 - b. provide advice on the properties and characteristics of the hazardous materials.

SUPPORTING AGENCIES

General Considerations

- 220 When alerted to an emergency by the EnvSCC, the Supporting Agency will:
- a. deploy a Liaison Officer to the EnvSCC, if required;
 - b. provide specialist advice to the EnvSCC and/or EnvSC;
 - c. prepare to deploy specialist advice to the EnvSCC and/or EnvSC;
 - d. deploy specialist advisors to the emergency area as requested by the EnvSFAC;
 - e. debrief all its personnel who were involved in the emergency operation; and
 - f. participate in any post emergency debrief conducted by the EnvSFAC.

Department of Local Government

- 221 The Department of Local Government will:
- a. promote a responsive and accountable system for the involvement of local government in emergency management; and

- b. implement government policy and administer legislation assigned to the local government portfolio.

Department of Natural Resources

222 The Department of Natural Resources will:

- a. provide advice on water resources; and
- b. monitor the impact of the emergency on land, vegetation and water resources.

Department of Planning

223 The Department of Planning will:

- a. provide planning and preparation assistance in connection with emergency planning.

Environmental Trust

224 The Environmental Trust will:

- a. provide advice on the use of funds from the Environmental Trust to meet costs associated with the management of the emergency (see paragraph 406).

Industry Associations – Plastics and Chemical Industries Association (PACIA), Australian Institute of Petroleum (AIP), Business Australia and NSW Road Transport Association Incorporated

225 The industry associations will:

- a. facilitate provision of advice to the Combat Agencies and the DEC on the properties of any hazardous materials used and manufactured by their industry;
- b. facilitate provision of assistance to the Combat Agency and the DEC in the clean-up operations; and
- c. represent their industry in planning and preparedness activities.

Local Government Association of NSW and the Shires Association of NSW

226 The Local Government Association of NSW and the Shires Association of NSW will provide planning and preparation assistance in connection with emergency management.

NSW Maritime Authority

227 NSW Maritime Authority will provide assistance to the Combat Agency as required under the *NSW State Marine Oil and Chemical Spill Contingency Plan* and the Hazmat / CBR Plan.

COMMONWEALTH AGENCIES

228 Depending upon the nature and severity of the emergency, Commonwealth Agencies especially those in specialist areas may be asked to advise or assist where State resources are inadequate. These agencies include:

- Australian Maritime Safety Authority (AMSA);
- Australian Nuclear Science and Technology Organisation (ANSTO);
- Australian Radiation Protection and Nuclear Safety Agency (ARPANSA);
- Bureau of Meteorology (BOM); and
- Defence – Incident Response Regiment.

PART THREE – COORDINATION AND CONTROL

CONTROL STRUCTURE

General

301 The control and coordination for emergencies is designed to provide the most effective mechanism, which is applicable to all situations. The control of the environmental protection response for emergencies in NSW is achieved through the provision of key appointments and the establishment of a number of control or command structures.

Key Appointments

302 The key appointments to deal with an emergency include:

- a **State EnvSFAC.** The State EnvSFAC is appointed by Director General of the DEC and is responsible for the NSW EnvSFA tasks in all phases of the NSW emergency management arrangements outlined in Displan; and
- b **EnvSC.** The EnvSC is appointed by the State EnvSFAC and is responsible for coordinating on-site EnvSFA response as outlined in this Plan and the Hazmat / CBR Plan.

303 The Environmental Services control structure at an emergency site includes:

- a EnvSFA Liaison Officers being appointed by the EnvSFAC to represent the EnvSFA at all relevant EOCs at District and State Level;
- b during a marine oil and/or chemical spill emergency the EnvSFAC will also appoint an Environment Advisor to the Incident Controller, an Environment Coordinator plus a Regional Officer and a Wildlife Coordinator to the Incident Control Centre (ICC). (See *NSW State Marine Oil and Chemical Spill Contingency Plan*); and
- c during an animal health emergency if so required, an EnvSFA Liaison Officer will represent the EnvSFA at a Local Disease Control Centre (LDCC).

Operation Centres

304 The key operation centres include:

- a **Environmental Services Control Centre (EnvSCC).** When Enviroplan is activated this centre will be manned by DEC and relevant Participating and Supporting Agency staff;
- b **EOC.** During the response phase of the emergency EnvSFA Liaison Officers will report to the relevant EOC (including ICC and LDCC) at both State and District level; and

- c **Site Control.** Site Control for the purposes of this Plan rests with the Combat Agency and the Site Controller. The EnvSC will establish EnvSFA site operations at this location.

COORDINATION

Authority

- 305 The State EnvSFAC and DEC Regional Directors have the authority to commit State and Regional DEC assets respectively, through activation of Enviroplan. The State EnvSFAC also coordinates strategic EnvSFA response, with the EnvSC coordinating on-site response.

Boundaries

- 306 This Supporting Plan applies to all NSW land, inland and State Waters.
- 307 Coordination of clean-up operations for polluted State Waters and adjacent foreshores, is the responsibility of NSW Maritime Authority and the Port Corporations for those spills from ships and ship to/from shore transfer operations of oil and noxious substances listed in Schedule 1, Annex II, Appendix II of the Marine Pollution Act 1987. Note: Ship to shore transfer operations includes that part of the transfer operations from the last land based isolation valve to the ship.
- 308 For emergencies crossing State borders local formalised arrangements are in place for interstate assistance and coordination.

Liaison

- 309 Liaison and cooperation between the response emergency services organisations and the NSW Environmental Services Functional Area is essential. This is achieved through:
 - a involvement in the relevant State / District Emergency Management Committees;
 - b involvement in the Environmental Services Functional Area Committee;
 - c liaison with adjacent States and Territories; and
 - d appointment of Liaison Officers to the emergency operations centres at the request of the State EnvSFAC and Regional Directors.
- 310 Each Participating and Supporting Agency needs to identify a Liaison Officer who can be deployed to the State EnvSCC when the Participating or Supporting Agency is contacted and requested to provide a Liaison Officer.
- 311 Should the Liaison Officer be called for, he / she is to report to the State EnvSCC. The Liaison Officer must be able to supply specialist advice on the roles, functions and capabilities of his / her organisation.

Planning

- 312 Preparation and planning for NSW Environmental Services will be undertaken on a State-wide basis. The DEC has responsibility for policy development and maintaining preparedness at the State level, as well as the maintenance of State based contingency plans and management of the EnvSFA Committee programme.
- 313 **District and Local Level Plans.** District and Local level Enviroplans are not required due to the centralised control and command procedures employed by emergency services organisations and Functional Areas. If specific environmental hazards are identified within a District or Local area, that District and/or Local Displan must include these hazards.

Activation

- 314 Enviroplan can only be activated by the EnvSFAC, the Director-General of the DEC, the Deputy Director General (Environment Protection and Regulation Division - EPRD) of the DEC or DEC EPRD Directors.
- 315 Activation may be in response to:
- a ensuring adequate response to and recovery from a land or water (inland or State) based hazardous materials emergency, a animal health emergency or public health emergency; or
 - b a request from any agency on the State Emergency Management Committee for environmental services support; or
 - c a request from any agency on the Environmental Services Functional Area Committee for environmental services support.

Communication

- 316 The Hazmat Advice Coordinator (HAC) acts as a first contact for all emergencies and is contactable 24 hours on the emergency number. Pollution Line is the backup alternative for HAC.
- 317 The State EnvSCC is to maintain telephone and facsimile communications with the State Emergency Operations Centre at all times. Each Participating and Supporting Agency is to maintain telephone and facsimile communications with the State EnvSCC and/or alternative Centre during the operation.
- 318 During an emergency impacting on the environment and where the Public Information Services Functional Area has been activated, an officer of the DEC's Public Affairs Section will act as Liaison Officer to the Public Information Services Functional Area.
- 319 During an emergency where the Public Information Services Functional Area has not been activated, the DEC's Public Affairs Section and the NSW Fire Brigades' Public Communication Unit will cooperate to coordinate the provision of relevant information to the public communication system.

Contact Details

320 The DEC is to maintain a current contacts directory. Each Participating and Supporting Agency is to provide to the EnvSFAC current contact details to enable 24 hours access. Nominated contact persons are to be senior employees of the organisation who will coordinate the provision of Liaison Officers from their organisation to the State EnvSCC who is responsible for maintaining the register.

Committees

NSW Environmental Services Functional Area Committee (EnvSFAC Committee)

321 The NSW EnvSFA Committee (chaired by the EnvSFAC) is a policy committee for the NSW EnvSFA, and it consists of the principle organisations and disciplines that form the planning and working elements of Enviroplan. The Committee membership is listed in Annex C.

322 The terms of reference for the NSW EnvSFA Committee include:

- a. to provide advice to the State Emergency Management Committee (SEMC) on the EnvSFA;
- b. to prepare and maintain the Enviroplan;
- c. to contribute to the preparation and maintenance of Sub Plans to the State Displan; and
- d. to coordinate the provision of EnvSFA support for emergency operations.

Supporting Committees

323 The DEC and the EnvSFA Committee may establish sub-committees or advisory groups to effect cooperative arrangements for performing their allocated task.

EMERGENCY MANAGEMENT ARRANGEMENTS

324 Key Functional Areas identified by the DEC as being critical to protection of the environment during an emergency and requiring a close working relationship to ensure consistent support include:

- a. Agriculture and Animal Services (coordinating agency – DPI);
- b. Energy and Utility Supply Services (coordinating agency – Department of Energy, Utilities and Sustainability);
- c. Engineering Services (coordinating agency – Department of Commerce);
- d. Health Services (coordinating agency – NSW Health);
- e. Public Information Services (coordinating agency – NSW Police); and
- f. Transport Services (coordinating agency - Ministry of Transport).

PART FOUR – ADMINISTRATION, FINANCE AND TRAINING

Review of Plan

- 401 The Plan is to be reviewed:
- a following activation as the result of an emergency;
 - b following an exercise designed to practice or test any aspects of the plan;
 - c when the roles or responsibilities of any agency involved in the plan are changed;
 - d at the direction of the State Emergency Operations Controller (SEOCN), EnvSFAC or the SEMC;
 - e at the request of:
 - i the DEC;
 - ii a designated Combat Agency as recognised under this Plan;
 - iii the EnvSFA Committee.
 - f every four years.

Amendments to the Plan

- 402 Agencies should submit amendment to the EnvSFAC for consideration and endorsement. Plan distribution of the Plan will be in accordance of the SEMC Distribution Policy.

Financial Responsibilities – Expenditure and Recovery of Funds

- 403 The key issues for funding include the clean-up of site(s), analysis, transport, treatment, temporary storage and permanent disposal of wastes.
- 404 Expenditure of funds by Agencies or Functional Areas during emergency response or initial recovery operations is to be met in the first instance by the providers of resources from within their normal operating budgets. Should the expenditure be of such a magnitude as to prevent the providing Agencies / Functional Areas from continuing their normal operations for the remainder of the financial year, Treasury may provide supplementation, but Departments cannot be guaranteed that funding will be provided. (Displan).
- 405 Certain expenditure incurred during emergency response or initial recovery operations following natural disasters may be included under the Commonwealth / State funding arrangements. (Displan).
- 406 In order to minimise additional risk to public health or environmental damage resulting from an hazmat emergency, the Environmental Trust, through its Environmental Pollution Clean-Up Program (EPCUP), may contribute funds towards the costs of measures to remove, disperse or mitigate when those measures need to be

taken immediately. Strict criteria must be met before Trust Funds can be approved. The guidelines for applying for Trust Funds can be found on the DEC website at <http://www.environment.nsw.gov.au/grants/cleanup.htm>.

Logistics Support

- 407 Whenever possible, normal procedures for the acquisition of environmental goods and services are to be utilised. Should assistance be required it should be requested through the EnvSFAC.

Training

- 408 The SEMC is responsible for the conduct of exercises to rehearse the arrangements outlined in this and other NSW emergency management plans (Displan).
- 409 The DEC will be responsible for coordinating Enviroplan exercises.
- 410 The EnvSFA Participating and Supporting Agencies will be required to participate in National, State and District exercises which are relevant to those agencies.
- 411 Each agency is responsible for training on its internal procedures implemented to fulfil the roles and responsibilities assigned in this plan.

ANNEX A – LEGISLATION AND PLANS

Legislation

- State Emergency and Rescue Management Act, 1989 (as amended);
- Agricultural and Veterinary Chemicals (New South Wales) Act;
- Contaminated Land Management Act, 1997;
- Environmental Planning and Assessment Act, 1979 and State Environmental Planning Policies (SEPP);
- Environmental Trust Act, 1998;
- Environmentally Hazardous Chemicals Act, 1985 and Regulations;
- Explosives Act 2003 and Regulations;
- Fire Brigades Act, 1989;
- Gas Industry Restructuring Act, 1986;
- Gas Supply Act, 1996;
- Local Government Act, 1993;
- Marine Pollution Act 1987 and Regulations;
- Maritime Services Act, 1935;
- Occupational Health and Safety Act, 2000 and Regulations;
- Occupational Health and Safety Amendment (Dangerous Goods) Act, 2003;
- Ozone Protection Act, 1989;
- Pesticides Act, 1999 and Regulations;
- Poisons and Therapeutic Goods Act, 1966 and Regulations;
- Protection of the Environment Administration Act, 1991;
- Protection of the Environment Operations Act, 1997 and Regulations;
- Public Health Act, 1991;
- Radiation Control Act, 1990 and Regulations;
- Road and Rail Transport (Dangerous Goods) Act, 1997 and Regulations;
- Rural Fires Act, 1997;
- Waste Avoidance and Resource Recovery Act, 2001 and Regulations; and
- Workplace Injury Management and Workers Compensation Act, 1998.

Key Plans and Agreements

- NSW State Disaster Plan (Displan);
- NSW Animal Health Emergency Sub Plan;
- NSW Hazardous Materials / CBR Emergency Sub Plan (Hazmat / CBR Plan);
- NSW Health Services Supporting Plan (Healthplan);
- NSW Marine Oil and Chemical Spill Contingency Plan (Sub Plan);
- NSW State Agricultural and Animal Services Supporting Plan;
- NSW State Aviation Emergency Sub Plan;
- NSW State Bush Fire Plan;
- NSW State Engineering Services Supporting Plan;
- NSW State Transport Services Supporting Plan; and
- The NSW Fire Brigades and the Environment Protection Authority Memorandum of Understanding.

ANNEX B – ENVIRONMENTAL SERVICES FUNCTIONAL AREA

Listed below are the agencies which constitute the Environmental Services Functional Area.

Coordinating Agency

- Department of Environment and Conservation (DEC)

Combat Agencies

Hazardous Materials – Land and Inland Waters

- NSW Fire Brigades (NSWFB)

Oils and Chemicals (Marine Pollution Act) – State Waters

- NSW Maritime Authority
- Newcastle Port Corporation
- Port Kembla Port Corporation
- Sydney Ports Corporation

Human Health Emergencies

- NSW Health

Animal Health Emergencies

- Department of Primary Industry (DPI)

Participating Agencies

- Australian Rail Track Corporation
- Department of Commerce
- Local Councils
- RailCorp
- Roads and Traffic Authority (RTA)
- Rural Fire Service (RFS)
- WSN Environmental Solutions
- WorkCover NSW

Supporting Agencies

- Department of Local Government
- Department of Natural Resources
- Department of Planning
- Environmental Trust
- Industry Associations:
 - Plastics and Chemical Industry Association (PACIA)
 - Business Australia
 - Australian Institute of Petroleum (AIP)
 - NSW Road Transport Association Incorporated
- Local Government Association of NSW and the Shires Association of NSW
- NSW Maritime Authority

Associated Emergency Management Arrangements

- Agriculture and Animal Services (coordinating agency – DPI)

- Energy and Utility Services (coordinating agency – Department of Energy, Utilities and Sustainability)
- Engineering Services (coordinating agency – Department of Commerce)
- Health Services (coordinating agency – NSW Health)
- Public Information Services (coordinating agency – NSW Police)
- Transport Services (coordinating Agency – Ministry of Transport)

Commonwealth Agencies

- Australian Maritime Safety Authority (AMSA)
- Australian Nuclear Science and Technology Organisation (ANSTO)
- Australian Radiation Protection and Nuclear Safety Agency (ARPANSA)
- Bureau of Meteorology (BOM)
- Defence – Incident Response Regiment

ANNEX C –STATE ENVIRONMENTAL SERVICES FUNCTIONAL AREA COMMITTEE

Terms of Reference

1. To provide advice to the State Emergency Management Committee (SEMC) on the Environmental Services Functional Area.
2. To prepare and maintain the Environmental Services Functional Area Supporting Plan (Enviroplan) to the State Disaster Plan (Displan).
3. To contribute to the preparation and maintenance of Sub Plans to the State Disaster Plan (Displan).
4. To coordinate the provision of Environmental Services Functional Area support for emergency operations.

Membership

- State Environmental Services Functional Area Coordinator (Chair)
- Department of Environment and Conservation (DEC - Coordinating Agency)
- Australian Rail Track Corporation (ARTC)
- Department of Commerce
- Department of Local Government
- Department of Natural Resources
- Department of Planning
- Department of Primary Industry
- Independent Transport, Safety and Reliability Regulator
- Industry Associations:
 - Plastics and Chemical Industry Association (PACIA)
 - Business Australia
 - Australian Institute of Petroleum (AIP)
 - NSW Road Transport Association Incorporated
- Local Government Association of NSW and the Shires Association of NSW
- Ministry of Transport
- NSW Ambulance Service
- NSW Fire Brigades (NSWFB)
- NSW Health
- NSW Maritime Authority
- NSW Police
- RailCorp
- Roads and Traffic Authority (RTA)
- Rural Fire Service (RFS)
- Sydney Catchment Authority
- Sydney Ports Corporation (also representing Port Kembla Port Corporation and Newcastle Port Corporation)
- Sydney Water Corporation (also representing Hunter Water Corporation, Cobar Water Board, Broken Hill Water Board)
- WSN Environmental Solutions
- WorkCover NSW