

# Environmental Services Functional Area Supporting Plan (ENVIROPLAN)

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A supporting plan to the State Emergency  
Management Plan (EMPLAN)

September 2024

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## Acknowledgement of Country

The Environmental Services Functional Area acknowledges the Traditional Custodians of the land on which we live and work, honours the ancestors and the Elders both past and present and extends that respect to all Aboriginal people.

We recognise Aboriginal peoples' spiritual and cultural connection and inherent right to protect the land, waters, skies and natural resources of NSW. This connection goes deep and has since the Dreaming.

We also acknowledge our Aboriginal and Torres Strait Islander employees who are an integral part of our diverse workforce and recognise the knowledge embedded forever in Aboriginal and Torres Strait Islander custodianship of Country and culture.

Environmental Services Functional Area Supporting Plan (ENVIROPLAN)

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## Climate Change Statement

The Environmental Services Functional Area emergency management arrangements will include consideration for the impacts of climate change, which is expected to influence the frequency, duration and intensity of extreme weather events.

The Environmental Services Functional Area acknowledges the NSW Government's approaches to addressing climate change including the NSW Government's climate change policies and initiatives, helping industry to decarbonise and build greater preparedness and resilience to climate change risks. The maintenance of the ENVIROPLAN is referenced in the NSW EPA Climate Change Policy and Climate Change Action Plan 2023–26 along with the EPA regulatory approach and set of actions to address the causes and consequences of climate change in NSW. The focus of the EPA's policy and plan is on enabling and supporting best practice and building collaborative processes to ensure any actions are meaningful, feasible and cost-effective.

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# 1 Introduction

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## 1.1 Purpose

The New South Wales Environmental Services Functional Area Supporting Plan (ENVIROPLAN) describes the strategic emergency management arrangements for the protection of the environment prior to, during and after an emergency, in support of emergency management arrangements in New South Wales (NSW).

The ENVIROPLAN does not include Environment Protection Authority (EPA) regulatory functions except where they are required in the emergency context. Where possible these have been addressed in the NSW Disaster Waste Sub Plan. The EPA, as coordinator of the Environmental Services Functional Area (EnvSFA) will lead or assist as appropriate where there is or will likely be impacts to the environment. Formal arrangements exist for impacts on wildlife in emergencies and for a mass fish death event at Menindee. The environment is understood to be the physical, chemical and biological surroundings where communities live and develop their livelihoods. It provides the natural resources to sustain individuals, industries and economies and determines the quality of the surroundings where they function.

For Aboriginal people, Country refers to the entire landscape; encompassing the lands, waters, plant life, animal species and seas. Country has spiritual and cultural significance to all Aboriginal people for language, lore, cultural practice, sustenance and identity.

Environmental disasters can occur as a direct result of a natural hazard such as floods, storms or bushfires and can include resultant pollution impacts. These types of hazards can cause severe impacts to communities, infrastructure and the environment and result in economic, social, Cultural or heritage impacts or loss. Natural hazard impacts can be compounded by the release of a pollutant or chemical from a technological accident/incident, also causing an environmental disaster event.

The emergency management framework defines 'emergency' as severe and sudden events, for this reason the response to drought is outside of the framework.

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## 1.2 Principles

The following principles underpin the NSW ENVIROPLAN:

1. All environmental services resources, including personnel, committed through prior arrangement are available to the Environmental Services Functional Area Coordinator (EnvSFAC), for the purposes of executing the plan.
2. Where an environmental impact occurs, or potentially may occur because of a hazard and/or emergency, EnvSFA will support the Combat Agency in their response. Where there are significant environmental impacts, the EPA will establish an EnvSFA Emergency Management Team to coordinate and lead the response.

3. Control and coordination of an environmental emergency response and initial recovery will be conducted at the lowest level of effective coordination.
  4. Response and Recovery operate concurrently according to the type of emergency or support requirements.
  5. Actions taken to protect or remediate the environment relate directly to the actual environment as well as adequate functioning of the health, social, built and economic aspects of the broader community.
  6. The NSW ENVIROPLAN considers and addresses the risks and impacts of climate change on emergency Response and Recovery operations.
  7. The NSW ENVIROPLAN incorporates the concept of building environmental resilience.
  8. The EPA's mandated role is to regulate activities that have the potential to cause harm to the environment including waste and pollution incidents. Under emergency management arrangements the EPA leads EnvSFA to ensure that, where possible, environmental impacts have been prevented or prepared for and there is an appropriate response to impacts and recovery activities.
  9. General (non-emergency) pollution and environmental issues are managed under the relevant legislation or by the Appropriate Regulatory Authority.
  10. The NSW ENVIROPLAN addresses the integration of strategies to support NSW emergency management arrangements across the All-Hazards approach through:
    - a. Identification and assessment of environmental hazard/s, occurrence and vulnerability.
    - b. Undertaking pre-emptive, proactive and reactive actions that can reduce environmental vulnerability and impacts during emergencies.
    - c. Mitigating the consequences and environmental impacts due to disaster reduction actions during prevention, preparation, response and recovery.
    - d. Informing consideration of environmental impacts in lead agency decision making processes.
    - e. Development of partnerships and collaborative approaches.
    - f. Provision of advice and information to Combat Agencies and stakeholders in protecting, enhancing and remediating the environment.
    - g. Inclusion of Aboriginal voice in the remediation, management and maintenance of Country.
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## 1.3 Authority

The NSW ENVIROPLAN is written and issued under the authority of the *State Emergency and Rescue Management Act 1989 (NSW)* (SERM Act) and the NSW State Emergency Management Plan (EMPLAN). In addition to these instruments, the following Acts and Regulations apply for providing [function] support:

- *Local Government Act 1993*

- *Protection of the Environment Operations Act 1997*
- *Contaminated Land Management Act 1997*
- *Dangerous Goods (Road and Rail) Transport Act 2008*
- *Environmental Planning and Assessment Act 1979*
- *Fire and Rescue NSW Act 1989*
- *Marine Pollution Act 2012*
- *Radiation Control Act 1990*
- *Biodiversity Conservation Act 2016*
- *Water Management Act 2000*
- *Aboriginal Land Rights Act 1983*
- *Inclosed Land Protection Act 1901* (related access arrangements which should be made via local planning arrangements)

Functional Areas are business units within NSW Government agencies that, consistent with the scope of their portfolio, perform specific emergency management functions. This may be to support Combat Agencies to resolve the consequence of an emergency, or they may provide emergency risk management leadership within a sector (EMPLAN para 435). They derive their authority from the SERM Act and EMPLAN.

The EPA is the agency responsible for leading EnvSFA.

This plan is a supporting plan to the EMPLAN.

It was prepared by the EnvSFA Committee and approved by the Environmental Services Functional Area Coordinator August 2024. The plan was endorsed by the NSW State Emergency Management Committee (SEMC) September 2024.

## 1.4 Revision history

Version	Date endorsed	Amendment notes
1	1992	First Issue
2	August 2001	Rewrite
3	November 2005	Rewrite
4	20 June 2019	Rewrite
5	July 2024	Rewrite



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## 1.5 Activation

The arrangements in the NSW ENVIROPLAN are always active and do not require a formal declaration.

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## 1.6 Scope

The NSW ENVIROPLAN describes the coordination of government agencies, non-government organisations (NGOs) and the private sector to provide key environmental services before, during and after an emergency. It outlines the agreed roles and responsibilities of the agencies, organisations and businesses across the Prevention, Preparation, Response and Recovery (PPRR) cycle. The NSW ENVIROPLAN encompasses an all-hazards approach.

ENVIROPLAN applies to all lands, inland waterways and air within or traversing NSW.

ENVIROPLAN also applies to arrangements involving EnvSFA support specified within other NSW Sub Plans and Supporting Plans.

- [Interim Mass Fish Death Event Response Sub Plan](#)
- [Wildlife in Emergencies Sub Plan](#)
- [Disaster Waste Sub Plan](#)
- [Hazardous Materials Emergency Sub Plan](#)
- [Coastal Waters Emergency Sub Plan](#)
- [Biosecurity \(Animal and Plant\) Emergency Sub Plan](#)
- [Botany Bay Emergency Sub Plan](#)
- [Hawkesbury-Nepean Flood Emergency Sub Plan](#)
- [Agriculture and Animal Services Supporting Plan](#)
- [Public Information Supporting Plan](#)
- [NSW Recovery Plan](#)

For emergencies crossing State or Territory borders affecting the environment within NSW, local and regional formalised arrangements are in place for interstate communications, assistance and coordination.

The plan includes:

- the governance arrangements for emergency management within EnvSFA
- the coordination arrangements for providing environmental services at state, region and local levels during emergencies
- a description of the major contributing environmental service components that EnvSFA may access, and services provided during an emergency event
- a description of Participating Organisations and Supporting Agencies involved in providing environmental services.

This plan does not:

- apply to the temporary loss of services or local incidents that can be resolved with local resources
  - include details about the operational activities of individual agencies, organisations or businesses
  - describe national environmental emergency management arrangements
  - articulate the emergency management arrangements when the EPA is the Combat Agency or has been directed by the EOCON.
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## 1.7 Assumptions

The planning assumptions for this plan include:

- Emergency Service Organisations, Functional Areas and their service providers have business continuity plans to manage short-term and localised disruptions, and these plans are regularly practised and reviewed.
  - The resources, including personnel the Supporting Plan relies upon, would be made available when required.
  - All Participating Organisations and Supporting Agencies have prepared, exercised and maintained appropriate internal instructions and/or standing operating procedures required to facilitate the arrangements detailed in the NSW ENVIROPLAN.
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## 1.8 Audience

The audience for the NSW ENVIROPLAN is the NSW Government and agencies/organisations within the emergency management sector, including non-government organisations (NGOs), business and community groups with a defined role in emergency management.

Although the wider community is not the primary audience, community members may find the contents of this plan informative.

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## 1.9 Linkages

The NSW ENVIROPLAN reflects current legislation, the arrangements in the EMPLAN, the strategic direction for emergency management in NSW and the accepted State practice/s for emergency management. The EMPLAN arrangements have not been repeated unless necessary to ensure context and readability. Any variations from these arrangements have been identified and justified.

Plans and policies from other government agencies that relate to this plan include:

- State EMPLAN, Sub Plans and Supporting Plans as listed in Section 1.6.
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## 1.10 Maintaining the plan

The EnvSFAC will keep this plan current by:

1. Ensuring all agencies, organisations, businesses and officers included in this plan are made aware of their roles and responsibilities.
2. Conducting education, training and exercises to test the arrangements.
3. Ensuring the NSW ENVIROPLAN is reviewed:
  - a. after significant emergency operations
  - b. when there are significant changes to the machinery of government
  - c. when there are changes that significantly alter plan arrangements
  - d. as determined by the NSW SEMC
  - e. no less frequently than every 5 years.

## 1.11 Governance

The Environmental Services Functional Area Committee (EnvSFA Committee) is formed in accordance with the requirements of the SERM Act. It assists in the PPRR phases and is a requirement of the EMPLAN. The EnvSFA Committee working groups below State level will be determined by the State EnvSFAC.

The EnvSFA Committee (chaired by the EnvSFAC), is a policy committee, consisting of the organisations and disciplines that form the planning and working elements of NSW ENVIROPLAN.

The EnvSFA Committee's role is to:

- provide governance and oversight for EnvSFA work
- develop a workplan for EnvSFA covering PPRR
- provide input into the scope of funding proposals following natural disasters and the subsequent development of recovery programs
- review and implement NSW ENVIROPLAN and the Sub Plans relating to EnvSFA roles and responsibilities (Wildlife in Emergencies, Disaster Waste and Mass Fish Deaths)
- provide advice to the State Emergency Management Committee (SEMC) on EnvSFA responsibilities and actions
- coordinate the provision of EnvSFA support for emergency operations
- provide access to environment technical advisors to support Incident or Emergency Management Teams
- establish and participate in working groups as required to focus on specific issues.

The Crisis Policy Committee of Cabinet provides a mechanism for the Premier to coordinate NSW Government strategic policy for significant emergencies or crises. Chaired by the Premier, it includes Ministerial representatives of key relevant portfolios, plus Commissioners and Secretaries as required and invited by their Ministers (EMPLAN 205). The EnvSFAC or the Chief Executive Officer, Environment Protection Authority will represent EnvSFA.

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## 2 The Functional Area

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### 2.1 Objective of the Environmental Services Functional Area

EnvSFA's primary function is to ensure the environment is considered in all aspects of emergency management, with actions to minimise impacts to the environment in emergencies. Key actions relate to clean up, waste management, contamination, pollution and degradation of land and waterways and coordinating a response to impacted wildlife.

Responsibilities are set out in the EMPLAN and the NSW ENVIROPLAN, including:

- support for impact assessments
- community advice
- technical support for Combat Agencies (critical site protection)
- advice to Minister, Secretary and relevant senior officers.
- leading or coordinating relief or recovery programs where funding is made available through disaster funding arrangements

EnvSFA is instrumental in environmental recovery and where otherwise detailed in relevant Sub-Plans through:

- responding to the impacts on the natural environment including national parks, public / private land, coastline and native animals
- responding to the effects on biodiversity and ecosystems
- responding to the effects on cultural heritage
- responding to the effects of waste and pollution (including air and water) on the environment.

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### 2.2 Environmental Services Functional Area Coordinator

The EnvSFAC is an SEMC member who is appointed by Cabinet on the recommendation of the Minister for the sponsoring agency and the Minister for Emergency Services (EMPLAN para 439).

The EnvSFAC is nominated and undertakes their responsibilities as stipulated in the SERM Act and EMPLAN.

The EnvSFAC is responsible for EnvSFA tasks in all phases of the NSW emergency management arrangements outlined in EMPLAN.

The role of the EnvSFAC is to coordinate the activities of Participating Organisations and Supporting Agencies to support Combat and other lead agencies or delegating the following functions:

- Establishing a Functional Area Committee to assist with developing and maintaining this plan.

- Engaging with Participating Organisations and Supporting Agencies to develop and maintain capability to provide specialist support to emergency management across the PPRR cycle. Coordinating EnvSFA support during response and recovery operations
- Deploying a Liaison Officer to the emergency area/incident, EOC and/or site control.
- Establishing and maintaining communications with the EOC.
- Activating, where necessary, an EnvSFA EMT.
- Coordinating all EnvSFA technical assistance, advice and support.
- Conducting a post-emergency debrief and participating in any overall incident and emergency debriefs.

The Functional Area Coordinator can commit the resources of Participating Organisations and Supporting Agencies within the Functional Area to a response as per agreements with those organisations.

The Functional Area Coordinator will determine what, if any, structure is established at the region and/or local level.

## 2.3 Coordination of the Environmental Services Functional Area

The objective of the Environmental Services Unit (ESU), within the EPA, is to support the EnvSFAC, by developing and coordinating resources and activities to deliver best practice emergency management (as per PPRR) and systems for EnvSFA. The ESU will:

- assist in the activation and operation of Environment Services Emergency Management Teams and Combat Agency and Emergency Operations Centre support
- manage EnvSFA roles and responsibilities to support emergency management arrangements
- lead the prevention, preparation, response and recovery actions to emergencies and disasters for improved environmental outcomes
- engage with stakeholders to maintain EnvSFA's technical and specialist capabilities and application relating to environmental impacts during an emergency
- evaluate and influence best-practice emergency management arrangements that support the delivery of EnvSFA's role
- lead and support the development and maintenance of emergency management Sub Plans that include NSW Disaster Waste Sub Plan, Wildlife in Emergencies Sub Plan and the Mass Fish Kill Event Sub Plan.

## 2.4 Regional Environmental Services Functional Area Coordinator (REnvSFAC)

The EnvSFAC appoints, for each Emergency Management Region (EMR), a person to perform the role of the REnvSFAC. The appointment is valid for the determined period.

The REnvSFAC undertakes their role with the support of the EnvSFAC and the EPA's ESU.

The REnvSFAC undertakes the following responsibilities:

- represents the interests of EnvSFA within the EM Region
- coordinates all EnvSFA technical assistance, advice and support at a regional level
- represents EnvSFA on Regional Emergency Management Committees (REMC)
- participates and facilitates support to emergency management planning, response and recovery within the EM Region in respect of environmental impacts and issues
- supports environmental planning, response and recovery conducted by Local Emergency Management Committees (LEMC)
- establishes sub-committees, advisory focus groups or working groups to achieve designated outcomes or review and analyse environmental incidents
- assists with educating and training stakeholders on the role and functions of EnvSFA and associated Supporting and Participating Organisations within NSW emergency management framework.

### **2.4.1 Deputy Regional Environmental Services Functional Area Coordinator**

With the approval of the EnvSFAC, the REnvSFAC may appoint one or more Deputy REnvSFACs. The appointments ensure capability and sustainability of EnvSFA roles and functions at a region level.

The Deputy REnvSFAC undertakes the following responsibilities:

- assists the REnvSFAC to represent the interests of the EnvSFA within the EM Region
- represents EnvSFA on the REMC in the absence of the REnvSFAC
- performs the role and responsibilities of the REnvSFAC in their absence or upon delegation

### **2.4.2 Support for Local Emergency Management Committees**

While Functional Areas are not required to provide representation on Local Emergency Management Committees, in most cases the Region EnvSFACs will maintain visibility on LEMC activities through REMC activities and ensure engagement and attendance at a local level as appropriate. In high risk or sensitive areas, the EnvSFAC may appoint a representative for one or more LEMCs as determined appropriate.

Where LEMCs require specific attendance of an EnvSFA representative at an LEMC they may request it through the REnvSFAC.

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## 2.5 Duty Incident Advice Coordinator (DIAC)

The DIAC is a 24/7 point of contact for incidents and emergencies and for emergency management support and response. The DIAC receives notification from a range of sources including the EPA environment line, FRNSW and other Combat Agencies. Information is triaged, and additional intelligence gathered before notification to the relevant supporting agency, participating organisation and/or stakeholder as required.

The DIAC primarily supports the EPA's regulatory function; however, it may also provide the EnvSFA role with ongoing intelligence gathering, monitoring of the situation, information exchange from other stakeholders and strategic and tactical advice.

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## 2.6 Services provided

The key services that are delivered by the Environmental Services Functional Area are:

- coordinating whole of government environmental and scientific advice to Combat Agencies
  - emergency provisions for clean-up and waste management
  - technical advice for waste disposal and decontamination options
  - oversight and assurance for waste management activities in recovery
  - establish an EnvSFA Emergency Management Team to support Combat Agencies and respond to environmental impacts
  - support impact/damage assessments to inform recovery needs
  - oversee the development and delivery recovery programs in alignment with Disaster Recovery Funding Arrangements.
  - recognise and incorporate Aboriginal Knowledge in the provision of environmental services including to:
    - include and recognise Aboriginal voice on committees and teams
    - work with local Knowledge holders where applicable on the location of sacred sites to prevent the destruction and desecration of places of cultural significance
  - conduct impact assessments by applying a cultural lens and being inclusive of the cultural landscape, areas of significance and discrete Aboriginal communities oversee the development and delivery of programs in alignment with Disaster Recovery Funding Arrangements for discrete Aboriginal community's recovery needs
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## 2.7 Service delivery

EnvSFA during an emergency may be coordinated and delivered through:

- deployment of staff into the field to assess the impact of emergencies upon the environment

- deployment of a liaison officer into multi-agency Emergency Operation Centres (EOCs), command centres or incident management teams that have been set up by the Combat Agency
- deployment of staff into broader emergency management roles within the EnvSFA EMT that is supporting the Combat Agency, state or other EOCs
- Recovery Centres and Recovery Assistance Points
- communication and media channels in liaison with Public Information Functional Area (PIFAC) and inclusive of community-specific and Aboriginal channels
- provide representation on recovery committees and sub-committees.

## 2.8 Member agencies

Members of EnvSFA primarily consist of government agencies whose remit it is to protect and manage the environment. However, there are agencies who are not primarily an environment agency but are pivotal to protection and management of the environment via the functions they have to support and rebuild communities. Non-government agencies or organisations may also provide functions and services and be described as a Supporting Agency or Participating Organisation. This may require a formal agreement of services.

## 2.9 Supporting Agencies and Participating Organisations

Supporting Agencies are government agencies that assist in providing and coordinating specialist services and resources to the EnvSFAC for emergency response and recovery operations. These are in line with their service delivery responsibilities and within the bounds of their business-as-usual work (EMPLAN para 443). Appendix A details existing roles and responsibilities.

Participating Organisations are organisations that have given formal notice to the EnvSFAC or Agency Controllers/Coordinators that they are willing to participate in, and commit resources to, emergency response and recovery operations under the direction of the EnvSFAC (EMPLAN para 452). These can be non-government organisations (NGOs) and established volunteer organisations. There are specific circumstances where these roles are described in sub plans such as Wildlife in Emergencies and Mass Fish Deaths.

## 2.10 Local Government

Local government plays a key role across the PPRR spectrum including emergency risk management and planning at the local level. Local councils have a solid understanding of the specific environmental services, management of hazards and environmental issues in their local government area. Local government convenes LEMC and Recovery Committees, works with state agencies to identify and prioritise risk mitigation options and undertakes an all-hazards approach to emergency risk management.



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## 2.11 Engagement with Aboriginal people and communities

A consultation plan will be developed to inform how government departments engage with Aboriginal people and communities in emergency response situations. Thoughtful and planned emergency response engagement will improve response time, build resilience and foster sustainable outcomes for Aboriginal communities and Country.

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# 3 Prevention and preparedness

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## 3.1 Service continuity

EnvSFA, including all contributing environmental service member agencies, must commit resources to prepare, maintain and exercise appropriate policies, plans and procedures to prevent or prepare for an emergency. This includes risk management, education, training and exercises on at least an annual basis. Service continuity is achieved through ensuring Environmental Risk, Exposure and Vulnerability Reduction. These actions are comprehensively explained in Appendix A.

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## 3.2 Planning

Preparing for environmental emergencies requires information on underlying vulnerabilities, knowledge of risks, risk communication, consequences identification and community stakeholder engagement. Emergency response plans should be established and regularly reviewed and updated. Community, Local Government and industry involvement in, awareness of, emergency planning is vital for engagement in emergency preparedness.

EnvSFA contributes to emergency management planning at a state, regional and local level by participating in the SEMC and REMCs (with REMCs/REMO representing LEMCs), and other working groups, as appropriate.

Preparation and planning for the EnvSFA is undertaken on a State-wide basis. The EnvSFAC has responsibility for policy development and maintaining preparedness at the State level and management of the EnvSFA Committee programme. All functional arrangements, plans and standard operating procedures are to be developed through committees and advisory groups under appropriate environmental emergency management governance arrangements.

Responsibility for preparation and risk management rests at the local level in the first instance (EMPLAN para. 124) including to undertake emergency risk assessments and develop plans for identified risks and planned events. EMPLAN refers to the Emergency Risk Management Framework for the common approach and principles for emergency risk management in NSW. Consideration should be given to environmental and other risks identified by the LEMC, REMC and SEMC, the differing needs of regional and metropolitan areas in NSW, and to state-wide and national policies and legislation.

The arrangements maintain the focus on establishing a framework for EnvSFA to coordinate, Participating Organisations and Supporting Agencies to mobilise their structures and resources and to support response to and recovery from a disaster or emergency. This will be achieved through:

- establishing strong networks between EnvSFA member organisations and agencies in the EnvSFA, Emergency Service Organisations, other Functional Areas and the community
- establishing and maintaining partnerships with Combat Agencies, key Aboriginal agencies, community organisations and other relevant stakeholders as appropriate
- identifying vulnerabilities in resources and incorporating arrangements and procedures within associated sub plans (Wildlife in Emergency Sub Plan, Mass Fish Kill Sub Plan, and Disaster Waste Sub Plan)
- managing EnvSFA strategy by reviewing and exercising of ENVIROPLAN and providing input to the review of other relevant plans
- identifying and facilitating access to relevant environmental emergency management training for personnel responsible for environmental emergency response and recovery

Vulnerable communities may need priority support, for example the 61 Discrete Aboriginal Communities that are responsible for essential water, sewerage and road reserve infrastructure without the required resources to manage or restore these services. Limitations in the event of an incident such as road access, water supply, sewerage and the capacity to rebuild with limited funding sources need to be considered.

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### 3.3 Community resilience

A resilient community is one in which all community members are involved and empowered to share responsibility in preparing for, responding to, and recovering from emergencies. Resilient communities are better able to withstand an emergency and have an enhanced ability to recover from its residual impacts.

The NSW EPA supports community resilience through the provision of environmental services to the community during all phases of an emergency.

EnvSFA works with internal and external agencies and community members to:

- Develop state-wide communications to build community resilience across NSW, including recognition that different communication steps, channels and translations may be required for inclusive, multicultural or culturally and linguistically diverse audiences.
- Develop awareness of the nature and potential environmental impacts of hazards.
- Develop awareness of how to access different levels of environmental services under the Environment Services function. Promote personal awareness for managing risks and preparing for emergencies including accommodating for vulnerable community members such as Disability Inclusive Disaster Risk Reduction.
- Develop an Aboriginal community centric communication and engagement plan with priority on promoting awareness, preparedness and innovation.

EnvSFA distributes public information to the community in response to environmental emergencies, identified risks and planned events. This includes timely, accessible, in-language and culturally appropriate environmental information and resources for the diverse and multicultural communities across NSW. Where appropriate, information and messaging may be co-designed with the community. EnvSFA works with the Public Information Functional Area and coordinates with other government agencies and emergency service organisations to ensure this messaging is consistent.

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### 3.4 Informal volunteering

Volunteers enhance the capacity and capability available to NSW emergency organisations to respond to disaster events. Informal (spontaneous) volunteers, while not formally associated with volunteer organisations, may operate as individual volunteers or as part of an emergency group of people who come together to respond to a particular challenge or one-off event. EnvSFA will support any Combat Agency coordination in operations, follow guidance and advice on hazards, safety issues and concerns, provide a flexible approach to coordinating and directing informal volunteering efforts to ensure these efforts complement rather than duplicate activity, and empower the community to be part of the solution within established command and control structures.

During incidents that impact the environment, people may want to assist with the recovery of the environment and rescue of wildlife. Informal volunteers may form part of response and recovery arrangements. Consideration will be given to the types of activities informal volunteers will undertake, how this activity will be coordinated, and by whom, taking a flexible approach including:

- the decision process for determining whether informal volunteers will be engaged
- the overarching strategy for working with informal volunteers, including the scope of their involvement and suitability of roles (e.g. coordinate, engage, redirect)
- arrangements for the scalability and coordination of informal volunteers across various disasters.

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### 3.5 Operational readiness

To ensure operational readiness, EnvSFA will:

- develop, maintain, and implement an emergency management education framework to provide consistent education and training as aligned to State directions and building capability of staff
- undertake continuous improvement, update plans and arrangements, and consider lessons identified from the exercising and evaluation of plans, After Action Reviews (AAR) and from operational experience
- facilitate and support opportunities for staff to participate in emergency management education, training and exercises
- maintain workforce surge plans to ensure the required staff are available to respond to emergencies

- maintain contact lists for key emergency management stakeholders
- be contactable 24 hours.

Participating Organisations and Supporting Agencies will:

- maintain emergency response and recovery resources
- participate in EnvSFA preparedness activities.

The EnvSFAC coordinates the participation of EnvSFA at state and national emergency forums, events, exercises, and response activities, where appropriate.

Through the maintenance of this operational readiness, EnvSFA is able to provide support and assistance to supporting and participating organisations, where appropriate or where contained within sub and supporting plans.

## 4 Response

EnvSFA will deliver services to affected communities during the response and recovery phases of an emergency. While the entire state may not be affected by an emergency, state-level involvement may be required to support affected areas to varying degrees.

Responding to emergencies that impact on the environment requires information on underlying vulnerabilities and exposures and knowledge of the hazard/threat. This ensures adequate response to, and recovery from, a land or water (inland or state) based hazardous materials emergency, biosecurity (animal/plant) emergency or public health emergency.

The EMPLAN stipulates that EnvSFA may undertake a role like a Combat Agency when an environmental disaster or emergency exists. When the EnvSFA is required to manage and coordinate the response similar to a Combat Agency function an Australasian Inter-service Incident Management System (AIIMS) structure will be established with relevant agencies engaged. The EPA will perform the function of a Lead Agency for environmental impacts related to the *Protection of the Environment Operations Act 1997* (POEO Act) and other Acts and regulations related to protection of the environment or where appropriate or otherwise formally agreed to in a sub plan or other agency's plan.

An environmental emergency can be defined as a sudden-onset disaster or incident/accident resulting from natural, technological or human-induced factors, or a combination of these, that cause or threaten to cause severe or catastrophic environmental damage as well as harm to human health and/or livelihoods and requires a significant and coordinated response.

The EnvSFA has no specific authority to declare an environmental emergency under the SERM Act or the POEO Act, but can recommend and advise on matters within relevant support plans and sub plans under EnvSFA jurisdiction

Recent large-scale events have shown the benefit of establishing an EnvSFA EMT structure to allow a coordinated objectives driven response to wide-spread, complex impacts. The EnvSFA EMT operates independently of the Combat Agency IMT and continues to support the Combat Agency response through the EnvSFA LO embedded in the Combat Agency IMT.

The focus of coordination across EnvSFA Participating Organisations and Supporting Agencies is to minimise adverse consequences for individuals, the community, critical infrastructure, property and the environment.

When the environmental impact, or potential impact, is of such a degree that it may have, or has, long term effects for ecosystems or sustainability, human health, infrastructure resilience and operation, primary production and ultimately economic impacts, the EnvSFAC can direct that an EnvSFA EMT can/will be established (in addition to providing Liaison Officer support to the Combat Agency). The EMT will initially be resourced by EPA staff who are AIIMS trained but additional resources will be sought through EnvSFA membership including technical liaison roles.

When the impact on the environment is significant, or has potential to be significant, EnvSFA performs the principal function of coordinating support to the Combat Agency. Examples of the types of occurrences are:

- pollution on land, water or in the air because of a hazard impact during a multi-agency response or emergency
- waste fires that have potential to impact the surrounding environment or community beyond a single agency response
- hazardous materials release occurring because of a primary hazard impact
- incidents occurring at environment protection licenced facilities, major hazard facilities or facilities within proximity of the same, that extend actual or potential threat into the general environment or community during the incident or emergency.

The key actions and activities in the response phase may include:

- assisting the Combat Agency
- establishing an EnvSFA EMT
- establishing and maintaining coordination structures across the Participating and Supporting Agencies operating under EnvSFA
- participating in multi-agency IMTs or EMTs
- deployment of EnvSFA liaison staff to the relevant Emergency Operation Centre(s) (EOC) or Site Control
- providing appropriate, efficient and timely deployment of EnvSFA assets and resources (human and material)
- providing capability to undertake Impact Assessments to appraise impact or potential impact of an incident or emergency upon the environment and public health.

When there is no further EnvSFA support required for the emergency response phase then the services will transition to Recovery. The EnvSFA will deliver services to the community during the response and through some or all of the recovery.

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## 4.1 EnvSFA Incident Classification Levels

Incidents are classified for significance to assist in developing and implementing appropriate response and recovery arrangements.

Incidents are aligned to AIIMS classification levels 1, 2 or 3 and are determined through assessment of environmental risks, community interest or response, impact on infrastructure and essential services, media and political interest, community expectations and inter-agency involvement (Refer to Table 1). Level 4 is a catastrophic level of operation initiated by a State of Emergency declaration.

Incident classification is used to support a range of decisions, including:

- an appropriate incident response structure
- allocation of incident management roles to staff
- appropriate timing and extent of notification and communication.

The EPA has internal classification levels that work complementarily with EnvSFA classifications to ensure shared consistency. It allocates a risk rating to environmental, social and organisational factors and determines the level or response that is required. An abbreviated version is shown in Table 1. The full version is in section 7.3 Appendix C.

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## 4.2 Concept of operations

Recognised stages of activation of an EnvSFA response are:

- **Alert:** An emergency, or a situation that may require state level coordination of environmental services and resources, is possible. On receipt of information about a possible emergency, a briefing is given to relevant environmental services agency representatives.
- **Standby:** On receipt of information about the significant risk of, or the imminence of an emergency occurring, environmental services resources are confirmed and ready to respond if required.
- **Activation:** On receipt of information that an emergency has occurred or there is an increased level of risk of an emergency, environmental services resources are deployed.
- **Stand down:** On receipt of information that an emergency has finished or the risk has diminished, and that environmental services resources are no longer required, environmental services resources are stood down.

These are shown in Table 2.

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## 4.3 Command, Control and Coordination

Participating Organisations and Supporting Agencies engaged through ENVIROPLAN commit to being coordinated under the centralised focus of the EnvSFAC to achieve the operational objectives and strategies identified for the emergency. The EnvSFAC coordinates strategic, tactical and operational response across environmental issues.

### 4.3.1 Command

The EnvSFAC gives the direction to establish an EMT. EnvSFA member agencies provide staff during response to fulfill standard EMT roles and technical support roles according to the impacts on the environment. During business as usual, Functional Area staff may have different lines of reporting, however during an emergency they are required to respond to the direction of the relevant EnvSFAC.

Figure 1: Environmental Services escalation, notification and coordination arrangements

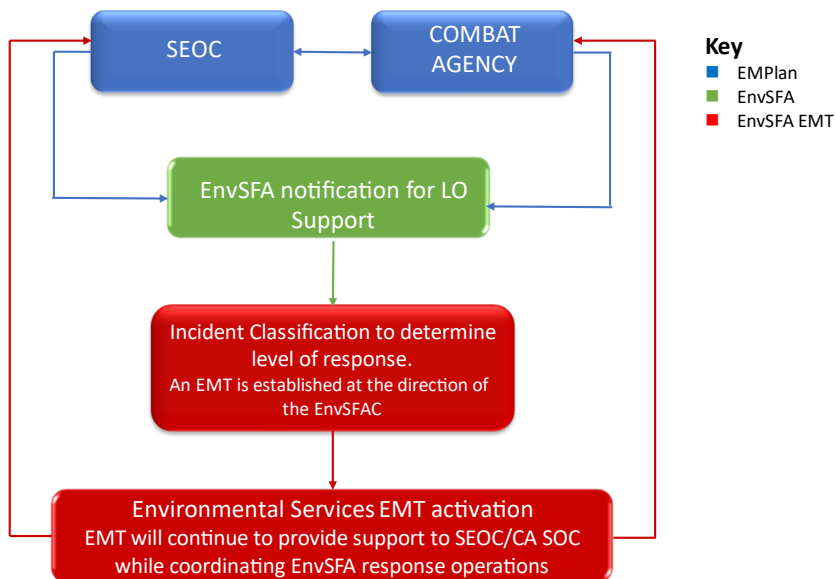
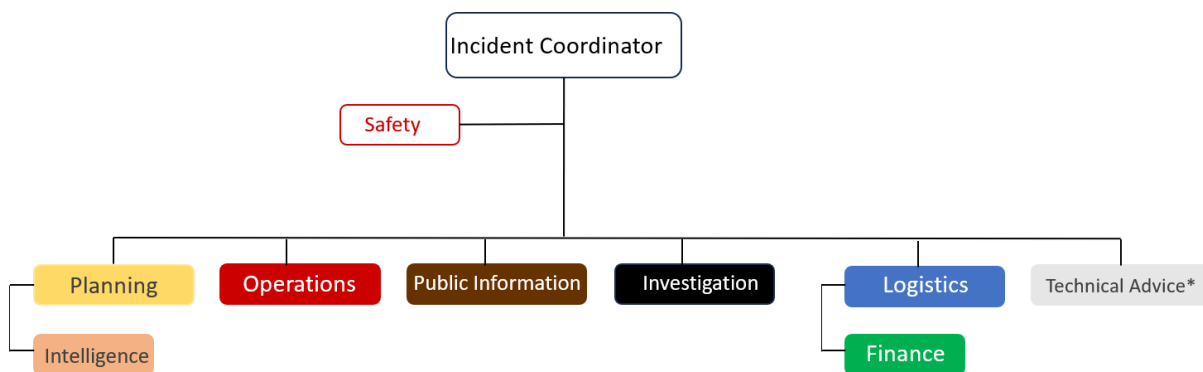


Figure 2: EnvSFA EMT structural lines of Command



\*inclusive of all EnvSFA agencies including supporting and participating orgs egs air, water, soil, wildlife, waste

### 4.3.2 Control

Control of an emergency response is always vested with a Combat Agency Controller or Emergency Operations Controller. If there is no defined Combat Agency for the emergency, Controllers may request the services of the Functional Area to respond to an emergency, or the Functional Area may recognise the need for a service and advise the Controller. Similarly, a Recovery Controller may request the services of the Functional Area to support community recovery. There is likely to be a period when recovery and response operations are concurrent and there is both a Combat Agency Controller and Recovery Coordinator/Controller active.

The Combat Agency Controller, Emergency Operations Controller or Recovery Controller may control the response or recovery from an operations centre. The Functional Area may be requested to provide a Liaison Officer to this centre.



The EnvSFAC always has overall responsibility (for responding to impacts to the environment from an emergency) but is not always directly involved in the EMT. In EnvSFA EMTs the traditional AIIIMS role of Incident Controller is replaced by Incident Coordinator. The purpose of this is to make the distinction between control of a response (by a Combat Agency or EOCON) and coordination of a response to environmental impacts.

Control of a response by EnvSFA requires coordination across the whole of the environmental services areas. This ensures sufficient resources and expertise are coordinated and that reporting lines are clear and do not become overwhelmed.

### 4.3.3 Coordination

Coordination is a key function of a Functional Area. The EnvSFAC works with their own agency and the Supporting and Participating Organisations to coordinate the services requested by the Combat Agency or Recovery Coordinator, or to support the community and the environment.

Coordination of EnvSFA response will occur at the lowest effective level. If a statewide response is required by EnvSFA, the EnvSFAC will authorise the establishment of an EnvSFA EMT and may request support of the State Emergency Operations Centre.

Agreements established through ENVIROPLAN or related sub plans gives the EnvSFAC the authority to commit resources from the EPA and Supporting and Participating Organisations. If resources outside EnvSFA are required, the EnvSFAC may request support from Emergency Service Organisations or other Functional Areas through the State Emergency Operations Centre, in accordance with the EMPLAN.

Supporting and Participating Organisations need to ensure capability to identify and deploy Liaison Officer(s) and technical support roles to an EnvSFA EMT or other EOC. The Liaison Officer must be able to provide access to specialist advice on the roles, functions and capabilities of their organisation (or sector).

EnvSFA maintains capacity to provide Liaison Officers to the relevant Incident Control Centre or EOC upon request from the relevant Authority (Refer to Figure 1).

EnvSFA representation and liaison capability for an emergency includes liaison officers, at all relevant EOCs at local, regional and state levels where requested, and specifically for;

- NSW Rural Fire Services (RFS) State Operations Centre during bush fire operations.
- NSW State Emergency Service (SES) State Operations Centre or Area of Operations as appropriate following discussions with NSW SES State Duty Operations Controller.
- an IMT established by TfNSW Maritime for a Marine oil and/or chemical spill emergency in addition to an Environment & Scientific Coordinator, and Waste Coordinator as agreed to in the NSW Coastal Waters Marine Pollution Plan).
- a Department of Primary Industries and Regional Development (DPIRD) Biosecurity Emergency.
- during a Hazardous Material/Chemical Biological Radiological Nuclear (CBNR) emergency.

EnvSFA Liaison Officers will:

- maintain communication between the Combat Agency and the EnvSFAC.

- convey directions or requests from the Combat Agency, or other agencies, to the EnvSFAC, and action requests when required.
  - provide advice on the status, capabilities, actions and the requirements of EnvSFA Participating and Supporting Agencies.
  - contribute EnvSFA information to inform whole of government or Combat Agency situational awareness.
- 

## 4.4 Concurrent and prolonged incidents and emergencies

Responses to more than one emergency may occur concurrently. The State EnvSFAC will communicate whether concurrent emergencies are being managed as one, or separately, and whether there are further delegations to accommodate the multiple events.

Coordination arrangements for concurrent and prolonged emergencies will depend on a risk assessment undertaken at the time. Communication between all relevant parties will occur to formulate an agreed approach.

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## 4.5 Notification and escalation

At a State Level, EnvSFA uses activation procedures according to the incident classification assessment and at the direction of the EnvSFAC:

- Requested by the State Emergency Operations Controller (SEOC) or a Combat Agency.
- An emergency is occurring or is possible.
- Intelligence informs the need for an increased level of awareness, or response preparation.
- Recovery operations commence or are being planned.

The principles of activation at a state level are replicated at a regional level with the relevant Regional or Local Emergency Operations Controller (EOC) or Emergency Management Officer.

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## 4.6 Specific tasks or actions

EnvSFA response activities and tasks may include:

- Coordinating EnvSFA's response to the emergency and with supporting agencies.
- Assisting with undertaking real-time impact assessment of actual and potential environmental impacts occurring because of the emergency response. This may include seeking data on the physical attributes of hazards.
- Coordinating and facilitating air monitoring during active response operations and maintaining during transition to recovery.
- Coordinating and facilitating soil and water sampling and analysis during active response operations and during transition to recovery.

- Request, as needed, planning data, hazard mapping and spatial information from the relevant agencies to identify the physical attributes of hazards, vulnerabilities in the community and sensitive ecosystems.
  - Providing advice and assistance to the Incident Controller, Site Controller and NSW Health on hazardous materials and activities occurring, or potential to occur, that may impact the environment, responder or public health.
  - Provide advice and guidance regarding public messaging in relation to environmental contamination and risk to public health (in collaboration with the Health Services Functional Area) occurring because of the active response operation. If PIFAC is operational, EnvSFA will coordinate with the PIFAC to support the development of whole of government messaging.
  - Assessing and coordinating planning and response to disaster debris and waste with the Engineering Services Functional Area.
  - Facilitating access to EnvSFA Supporting Agencies and Participating Organisations resources where other arrangements do not exist.
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## 4.7 Withdrawal/Demobilisation/stand down

Stand down or demobilisation of a response managed at the State level, will occur when the State EnvSFAC is satisfied that requests for assistance have been managed or can be handled as part of normal operations. The response, however, may remain active at the local level. Standing down a response managed locally will occur when the relevant EnvSFAC is satisfied that requests for assistance have been managed or can be handled as part of normal operations.

The activation or standing up of an EMT, would see the development of objectives within an Incident Action Plan and stand down occurs when these objectives have been met. This would also include transition to recovery programs.

The SECON will liaise with the State EnvSFAC or controller of the relevant Combat Agency of its intention to return to normal operations once routine operational activity is sufficient to manage the situation.

Table 1: Emergency and Incident Escalation table aligning with AIIMS levels of operation

	Risk and response assessment	Local Team response	Local Team response	Incident Management Team (IMT) response	Incident Management Team (IMT) response
Environmental risks	Potential scale of environmental impacts	Minimal	Localised	Moderate	Significant
	Potential of increased environmental harm and human health due to type of pollutant emissions/releases	None	Localised	Moderate	Significant
	Potential impacts on sensitive receiving environments <u>e.g.</u> residential areas, wetlands, National Parks, food production areas, waters.	None	Localised	Moderate	Significant
Social considerations	Community Interest	Minimal	Limited	Moderate	Significant
	Impacts on infrastructure and Services. ( <u>e.g.</u> transport routes, energy supply)	Minimal	Limited	Moderate	Significant
	Media and Political Interests	Minimal	Limited	Moderate	Significant
Organisational risks	Expectations for EPA involvement/ action and potential for reputational damage	Minimal	Limited	Moderate	Significant
Optimum response arrangement	Inter-agency involvement	None	Limited	Moderate	Significant
	Appropriate Incident Response Structure	Level 0	Level 1	Level 2	Level 3

Table 2: EnvSFA Stages of Activation and mobilisation

Stage	Actions	
ALERT or STANDBY	<p>State and Regional EnvSFAC(s) will ensure:</p> <ul style="list-style-type: none"> <li>• Communications are established with state and regional level stakeholders.</li> <li>• Notification and awareness to EnvSFA stakeholders.</li> <li>• The situation is effectively monitored at state and regional levels.</li> </ul>	<ul style="list-style-type: none"> <li>• Identification of potential environmental risks and threats.</li> <li>• Identification of sensitive receivers and facilities.</li> <li>• Capability to respond to incident scene(s) or EOCs as required.</li> </ul>
CALL OUT or RESPONSE	<p>State EnvSFAC will:</p> <ul style="list-style-type: none"> <li>• Consider activation of the State Environmental Emergency Coordination Centre (EECC) at the required level of operation and structure.</li> <li>• Establish and maintain liaison and communications with State level stakeholders.</li> <li>• Ensure communications with Regional EnvSFAC and Region based resources are established and maintained.</li> <li>• Support Region based resources and establishment of appropriate coordination structures.</li> <li>• Support requirements such as specialist advice and support for region EnvSFA operations.</li> <li>• Ensure a heightened level of monitoring and intelligence gathering.</li> <li>• Undertake identification and assessment of environmental impacts.</li> </ul>	<p>Regional EnvSFAC will:</p> <ul style="list-style-type: none"> <li>• Consider activation of appropriate facilities and support staff for EnvSFA responsibilities.</li> <li>• Establish and maintain liaison and communications with REOCON/LEOCONs and regional and local level stakeholders.</li> <li>• Ensure EnvSFA response activities and interests are addressed and managed.</li> <li>• Establish EnvSFA Liaison Officer and EnvSFA supporting agency liaison capability for EOCs.</li> <li>• Maintain internal and external reporting requirements.</li> <li>• Assess resource requirements to support EnvSFA requirements.</li> <li>• Ensure a heightened level of monitoring and intelligence gathering.</li> <li>• Undertake threat assessments and facilitate preventative post-impact priority actions.</li> <li>• Commence assessing considerations and planning requirements for recovery operations.</li> </ul>
STAND DOWN	<p>State EnvSFAC in conjunction with the Regional EnvSFA will ensure:</p> <ul style="list-style-type: none"> <li>• All notifications for standing down procedures are communicated to all participants and stakeholders involved in the response.</li> </ul>	

Stage	Actions	
	<ul style="list-style-type: none"> <li>• Deactivation of EnvSFA coordination response and recovery resources and activities no longer required.</li> <li>• Demobilisation of any deployed personnel, equipment and resources for EnvSFA functions.</li> <li>• Ensure EnvSFA participation in debriefs and lesson identification internally and across the multi-agency response.</li> </ul>	
TRANSITION	<ul style="list-style-type: none"> <li>Assist with the transition from response activities to formal recovery requirements under the NSW recovery arrangements.</li> <li>• Facilitate and finalise transition to formal recovery requirements under the NSW recovery arrangements.</li> </ul>	

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## 5 Recovery

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### 5.1 Recovery stage

Recovery addresses the process of returning an affected community to its proper level of functioning after an emergency. Post the hazard impact, land, people, animals, plants, water bodies and air can be contaminated by chemicals or pollutants. These pollutants or chemicals impact on essential services such as food production, supply of water catchments and drinking water.

Direct damage to the environment following natural hazard events is a regular consequence and the recovery phase should commence almost concurrently with the response phase. This means that many of the activities described as recovery can also be undertaken during response.

Recovery programs must consider the state of ecosystems and environmental services during the assessment process. This ensures that any inter-dependencies of the community and infrastructure with the environment are holistically addressed. Programs are usually tailored to the specific need of the impacted community and environment. Examples include flood impact assessments, contamination or chemical assessments and collaboratively designed programs for Aboriginal lands.

Additionally, the management of disaster debris and waste, if not done properly, can impact the environment in the immediate and long term. For this reason, environmental considerations form a significant part of recovery planning and activities. Examples from past flood and bushfire programs include the clean-up and disposal of debris, green waste, rural fencing waste, illegal dumping and local government landfill capacity.

#### 5.1.1 Strengthening Environmental Resilience in Recovery

Recovery and reconstruction efforts that are carried out without proper environmental guidance and safeguards can have devastating short and long-term impacts on the environment and potential impacts on the functioning, well-being and health of the community and the economy.

The environmental footprint of post-disaster recovery can be significant. The priority to resolve immediate issues for the community and address recovery actions that allow the community to reinstate social and essential activities as soon as possible can involve intensive exploitation of the surviving areas, both on site and in the remaining nonaffected locations.

Such activities can be unsustainable from the point of view of the impact on the environment and eco-systems during recovery. The ongoing environmental recovery actions need to occur as an integrated component of the human community requirements of a recovery operation. Longer-term recovery of the community can otherwise be affected.

#### 5.1.2 Recovery Operations

To determine the most appropriate recovery actions, environmental damage needs to be included in impact and risk assessments occurring during response as well as specifically for recovery. The information collected will inform decision makers on the best option for environmental recovery.

EnvSFA coordinates impact information through the conduct of Environmental Rapid Impact Assessment (ERIA). (Refer to Section: Environmental Rapid Impact Assessment).

The EnvSFAC will ensure that strategic environmental recovery priorities include:

- identifying and remediating hazardous materials and contaminated public and private property
- coordinating waste management procedures with the Engineering Services Functional Area, Councils / local government, waste facilities and other related waste authorities
- establishing controls to minimise environmental and human health impacts including prohibiting access to, or use of, materials, land, stock, pastures, waterbodies, water or food storage areas with exploration of alternate sources or options to be provided
- determining no action to be taken if the damage done and potential ongoing risks are not significant or that human based actions will interfere with the natural recovery processes of the environment or ecosystems.

### 5.1.3 Recovery Activities

The most common EnvSFA recovery activities and tasks include:

- providing EnvSFA membership to the Recovery Committee (where established)
- the EPA (for EnvSFA) chairing the Waste and Environmental Sub Committee, if one is established
- supporting the Waste and Environment Recovery Sub Committees and activating the Disaster Waste-Sub Plan
- conducting and assisting in post-disaster impact assessments and investigations
- providing advice and assistance for the decontamination of food, water, crops, stock and other food supply paths to ensure protection of human health
- coordinating and providing advice and assistance with the disposal of contaminated food, waste, debris and animal carcasses
- providing advice and guidance on hazardous materials waste such as asbestos and solar panels
- providing advice and guidance regarding public messaging for waste and hazardous materials handling, management and disposal
- restoring and future-proofing cultural and heritage sites
- facilitating processes that restore or maintain healthy biodiversity and ecosystems
- demobilising environmental resources deployed during the response and recovery phases
- participating in debriefing/AAR process.



## 5.1.4 Impact of Recovery Operations on the Environment

Recovery incorporates a period of early recovery followed by ongoing community development. Without proper consideration of the environment, pre-existing vulnerabilities may be re-created or exacerbated.

The expectations of undertaking remedial actions as quickly as possible for community functioning may negate the importance of environmental considerations and a new situation may potentially pose new risks. Programs may include for example the environmental clean-up, disposal of waste or contamination assessments.

Additionally, recovery programs provide the opportunity not only for regeneration of the environment but also to strengthen and build resilience and consider climate change impacts such as the increase in frequency and intensity of future events.

For this reason, the inclusion of EnvSFA within recovery programs to assist with expediting environmentally safe solutions, as well as mitigating environmental impact during reconstruction phases, is important.

The EnvSFAC will ensure that EnvSFA representation on recovery committees occurs, where appropriate.

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## 5.2 Impact Assessments

An impact assessment is a comprehensive assessment of impact and consequent recovery needs. Impact assessments will support an effective transition from response to recovery and provide an analysis of how damage has been sustained across the recovery domains (social, economic, built, and natural).

Impact assessments are referred to here as the collective process, inclusive of the Combat Agency's Rapid Damage Assessments as well as further assessments conducted at the direction of an Emergency Operations Controller or other agency's recovery objective.

Impact assessments are conducted at the most appropriate level for the scale of response (local, regional or state) and usually at the direction of the emergency operations controller.

The process for collecting impact data will vary depending on the type of hazard impact being responded to and the opportunities to deploy and collect information. On ground assessments are preferable for the level of detail that can be obtained however this is dependent on access and safety controls. Aerial collection methods such as drone, helicopter surveys using high resolution imagery or satellite imagery should all be considered. In a large-scale event, the State Emergency Operations Controller can activate the state Data Sharing Arrangements where all agencies collecting data in the response or recovery should share collected data with participating agencies to facilitate recovery activities, such as through the Emergency Information Coordination Unit (EICU).

EnvSFA will participate in multi-agency data collection processes for initial rapid impact assessments and if relevant, the subsequent comprehensive impact assessments. This data is to be provided to the combat/lead agency during the response phase for inclusion in the formal transition to recovery documentation, as it assists in the design of recovery programs.

Examples may include multi-agency impact assessment teams to assist in the identification of hazardous materials exposed during fires and determine waste types and volume of waste that would need to be managed in clean-up/render safe programs. Conducting aerial surveys to inform clean-up and recovery programs for communities and impacts to water ways enhances information and intelligence, in identifying hazards for clean-up and removal. DCS Spatial Services is another source of aerial survey, having remote sensing aircraft that can be tasked, as well as contractors under the Remote Sensing Services and Equipment (ReSSE) scheme, and the Post-Catastrophe Imagery Subscription program that it contains. Additionally, previous aerial surveys have partnered with other agencies, such as NSW Maritime as trained aerial observers. Impact assessment information is also important for substantiating funding applications and evaluation for effective completion of programs.

The NSW Disaster Waste Sub Plan contains a sample disaster waste data template for collecting information relating to waste types and volume. It can be varied depending on the level of detail required and is recommended for use in a collection platform such as Fulcrum or Collector for ease of collection and future use.

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## 5.3 Continuous Improvement

The EnvSFAC will ensure that EnvSFA, including participating and/or supporting agencies, participates in multi-agency debriefs where EnvSFA has participated in the response or recovery phases.

EnvSFA will ensure internal debriefs are undertaken due to response to incidents and emergencies and to inform into multi-agency debriefs and the NSW Lessons Management Framework. Observations and insights from response activities will be analysed for trends, risks and lessons. An After-Action Review (AAR) reports will be tabled at the appropriate executive committee.

EnvSFA, currently represented by the EPA, also contributes through participation in the State Emergency Management Committee Capability and Development sub-committee and through the annual Lessons Management Review.

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## 6 Finance and logistics

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### 6.1 Acquisition of EnvSFA Goods and Services

Whenever possible, existing local procedures are to be used by all components of EnvSFA for the acquisition and supply of goods and services. Assistance can be requested through the State EnvSFAC, as required. The Engineering Services Functional Area can assist with complex procurement.

Under the *Public Works and Procurement Regulation 2019*, the Chief Executive, NSW Environment Protection Authority or a nominated delegate may, in any case of emergency, authorise the procurement of goods and services to a value sufficient to meet that particular emergency. Every authorisation must be reported to the New South Wales Procurement Board as soon as possible.

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### 6.2 Expenditure and Recovery of Funds

Key funding issues incorporate decontamination and waste management including the analysis, transport, treatment, temporary storage and permanent disposal of wastes.

Expenditure of funds by EnvSFA agencies during emergency response or recovery operations is to be met in the first instance by those agencies from within their normal operating budgets. If these costs are so significant that there is risk of not being able to continue their normal operations for the remainder of the financial year, Treasury may provide supplementation, this cannot be relied upon.

Certain expenditure incurred during emergency response or initial recovery operations following natural disasters may be included under the Commonwealth or State disaster recovery funding arrangements. Agencies may request reimbursement of eligible exceptional costs by submitting claims to the NSW Reconstruction Authority and other National cost-sharing arrangements

Where an incident or emergency has resulted from negligence or a breach of regulatory requirements a polluters pay requirement may be applied to emergency responses and recovery. It is unlikely that this can be applied to a natural hazard impact, nor should it be relied upon due to relative uncertainty involved in securing payment from polluters.

#### 6.2.1 Recovery arrangements

##### Disaster recovery funding arrangements

The National Disaster Recovery Assistance (NDRA) and Disaster Assistance Guidelines provide financial assistance to natural disaster declared areas in each state or territory. It is a jointly funded program between the Australian Government and state and territory (state) governments, through which the Australian Government provides financial assistance to support state governments with disaster recovery costs.

EnvSFA may undertake, for large scale environmental disasters, to source funding from NDRA when it becomes available. Once the funding arrangements have been agreed, programs may be

established by the EPA under these arrangements. The reimbursement of recovery programs under this arrangement is usually a shared cost split between state and federal government.

In most cases a responsible party will undertake and fund clean-up under the polluter-pays principle. However, in the absence of a responsible party, the clean-up and legal obligation may fall to state agencies, emergency services organisations or local councils who may become involved in pollution clean-up activities following an emergency.

In these situations, funding may be available through programs such as Environment Pollution Clean Up Program (EPCUP). However, there is specific assessment and eligibility criteria in these circumstances. More information can be found on the [NSW EPA Website](#).

## 7 Appendices

### 7.1 Appendix A – Participating Organisations and Supporting Agencies Roles and Responsibilities

The following Participating Organisations and Supporting Agencies undertake the following roles and responsibilities that are in addition to the roles and responsibilities described in the EMPLAN.

Agency/Organisation	Role/s and Responsibilities
NSW Environment Protection Authority / Lead of EnvSFA	<ul style="list-style-type: none"> <li>• To lead combat and supporting agencies in the prevention, preparation, response and recovery of environmental emergencies, including waste management as part of <u>Disaster Waste Sub Plan</u> and wildlife as part of <u>Wildlife in Emergencies Sub Plan</u>.</li> <li>• Coordinate roles and responsibilities of combat and supporting agencies in environmental emergencies.</li> <li>• Provide sampling information (when relevant) and technical advice to relevant agencies and personnel about environmental issues.</li> <li>• Build awareness and develop means of preventing and preparing for environmental emergencies.</li> <li>• Build local government and community knowledge and capacity to handle unexpected environmental emergencies.</li> <li>• Coordinate training for relevant agencies in preparation for environmental emergencies.</li> <li>• Minimise potential impacts on the environment and communities during environmental emergencies where possible, including waste.</li> <li>• Participate and / or provide advice and support in local and regional emergency management planning.</li> <li>• Collaborate with other agencies to develop/review sub plans regarding environmental emergency management, including conducting exercises to test sub plans.</li> <li>• Activate responses when environmental emergencies occur or when called on by Combat Agencies.</li> <li>• Implement necessary sub plans when needed.</li> <li>• Initiate negotiations for any emergency provisions such as waste levy exemptions and alternative landfill cover.</li> <li>• Coordinate recovery with combat and support agencies.</li> </ul>

	<ul style="list-style-type: none"> <li>• Coordinate and assist in the assessment of properties impacted by environmental emergencies, ensuring impacted properties are safe for continued use or, if not, to appropriately communicate why.</li> <li>• Support affected local councils to implement local or regional environment management plans.</li> <li>• Assist with the establishment of temporary facilities, such as waste facilities, if required.</li> <li>• Coordinate clean up, transport, recovery or disposal of waste produced by environmental emergencies in conjunction with local councils.</li> </ul>
Public Information Functional Area	<ul style="list-style-type: none"> <li>• To coordinate the collection, collation and dissemination of public information where multiple agencies are involved in an emergency that is under the control of an Emergency Operations Controller.</li> </ul>
NSW Reconstruction Authority / State Emergency Recovery Controller	<ul style="list-style-type: none"> <li>• To support the NSW EPA and EnvSFA to prepare for, respond to and recover from environmental emergencies.</li> <li>• Support implementation and review of relevant sub plans.</li> <li>• Support in the clean-up of waste and recovery from environmental emergencies.</li> <li>• To be the point of contact for Disaster Recovery Funding Arrangements with the Commonwealth and program funding.</li> <li>• Coordination and delivery of recovery.</li> </ul>
Department of Climate Change, Energy, the Environment and Water (Water Group)	<ul style="list-style-type: none"> <li>• To support EnvSFA with the monitoring of inland waterways, particularly following environmental emergencies where water quality may have been impacted.</li> <li>• Ensure water quality is at safe levels for communities following an environmental emergency.</li> <li>• Provide advice and support where relevant to assist in the improvement of water quality.</li> </ul>
Safework NSW	<ul style="list-style-type: none"> <li>• To ensure best safe practices are undertaken by combat and support agencies in all stages of emergency management.</li> </ul>
NSW DCCEEW Department of Climate Change, Energy, Environment and Water (NSW National Parks and Wildlife Service, and Biodiversity and	<ul style="list-style-type: none"> <li>• To support the NSW EPA and EnvSFA during environmental emergencies as a combat and / or support agency when required.</li> <li>• To manage NPWS reserves, including access, visitation, responsibilities.</li> <li>• Provide specialist advice on, and assistance with, the protection of, or impact/damage to: <ul style="list-style-type: none"> <li>○ Cultural heritage areas, structures and conservation works.</li> </ul> </li> </ul>

<p>Conservation Science Section)</p>	<ul style="list-style-type: none"> <li>○ land and marine based parks, protected areas and associated ecosystems.</li> <li>○ Biodiversity values, risk management and protection.</li> <li>• Provide advice and guidance on pest animals and weeds thriving under post-impact conditions.</li> <li>• Provide scientific and forensic advice and services, monitoring analysis and impact evaluation on natural resources and environmental issues because of an emergency event (being managed under the SEMP).</li> <li>• Assist with post-impact recovery planning.</li> <li>• Provide assistance and advice related to grants and funding programs.</li> <li>• Engage and collaborate with stakeholders under the relevant portfolios in relation to environmental response and recovery.</li> <li>• Provide other services and advice determined appropriate to the responsibility, expertise and training of the relevant sections of the agency/ Divisions and/or branch.</li> </ul>
<p>Department of Customer Service, Spatial Services - Emergency Information Coordination Unit (EICU)</p>	<ul style="list-style-type: none"> <li>• Be the single coordination point for spatial data and intelligence across the NSW emergency management sector.</li> <li>• Support with providing the most reliable, informed and up-to-date spatial data and intelligence available to deal with all phases of emergencies and major events – facilitating situational awareness and informed decision-making through coordination of geospatial data and intelligence.</li> <li>• Collect, collate and share the spatial data and intelligence required by the emergency management sector to perform emergency planning, response and recovery for emergency events within NSW.</li> <li>• Support with tasking of aerial imagery capture for impact assessments through Spatial Services including ReSSe.</li> </ul>
<p>Department of Primary Industries and Regional Development – Biosecurity / Agriculture and Animal Services Functional Area</p>	<ul style="list-style-type: none"> <li>• To support the NSW EPA and the EnvSFAC to assist communities, businesses and the environment to respond to emergencies that generate waste and impact private properties. Provide support and services under the <u>Agriculture and Animal Services Functional Area Supporting Plan</u>.</li> <li>• Monitor, share and provide advice on animal, agriculture, forestry, biosecurity, food and water resources and infrastructure that falls within the responsibility of DPIRD.</li> <li>• Assist in exercising plans and procedures.</li> <li>• Assist communities to prepare for impacts of emergencies.</li> <li>• Support EnvSFA with services, expertise and resources under the AASFA supporting plan where EnvSFA requires additional assistance,</li> </ul>

	<p>subject to relevant emergency responsibilities in each functional areas' functional plans.</p> <ul style="list-style-type: none"> <li>• To develop awareness of agricultural equipment and chemicals contributing to disaster waste and potential risks during environmental emergencies.</li> <li>• Assist in the provision of support and advice to landholders responding to waste generated by an environmental emergency, including management of carcasses, chemicals and silage.</li> <li>• Liaise with EnvSFA regarding damage assessment information or impacts to the environment that may form part of AASFA operations.</li> <li>• Participate in recovery where impacts affect DPIRD areas of responsibility, including Marine Parks and managed fisheries.</li> <li>• Support cross agency communication and agreement on recovery activities from environmental emergencies of agricultural waste and non-native animal carcasses.</li> <li>• Work with EnvSFA to address adverse environmental impacts related to decontamination, destruction and/or disposal of diseased animals and plants.</li> <li>• Work with EnvSFA to address adverse environmental impacts related to animal carcass disposal unrelated to biosecurity emergencies.</li> </ul>
<p>Department of Primary Industries and Regional Development – Engineering Services Functional Area</p>	<ul style="list-style-type: none"> <li>• To support communities to prepare for waste management, respond to and recover from an emergency.</li> <li>• Coordinate with NSW EPA and local councils in clean-up and management of waste, including provision of engineering coordination, advice and resources (machinery, materials, logistics).</li> <li>• Provide support and services under the <i>Engineering Services Functional Area Supporting Plan</i> including coordinating with EnvSFA in clean-up and waste management operations, including the provision of engineering coordination and advice (including structural) and engineering resources (material, logistics).</li> <li>• EFSA support for assessing and responding to environmental impacts from emergencies (e.g. landslips, dam collapse, riverbank stabilisation).</li> <li>• Support the lead agency to undertake damage assessments.</li> <li>• Undertake emergency works including protection, make safe and temporary repair work as requested by Combat Agencies and other functional areas.</li> <li>• Provide specialist advice relating to damaged structures and hazardous materials during and after environmental emergencies.</li> </ul>



	<ul style="list-style-type: none"> <li>• Lead logistical coordination of clean-up operations, including safe demolition and transport of infrastructure and environmental waste to agreed processing or disposal facilities.</li> <li>• Support Councils and EnvFA with regional waste water pollution events.</li> </ul>
<p><b>Fire and Rescue NSW (FRNSW)</b></p>	<ul style="list-style-type: none"> <li>• To support the NSW EPA as a support and Combat Agency in environmental disaster response and recovery.</li> <li>• To assist in the identification and make safe of hazardous materials exposed in an emergency impacts and waste generated by impacts.</li> <li>• Support a consistent message and provision of information to communities about environmental emergency risks and appropriately preparing for environmental emergencies.</li> <li>• Participate in property impact assessment teams (referred to by FRNSW as Rapid Damage Assessment Teams).</li> </ul> <p>The <i>Fire and Rescue NSW Act 1989</i> and EMPLAN identify FRNSW as the Combat Agency for hazardous materials emergencies occurring on land or in inland waters as outlined in Hazmat/CBRN Sub Plan. This includes the direction of actions and activities to protect life and property including the environment.</p> <p>FRNSW agree to:</p> <ul style="list-style-type: none"> <li>• Support collaboration with EnvSFA for emergencies involving management of hazardous materials.</li> <li>• Work with the EPA in respect of the arrangements contained in the Memorandum of Understanding between FRNSW and the EPA.</li> </ul>
<p><b>Office of Local Government NSW</b></p>	<ul style="list-style-type: none"> <li>• To support local councils to prepare for disaster management and to consider appropriate regional or sector wide approaches.</li> <li>• Encourage Councils to consider disaster management as a part of their development of relevant asset management plans and strategies.</li> <li>• Work with other agencies to support preparedness for environmental emergencies.</li> <li>• Support the creation and use of relevant emergency management plans.</li> <li>• Facilitate support from relevant NSW agencies where issues have been identified through Council engagement.</li> </ul>
<p><b>Local Council</b></p>	<p>Local Councils - To lead their communities in the prevention, preparedness, response and recovery of environmental emergencies, including continuation of services and assistance before, during and after</p>

	<p>a local or regional environmental disaster where management is still within their capacity and capability.</p> <p>Local Government agree to the following where their training, resources and capability allow:</p> <ul style="list-style-type: none"> <li>• Assist with gathering of operational intelligence related to impacted sites/areas.</li> <li>• Provide access to Council maintained hazardous materials or pollutant registers for EnvSFA as operationally required.</li> <li>• Act as the Appropriate Regulatory Authority for pollutants and hazardous materials contamination where applicable.</li> <li>• Assist with waste and contamination management strategies during response and recovery operations.</li> </ul>
<p><b>NSW Maritime (Transport for NSW and the Port Authority of NSW)</b></p>	<p>EMPLAN and the <i>NSW Coastal Waters Marine Pollution Plan</i> identifies NSW Maritime as the Combat Agency for marine oil and chemical spills occurring in State waters and Port Authority of NSW as the Combat Agency for designated Ports and sections of the coast. This includes the direction of actions and activities to protect life and property including the environment.</p> <p>NSW Maritime as a Combat Agency for Marine Pollution and State Maritime Regulator</p> <p><b>Preparation</b></p> <ul style="list-style-type: none"> <li>• Contribute to ENVSFA reviews into plans, policies, and procedures as required.</li> <li>• Participate in ENVSFA briefings, training, and exercises as required.</li> <li>• Identify and notify ENVSFA of locations that pose environmental hazards for incorporation into ENVSFA intelligence and planning.</li> </ul> <p><b>Response</b></p> <ul style="list-style-type: none"> <li>• Provide Incident Management personnel and dedicated Maritime Liaison Officers to ENVSFA as required.</li> <li>• Collaborate with EnvSFA for response to management, retrieval or identification of waste and debris transferring into State waters because of a land-based emergency or incident.</li> <li>• Provide vessel operators and emergency and pollution response vessels, including access to large landing barges and other suitable vessels as required.</li> <li>• Assist ENVSFA with the dissemination of official warnings and related information.</li> <li>• Provide advice on closure of waterways and assist ENVSFA with the warnings associated with boating safety.</li> </ul>

	<ul style="list-style-type: none"> <li>• Provide trained staff to support a Joint Intelligence Unit, if established by ENVSFSA, including tracking and tasking of NSW Maritime.</li> <li>• Coordinate Port Authority of NSW assistance.</li> </ul> <p><b>Relief and Initial Recovery</b></p> <ul style="list-style-type: none"> <li>• Assist with aerial surveillance and mapping of flood debris and impacts, including limited clean-up operations.</li> <li>• Participate in After Action Reviews as required.</li> </ul>
<p><b>Transport Services Functional Area</b></p>	<p>In addition to the roles and responsibilities outlined in the Transport Services Functional Area Supporting Plan:</p> <ul style="list-style-type: none"> <li>• Support EnvSFA to respond to and recover from an emergency involving waste on land and defined NSW waters.</li> <li>• Encourage the appropriate and safe management of goods on regulated vessels and vehicles.</li> <li>• Participate in planning and preparing for transport issues relating to disaster waste management.</li> <li>• Support the management of waste during an emergency as needed. For example, by assisting to restrict access to dangerous areas, such as where hazardous waste is (or is suspected to be) present.</li> <li>• Support the clean-up of waste, particularly its safe transportation through the identification of appropriate transport routes.</li> </ul>
<p><b>NSW Health / Health Services Functional Area</b></p>	<p>EMPLAN identifies NSW Health as the Combat Agency for a human pandemic response. The NSW Human Influenza Pandemic Sub Plan outlines the strategic intent, coordination arrangements, responsibilities and mechanisms to prepare for, respond to and recover from an influenza pandemic in NSW.</p> <p>The Health Services Functional Area coordinates the provision of health services during all stages of an emergency, in support of the Combat Agency. The Health Services Functional Area maintains business-as-usual health system operations, limits impact on the delivery of health services, and provides health services and advice to impacted people.</p> <p>The Health Services Functional Area will provide support and services and treatment to individuals impacted by environmental contamination and collaborate to address adverse environmental impacts related to decontamination processes.</p> <p>Collaborate with EnvSFA to:</p> <ul style="list-style-type: none"> <li>• Monitor, share and provide advice on public health issues that arise, or have the potential to arise, because of adverse impact on the environment.</li> <li>• Manage the containment, transportation and destruction and/or disposal of medical waste during emergencies.</li> </ul>

	<ul style="list-style-type: none"> <li>• Address environmental impacts related to deceased persons because of emergencies.</li> <li>• Assess health risks associated with environmental contamination events.</li> </ul>
<p><b>NSW Police Force (NSWPF)</b></p>	<ul style="list-style-type: none"> <li>• To support the NSW EPA and EnvSFA as a support agency and lead in instances where there is no identified Combat Agency or they have been asked to lead.</li> <li>• Establishing an Emergency Operations Centre (EOC), led by the Local Emergency Operation Controller (LEOCON).</li> <li>• Support the response to environmental emergencies, including restricting access to dangerous areas.</li> <li>• Play a key role in protecting persons from injury or death during environmental emergencies.</li> <li>• Ancillary support of the clean-up of waste as per Disaster Waste Sub Plan.</li> <li>• Support communication with affected communities.</li> <li>• SEOCON is the responsible authority for impact assessments, can delegate to the relevant EOCON.</li> </ul> <p>EMPLAN identifies the NSW Police Force as the Combat Agency for a Terrorist act. This includes the direction of actions and activities to protect life and property including the environment. Terrorism may have direct or indirect impacts on the environment.</p> <p>In addition to the arrangements specified in EMPLAN and NSW Sub Plans, the NSWPF agrees to:</p> <ul style="list-style-type: none"> <li>• Assist with establishing and enforcing immediate exclusion or restriction of access to areas where pollution or contaminants are life threatening.</li> <li>• Assist with provision of advice and support, where applicable and within the capacity and capability of the NSW Police Force to do so.</li> <li>• Work with the EPA in respect of the arrangements contained in the Memorandum of Understanding between the NSW Police Force and the EPA.</li> </ul>
<p><b>NSW Rural Fire Service (NSW RFS)</b></p>	<ul style="list-style-type: none"> <li>• To support the NSW EPA and EnvSFA during environmental emergencies as a combat and / or support agency when required.</li> <li>• Support consistent messaging to communities informing methods to prevent risk and mitigate impacts of environmental emergencies.</li> <li>• Support consistent communication and informing communities of changing conditions and risks of various environmental conditions that may lead to emergencies.</li> </ul>

	<ul style="list-style-type: none"> <li>• Support the community to prepare properties when there is imminent risk of an environmental emergency.</li> <li>• Act as a Combat and / or Support Agency when required during environmental emergencies, including collection and distribution of data and assisting other agencies when needed.</li> <li>• Co-ordinate aviation support through the State Air Desk (SAD) to assist with the aerial reconnaissance and transport of personnel/equipment.</li> <li>• Coordinate rapid damage assessment teams noting the RFS may also undertake formal Building Impact Assessments (BIA) with outcomes to be shared with the NSW EPA and EnvSFA.</li> </ul> <p>The <i>Rural Fires Act 1997</i> and EMPLAN identify NSW Rural Fire Service as the Lead Agency for bush fire emergencies and the Combat Agency for fires within Rural Fire Districts. This includes the direction of actions and activities to protect life and property including the environment.</p> <p>NSW RFS agrees to:</p> <ul style="list-style-type: none"> <li>• Support collaboration with EnvSFA for emergencies involving environmental impacts within bush fire impacted areas.</li> <li>• Work with the EPA in respect of the arrangements contained in the Memorandum of Understanding between the NSW RFS and the EPA.</li> </ul>
<p><b>NSW State Emergency Service (NSW SES)</b></p>	<ul style="list-style-type: none"> <li>• To assist the NSW EPA as a combat and support agency with prevention, preparation, response and recovery from environmental emergencies.</li> <li>• Support communities to prepare properties when environmental emergencies as a result of storms, floods and tsunamis are likely or imminent by providing resources and information to those at risk.</li> <li>• Coordinate the safe return of communities to areas impacted as a result of storms, floods and tsunamis by re-establishing access to properties, dwellings, and impact areas when immediate danger to life and property has passed.</li> <li>• Undertake life critical response and rescue of individuals impacted or at risk of impact from environmental emergencies.</li> <li>• Conduct Rapid Damage Assessments.</li> </ul> <p>The <i>State Emergency Service Act 1989</i> and EMPLAN identify the NSW State Emergency Service as the Combat Agency for storms, floods and tsunamis. This includes the direction of actions and activities to protect life and property including the environment.</p> <p>NSW SES will:</p>

	<ul style="list-style-type: none"> <li>• Assist the NSW EPA as a combat and support agency with prevention, preparation, response and recovery from environmental emergencies as a result of storms, floods and tsunamis.</li> <li>• Work with the EPA in respect of the arrangements contained in the Memorandum of Understanding between the NSW SES and the EPA.</li> </ul>
<p>Public Information Services Functional Area</p>	<ul style="list-style-type: none"> <li>• If operational, provide services under the <u>Public Information Services Supporting Plan</u> in prevention, preparation, response and recovery from environmental emergencies as a support agency.</li> <li>• Support the NSW EPA, EnvSFA and/or EOCON with public information as required.</li> <li>• Conduct public information training to internal media/communications officers regarding their roles and responsibilities as public information officers (PIO's) for incidents and emergencies.</li> <li>• Assist NSW EPA and EnvSFA in developing and implementing communication strategies during incident/emergency if requested.</li> <li>• If operational, provide a whole-of-government approach to public information and be liaison between NSW EPA, EnvSFA, EOCON and the supporting/participating agencies.</li> <li>• Assist with public information regarding recovery as required.</li> </ul>
<p>Telecommunications Services Functional Area (TELCOFA)</p>	<ul style="list-style-type: none"> <li>• To support the NSW EPA and EnvSFA to respond to and recover from environmental emergencies on land and defined NSW waters</li> <li>• To coordinate the provision of telecommunication services as required by a Combat Agency and other functional areas, whilst maintaining as far as practicable the normal operations and activities of the Public Safety Network as well as commercial telecommunications.</li> </ul>
<p>Education Services Function Area</p>	<p>The Educational Services Functional Area represents the education sector (public schools, independent schools, Catholic schools, TAFE and non-TAFE skills providers, higher education and early childhood education), shares information, promotes and facilitates recovery initiatives and coordinates liaison with the non-government school sectors.</p> <p>Prevention</p> <ul style="list-style-type: none"> <li>• Identify, assess and mitigate hazards.</li> <li>• Reduce the impacts of an emergency.</li> </ul> <p>Preparedness</p> <ul style="list-style-type: none"> <li>• Maintain plans and procedures.</li> <li>• Conduct training and test exercises.</li> <li>• Maintain continuous improvement.</li> </ul>

	<p>Response</p> <ul style="list-style-type: none"> <li>• Where possible, keep schools open to reduce the impact on the emergency services workforce and operations.</li> <li>• Advise and communicate with education and training providers and services.</li> <li>• Deploy Liaison Officers.</li> <li>• Manage learning sites.</li> </ul> <p>Recovery</p> <ul style="list-style-type: none"> <li>• Coordinate recovery programs and support including coordinating rapid recovery assessments of impacted sites.</li> <li>• Deploy staff to recovery centres.</li> <li>• Conduct after-action reviews.</li> </ul>
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## 7.2 Appendix B – Glossary

Abbreviation	Full Name	Definition
	All Hazards	The all-hazards approach is based on the principle that systems and methods of operation that work for one hazard are most likely to work for other hazards. It does not, however prevent the development of specific plans and arrangements for hazards that require specialist approaches.
	All-agencies approach	The all-agencies approach recognises that no one agency can address all the impacts of a particular hazard, either in a proactive or reactive sense.
AIIMS	Australasian Inter-Service Incident Management System	The nationally recognised system of incident management for emergency service agencies. Organisational principles and structure are used to manage emergencies utilising the all agencies approach.
	Combat Agency	Means the agency identified in the EMPLAN as the agency primarily responsible for controlling the response to a particular emergency.
	Disaster	A serious disruption of the functioning of a community of a society causing widespread human, material, economic or environmental losses which exceed the ability of the affected community or society to cope using its own resources. A disaster results from a combination of hazards, conditions of vulnerability and insufficient capacity measures to reduce the potential negative consequences of the hazard and risks.
DIAC	Duty Incident Advice Coordinator	A rostered officer of the Environment Protection Authority on call to provide specialist emergency management advice
EMPLAN	NSW State Emergency Management Plan	The State Emergency Management Plan (EMPLAN) describes NSW's approach to emergency management, governance and coordination arrangements, and roles and responsibilities of agencies.
	Environment	The components of the earth, including:

Abbreviation	Full Name	Definition
		<p>a) Land, air and water                      b) Any layer of the atmosphere                      c) Any organic or inorganic matter or living organism                      d) Human made or modified structures and areas and includes interacting natural ecosystems that include components referred to in (a) to (c)</p> <p><i>(Protection of the Environment Operations Act 1997)</i></p>
	Environmental degradation	The reduction of the capacity of the environment to meet social and ecological objectives and needs. Potential effects are varied and may contribute to an increase in vulnerability and the frequency and intensity of natural hazards. Examples in the disaster context include land degradation, deforestation, desertification, loss of biosecurity and land, water and air pollution.
EMT	Emergency Management Team	Team set up to respond to significant emergency
EOC	Emergency Operations Centre	Means a centre established at state, regional or local level as a centre of communication as a centre for the coordination of operations and support during an emergency.
EnvSC	Environmental Services Commander	An officer of the EPA providing a point of contact and provision of on-site specialist advice, and who is responsible for the onsite coordination of clean-up and waste disposal.
ESCC	Environmental Services Coordination Centre	The coordination centre established by the Environmental Services Functional Area Coordinator to coordinate the Environmental Services Functional Area support to an emergency.
EnvSFA Committee	Environmental Services Functional Area Committee	The committee established to coordinate the Environmental Services Functional Area pursuant to Section 16 of the SERM Act.
EnvSFAC	Environmental Services Functional Area Coordinator	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 Support Organisations within the Functional Area, has the authority to commit the resources of those organisations.
	EPA Incident Coordinator	A nominated officer of the Environment Protection Authority managing the overall coordination and priorities of the EPA response to the incident or emergency and establishing the EPA Emergency Management Team. For minor incidents the role of the EPA Incident Coordinator and EnvSFAC may be performed by the same person. For more serious incidents and for emergencies this will not occur.
	Functional Areas	Functional Areas represent key sectors and provide support to Combat Agencies. The conduct their own planning and preparation in addition to providing support during operations.
	Functional Area Coordinator	Individual tasked to coordinate the provision of Functional Area support and resources for emergency response and recovery operations, who by agreement of Participating Organisations and Supporting Agencies within the Functional Area has the authority to commit the resources of those utility.



Abbreviation	Full Name	Definition
LEOCON	Local Emergency Operations Controller	The member of the NSW Police force who has been appointed as Local Emergency Operations Controller
NATEC	Natural hazard triggered technological accident	Natural hazards, such as earthquakes, floods, storms, extreme temperatures, etc can trigger fires, explosions or radioactive releases at hazardous installations and other infrastructures that process, store or transport dangerous substances. These technological secondary effects of natural hazard impacts are called 'Natech'
	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.
PIFAC	Public Information Functional Area Coordinator	The PIFAC is responsible to the SEOCON for the operation of the public Information arrangements during an imminent or actual emergency operation not under the control of a Combat Agency, or at the request of a Combat Agency to the SEOCON, to assist with the coordination of public information activities of agencies involved, to ensure the effectiveness of information and where required, warnings provided.
PPRR	Prevention, preparation, response and recovery	<p>Prevention: includes identifying hazards, assessing threats to life and property, and taking measures to reduce potential loss to life or property.</p> <p>Preparation: includes arrangements or plans to deal with an emergency or the effects of an emergency. This includes enhancing the capacity of agencies and communities to cope with the consequences of emergencies.</p> <p>Response: includes the process of combating an emergency and of providing immediate relief for persons affected by an emergency.</p> <p>Recovery: includes the process of returning an affected community to its proper level of functioning after an emergency. This may involve measures that support individuals and communities affected by emergencies in the reconstruction of physical infrastructure and restoration of physical, social, environmental and economic wellbeing.</p>
	Recovery	In relation to an emergency includes the process of returning an affected community to its proper level of functioning after an emergency.
	Response	In relation to an emergency includes the process of combatting an emergency and of providing immediate relief for persons affected by an emergency.
	Supporting Agency	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 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.

### 7.3 Appendix C – EPA Incident Classification Tool

	Risk & Response Assessment	Local Team Response	Local team Response	Emergency Management Team response	Emergency Management Team response
<b>Environmental Impacts</b>	Potential scale of environmental impacts	<p><b>Minimal</b></p> <ul style="list-style-type: none"> <li>• Contained within immediate vicinity</li> <li>• Minimal impacts on residents, waterways &amp; sensitive receivers</li> </ul>	<p><b>Localised</b></p> <ul style="list-style-type: none"> <li>• Impacts small number of residents (under 10)</li> <li>• Impacts small area of land (under 100m<sup>2</sup>)</li> <li>• Impacts small waterways or small parts of a waterway (under 100m<sup>2</sup>)</li> <li>• Contained</li> </ul>	<p><b>Moderate</b></p> <ul style="list-style-type: none"> <li>• Impacts multiple residents (10-100) a suburb or community</li> <li>• Impacts over moderate area of land, waterways (100-1000m<sup>2</sup>)</li> <li>• Not contained</li> </ul>	<p><b>Significant</b></p> <ul style="list-style-type: none"> <li>• Impacts on multiple suburbs, communities (greater than 100 residents)</li> <li>• Impacts over large area of land, waterways (Greater than 1000m<sup>2</sup>)</li> <li>• Not contained and difficult to contain</li> </ul>
	Potential of increased environmental harm and human health due to type of pollutant emissions/releases	<p><b>None</b></p>	<p><b>Localised</b></p> <ul style="list-style-type: none"> <li>• Impacts are predominantly visual or amenity</li> <li>• Some environmental toxicity</li> <li>• Likely to cause only transient environmental harm (less than 1 week)</li> </ul>	<p><b>Moderate</b></p> <ul style="list-style-type: none"> <li>• Potentially toxic to human health</li> <li>• High environmental toxicity</li> <li>• Likely to cause persistent environmental harm (1 week - 1 year)</li> </ul>	<p><b>Significant</b></p> <ul style="list-style-type: none"> <li>• Acutely toxic to human health or extensive release of chronically toxic pollutants</li> <li>• Reported human health impacts</li> <li>• Very high environmental toxicity</li> <li>• Likely to cause very persistent harm in environment (greater than 1 year)</li> </ul>

	Risk & Response Assessment	Local Team Response	Local team Response	Emergency Management Team response	Emergency Management Team response
	Potential impacts on sensitive receiving environments e.g. residential areas, wetlands, National Parks, food production areas, waters.	None	Localised	Moderate	Significant
			<ul style="list-style-type: none"> <li>Sensitive receiving environments may be impacted but are remote from incident</li> <li>Any impact on sensitive receiving environments will be limited/contained</li> </ul>	<ul style="list-style-type: none"> <li>Sensitive receiving environments impacted</li> </ul>	<ul style="list-style-type: none"> <li>Has or will cause extensive impacts to sensitive receiving environments</li> </ul>
Social Considerations	Community Interest	Minimal	Limited	Moderate	Significant
		<ul style="list-style-type: none"> <li>No community impacts/interest</li> <li>Possible concern to a few residents, a local community group</li> </ul>	<ul style="list-style-type: none"> <li>Locally contentious issue</li> <li>Incident involves pollutants/ environmental risks likely to generate some community concern</li> <li>Incident involves receiving environments of local interest</li> </ul>	<ul style="list-style-type: none"> <li>Regionally contentious issue</li> <li>Incident involves pollutants/ environmental likely to generate moderate community concerns</li> <li>Incident involves receiving environments of regional interest</li> </ul>	<ul style="list-style-type: none"> <li>Issue of state or national interest</li> <li>Incident involves pollutants/ environmental likely to generate high levels of community concerns</li> <li>Incident involves receiving environments of state or national interest</li> </ul>
	Impacts on infrastructure and Services. (e.g. transport routes, energy supply)	Minimal	Limited	Moderate	Significant
		<ul style="list-style-type: none"> <li>No or minor disruptions to local infrastructure and services</li> </ul>	<ul style="list-style-type: none"> <li>Potential to impact an essential service</li> <li>Short term impacts on a regional transport route</li> </ul>	<ul style="list-style-type: none"> <li>Moderate impacts on an essential service</li> <li>Moderate impacts on a regional transport route</li> </ul>	<ul style="list-style-type: none"> <li>Significant impacts on multiple essential services</li> </ul>

	Risk & Response Assessment	Local Team Response	Local team Response	Emergency Management Team response	Emergency Management Team response
					<ul style="list-style-type: none"> <li>Significant impacts on multiple regional transport routes</li> </ul>
	Media and Political Interests	Minimal	Limited	Moderate	Significant
		<ul style="list-style-type: none"> <li>Unlikely to attract media coverage</li> <li>Minimal political interest</li> </ul>	<ul style="list-style-type: none"> <li>Likely to attract local media coverage and possibly limited regional or state coverage.</li> <li>Potential for local political sensitivity (Including within local government)</li> </ul>	<ul style="list-style-type: none"> <li>Likely to attract regional media coverage, some state coverage</li> <li>Potential for government sensitivity</li> </ul>	<ul style="list-style-type: none"> <li>Likely to attract extensive state of national media coverage</li> <li>High profile whole of government political issue</li> </ul>
Organisational Risks	Expectations for EPA involvement/ action and potential for reputational damage	Minimal	Limited	Moderate	Significant
		<ul style="list-style-type: none"> <li>Routine issue</li> <li>Limited potential for reputational damage</li> </ul>	<ul style="list-style-type: none"> <li>Local community expects EPA involvement/ action</li> <li>Potential short term or local reputational damage</li> </ul>	<ul style="list-style-type: none"> <li>Widespread community and political expectation for EPA involvement/ action</li> <li>Potential for moderate reputational damage</li> </ul>	<ul style="list-style-type: none"> <li>Community and political expectation for the EPA leadership</li> <li>Potential for long term or irreparable impact on reputation</li> </ul>
Optimum Response	Inter-agency involvement	None	Limited	Moderate	Significant
			<ul style="list-style-type: none"> <li>1 or 2 other agencies involved</li> <li>Interagency interactions manageable at officer level</li> </ul>	<ul style="list-style-type: none"> <li>3 or more agencies involved</li> <li>Requires high level interagency coordination.</li> </ul>	<ul style="list-style-type: none"> <li>Requires high level coordination across multiple response and recovery agencies.</li> <li>Involves activation of State Plan (EMPlan, Hazmat CBRN).</li> </ul>
		Level 0	Level 1	Level 2	Level 3

	Risk & Response Assessment	Local Team Response	Local team Response	Emergency Management Team response	Emergency Management Team response
	Appropriate Incident Response Structure	<ul style="list-style-type: none"> <li>Manageable with 1-2 response officers (includes on and off site)</li> </ul>	<ul style="list-style-type: none"> <li>Emergency Management Team at regional Level.</li> <li>Requires Incident coordination involving 1 to 4 response officers (includes on and off site) and some specialist advice</li> </ul>	<ul style="list-style-type: none"> <li>Emergency Management Team at regional Level.</li> <li>Requires Incident coordination involving 2 to 6 response officers (includes on and off site) and some specialist advice</li> </ul>	<ul style="list-style-type: none"> <li>Requires Emergency Management Team at Corporate Level</li> </ul>

# Environment Protection Authority

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