

Emergency Management Plan



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Section I Overview

Glossary

Table I shows terms which are defined for Tasmanian emergency management, as well as asset management. They are additional to terms defined in the *Emergency Management Act 2006* (the Act) and incorporate current national terminology and concepts.

The Act uses shortened phrasing for some terms and this practice is also applied in this plan.

Table I Terms

Term	In the context of this plan, this term means...
Agency Command Centre	An agency facility or location where an identified group or team meets to give direction for work related to the response to an emergency event/s. This includes the acquisition and allocation of resources required. Each responding agency may establish its own Agency Command Centre, and/or may participate in a combined Emergency Operations Centre.
Asset	Those state roads, land reserves, roadside facilities, bridges, retaining-walls, gantries and other miscellaneous structures, listed on the State Roads infrastructure register and/or database and managed in accordance with the Roads and Jetties Act 1935.
asset management	A comprehensive and structured approach to the long-term management of the asset for the efficient and effective delivery of community benefits.
comprehensive approach	A way of thinking about emergency arrangements that includes consideration of prevention and mitigation, preparedness, response and recovery (PPRR) aspects related to emergencies and their consequences. PPRR are organisational categories for emergency management, not sequential phases.
Control	The overall direction and management of activities in an emergency.
coordination	The systematic acquisition and application of resources (workers, equipment, goods and services).
Emergency Coordination Centre	Any facility or location where an identified group or team meets to address the consequences of an emergency event.

emergency management	Further defined by the <i>Emergency Management Act 2006</i> , emergency management encompasses the planning, organisation, coordination and implementation of measures that are necessary or desirable to prevent, mitigate, respond to, resist, adapt to, overcome and recover from an emergency. Such measures include civil defence, research, training, policy and procedures.
emergency management plan	A document required by the <i>Emergency Management Act 2006</i> that describes governance and coordination arrangements and assigned responsibilities for: a geographic area, identified hazard, or function relevant to Tasmanian emergency management. It includes descriptions of arrangements that enable safe and effective operations for emergency situations.
Emergency Operations Centre	Any facility or location where an identified group or team meets to give direction for work related to an emergency event/s. This includes the acquisition and allocation of resources required. Each responding agency may establish its own emergency operations centres (known as Agency Command Centres), and/or may participate in a combined Emergency Operations Centre.
emergency risk management	A systematic process that involves dealing with risks to the community arising from emergency events.
enhancement	The provision of certain post-construction works aimed at improving asset performance.
Incident Control System	A command structure to enable the systematic management and resolution of emergencies.
information centre	An identified location for affected persons to find information about the emergency event, self-help ideas, and/or related activities, time frames and locations. These can be virtual e.g. call centres, web based; or physical e.g. at a community centre.
infrastructure development	The construction of new roads to improve the overall functionality and levels of service of the network.
Liaison Officer	A person nominated to represent their agency/organisation for prevention and mitigation, preparedness, response and recovery activities related to emergency management. Liaison Officers provide advice about their agency/organisation's resources, structure and capability; act as a conduit for information and may be authorised to commit resources.

Management Authority	An agency/organisation that has responsibility for providing guidance for a specific aspect of emergency management (i.e. PPRR) related to an identified hazard. This is usually completed in partnership with other agencies/organisations e.g. State Emergency Service coordinates the efforts of Bureau of Meteorology, Tasmania Police and Geoscience Australia for tsunami preparedness.
maintenance	The provision of certain post-construction works, aimed at maintaining asset functionality and maximising service life.
preparedness	Planned and coordinated measures taken so that communities and agencies can cope with the effects of emergencies.
prevention and mitigation	Planned and coordinated measures taken to eliminate or reduce the incidence or severity of emergencies.
rehabilitation	The provision of certain major post-construction works, necessitated by a threatening level of deterioration, aimed at bringing the asset back up to its original performance level and ensuring - if not extending - its service life.
reinstatement	The provision of certain major works necessitated by significant damage or loss, from deterioration or specific event (e.g. floods), aimed at reinstating full functionality and achieving full service life. Reinstatement may, in certain instances, mean virtual reconstruction.
Response	Coordinated actions taken to resolve and mitigate the impact of an emergency.
Standard Operating Procedures (SOP)	A set of directions detailing what actions are to be taken, as well as how, when, by whom and why, for specific events or tasks.
Strategic asset management	A strategic framework for decision-making in relation to the cost-effective management of the asset over the long term and the delivery of beneficial outcomes for the community.

Acronyms

Table 2 Acronyms

Acronym	Stands for:
ACC	Agency Command Centre
ANZCTC	Australia-New Zealand Counter-Terrorism Committee
ANZEMC	Australian and New Zealand Disaster and Emergency Management Committee
AS	Australian Standard
BoM	Bureau of Meteorology
COAG	Council of Australian Governments
ECC	Emergency Coordination Centre
EMA	Emergency Management Australia (Commonwealth)
EMP	Emergency Management Plan
EOC	Emergency Operations Centre
EPG	Emergency Planning Group
ERG	Emergency Response Group
ERP	Emergency Response Procedures
GIS	Geographic Information Systems
GMSR	General Manager State Roads
ICS	Incident Control System
IMT	Incident Management Team
ITas	Infrastructure Tasmania

MRT	Mineral Resources Tasmania
PPRR	Prevention and mitigation, Preparedness, Response and Recovery
R100	Department of State Growth Roadworks Specification relating to frost, ice and snow management
R101	Department of State Growth Roadworks Specification relating to emergency management
REMC	Regional Emergency Management Committee
SAMP	Strategic Asset Management Plan
SEMC	State Emergency Management Committee
SES	State Emergency Service
SHHSEC	State Health and Human Services Emergency Committee
SITREP	Situation Report
SOP	Standard Operating Procedure
State Growth	Department of State Growth
TASPOL	Tasmania Police
TasPorts	Tasmanian Ports Corporation
TEMA	Tasmanian Emergency Management Arrangements
TFS	Tasmania Fire Service

Introduction

Authority

- I.1 This plan is an associate plan produced under the authority of the *Emergency Management Act 2006* and the *Roads and Jetties Act 1935*. The plan has been developed in accordance with the Department of State Growth's (State Growth) Emergency Management Policy and reflects the State Growth Emergency Management Framework.

Aim

- I.2 The aim of the plan is to describe the roles and responsibilities, governance and coordination arrangements for emergency management relating to the State Road Network across the four areas of prevention, preparedness, response and recovery in the State Roads Division (State Roads) and the Network Management Branch of the Infrastructure Tasmania (ITas) Division of State Growth.
- I.3 The objectives of the plan are to:
 - Outline the governance and principles for emergency management in Tasmania, and how State Roads fits into this broader context (Section 2)
 - Outline the governance for emergency management in State Growth (Section 2)
 - Outline the governance for emergency management in State Roads/Network Management (Section 2)
 - Record roles and responsibilities related to identified hazards and functions in State Roads/Network Management (Section 2), and
 - Outline the arrangements for prevention and mitigation, preparedness, response and recovery (PPRR) across the state road and bridges domain, including coordination and decision-making. (Section 3)

Scope and application

- I.4 This plan applies to State road and bridge infrastructure and services from the date of its release. It details actions which may be performed directly by State Roads/Network Management and/or parties contracted by State Roads/Network Management to deliver services. Additional emergency management procedures provide further detail relating to specific operational matters. The arrangements within the plan are scalable and apply to the State Roads/Network Management response to all hazards.

Context statement

- I.5 State Roads is responsible for over 3,700 kilometres of roads, 1,300 bridges and major structures and 9,500 hectares of land, as well as traffic signals, signage, and electronic traffic management systems. The replacement value of State Roads infrastructure is approximately \$6.8 billion. This infrastructure provides an essential service to the community and visitors by enabling access to employment, education, services, economic prosperity and social participation.

- I.6 Restoring state road access and functioning is particularly important in assisting communities to recover from emergency events. Transport infrastructure has a long design life and a high replacement cost, so there are challenges in balancing this with the need for quick decision making. State Roads infrastructure also links with local government and other infrastructure, meaning that communication and coordination can be critical in effectively managing emergencies. A map of the State Road network is provided at Appendix 5.1.

Section 2 Governance and management

Role of State Roads

- 2.1 State Growth is a major stakeholder in the Tasmanian government's emergency management arrangements, with a role as an advisory agency to the State Emergency Management Committee (SEMC). It is also a hazard management authority for infrastructure failure relating to State roads and bridges across prevention, preparedness, response and recovery (PPRR).
- 2.2 State Roads Division and the Network Management Branch of the Infrastructure Tasmania Division (within State Growth) work with emergency management partners to provide advice about emergency management arrangements, direction so that capability is maintained, and functional capabilities to support State requirements.
- 2.3 State Roads and the Network Management Branch are represented directly on Regional Emergency Management Committees (REMCs) and the Impact and Damage Assessment Sub-Committee.

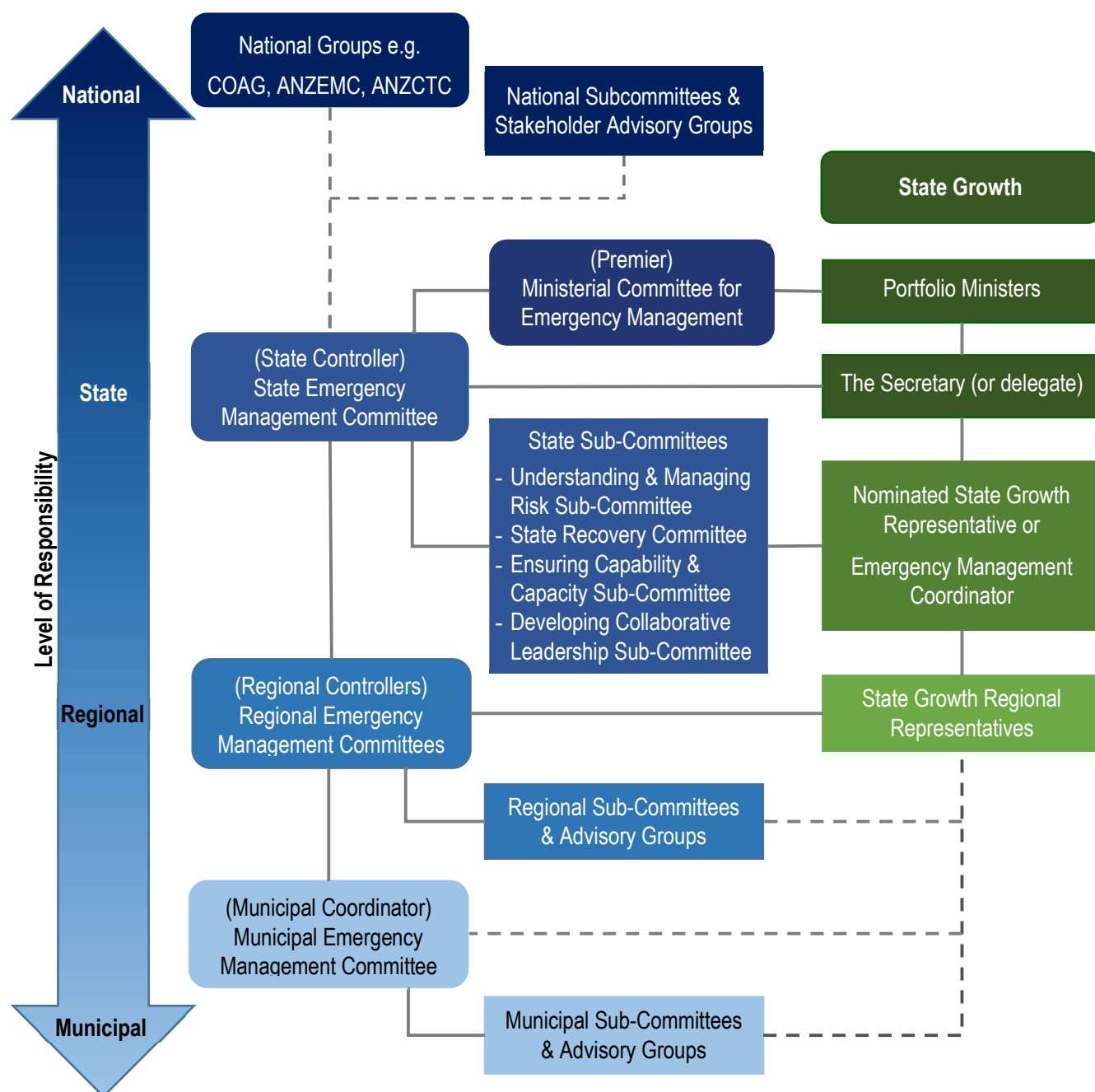
The legal framework

- 2.4 The *Emergency Management Act 2006* (the Emergency Management Act) establishes the legal framework for emergency management in Tasmania. It takes precedence over other state legislation during an emergency and is the enabler for the use of emergency powers in specific circumstances.
- 2.5 The Tasmanian Emergency Management Arrangements (TEMA) which replaced the Tasmanian Emergency Management Plan (TEMP) in late 2019 describes how emergency management operates at the state, regional and municipal level and describes roles and responsibilities. It is supported by a number of State Special Plans and Associated Plans which relate to specific hazards, areas, or subjects. The State Road and Bridge Emergency Management Plan is an associated plan under the TEMA.
- 2.6 The *Roads and Jetties Act 1935* details the classification of roads as State Highways and various powers to access and use these roads.

Emergency management governance

- 2.7 The Emergency Management Act and supporting arrangements describes how the Tasmanian emergency management framework is structured at a state, regional and municipal level, and defines the roles and responsibilities of key positions. Emergency management activities are overseen by the State, Regional and Municipal Emergency Management Committees and their sub-committees.
- 2.8 The following diagram shows the consultation framework that supports the governance and oversight of emergency management in Tasmania, as well as key linkages with State Growth (shown as green boxes).

Figure 2 Governance Framework – Tasmanian Emergency Management Committee Structure



Note: The solid line denotes main reporting line, dashed lines indicate possible secondary communication pathways.

State Roads Emergency Management Steering Committee

2.9 The State Roads Emergency Management Steering Committee (EMSC) has oversight of activities across the PPRR spectrum. The Asset and Emergency Management Coordinator will brief the EMSC as necessary about the State Roads Emergency Management Work Program and will ensure regular and clear communication during the response and recovery phases of an event. Members of the Emergency Management Steering Committee are:

- Deputy Secretary Transport and Infrastructure
- General Manager State Roads
- Director Asset Management

State Roads Emergency Planning Group/Emergency Response Group

2.10 The key group within State Roads/Network Planning in terms of emergency preparedness responsibilities is the Emergency Planning Group (EPG). The EPG reports to the EMSC. The EPG becomes the Emergency Response Group (ERG) with the addition of the General Manager State Roads during an event. Liaison with external stakeholders occurs through Regional Emergency Management Committees.

2.11 Members of the EPG/ERG are responsible for ensuring information flow between the group and their respective work areas. It is expected they will nominate proxies and notify the Asset and Emergency Management Officer as necessary if they are unavailable.

2.12 Members of the Emergency Planning Group/Emergency Response Group:

- | | |
|--|--|
| • General Manager State Roads
(Chair ERG) | • Manager Transport Network Access |
| • Director Asset Management
(Chair EPG) | • Manager Network Performance |
| • Manager Maintenance Services | • Manager Traffic Operations |
| • Regional Team Leaders, Maintenance Services | • Manager Periodic Maintenance Bridges |
| • Manager Road Assets | • Director Programming and Delivery |
| • Manager Bridge Assets | • Manager Traffic Signals |
| • Manager Procurement and Contract Services (EPG only) | • Manager Support Services |
| • Asset and Emergency Management Coordinator
(Secretariat/coordination) | • Work Health and Safety Advisor |
| | • Manager Stakeholder Communications |

State Growth Emergency Consultation Group

- 2.13 Whole of agency consultation and engagement in emergency management matters occurs primarily through the State Growth Emergency Consultation Group. Its function is to aid the development and implementation of the emergency management framework across the department and to support the sharing of knowledge of emergency management activities and issues in a collaborative and coordinated way. The Asset and Emergency Management Coordinator represents State Roads on the State Growth Emergency Consultation Group, and the Manager Stakeholder Communications also attends from a communications perspective.

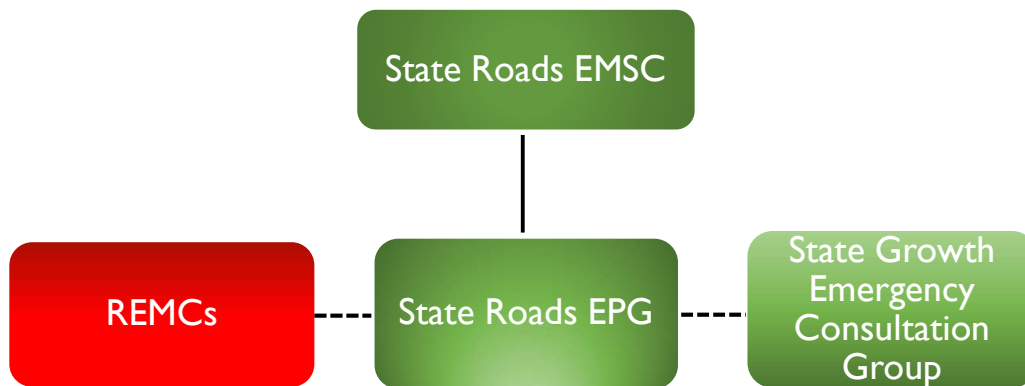
State Growth Emergency Coordination Group

- 2.14 The State Growth Emergency Coordination Group will be constituted from available senior level managers within the organisation as well as those who have specific roles in emergency management to provide strategic leadership of State Growth Activities applicable to the preparation, response and recovery phases of an event. During an event, the State Growth Emergency Coordination Group may be stood up (in person or virtually) to discuss whole of agency impacts, plans and priorities, and the need for any resource sharing/reallocation to respond to the event. The Asset and Emergency Management Coordinator will liaise with the State Growth Emergency Coordination Group to ensure State Roads impacts and requirements are understood. The General Manager State Roads will participate in the State Growth Emergency Coordination Group as required for agency level decision-making.

Regional Emergency Management Committees

- 2.15 Regional Emergency Management Committees (REMCs) are established in the north, north-west and south under the Emergency Management Act. REMCs meet several times a year to discuss planning and preparedness and are a key communication point during response and recovery. The Asset and Emergency Management Coordinator and each of the Regional Team Leaders in State Roads Maintenance Services Team are members of the REMCs.

2.16 The following diagram illustrates the relationships between groups.



State Roads/Network Planning role and responsibilities for PPRR

2.17 The following table illustrates State Roads/Network Planning responsibilities across the PPRR spectrum

Table 3 PPRR responsibilities

	Prevention and Mitigation	Preparedness	Response	Recovery
Elements	Maintain understanding of relevant research, risk assessment and risk reduction activities – to reduce the impact of hazards	Maintain understanding of, and provide planned and coordinated measures for: emergency planning, validation, capacity building, response capability and stakeholder information so that response and recovery can occur	Deploy and control resources to minimize the effects of an emergency event, and to limit the threat to life, property and the environment	Deploy and control resources to repair and reinstate State Roads infrastructure and services to support community recovery
Who	EPG	EPG	ERG	ERG
How	State Roads Emergency Management Risk Register Asset management plans Engineering design standards Land use planning	State Road and Bridge Emergency Management Plan Emergency Response Procedures Maintenance Contractors R100, R101 Contract specifications Reviews, validations and debriefs	Activate arrangements	Activate arrangements

Current management responsibilities

2.18 This section identifies the main emergency management responsibilities listed in the Tasmanian Emergency Management Arrangements (TEMA) for State Roads/Network Planning across the PPRR spectrum.

Table 4: SEMC Advisory Agencies and Management Authorities for Hazards

Hazard or Emergency Event	Advisory Agency (Division)	Management Authority		
		Prevention and Mitigation	Preparedness	Response
Infrastructure failure – State roads and bridges	State Growth	State Growth (State Roads/Network Planning)	State Growth (State Roads/Network Planning)	State Growth (State Roads/Network Planning)
Transport crash – road vehicles	TASPOL	State Growth (State Roads/Network Planning)	State Growth (State Roads/Network Planning)	TASPOL

Table 5: Recovery Responsibilities

Function	Support Agency	
	Primary	Assisting
Roads and bridges – Municipal	Councils	State Growth (State Roads/Network Planning)
Roads and bridges – State	State Growth (State Roads/Network Planning)	

2.19 State Growth also has other functional responsibilities as either a primary or assisting support agency which may require a State Roads/Network Planning contribution. This includes the following:

- Advice for other emergency plans
- Advice on hazard risk assessments
- Establishment of Emergency Operations Centres
- Provision of community awareness information and warnings
- Participation in criminal investigations
- Participation in multi-agency debriefs
- Participation in interoperability arrangements
- Conduct of impact assessments
- Liaison
- Provision of operational information
- Provision of traffic control
- Assistance with maintenance of local roads for trafficable solutions

Emergency powers

- 2.20 Emergency powers for Response Management Authorities are established by specific State legislation or national arrangements.
- 2.21 The *Emergency Management Act 2006* provides additional powers so the State Controller and the Premier can take /direct action through specified authorized officers for the protection of life, property and the environment. Details of these powers is provided in the TEMA.
- 2.22 Powers include:
 - Risk assessment powers
 - Emergency powers
 - Special emergency powers (under a declared state of emergency).

Section 3 Arrangements

This section describes the broad arrangements for emergency management within State Roads/Network Planning across the PPRR spectrum. Information on each of the stages is described in the following chapters. Additional detail on individual roles, responsibilities and duty statements is provided in the State Roads Emergency Procedures.

Section 3.1 Prevention and mitigation

Overview

- 3.1.1 Prevention and mitigation activities work toward eliminating or reducing the impact of a hazard and increasing the resilience of an affected community to recover from the consequences of a hazard.
- 3.1.2 State Roads/Network Planning's role as a hazard management authority for infrastructure failure relating to State roads and bridges indicates the focus on prevention and mitigation of risks relating to infrastructure, including researching and utilising appropriate design standards, land use planning considerations and understanding specific risks.

Current arrangements and elements

- 3.1.3 State Roads/Network Planning hazard prevention and mitigation focuses on:
 - Regular review and update of the State Roads Emergency Risk Register to capture new or emerging risks, consider adequacy of controls and prioritise any actions
 - Consideration of land use planning principles so that risks relating to location are accounted for at the planning and development stage
 - Utilising contemporary engineering design standards so that infrastructure is built to withstand specific hazards
 - Implementation of infrastructure asset management planning, inspection and maintenance arrangements so that assets are managed to meet a defined level of service, while acknowledging risks
 - Liaising with emergency management partners to better understand risks relating to particular locations and/or hazards (e.g. REMCs, local government, SES, MRT, TFS, Tas Police etc.)
 - Provision of arrangements for rapid response to events across the state, as well as alternative infrastructure arrangements to mitigate the consequences of events

Research

- 3.1.4 Research findings are shared externally through liaison with appropriate emergency management committees – generally REMCs in the first instance. Any findings to be communicated externally will be provided to the EMSC for information prior to release.
- 3.1.5 Broader research informs State Roads/Network Planning prevention and mitigation measures, including research on specific hazards, as well as general transport research conducted by organisations such as the Australian Road Research Board (ARRB) and best practice through utilising Australian and international standards.

Risk management

- 3.1.6 State Roads conducted an Emergency Management Risk Assessment in August 2018 in line with the National Emergency Risk Assessment Guidelines 2015 (NERAG) and the Tasmanian Emergency Risk Assessment Guidelines 2017 (TERAG). This included natural and man-made hazards from the Tasmanian State Natural Disaster Assessment 2016 (TSNDRA) as well as additional hazards identified as having an impact on State Roads infrastructure and services.
- 3.1.7 The aim of the risk assessment process was to identify risks that could result in emergency events that impact on State Roads operations and to identify the mitigation strategies that are in place to address them. The State Roads Emergency Risk Register assists in highlighting and prioritising any actions required to better manage risks. The register is reviewed annually and/or after a major event by the EPG for currency and updated at least every three years in line with asset management planning practices.

Protective security

- 3.1.8 State Roads/Network Planning considers physical, personnel and information security through a risk management approach. This includes:
- Maintaining an awareness of the operating environment and threat levels
 - Maintaining plans and arrangements for response
 - Practising arrangements
 - Maintaining relationships with key stakeholders including the Department of Police, Fire and Emergency Management
 - Participating in exercises with other agencies

Business continuity

- 3.1.9 Business continuity practices are developed in line with key agency policies and procedures and in consultation with other areas. For those with key roles in the ERG, proxies/acting arrangements with appropriate delegations should be arranged for any periods of leave. At a minimum, specific arrangements and contact lists will be updated in preparation for key leave periods each year (e.g. Christmas and Easter holidays) and communicated to relevant staff.

Land use planning

- 3.1.10 Planning for building or upgrading infrastructure includes having an awareness of natural hazards and the need to prevent or mitigate events by incorporating land use planning considerations at the project planning stage. The Tasmanian Land Use Planning Framework includes policies and directives which related to natural hazards, with mapping of specific areas forming part of planning schemes.

Safety

- 3.1.11 The safety of State Roads/Network Planning personnel and contractors is paramount, and is factored into all considerations and decisions, regardless of the impact or consequences of an event. State Roads Workplace Health and Safety policies and procedures apply at all times.

Section 3.2 Preparedness

Overview

- 3.2.1 Preparedness includes actions to get ready to respond to an emergency and manage recovery, before an emergency occurs.
- 3.2.2 State Roads/Network Planning activities to maintain readiness include:
 - ensuring capacity and capability to respond to an event
 - maintaining situational awareness
 - preparing warnings and public information as appropriate
- 3.2.3 Events are responded to by maintenance contractors under the terms of their contracts with State Roads. Maintenance contractors will undertake similar actions to prepare to respond to an emergency.

Current arrangements

- 3.2.4 State Roads maintains processes and arrangements to ensure readiness for an emergency. Where weather forecasts indicate that an event is likely to occur, and there are likely to be major impacts on State Roads infrastructure, specific arrangements to manage a possible response may commence or be discussed.
- 3.2.5 Specific hazard preparedness activities may occur seasonally including attendance at pre-bushfire season briefings, consideration of staffing, delegations and the need for on-call arrangements prior to Christmas/New Year and Easter.
- 3.2.6 Other prevention/preparedness activities include:
 - Regular road and bridge inspections
 - Infrastructure asset management and maintenance
 - Risk based tree management framework
 - Utilising contemporary engineering design standards
 - Monitoring of BOM and TFS advice and warnings
 - Inundation mapping for high consequence dam failures
 - Coastal inundation mapping
 - Slope monitoring and stability program
 - Traffic signals major intersection failure procedure
 - Agency business continuity planning
 - Fuel reduction
 - Alternate route planning
 - Snow markers
 - Temperature activated signs
 - Ice/snow reporting
 - Tsunami inundation mapping
 - Landslide mapping
 - Access mapping
 - Use of uninterruptible power supply
 - Call centre arrangements

Consultation framework

- 3.2.7 Members of the EPG are responsible for ensuring information flow between the group and their respective work areas. It is expected they will nominate proxies and notify the Asset and Emergency Management Coordinator as necessary if they are unavailable.
- 3.2.8 The EPG includes personnel with specialist technical expertise, as well as regional knowledge which is critical in understanding the key risks and their likely impacts on State Roads infrastructure.
- 3.2.9 Consultation on preparedness with other key stakeholders will occur via the Asset and Emergency Management Coordinator for emergency management issues, and through subject matter experts for specific issues.

Capacity and capability

- 3.2.10 The EPG oversees the adequacy and currency of State Roads/Network Planning preparedness for an emergency including:
 - Ensuring the nominated Agency Command Centre (ACC) is adequate, accessible and properly resourced to meet needs during an emergency.
 - Identifying education and training requirements for staff, contractors and the community. This may include awareness of roles across the PPRR spectrum, internal inductions and specific training (satellite phones, procedures, using Reflect), online or self-training, courses and workshops, emergency case studies, debriefs and lessons shared.
 - Ensuring appropriate entries for the State Roads/Network Planning Emergency contact list, which is maintained by the Asset and Emergency Management Coordinator and reviewed twice a year by the EPG.
 - Ensuring sufficient resources are available to manage State Roads/Network Planning response during an event.
- 3.2.11 The ACC will be located at 4 Salamanca Place, Hobart in an appropriate room. The room will have a screen with connectivity, telephone, Wi-Fi and charging facilities. Alternative arrangements will be made in consultation with State Growth facilities should the Salamanca Building be closed.
- 3.2.12 The ACC will be tested and exercised at least annually to ensure it is fit for purpose.
- 3.2.13 The EPG will determine appropriate resourcing for the ACC.

Warnings and public information

- 3.2.14 The Bureau of Meteorology issues severe weather warnings, flood warnings and fire weather warnings to the community, and a range of watches and alerts that can assist in responding to natural hazards. Tasmania Fire Service (TFS) publishes fire danger rating forecasts, and the Department of Health (Population Health) issues public heatwave warnings.

- 3.2.15 Alert information which may impact on State Roads infrastructure and services is provided to key personnel within State Roads/Network Planning for information. Maintenance contractors are responsible for maintaining their situational awareness under the terms of the maintenance contract.
- 3.2.16 State Roads only develops warnings and public information related directly to State Roads infrastructure and services. Comment should only be made after consultation with the Management Authority. All other information is prepared by the Management Authority (e.g. SES provides information on floods). Stakeholders should be directed to TasAlert (www.alert.tas.gov.au) where possible and/or to Tasmania Police (<https://www.police.tas.gov.au/community-alerts/>) for statewide road closure information.
- 3.2.17 Only nominated State Roads spokespersons should make public comment.
- 3.2.18 The Manager Stakeholder Communications, State Roads is responsible for the provision and coordination of communications support.
- 3.2.19 Where State Growth is the Management Authority, the Director Communications, State Growth will approve all warnings and public information, including media releases.
- 3.2.20 Additional warnings and public information may be provided by the provision of signage onsite (e.g. detours etc.).

Emergency planning

- 3.2.21 The Asset and Emergency Management Coordinator, State Roads is responsible for maintaining, reviewing and updating the State Road and Bridge Emergency Management Plan and associated sub-plans and procedures in consultation with the EPG. This plan aligns with the State Growth Emergency Management Policy, as well as the TEMA, and will be reviewed every two years, or as key elements of these documents change.
- 3.2.22 Arrangements within this plan aim to be flexible and scalable for all hazards, reflect contemporary emergency management planning practices, and address the PPRR spectrum.

Debriefs, exercises and lessons identified

- 3.2.23 Validations include debriefs, exercises and workshops/meetings where emergency management arrangements are examined to assess the likelihood of their effectiveness.
- 3.2.24 Debriefs will be conducted internally by State Roads/Network Planning to discuss response and recovery after an event where the incident management team has been stood up/ Agency Command Centre has been activated. State Roads/Network Planning will also participate in whole of agency debriefs, as well as debriefs conducted by REMCs and other committees as required.
- 3.2.25 The Asset and Emergency Management Coordinator will facilitate debriefs within State Roads/Network Planning and will maintain processes and supporting resources so that the findings can be recorded and shared in a consistent and timely manner.
- 3.2.26 Exercises will be conducted when:
- Arrangements have not been activated since the last update of the plan

- Arrangements within the plan have been updated
 - Changes have occurred to key personnel, positions or functions
 - Substantial changes have occurred to risks and/or their consequences
- 3.2.27 The Asset and Emergency Management Coordinator, State Roads is responsible for planning and conducting exercises in consultation with the Emergency Planning Group to test the plan and key components of the State Roads/Network Planning emergency response. Exercises will be conducted with advice from Tasmania Police (Special Response and Counter Terrorism Command) and any opportunities for collaboration with other agencies will be explored.
- 3.2.28 The Asset and Emergency Management Coordinator will maintain processes and supporting resources so that lessons identified can be recorded and shared in a consistent and timely manner.

Administration systems

Information management

- 3.2.29 State Roads/Network Planning will maintain processes so that information is recorded and shared during an emergency in a consistent and timely manner.
- 3.2.30 State Roads/Network Planning will develop and maintain processes to ensure that asset information is recorded outside events to support pre-disaster condition reporting requirements for seeking financial assistance.
- 3.2.31 Impact and damage assessments for State Roads infrastructure are conducted and recorded via the *Reflect* system and provided to NRE Tas Emergency Services GIS for inclusion in the Common Operating Platform (COP) as soon as possible.
- 3.2.32 Information collected includes the status of infrastructure (open/closed), degree and type of damage, and repair/rebuilding actions. Information becomes more detailed over time as specific inspections are conducted.
- 3.2.33 Information is captured in a format which satisfies the requirements for seeking assistance from the Australian Government for eligible disasters (i.e. Disaster Recovery Funding Arrangements 2018).
- 3.2.34 The Manager Support Services is responsible for the provision and coordination of administrative support.
- 3.2.35 WebEOC will be used as the platform for sharing situational awareness information between State Growth and other agencies/emergency services during an event.

Cost capture/procurement/financial administration

- 3.2.36 Cost information for response and recovery is collected as per State Roads normal financial procedures, and is captured in a format which satisfies the requirements for seeking assistance from the Australian Government for eligible disasters (i.e. Disaster Recovery Funding Arrangements 2018).
- 3.2.37 Specific cost centre codes should be allocated to be used during an event to streamline reporting.
- 3.2.38 The Manager Support Services is responsible for the provision and coordination of financial support.

3.2.39 Procurement will be conducted as per State Roads normal procurement procedures.

3.2.40 The Manager Contract Services is responsible for the provision and coordination of procurement support.

Performance management

3.2.41 The Emergency Planning Group will review the progress and effectiveness of activities. The Asset and Emergency Management Coordinator will also report on this to the State Roads Emergency Management Steering Committee and as the State Roads representative on the State Growth Emergency Management Consultation Group.

3.2.42 As an Advisory Agency, State Growth will provide reports and advice through to SEMC. State Roads will contribute to this reporting as necessary.

Section 3.3 Response

Overview

General response arrangements

- 3.3.1 Response is defined as actions taken to minimise the effects of an emergency event, and to limit the threat to life, property and the environment.
- 3.3.2 State Roads/Network Planning initial response focuses on urgent emergency works necessary to temporarily restore assets to levels which support the immediate recovery of a community. This means providing safe access and essential services to communities where possible.
- 3.3.3 During the emergency response period, existing resources are diverted in the first instance to respond to an event. It is therefore important that staff involved in State Growth emergency management functions have an understanding of the broader context of the Tasmanian Emergency Management framework. This also means State Growth may be required to support other functions or responsibilities not specifically defined in this plan, on the authority of the State Controller at the time. Such requests are supported by legislation and must be complied with.

Minor incidents

- 3.3.4 Small, minor incidents (Category 1, 2) are responded to by the maintenance contractor under the terms of the contract with State Roads, or directly by Traffic Signals Maintenance staff for traffic signals incidents.
- 3.3.5 For small, minor incidents (Category 1, 2), assets may be restored quickly and longer-term works may either be undertaken simultaneously or may be deemed unnecessary. Roles, responsibilities and procedures are detailed in the State Roads Emergency Response Procedures (ERP). Specific actions, decision-making points and response timeframes are detailed in the terms of the maintenance contract. The response includes:
 - Inspecting and assessing impacts to State Roads infrastructure, and closing unsafe infrastructure (e.g. traffic management)
 - Completing works required to minimise risks to the public from damaged assets and restore access (e.g. grading, pothole repairs, gravel re-sheeting, replacing rock)
 - Clearing of debris from assets
 - Reinstatement, restoration and reopening of damaged assets
 - Arranging works and other activities required to prevent or minimize the risks of damage or injury resulting from hazards identified as having the potential to impact on assets
 - Supporting the operations of Tasmania Police, State Emergency Services and other authorities as required

Large and complex incidents

- 3.3.6 Larger, more complex incidents requiring greater coordination (Category 3, 4) are responded to by the maintenance contractor under the terms of the contract with State Roads and by Traffic Signals Maintenance staff for incidents involving traffic signals. These incidents are handled with a more formal supporting structure to ensure adequate resources to manage the response and the appropriate level of decision-making. For these incidents, the Asset and Emergency Management Coordinator will convene meetings of the Emergency Response Group (ERG) as required, and it is likely that an Agency Command Centre (ACC) will be established to assist in coordinating and managing the response.

Response categories

3.3.7 The following table provides examples of the different emergency categories and references for State Roads response. The use of four categories reflects information in the State Roads Maintenance Contract documents. AIIMs Incident Classification Levels have also been provided for cross-referencing with other incident management classification models.

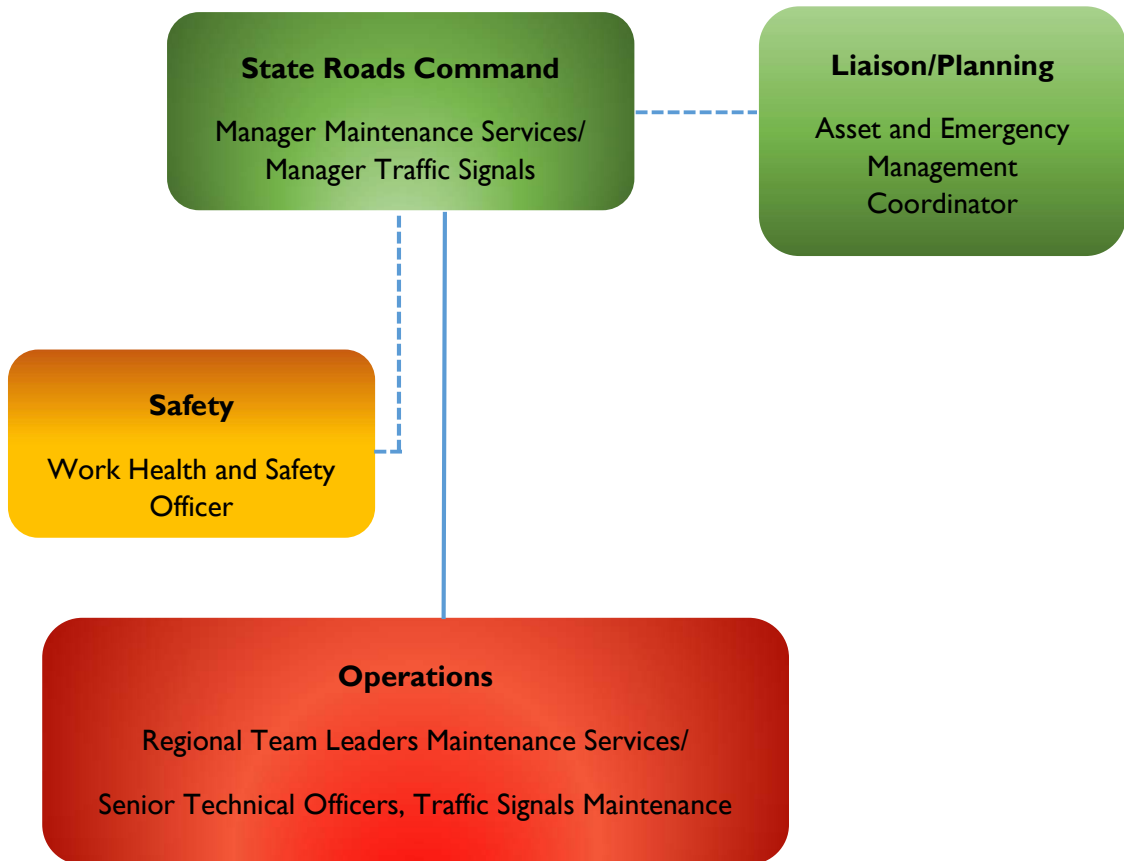
Table 6 Response categories

Category 1 Examples	Management Authority	Response	References
Fallen trees Minor flooding Fog Smoke (traffic management) Minor rock falls and landslips Oil spills Stock/debris on road Minor pavement failures Vehicle crash Traffic Signal failure	State Roads or Tasmania Police AIIMs Level 1	The maintenance contractor will respond, under the terms of its contract or after being alerted by State Roads. Short-term road closures and /or traffic control by the Contractor as directed by State Roads or Tasmania Police.	Maintenance Contract Documents State Roads Specification R101 Emergency Response Procedures
Category 2 Examples	Management Authority	Response	References
Frost Ice Snow Storm/High winds Flash flooding Vehicle crash	Tasmania Police AIIMs Level 2	The maintenance contractor will respond under the terms of its contract, or after being alerted by State Roads. State Roads will provide support to Tasmania Police/Management Authority for road and bridge assets	Maintenance Contract Document, State Roads Specifications R100, R101 Emergency Response Procedures
Category 3 Examples	Management Authority	Response	References
Major flooding Major rock falls and landslips Fire Earthquake Infrastructure failure Utility failure (electricity, water, telecommunications, gas, etc.) Terrorism threat Political Activism	Tasmania Police Tasmania Fire Service has responsibility for the management of fire scenes. AIIMs Level 3	The maintenance contractor will respond under the terms of its contract, or after being alerted by State Roads. State Roads will provide support to Tasmania Police/Management Authority for road and bridge assets	Maintenance Contract Document, State Roads Specification R101 Emergency Response Procedures State Regional or Local Emergency Plans
Category 4 Examples	Management Authority	Response	References
Bridge collapse Explosion Dam failure Act of terrorism Calamitous heavy vehicle crash Political activism	Tasmania Police AIIMs Level 3	Management of emergency events arising out of this hazard category will be as for hazard Category 3 above Unauthorised protest marches and/or assemblies have the potential to affect the safe operation of roads, bridges and ferry terminals.	Maintenance Contract Document, State Roads Specification R101 State Regional or Local Emergency Plans Refer to Emergency Response Procedures for: Tasman bridge Bridgewater bridge Denison Canal bridge Batman bridge Bruny Island ferry terminals

Command, control and coordination

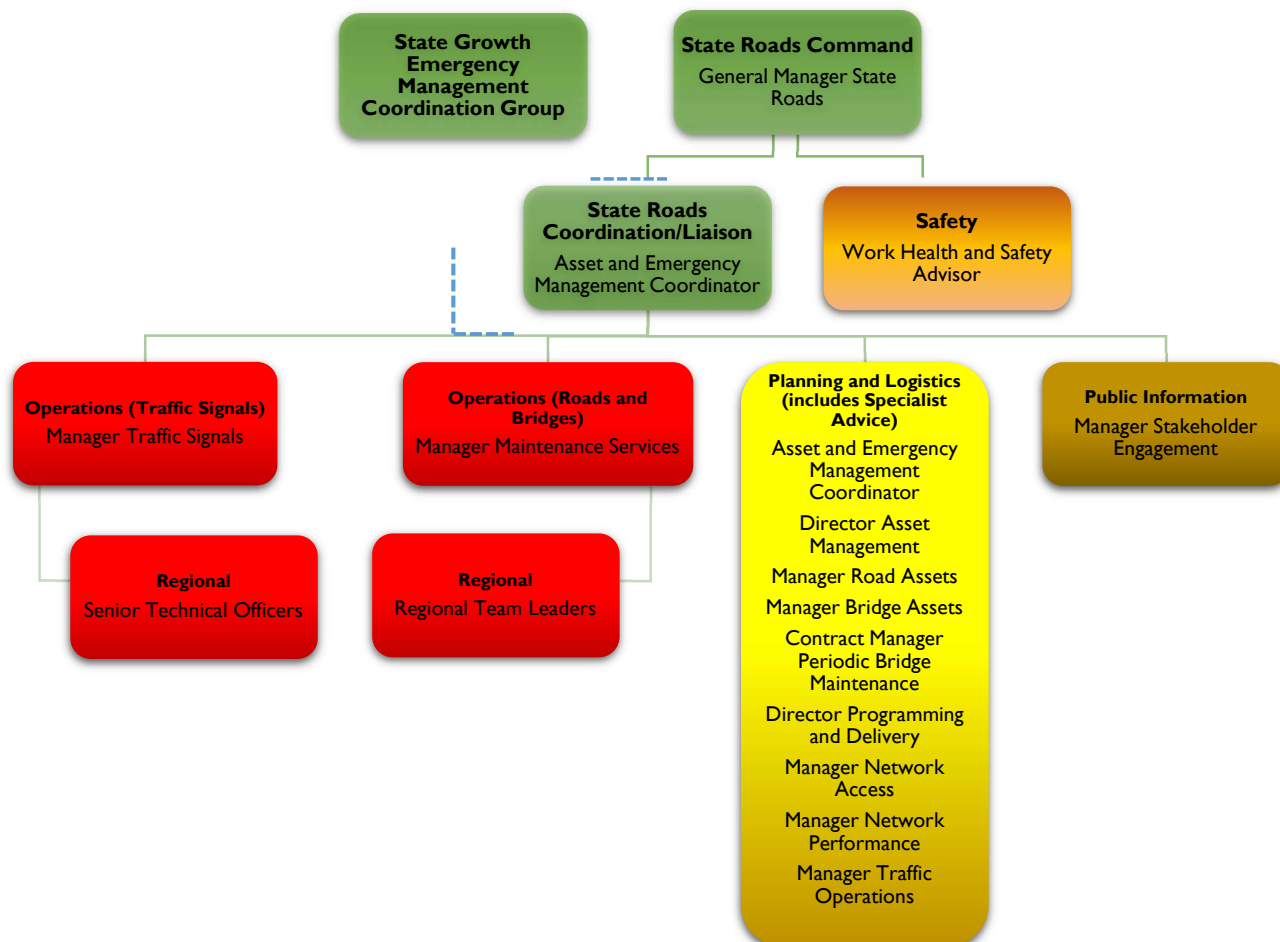
- 3.3.8 State Roads/Network Planning command, control and coordination arrangements cover the response management structure at state and regional levels for simple, minor incidents, to large, complex incidents. The arrangements follow the Australian Inter-service Incident Management System (AIIMS) by using a structure that is adaptable and scalable, so that it can be applied to any emergency event. This includes:
- escalation of effort by incident type/consequence so that appropriate resources are able to manage the response
 - seeking assistance from within State Roads, the agency, or externally
 - undertaking impact assessments and communicating the findings to the responding agencies and the relevant community recovery stakeholders
 - working with other agencies and infrastructure owners
 - enabling/transition to community recovery
 - ending response and conducting debriefs.
- 3.3.9 Initial discussions with members of the ERG, REMC, and the State Growth Emergency Coordination Committee will determine the scale of the structure that is likely to be required in responding to an event.
- 3.3.10 As State Roads/Network Planning is generally operating as part of a broader response, rather than the Management Authority, the term “State Roads Command” has been utilised in this document rather than “incident control” to avoid duplication with other broader AIIMS arrangements and terminology which may be referred to elsewhere.
- 3.3.11 Small, minor incidents (Category 1 or 2) are responded to by the maintenance contractor under the terms of the contract with State Roads or directly by Traffic Signals Maintenance staff for incidents involving traffic signals. These incidents are generally handled as business as usual within State Roads by Regional Team Leader in Maintenance Services or by Senior Technical Officers in Traffic Signals Maintenance, however additional information may be required to contribute to whole of agency or whole of government reporting and general awareness. Additional support may be provided by specialist technical staff or public information as necessary.

Figure 2 General incident management structure (Category 1, 2 incidents)



3.3.12 Larger, more complex incidents (Category 3, 4) requiring greater coordination are responded to by the maintenance contractor under the terms of the contract with State Roads and directly by Traffic Signals Maintenance Staff for incidents involving traffic signals. These incidents are likely to have a broader community and agency impact, and it is likely that the State Growth Emergency Management Coordination Group will be stood up, as well as the REMC or SEMC. These incidents are handled in State Roads as part of the broader agency response, with a more formal supporting structure to ensure adequate resources to manage the response and the appropriate level of decision-making. Members of the Emergency Response Group take on specific roles within the incident management structure, which may be in addition to or outside their normal duties. Information will be provided to contribute to whole of agency and whole of government reporting, and there is likely to be a need to provide information to the public about specific assets and services. Additional support is provided by specialist technical staff, as well as administration, finance and record-keeping.

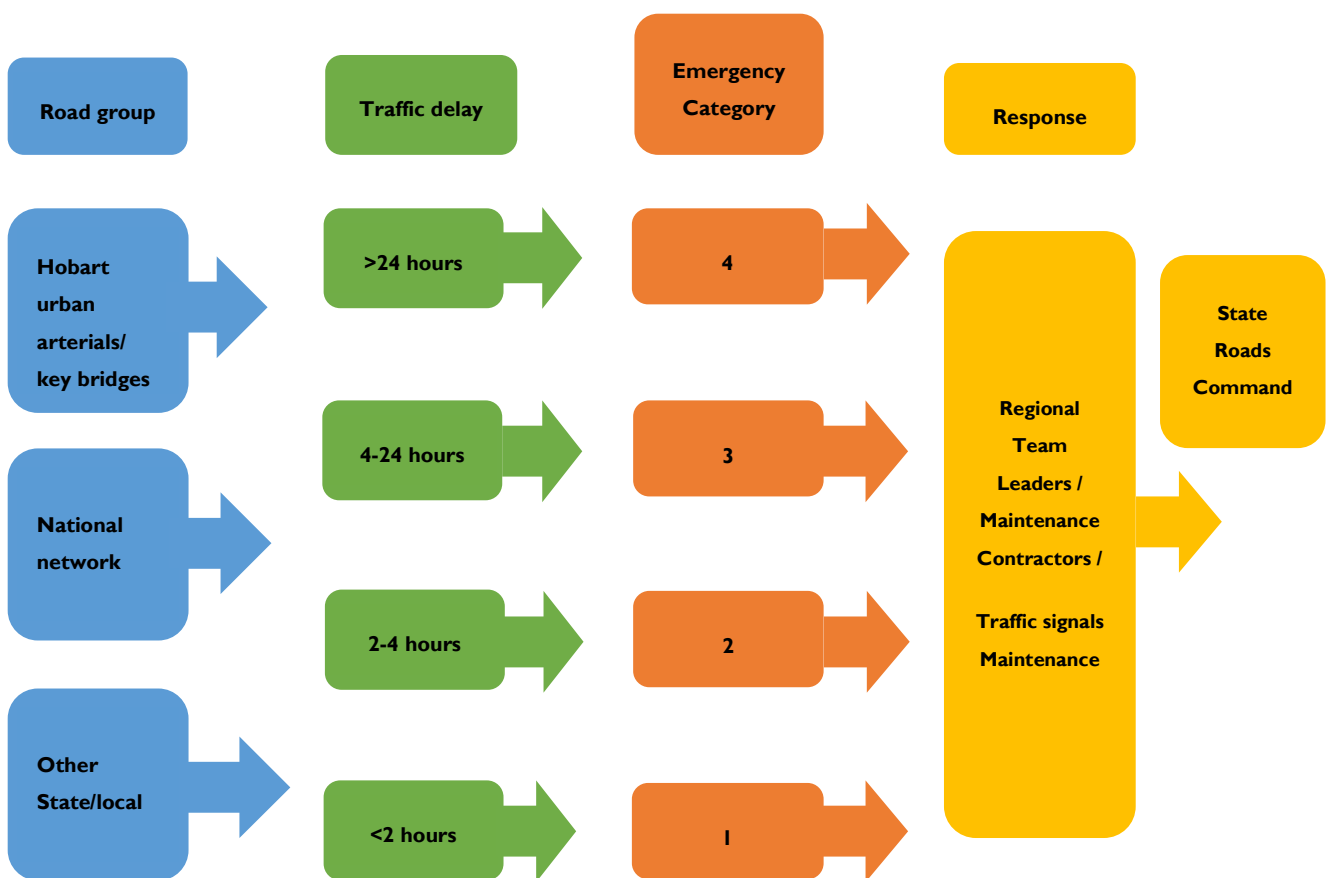
Figure 3 General incident management structure (Category 3, 4 incidents)



Response strategies

3.3.14 Response strategies and triggers relate to the likely impact and consequences of the incident. In general, events which occur on key strategic routes and result in damage, closure or lengthy traffic delays will result in a higher category of emergency, and therefore require greater coordination in response. The following diagram illustrates the relationship between triggers for activating different levels of incident management structure.

Figure 4 Response strategies



Warnings and public information

- 3.3.15 The Bureau of Meteorology issues severe weather warnings, flood warnings and fire weather warnings to the community, and a range of watches and alerts that can assist in responding to natural hazards. Response Management Agencies will issue warnings in compliance with the Australian Warning System to provide point-in-time information about a hazard that is impacting or is expected to impact communities. It describes the impact and expected consequences for communities and includes advice on what people should do.
- 3.3.16 Public information regarding State Roads infrastructure and services is developed by the Stakeholder Communications team in conjunction with other State Roads staff. Information may be disseminated across a range of media and may include links to information provided by emergency management partners.
- 3.3.17 Stakeholders should be directed to TasAlert (www.alert.tas.gov.au) where possible and/or to Tasmania Police (www.police.tas.gov.au/community-alerts/) for statewide road closure information.
- 3.3.18 Information provided may include, but not necessarily be limited to:
- The nature of the event
 - The likely duration of the event
 - Alternative routes
 - Alternative transport options
 - Advice to delay or cancel planned journeys; and
 - Referrals to other appropriate organisations.
- 3.3.19 State Roads public comment should be limited to factual information regarding State Roads/Network Planning activities, infrastructure and services, and avoid commenting on the actions of other agencies/organisations. State Roads spokespersons include the General Manager State Roads and Deputy Secretary Transport Services.
- 3.3.20 Appropriate State Roads spokespersons should make themselves available for media enquiries and prepare key messages to promote community safety and limit disruption caused by the event.
- 3.3.21 The Manager Stakeholder Communications, State Roads is responsible for the provision and coordination of communications support. Media releases will be issued by State Growth Communications.
- 3.3.22 Additional warnings and public information may be provided by signage onsite (e.g. detours etc.).

Table 7 Summary of Public Information Arrangements

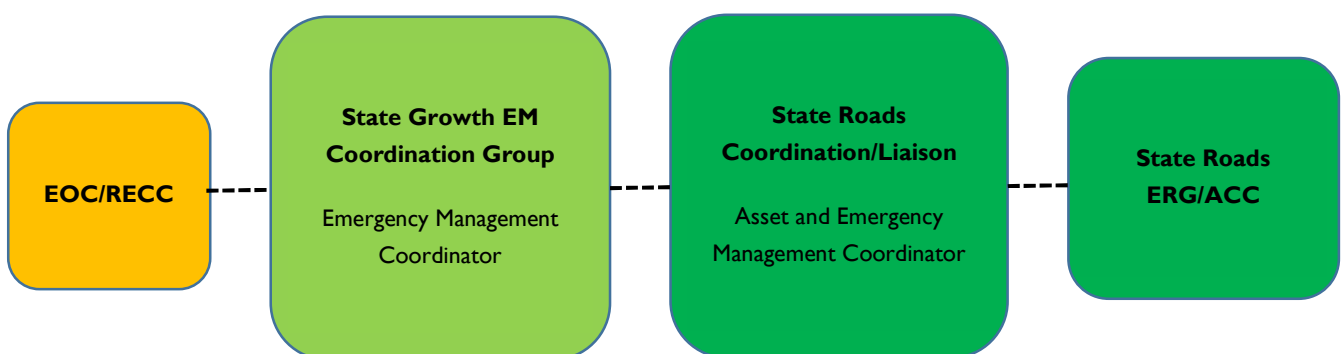
Row	Location	Scope of Information	Provided by:	Developed by:	Cleared by:	Distribution methods
	On-Site	The emergency and its known impact	Response Management Authority. Support agencies can advise about their own roles	Response Management Authority.	Response Management Authority.	Media Agency websites Emergency Alert
	Local EOC/ECC	Actions/responsibilities of the centre	Centre Coordinator	Centre Coordinator	Authorised Emergency Management Coordinator e.g. Municipal, Regional Controller	Media TEIS
	Other Centres (Assembly, Evacuation)	Actions/responsibilities of the centre	Centre Coordinator	Centre Coordinator	Centre Coordinator	Media TEIS
	Municipal area	Impact of the emergency on the local community	Mayor	Council media officer	Council media officer	Media, council website TEIS CALD/others
			Council switch board	Council media officer	Council media officer	Phone enquiries
	Within the region	Impact of the emergency on the region	Regional Controller	SES Regional Manager or delegate	Regional Controller	Media, council website TEIS CALD/others
			Response Management Authority	Media Officer	Regional level officer for the response Manager Authority	
			Regional Community Recovery Coordinator	Regional Community Recovery Coordinator	SES Regional Manager or delegate	
			State Controller	SES Director, TAS POL Media Unit, Govt. Media Office	SES Director, TAS POL Media Unit, Govt. Media Office	Media, council website TEIS CALD/others
	Rest of the State	Impact of the emergency for the State including relief arrangements	Response Management Authority	Media Officer	State level officer for the response Manager Authority	
			Premier/Minister	Govt. Media Office	Govt. Media Office	

Other Response Elements

Emergency Response Group/Agency Command Centre arrangements

- 3.3.23 For large, complex events, Regional Controllers may establish a Regional Emergency Coordination Centre (RECC) to set objectives and determine strategies to support the response to the emergency. RECC's function using the AIIMS structure and are led by the Regional Controller. These may be agency-specific, multi-hazard or whole of government. Response Management Agencies retain responsibility for addressing the hazard or event that is impacting on the community.
- 3.3.24 Where an incident is of a scale that results in a Regional Controller calling a special meeting of the REMC or the establishment of a Regional Emergency Coordination Centre, State Roads will convene an Emergency Response Group (ERG) meeting and will determine whether it is necessary to establish an Agency Command Centre (ACC) within State Roads. This initial ERG meeting may also be requested by the State Roads Executive or members of the ERG. Response arrangements can be activated at a lower threshold than required to practice arrangements and achieve a 'hot start' in escalating events. It can be useful to convene the ERG to ensure efficient and effective communication for events which may have a broader impact on the Tasmanian community, but a limited impact on State Roads infrastructure.
- 3.3.25 The Asset and Emergency Management Coordinator will convene meetings of the ERG, establish the ACC and ensure that it is adequate, accessible and properly resourced to meet needs during an emergency.
- 3.3.26 For larger, more complex events where there is a multi-agency response, there is an increased need for briefings and situation reports. These will be facilitated by the Asset and Emergency Management Coordinator.
- 3.3.27 Information will generally be recorded electronically via existing State Roads systems, however in the initial response period, information may be provided in a variety of ways including verbally, via telephone or via email. Situation reports will be exchanged promptly and regularly between State Roads and other stakeholders as agreed. All key information and decision making must be recorded.

Figure 5 RECC Liaison



Road/bridge reopening

3.3.28 Prior to reopening of State Roads after an incident, the following initial actions will be undertaken:

- Rapid impact assessment to identify any damage to roads/bridges (and any remediation work required)
- Assessment of any additional risks eg trees that are potentially damaged, debris (and removal as required)
- Assessment of traffic furniture including road signage, safety barriers, guide posts (and replacement as necessary)
- Assessment of requirement for lane closures, speed reductions, traffic management or additional signage to allow roads to be opened as soon as possible while managing safety

3.3.29 It is preferable that contractors engaged by State Roads undertake any remediation work required to avoid additional damage to infrastructure and potentially delay reopening.

3.3.30 Once initial works have been completed to allow access, additional longer term recovery works will be programmed to return the road/bridge to standard conditions.

Temporary Bridging

3.3.31 In an emergency, other bridge owners may experience loss or damage, resulting in requests for the provision of Temporary Bridging to be deployed by State Roads to assist in reinstating access to communities.

3.3.32 Temporary bridging requests from asset owners will be provided by the Regional/State Controller/Recovery Coordinator to State Roads, with sufficient information to allow a determination on appropriateness of the request and priority for action.

3.3.33 State Roads will facilitate an assessment process and communicate outcomes to the Regional/State Controller/Recovery Coordinator.

3.3.34 State Roads will facilitate the installation and dismantling of its temporary bridging as necessary. Further detail on the temporary bridging decision-making process is provided at Appendix 5.2.

Evacuation

3.3.35 The decision to evacuate an area is made by the Incident Controller with Tasmania Police responsible for the overall coordination of an evacuation. State Roads/Network Planning staff and contractors must comply with any directions to evacuate.

Specialist support

3.3.36 Response efforts are supported by Geographic Information Systems (GIS) and desktop mapping. State Roads will utilise existing capacity to prepare impact assessment information to feed into whole of government data capture to inform situation reports where possible. Additional assistance may be requested from State Growth Spatial Services and/or NRE TAS Emergency Management GIS as necessary.

Debriefs

- 3.3.37 Debriefs will be conducted internally by State Roads/Network Planning to discuss response and recovery after an event where the incident management team has been stood up/ Agency Command Centre has been activated. State Roads will also participate in whole of agency debriefs, as well as debriefs conducted by REMCs and other committees as required.
- 3.3.38 The Asset and Emergency Management Coordinator will facilitate debriefs within State Roads/Network Planning and will maintain processes and supporting resources so that the findings can be recorded and shared in a consistent and timely manner.
- 3.3.39 Specific arrangements for debriefs are detailed in the State Roads Emergency Response Procedures.
- 3.3.40 State Roads/Network Planning officers may be involved in traumatic incidents as part of the emergency response. The Director People and Culture is responsible for managing the critical incident stress debriefing process.

Finance, procurement and administrative support

- 3.3.41 Cost information for response and recovery is collected as per State Roads normal financial procedures, and is captured in a format which satisfies the requirements for seeking assistance from the Australian Government for eligible disasters (i.e. Disaster Recovery Funding Arrangements 2018).
- 3.3.42 Specific cost centre codes should be allocated to be used during an event to streamline reporting.
- 3.3.43 The Manager Support Services is responsible for the provision and coordination of financial and administrative support.
- 3.3.44 Procurement will be conducted as per State Roads normal procurement procedures.
- 3.3.45 The Manager Contract Services is responsible for the provision and coordination of procurement support.

Records management

- 3.3.46 Emergency response records should be promptly stored in an approved agency records or information system (RM, Reflect). Documents related to specific operations should be grouped by the emergency/event they relate to.
- 3.3.47 Specialist information (eg. relating to bridges) will be recorded and managed by the specialist area. General information regarding the response will be recorded and managed by the Asset and Emergency Management Coordinator.

Business continuity

- 3.3.48 Requests for assistance relating to business continuity issues including facilities, information technology, agency financial risk management and reporting will be coordinated through the State Growth Emergency Management Coordination Group.

Agency interoperability

- 3.3.49 Requests for additional assistance relating to personnel or the sharing of capability will be coordinated through the State Growth Emergency Management Coordination Group. State Roads will ensure systems, processes, and terminology facilitate capability sharing.

Whole of government interoperability

- 3.3.50 Interoperability arrangements are coordinated by DPAC and are described in the State Special Emergency Management Plan – Interoperability Arrangements for the Sharing of Skilled Resources in Tasmania. These enable agencies to request skilled personnel from across Government to assist with the consequence management and/or coordination of emergency response and recovery operations. If required, the State Growth Emergency Coordination Group will activate the interoperability arrangements through People and Culture. On activation, DPAC will work with State Growth to manage deployments in accordance with the needs identified by the Emergency Coordination Group.

Section 3.4 Recovery

Overview

- 3.4.1 Recovery is defined in the State Recovery Plan as “the process of dealing with the impacts of an emergency and returning social, economic, infrastructure and natural environments to an effective level of functioning”.
- 3.4.2 State Roads/Network Planning key role in recovery is in the repair and reinstatement of State road and bridge infrastructure and services to support community recovery. The broader recovery process begins during the emergency event, and continues for months, years or even decades, depending on the event.

Whole of government recovery phases

- 3.4.3 Tasmania’s whole of government recovery arrangements are structured across four phases:
 - Ongoing preparedness – includes planning, policy development, exercises and other actions to build resilience and prepare for recovery prior to an emergency event;
 - Short term recovery – covers the period during and immediately after an emergency (hours to weeks), when recovery efforts are focused on relief and emergency assistance, rapid impact assessment, needs assessment and early recovery planning;
 - Long term recovery – covers medium to long term recovery efforts (months to years), and includes processes for community engagement and participation, ongoing impact and needs assessment, recovery programs and projects; and
 - Review – when formal recovery efforts wind down, reviews of recovery arrangements, planning and assistance measures inform continuous learning and improvement.
- 3.4.4 Recovery may be locally coordinated, state-supported or state coordinated depending on the nature of the event.

Recovery strategies

- 3.4.5 Recovery in State Roads/Network Planning generally includes:
 - Damage assessment and categorization
 - Liaison with Regional Emergency Management Committees and other authorities to understand community needs/priorities for recovery
 - Recovery planning
 - Preparation of specifications, costings and priorities for repair and reinstatement of infrastructure
 - Management of the demolition process

- Provision of temporary services
 - Reinstatement of traffic signals
 - Consideration of the need for financial assistance to provide necessary levels of recovery
 - Road and bridge repairs
 - Maintenance of environmental and workplace standards
- 3.4.6 Recovery efforts associated with Category 3 and 4 events are likely to be coordinated by a Municipal Recovery Coordinator, Regional Controller, or state recovery arrangements in consultation with State Roads, Tasmania Police, other Agencies/Authorities and Local Government.
- 3.4.7 While State Roads/Network Planning's primary responsibility for recovery is in reinstating State Roads infrastructure and services, it is noted that State Growth is the coordinating agency for the infrastructure recovery domain and is a support agency for recovery relating to roads and bridges for other asset owners. State or regional recovery priorities may dictate that State Roads/Network Planning provides assistance to other asset owners to facilitate the restoration of critical infrastructure. The State Roads Emergency Response Procedures for temporary bridging and assisting other asset owners provide more detail on these issues.

Current arrangements

- 3.4.8 The whole of government, all-hazard arrangements for community recovery are detailed in the *State Recovery Plan*. DPAC is the Management Authority for recovery at the State level and is responsible for whole-of-government recovery planning and coordination.
- 3.4.9 The following table from the State Recovery Plan summarises recovery for State Roads/Network Planning.

Table 8 Infrastructure recovery domain

Infrastructure		
Coordinating Agency	Department of State Growth	
Function	Responsible Agency	Support Agency
Roads and bridges Undertake technical assessments, assess and prioritise restoration needs Undertake stabilisation and remediation works Undertake and facilitate the restoration of critical infrastructure Rebuild and restore infrastructure to be sustainable and more resilient to future events	Road Managers (as applicable): State Growth (State Roads/Network Planning) Municipal Councils NRE TAS (PWS) Sustainable Timber Tasmania TasRail (Rail bridges) Hydro Tasmania	State Growth (State Roads/Network Planning)

- 3.4.10 During emergencies, recovery coordination activities are supported by Social, Economic, Infrastructure and Environment Recovery Coordinators appointed by Coordinating Agencies for each of the recovery domains.
- 3.4.11 The Infrastructure Recovery Coordinator is an agency-based, appropriately positioned officer nominated by the State Growth Emergency Co-ordination Group to develop networks and partnerships with state, local and non-government organisations and community stakeholders relevant to their functional domain. During an emergency, Coordinators are assigned to act for and on behalf of the Regional Controller to assess recovery requirements and coordinate services to provide for the recovery requirements of the affected community. State Roads will provide support and information to the Infrastructure Recovery Coordinator as necessary.
- 3.4.12 Depending on the nature of the event, additional structures may be established to progress recovery, including Affected Area Recovery Committees and/or a Recovery Taskforce. State Roads will provide support and information to these bodies as necessary.
- 3.4.13 Decisions on the most appropriate way to support recovery will be made by the State Roads Executive in consultation with the ERG.

Public information

- 3.4.14 Public information regarding State Roads infrastructure and services during the recovery period is developed by the Stakeholder Communications team in conjunction with other State Roads staff. Information may be disseminated across a range of media, and may include links to information provided by emergency management partners.
- 3.4.15 Information provided during the recovery period is likely to focus on the rebuilding and reinstatement of infrastructure. Information will generally be provided in the same manner as for other road projects and will include:
- Location of infrastructure works
 - Traffic management in place (including speed restrictions/load limits)
 - Scope of works
 - Likely completion date

Specialist support

- 3.4.16 Recovery efforts are supported by Geographic Information Systems (GIS) and desktop mapping. State Roads will utilise existing capacity to prepare impact assessment information to feed into whole of government data capture to inform ongoing recovery progress where possible. Additional assistance may be requested from State Growth Spatial Services and/or NRE TAS Emergency Services GIS as necessary.

Transition to business as usual

- 3.4.17 As recovery progresses, State Roads/Network Planning will gradually transition to business as usual. This transition will occur in a planned and organised manner, with timeframes to be agreed by the ERG. Some elements of recovery may transition to business before others.

Debriefs

- 3.4.18 State Roads/Network Planning debriefs will include members of the ERG, along with additional staff as required. These will be held as soon as possible after the recovery has transitioned to business as usual. The Asset and Emergency Management Coordinator will coordinate, and chair debrief meetings. Information from State Roads debriefs will be provided to the State Growth Emergency Management Coordinator. Depending on the nature of the event, State Roads/Network Planning debriefs may be incorporated into whole of agency debriefs, or other regional or state level processes.

Finance and administrative support

- 3.4.19 Cost information for response and recovery is collected as per State Roads normal financial procedures, and is captured in a format which satisfies the requirements for seeking assistance from the Australian Government for eligible disasters (i.e. Disaster Recovery Funding Arrangements 2018).
- 3.4.20 Specific cost centre codes should be allocated to be used during an event to streamline reporting.
- 3.4.21 The Manager Support Services is responsible for the provision and coordination of financial and administrative support.
- 3.4.22 The Director Finance is responsible for whole of agency financial reporting, emergency management grants reporting, and administration of the risk management fund.

Disaster Recovery Funding Arrangements (DRFA)

- 3.4.23 DRFA (previously NDRRA) is the primary mechanism by which the Australian Government provides disaster relief and recovery funding to states and territories.
- 3.4.24 To be eligible for Australian Government assistance under DRFA, Tasmania's whole-of-state expenditure must meet the eligibility criteria and exceed certain thresholds.
- 3.4.25 DPAC is responsible for coordinating advice to the Premier regarding the activation of assistance and claims to the Australian Government under DRFA.
- 3.4.26 State Roads will contribute to whole of government reporting and provision of financial and project information as required by the Australian Government.
- 3.4.27 Requests for assistance relating to DRFA will be coordinated through the State Growth Emergency Management Coordination Group.
- 3.4.28 For claims process to be implemented as soon as possible early provision of impact information and associated condition reports, including estimates of restoration costs, is required as soon as possible.

Records management

- 3.4.29 Records should be stored in an approved agency records or information system (CM, Reflect). Documents related to specific operations should be grouped by the emergency/event they relate to.
- 3.4.30 Specialist information (eg relating to bridges) will be recorded and managed by the specialist area. General information regarding recovery will be recorded and managed by the Asset and Emergency Management Coordinator.

Section 4 Plan administration

- 4.1 This section outlines the key contact for the plan, plan history, maintenance/review requirements, distribution list, summary of consultation for the current issue and communication arrangements for it. It should also include the validation arrangements for this issue of the plan.

Plan contact

- 4.2 This plan is maintained by the Asset and Emergency Management Coordinator, State Roads, Department of State Growth for the State Emergency Management Committee. Feedback regarding this plan should be made in writing to:
- Email: SRemergency.management@stategrowth.tas.gov.au
 - Mail: GPO Box 536, Hobart TAS 7001
 - Phone : 1800 030 688

Review requirements and issue history

- 4.3 Section 35 of the *Emergency Management Act 2006* requires that this plan is reviewed at least once every 2 years after approval by the State Emergency Management Controller.
- 4.4 This issue entirely supersedes the previous issue of this plan. Superseded issues should be destroyed, or clearly marked as superseded and removed from general circulation.

Issue No.	Year Approved	Comments/Summary of Main Changes
1	2008	Initial plan
2	2019	Significant redraft including role/structure changes, additional recovery material
3	2021	Review, minor amendments, role/structure changes

Distribution list

- 4.5 This plan is issued electronically on WebEOC, after it is approved. Courtesy print copies are provided as follows:

Level	Organisations/Positions
State:	SEMC members SES Emergency Management Unit
Regional:	SES Regional Planners (North-West, Northern, Southern) Regional Controllers (North-West, Northern, Southern)

Consultation for this issue

- 4.6 The review of issue 3 of the plan took place between September 2021 to November 2021. Over this period comments were invited from:

- State Growth
- DPAC (OSEM)
- DPFEM (TASPOL, TFS, SES)
- LGAT
- Other infrastructure owners

Communications plan summary

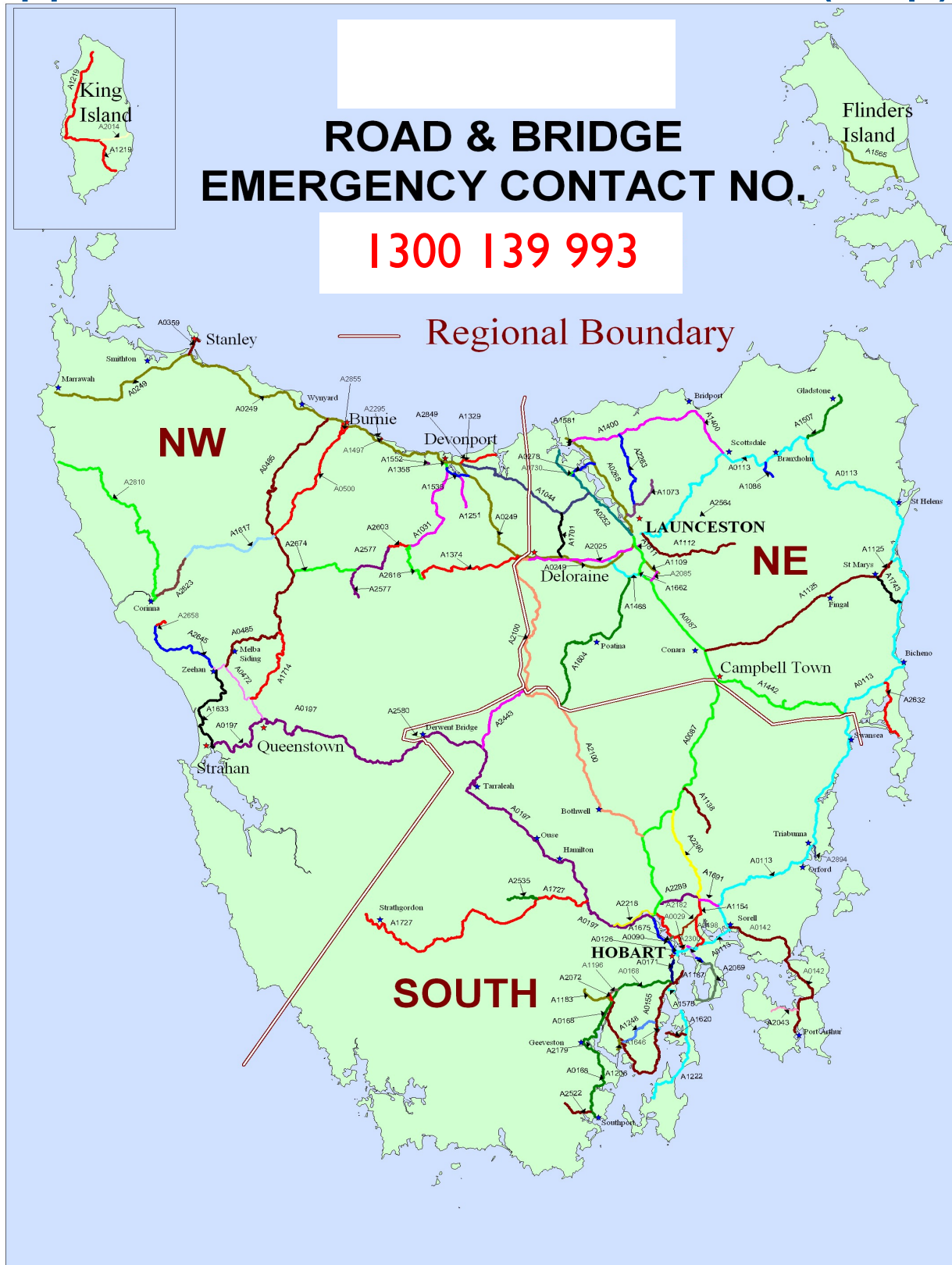
- 4.7 Once the plan is approved its update will be communicated as follows:
- paper copies sent to all positions listed on the Distribution List
 - noting by the Regional Committees
 - published on State Growth website at transport.tas.gov.au, and published under plans via WebEOC

Validation of this plan

- 4.8 Arrangements in this plan will be validated within the 2 year review cycle by:
- participating, where able, in other regional, State and national exercises
 - conducting/participating in relevant debriefs
 - conducting State Roads discussion exercises
 - responding to actual incidents

Section 5 Appendices

Appendix 5.I State Road Network (map)



Appendix 5.2 Emergency temporary bridging decision-making process



Note: State Growth has limited temporary bridging stock and the priority for deployment is to provide critical access to the State Road network.

The steps in the process may not occur in a linear manner, but will be conducted in a way that facilitates decision-making as quickly as possible.

Where a formal transition to long term recovery has occurred, the State Recovery Coordinator/State Recovery Advisor will request assessment from State Growth, rather than the Regional/State Controller.

Appendix 5.3 Request for temporary bridging assessment

The following information needs to be provided to State Growth to assist in ensuring that this request is processed as quickly as possible.

Please send this to: SRemergency.management@stategrowth.tas.gov.au or contact ph: 6166 3466 / 0447 818 892.

Name of entity requesting assessment for temporary bridging assistance	
Contact person	
Contact phone number	
Regional/State Controller/Recovery Coordinator contact	
Bridge location (map/GIS)	
Road type/category	
Purpose of temporary bridging	
Likely time to repair/rebuild existing structure	
Length and type of existing bridge	
Approaches/Access for cranes/heavy vehicles	
Population affected (residents/traffic counts) Please indicate if residents are completely isolated	

Length of detour	
Industry strategic importance (key industries, tourism)	
Commuter access	
Freight route	
Access to/impact on schools	
Environmental impact	
Social connectedness (access to community facilities)	
Demonstrable infrastructure growth (population, traffic, freight volumes)	

Appendix 5.4 State Roads operations and coordination centres

State

Centre title/name	Location	Responsible Position
State Roads Command Centre	Salamanca Building, 4 Salamanca Place, Hobart	Asset and Emergency Management Coordinator

Regional

Centre title/name	Insert Location	Responsible Position
Regional Operations Centre – North	11b Goodman Court, Invermay	Regional Team Leader, Maintenance Services
Regional Operations Centre – North West	32 Marine Terrace, Burnie	Regional Team Leader, Maintenance Services
Regional Operations Centre – South	Salamanca Building, 4 Salamanca Place, Hobart	Regional Team Leader, Maintenance Services



Department of State Growth

4 Salamanca Place
Hobart TAS 7001 Australia

Phone: 1300 139 933

Email: SRemergency.management@stategrowth.tas.gov.au

Web: www.transport.tas.gov.au