

Evacuation Centre (fire) (formally known as Community Fire Refuge) Arrangements



Tasmania Fire Service

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1. Evacuation Centre (fire) Definition

An Evacuation Centre (fire) is a place where people may seek short term shelter from a bushfire. Recovery functions may operate from Evacuation Centres (fire), and some Evacuation Centres (fire) may transition into formal recovery centres depending on the nature of the incident.

Evacuation Centres (fire) are distinct from Nearby Safer Places (NSPs), in that the physical effects of bushfires (smoke, embers and radiant heat) will be negligible at Evacuation Centre (fire) sites; thus providing amenity and ensuring a high degree of safety to those seeking shelter.

Evacuation Centres (fire) provide an option for people who have decided to leave early rather than defend their homes when they are threatened by bushfires, or those who have been dislocated from their homes due to bushfire.

Evacuation Centres (fire) will usually be public buildings offering basic amenities including temporary shelter, drinking water and toilet facilities.

Evacuation Centres (fire) will be established in a way that allows response and recovery, if required, to operate in parallel. Evacuation Centres (fire) may therefore be used in the provision of community recovery services when appropriate.

2. Evacuation Centre (fire) Functions

It is envisaged that once activated, Evacuation Centres (fire) will remain open until formal evacuation and/or recovery arrangements, if required, are established.

The key functions of Evacuation Centres (fire) include:

- Provide shelter to displaced persons (including domestic animals)
- Provide basic amenities – drinking water; toilet facilities
- Provision of information to the public

Other functions may include, but are not limited to:

- Registration of displaced persons
- Provision of personal support
- Interpretation services for those of Non-English Speaking Background

3. Key Points

- Evacuation Centres (fire) will not be used in all bushfires and there will not be one in every local area.
- If an Evacuation Centre (fire) is opened, the TFS will advertise it through ABC Local Radio and the TFS website.
- It is up to each individual as to whether or not they go to the Evacuation Centre (fire). If people are in any doubt about what they should do when bushfires are affecting their area and an Evacuation Centre (fire) is opened, TFS reminds them that not being in bushfire affected areas is always the safer option.

4. Activation

The activation arrangements detailed in the Activation Summary table are designed to be flexible/discretionary and scalable (up or down).

Upon activation of an Evacuation Centre (fire), the community will be notified via the usual media outlets and TFS website.

Interpretation of these activation arrangements should be done in consideration that the FDRs provided are an indicative guide only.

Before activation of Evacuation Centres (fire), consideration must be given to the following:

- Location of the site in regard to current, and likely future bushfire impact
- Safe access routes to Evacuation Centre (fire) for displaced persons
- Access for service providers and Evacuation Centre (fire) staff
- Capacity of Evacuation Centre (fire) to accommodate the volume of displaced persons
- Activation of alternative or additional Evacuation Centres (fire)

5. Evacuation Centre (fire) Locations

Up-to-date Evacuation Centre (fire) locations can be sourced from:

- Community Bushfire Response Plans
- ListMap <http://maps.thelist.tas.gov.au/listmap/app/list/map>
- TFS Intranet (member login) www.fire.tas.gov.au

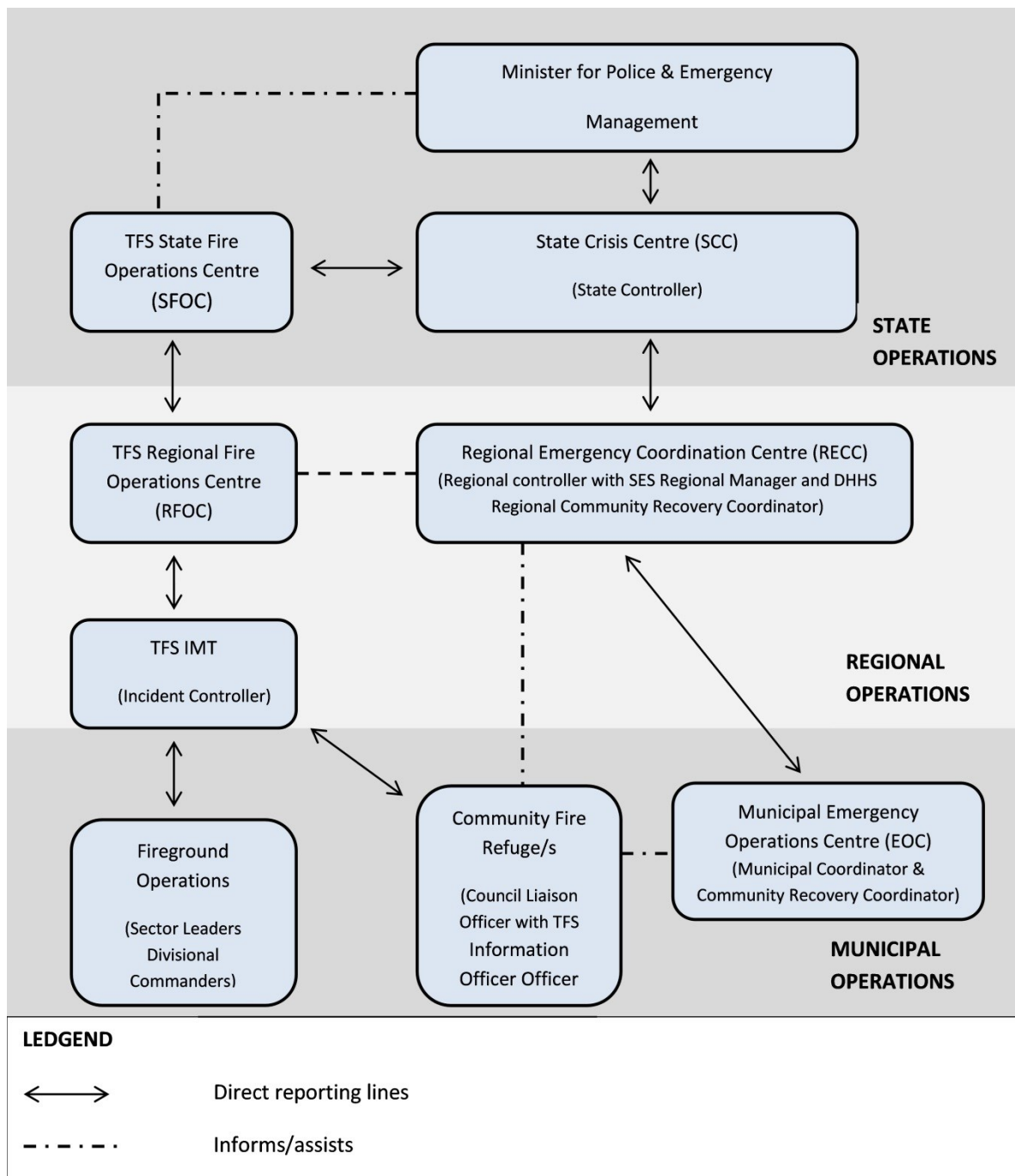
6. Arrangements Summary

Phase	Arrangements	Guide/Trigger	Suggested Actions
Phase 1 Alert	<ol style="list-style-type: none"> TFS advises SES Regional Duty Officer to move to Phase 1 "Alert". SES Regional Duty Officer briefs affected councils and stakeholders including: <ul style="list-style-type: none"> Police Liaison Regional Controller DHHS Regional Community Recovery Coordinator 	<p>FDI: 24+</p> <p>FDR: Very High</p> <p>Fires Burning</p> <p>Fires Impacting or likely to Impact Communities</p>	<ul style="list-style-type: none"> Advise Council EM stakeholders Monitor fire/weather conditions <p>Note: Evacuation Centres (fire) should not be opened at this stage.</p>
Phase 2 Standby	<ol style="list-style-type: none"> TFS advises SES Regional Duty Officer to move to Phase 2 "Standby". SES Regional Duty Officer requests Municipal Coordinator/s to prepare to take requests to open Evacuation Centre (fire)s. SES Regional Duty Officer updates affected councils and stakeholders including: <ul style="list-style-type: none"> Police Liaison Regional Controller DHHS Regional Community Recovery Coordinator 	<p>FDI: 38+</p> <p>FDR: Very High +</p> <p>Fires Burning</p> <p>Fires Impacting or likely to Impact Communities</p>	<ul style="list-style-type: none"> Identify most appropriate Evacuation Centre (fire) site(s) Confirm ready access arrangements with site manager Advise council & DHHS Identify council Liaison Officers Make ready necessary supplies for Evacuation Centre (fire) Continue to monitor fire progress & weather conditions <p>Note: Evacuation Centres (fire) should not be opened at this stage.</p>
Phase 3 Evacuation Centre (fire) Operations	<ol style="list-style-type: none"> TFS requests SES Regional Duty Officer to arrange for nominated Evacuation Centre (fire)(s) to be opened (activated). SES Regional Duty Officer requests the Municipal Coordinator to open and operate Evacuation Centre (fire)s SES Regional Duty Officer updates affected councils and stakeholders including: <ul style="list-style-type: none"> Police Liaison Officer Regional Controller DHHS Regional Community Recovery Coordinator TFS provides public information about the Evacuation Centre (fire) location and allocates an Information Officer for each site. 	<p>As required</p> <p>Fires Burning</p> <p>Fires Impacting Communities</p>	<p>Open Evacuation Centre (fire)</p> <ul style="list-style-type: none"> Appoint council Liaison Officer Advise council & DHHS Monitor/support council Liaison Officer including relief Assess the need for short-term community recovery services
Phase 4 Stand Down	<ol style="list-style-type: none"> TFS requests SES Regional Duty Officer to arrange for nominated Evacuation Centre (fire)(s) to be closed (de-activated). 	<p>As required</p>	<ul style="list-style-type: none"> Close Evacuation Centre (fire) Arrange cleaning, cost collation, debriefing etc.

7. Coordination Summary

This figure shows a summary of the coordination arrangements for Evacuation Centre (fire) operations. Key points:

- This diagram shows a summary of all relevant sectors/areas however they may not all be operating for every bushfire
- Evacuation Centres (fire) are only opened after advice from the TFS Incident Management Team (IMT)
- TFS will arrange for a TFS Information Officer to be available for each Evacuation Centre (fire).



8. Summary of Roles and Responsibility for Operations

TFS

- Provide advice to SES regarding Phase 1 'Alert' and Phase 2 'Standby' for councils
- Make the request to open Evacuation Centre (fire)/s (Phase 3 'Operation')
- Publish/issue public information when Evacuation Centre (fire)s are available (through ABC local radio and the TFS website)
- Allocate a TFS Information Officer for each Evacuation Centre (fire). As the Evacuation Centre (fire) will be outside the fire impact area a TFS resource (i.e. truck/appliance/tanker) will not usually be allocated to it
- Confirm Evacuation Centre (fire)/s can be closed.

Councils

- Maintain arrangements so the identified facility/s is available for use as a Evacuation Centre (fire)
- Arrange for the facility to be opened as a Evacuation Centre (fire) following a request from TFS (aim for within one hour)
- Allocate a worker to act as the council Liaison Officer at the Evacuation Centre (fire)
- Make basic supplies available at the Evacuation Centre (fire) (see list supplied in 'FAQs')
- Arrange cleaning, securing and any maintenance of the facility after the Evacuation Centre (fire) operation ends.

Councils Liaison Officer

The council Liaison Officer is considered the primary point of contact at the Evacuation Centre (fire). They are responsible for:

- finalising the opening of the Evacuation Centre (fire) (after the TFS is received)
- confirming the time the Evacuation Centre (fire) will be 'open' (aim for within one hour of request)
- confirming important contacts for Evacuation Centre (fire) operations (i.e. council, TFS, SES, DHHS)
- arranging for basic supplies to be available for community members who attend the Evacuation Centre (fire)
- as needed, participating in the decision to close the Evacuation Centre (fire) and advising the people there of the decision
- arranging for closing/cleaning of the Evacuation Centre (fire) or other instructions from council.

SES

- Request councils to open Evacuation Centre (fire)s following advice from the TFS
- Advise relevant stakeholders of the request to open Evacuation Centre (fire)/s (eg DHHS Regional Community Recovery Coordinator, neighbouring council for resource sharing etc)
- Assist Evacuation Centre (fire) operations as required.

DHHS (Community Recovery)

- Assist councils as required to open and close Evacuation Centre (fire)s (this may include advice for determining the most appropriate times to close or transition the Evacuation Centre (fire) service)
- Assist councils to provide for the well-being of individuals/families at Evacuation Centre (fire).