

# **HAERSES ROAD QUARRY BUSHFIRE MANAGEMENT PLAN PART 2**

Emergency Management and Evacuation Plan

October 2020



# **HAERSES ROAD QUARRY BUSHFIRE MANAGEMENT PLAN PART 2**

## **Emergency Management and Evacuation Plan**

Prepared by  
**Umwelt (Australia) Pty Limited**  
on behalf of  
**Dixon Sand (No. 1) Pty Ltd**

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Report No. 4272\_R07\_BMP Part 2  
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# 1.0 Introduction

## 1.1 Background

Dixon Sand (No. 1) Pty Limited (Dixon Sand) operates the Haerses Road Quarry (the Quarry) located on Haerses Road at Maroota, in New South Wales (NSW) (refer to **Figure 1.1**), a sand extraction and processing operation. The Quarry has been in operation since 2006. The site is approximately 71 hectares (ha) (refer to **Figure 1.2**).

The Quarry operates in accordance with Development Consent (DA 165-7-2005) by the Minister for Planning on 14 February 2006. The Development Consent was modified under Section 75W of the Environmental Planning and Assessment Act 1979 (EP&A Act) on 22 January 2018 (Modification 1). The Development Consent was subsequently modified under Section 4.55(1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act) on 29 January 2019 (Modification 2).

The Development Consent permits quarrying operations to be carried out on site until 14 February 2046.

## 1.2 Purpose and Scope

The purpose of this Bushfire Management Plan Part 2 – Emergency Management and Evacuation Plan (BMP Part 2) is to outline the emergency and evacuation procedures to be implemented in the event of a bushfire at or near the Quarry.

This BMP Part 2 applies to Lot 170 DP 664766, Lot 170 DP 664767, Lots A and B DP 407341, Lots 176 and 177 DP 752039 and Lot 216 DP 752039 as shown on **Figure 1.2**. It includes the procedures for both sheltering (remaining at the Quarry) and evacuation, with the objective of providing protection for Quarry occupants in the event of a bushfire.

This BMP Part 2 is specific to the Quarry's emergency and evacuation procedures. A separate plan titled, Bushfire Management Plan Part 1 – Environmental Management (BMP Part 1) (Umwelt, 2019), addresses the management of potential bushfire risks and impacts for the Quarry.

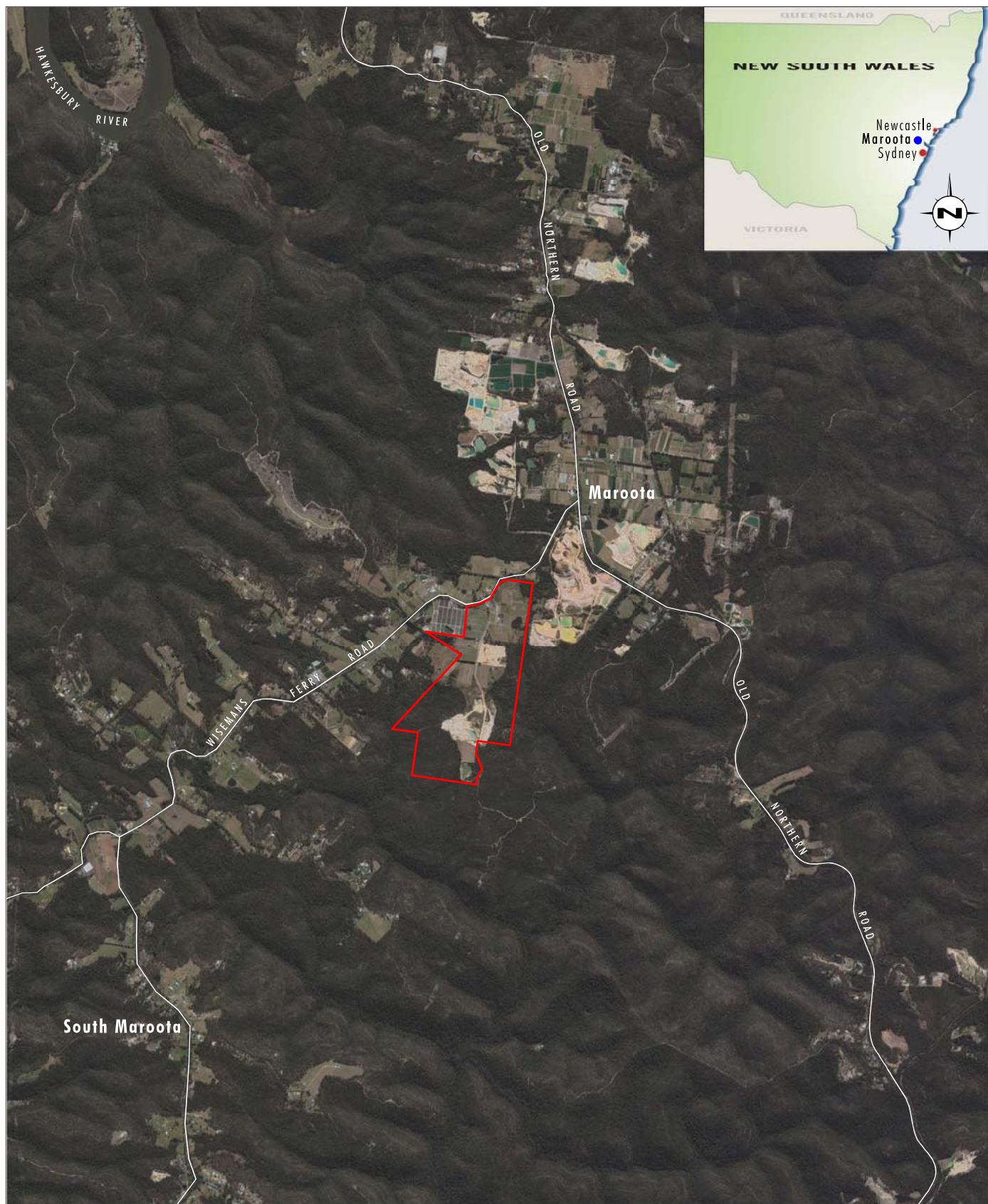


Image Source: Google Earth (May 2017)

0 0.5 1.0 2.0 km  
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#### Legend

Haerses Road Quarry Site

FIGURE 1.1  
Locality Map



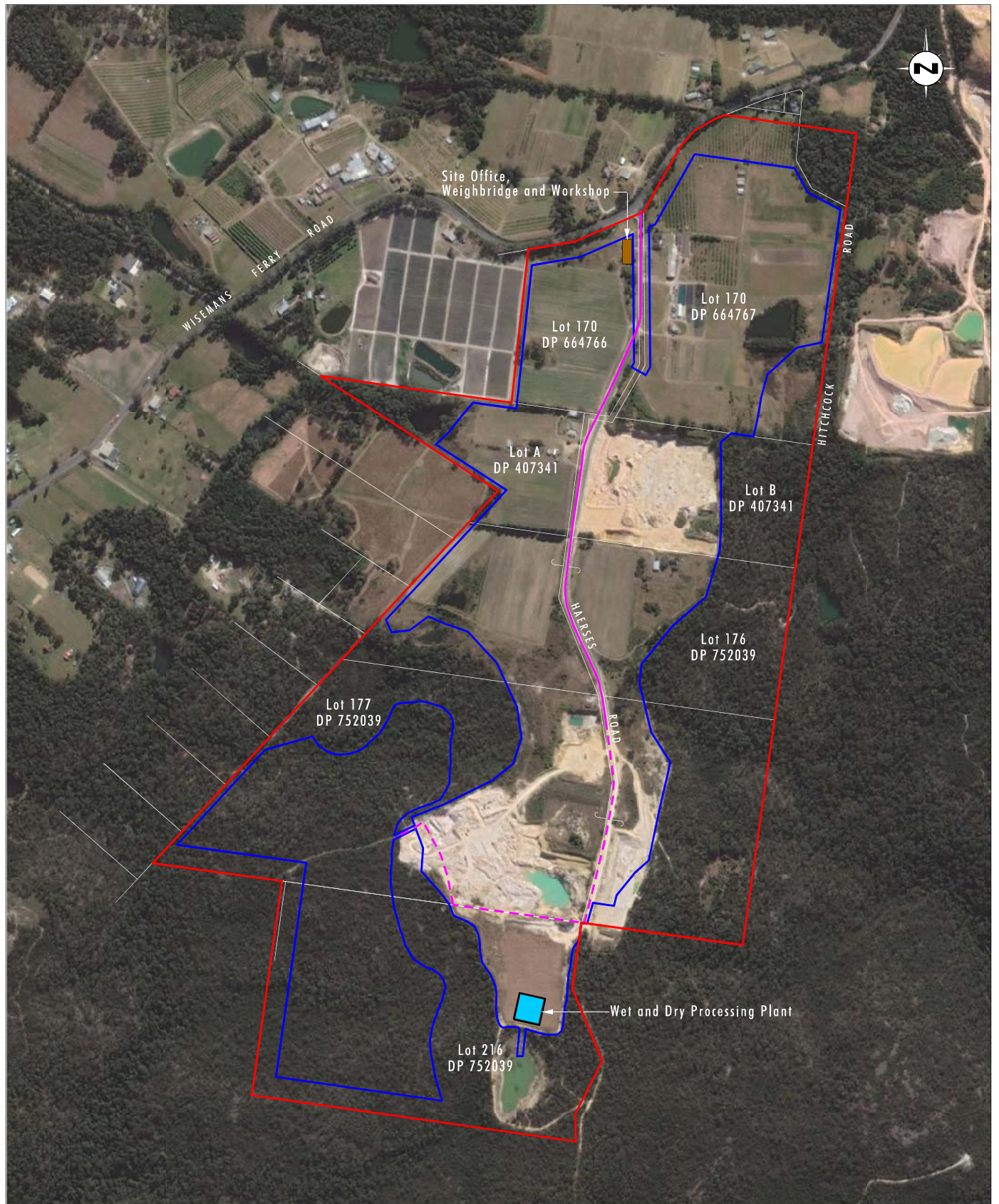


Image Source: Google Earth (Sep 2017)  
Data Source: Mc Kinlay Morgan & Associates Pty Ltd (2014)

0 100 250 500m  
1:10 000

### Legend

- Haerses Road Quarry Site
- Approved Extraction Stages
- Site Office, Weighbridge and Workshop
- Wet Processing Plant
- Indicative Unsealed Haul Road
- Sealed Haul Road

FIGURE 1.2  
Haerses Road Quarry

## 2.0 Facility Details

The key details of the Quarry are summarised in **Table 2.1**.

**Table 2.1 Facility Information**

|   |                               |                     |              |
|---|-------------------------------|---------------------|--------------|
| Contact person                          | David Dixon                   |                     |              |
| Position / role                         | Quarry Manager (Chief Warden) |                     |              |
| Phone number (BH)                       | 02 4566 8348                  | Phone number (AH)   | 0414 330 490 |
| Type of facility                        | Active Quarry                 | Number of buildings | 5            |
| No. of employees                        | 10 *                          | No. of occupants    | 10           |
| No. of contractors                      | Varies *                      | No. of visitors     | Varies *     |
| Number of occupants with support needs: |                               | Nil                 |              |

*Note \*: The number of employees, contractors and visitors on site at the Quarry varies on a daily basis. Refer to the Employee, Contractor and Visitor's Sign-in Registers located at the weighbridge.*



## 3.0 Roles and Responsibilities

This section outlines the personnel responsible for implementing the emergency management and evacuation procedures in the event of a bushfire.

### 3.1 Chief Warden

The Chief Warden is responsible for immediately responding to an emergency alarm; determining if an emergency should be declared at the Quarry; deciding what emergency procedures should be implemented; and bringing this BMP Part 2 promptly into action.

The Chief Warden's duty is to assume control of the occupants at the Quarry (including staff, contractors and visitors) from the time a bushfire or fire alarm is given, through to the arrival of the emergency response service, and until the emergency response service recommendation is given for premise or building re-entry.

The Chief Warden is also responsible for:

- being available, or organising replacement chief warden, for all times that the Quarry is occupied;
- organising and distributing to all Wardens and to all occupants of the Quarry relevant information for use in an emergency;
- organising and installing evacuation plans to be installed in a prominent location within each work zone;
- maintaining and distributing to all premise occupants a current list of all Wardens and Deputy Wardens (with phone numbers and locations); and
- ensuring regular training for all Wardens, including newly appointed Wardens, in the emergency procedures outlined in this BMP Part 2, and any other appropriate emergency response training.

On becoming aware of a potential bushfire emergency, the Chief Warden shall determine the nature of the emergency and decide on the appropriate action. If the emergency is declared, the Chief Warden shall initiate the emergency procedures which include the following actions:

- ensure that the appropriate emergency service has been notified;
- ensure that all on duty Wardens and Deputy Wardens are advised of the situation;
- initiate the evacuation procedure if necessary; and
- brief emergency service personnel on their arrival and thereafter act on the instructions of the emergency services' senior officer.

The Chief Warden (or delegate) is also responsible for arranging for an annual exercise to test the arrangements and procedures outlined in this BMP Part 2 (refer to **Section 6.0**).

## 3.2 Deputy Wardens

The Deputy Wardens are responsible for providing assistance to the Chief Warden as required. If the Chief Warden is absent from the premises, a designated Deputy Warden shall assume the Chief Warden's responsibilities.

**Table 3.1** below summarises the appointed Chief and Deputy Wardens for the Quarry and their radio and phone contact details.

**Table 3.1 Appointed Chief and Deputy Wardens**

| Position      | Name           | Contact Details                                    |
|---------------|----------------|--|
| Chief Warden  | David Dixon    | UHF Channel 4<br>T   02 4566 8348 M   0414 330 490 |
| Deputy Warden | Chris Day      | UHF Channel 4<br>T   02 4566 8348 M   0488 598 491 |
| Deputy Warden | Ben Grogan     | UHF Channel 4<br>T   02 4566 8348 M   0458 187 378 |
| Deputy Warden | Mick Munnoch   | UHF Channel 4<br>T   02 4566 8348 M   0458 079 241 |
| Deputy Warden | Hunny Churcher | UHF Channel 4<br>T   02 4566 8348                  |

## 3.3 Emergency Service Contacts

**Table 3.2** summarises the contact details for the key emergency service agencies.

**Table 3.2 Emergency Service Contacts**

| Name of Organisation                   | Office / Contact   | Phone Number/Contact Detail                                |
|--|--|--|
| Emergency<br>Police / Fire / Ambulance | Triple Zero Call Centre                                      | 000  |
| NSW Rural Fire Service                 | The Hills Fire Control Centre<br>(Hills District, Kenthurst) | 02 9654 1244   |
|  | Bushfire Information Line                                    | 1800 679 737   |
|  | Website  | <a href="http://www.rfs.nsw.gov.au">www.rfs.nsw.gov.au</a> |
| NSW Roads and Maritime Services        | 24 hour Traffic Enquiry Line                                 | 13 27 01   |
|  | Website  | <a href="http://www.rms.nsw.gov.au">www.rms.nsw.gov.au</a> |
| NSW Police Force                       | Wisemans Ferry Station                                       | 02 4566 4302   |
|  | Castle Hill Station  | 02 9680 5399   |
|  | Windsor (AH) Station   | 02 4587 4099   |
| Hospital                               | Windsor Hospital   | 02 4560 5555   |
|  | Westmead Hospital  | 02 9890 5555   |
| Medical Centre                         | Round Corner Medical Centre                                  | 02 9651 1269   |

## 4.0 Sheltering Procedures

Sheltering is the process of moving people to a location that is within close vicinity of where they occupy, but away from the effects of a bushfire. Sheltering requires an on-site refuge which is a building within the property that is able to adequately accommodate the occupants that has adequate protection from the effects of bushfire (RFS, 2014).

If an evaluation of the safety of employees and occupants determines it would be safer for all persons to shelter at the Quarry, the following designated muster point and refuge building are to be used (refer to **Figure 4.1**):

- **Designated Muster Point**      Emergency muster point outside the Lunch Room
- **Refuge Building**                  Lunch Room

Despite the existence of an on-site refuge building, emergency services may still call for a pre-emptive evacuation of the Quarry for public safety. Such a direction must be followed.

### 4.1 Procedures for Sheltering During a Bushfire Emergency

**Table 4.1** below lists the triggers and responses to be undertaken when sheltering at the Quarry during a bushfire emergency.

**Table 4.1 Sheltering Procedures**

| Trigger   | Action  |
|---|---|
| <b>1. Fire Rating Index:</b> <ul style="list-style-type: none"> <li>• Low – Moderate</li> <li>• High or</li> <li>• Very High</li> </ul> | <ul style="list-style-type: none"> <li>• Quarry in operation</li> <li>• Wardens to keep informed and monitor conditions</li> <li>• Be ready to act if necessary</li> </ul>  |
| <b>2. Fire Rating Index:</b> <ul style="list-style-type: none"> <li>• Severe, or</li> <li>• Extreme</li> </ul>                          | <ul style="list-style-type: none"> <li>• Quarry in operation</li> <li>• Wardens to keep informed and monitor conditions</li> <li>• Be ready to act if necessary</li> </ul>  |
| <b>3. First visual observation of smoke in the region</b>   | <ul style="list-style-type: none"> <li>• For fire situation and updates: <ul style="list-style-type: none"> <li>○ Contact the Hills Fire Control Centre regarding up-to-date bushfire information</li> <li>○ Check local media</li> <li>○ Check social media (eg. RFS website, RFS Fires Near Me App)</li> <li>○ Contact Bush Fire Information Line 1800 679 737</li> </ul> </li> <li>• Inform staff and occupants of the fire situation</li> <li>• Ensure the person in charge Chief and/or Deputy Warden(s) has a mobile phone and is contactable</li> <li>• Advise local emergency services that the Quarry has made the decision to continue operating</li> <li>• Designated Warden to standby and keep a close eye on the situation.</li> </ul> <p><i>Note - It is the responsibility of the Quarry to check the status of the bushfire through contact with the Hills Fire Control Centre and local medial, social media and Bushfire Information Line.</i></p> |

| Trigger   | Action   |
|---|--|
| 4. Approaching bushfire threatening the Quarry within 2 hours of all directions | <ul style="list-style-type: none"> <li>The primary action to shelter will take place. Staff (employees and contractors), occupants and visitors shall follow the procedure outlined below. Designated Warden will: <ul style="list-style-type: none"> <li>take control of the situation</li> <li>remain calm and explain to all occupants what is happening</li> <li>broadcast on the Quarry UHF channel for plant operators to manoeuvre their plant to the designated plant parking area outside the lunch room</li> <li>ensure all doors and windows of the buildings on the premises are closed by delegating the task</li> <li>move all persons to the designated refuge</li> <li>ensure all persons are accounted for (refer to employee, contractor and visitor sign-in register)</li> <li>advise the Hills District Fire Control Centre (02 9654 1244) that the centre is sheltering-in-place (include how many people)</li> </ul> </li> <li>After all occupants have been relocated to refuge, nominate a person to commence contacting relevant families affected (refer to Emergency Contact Register for Staff)</li> <li>Nominate driver(s) for the water truck(s) to standby</li> <li>Maintain situation awareness through radio, NSW RFS website, RFS Information line and smart phone applications</li> <li>Delegate 2 x persons to make regular exterior visual inspection (wearing appropriate protection from bushfire) of the refuge for embers and extinguish where possible, or call 000 for assistance.</li> </ul> |

## 4.2 After the Bushfire Emergency

Dixon Sand will ensure the following actions occur after a bushfire emergency where sheltering at the Quarry has taken place:

1. contact emergency response services (RFS, Police and RMS) for the “ALL CLEAR” to ensure roads have been re-opened and no immediate dangers associated with travelling from site;
2. employees, contractors and visitors may vacate the Quarry if they wish to do so;
3. all employees to undergo a debrief by the Chief Warden and/or Deputy Wardens;
4. review the current Bushfire Management Plan and procedures to determine whether any changes to site procedures are required and consult the RFS if required; and
5. undertake bushfire awareness/basic firefighting training on a regular basis.





Image Source: Google Earth (Sep 2017)  
Data Source: NSW LPI

0 100 250 500m  
1:10 000

#### Legend

- Haereses Road Quarry Site
- Emergency Muster Location - Outside Lunch Room
- Refuge Building - Lunch Room

FIGURE 4.1

On-Site Shelter Refuge and  
Muster Point Locations



## 5.0 Evacuation Procedures

Evacuation is the process of moving people from where they are staying to another location some distance away from the effects of a bushfire, to a safer location. Evacuating requires an off-site refuge which is a building or location some distance away from the property and from the effects of bushfire that is able to accommodate all the occupants being evacuated (RFS, 2014).

If an evaluation of the safety of employees and occupants determines that it is unsafe to take shelter at the designated refuge building at the Quarry, the procedures outlined below are to be followed.

### 5.1 Procedures for Evacuation when Deemed Unsafe to Take Shelter on site

**Table 5.1** lists the triggers and responses to be undertaken during evacuation of the Quarry in a bushfire emergency.

**Table 5.1 Evacuation Procedures**

| Trigger   | Response   |
|---|--|
| <b>Fire Rating Index:</b> <ul style="list-style-type: none"> <li>Catastrophic and/or fire events occurring around the area</li> </ul> | <ul style="list-style-type: none"> <li>Quarry in operation unless it is UNSAFE for employees to travel to site</li> <li>Wardens to keep informed and monitor conditions</li> <li>Be ready to act if necessary</li> <li>Quarry operation to CEASE if danger is present on site</li> <li>Employees to travel home if SAFE to do so</li> <li>If travelling home is deemed UNSAFE but an evacuation to the site is deemed SAFE, follow the evacuation trigger and actions</li> <li>If travelling home and evacuating to the site are both deemed UNSAFE, follow the “Last Resort – Actions” (below).</li> </ul>  |
| <b>Last Resort</b><br><b>Evacuate to Neighbourhood Safer Places</b>   | <p>Prior to Evacuation:</p> <ul style="list-style-type: none"> <li>Designated Fire Warden to: <ul style="list-style-type: none"> <li>advise the Hills District Fire Control Centre (02 9654 1244) that the Quarry is being evacuated (including how many people and the location to relocate to)</li> <li>contact the refuge to inform them of pending arrival</li> <li>designate drivers and vehicles for transportation</li> <li>ensure all persons are accounted for prior to evacuation</li> <li>ensure all buildings on the premise have all doors and windows closed prior to leaving the Quarry</li> </ul> </li> </ul> <p>Arrival at Neighbourhood Safer Place (refer to <b>Section 5.1.1</b>)</p> <ul style="list-style-type: none"> <li>Designated Fire Warden to: <ul style="list-style-type: none"> <li>At the arrival, move all persons inside and ensure all persons are accounted for and safe</li> </ul> </li> <li>After all persons are accounted for and safe at the designated Neighbourhood Safer Place, nominated staff will commence contacting families affected</li> <li>Maintain situational awareness through radio, NSW RFS website, RFS Fires Near Me App, RFS Information Line 1800 679 737, smart phone applications and local firefighting resources.</li> </ul> |

### 5.1.1 Neighbourhood Safer Places (Last Resort)

Neighbourhood Safer Places are a place of last resort during a bushfire emergency. They are to be used when all other options described above cannot be put into action safely. The Neighbourhood Safer Places locations for the Quarry are listed in **Table 5.2** below and shown on **Figure 5.1**.

**Table 5.2 Neighbourhood Safer Places Locations**

| Neighbourhood Safer Places | Name                         | Address   | Nearest cross street | Contact Number | Transportation  |
|----------------------------|------------------------------|---|----------------------|----------------|---|
| Primary Location           | Maroota Public School        | 4540 Old Northern Road, Maroota NSW 2756                              | Wisemans Ferry Road  | 02 4566 8231   | Chief Warden to designate drivers of vehicles on site to transport all persons to the refuge. |
| Alternative Location       | South Maroota Community Hall | Corner of Paulls Road and Wisemans Ferry Road, South Maroota NSW 2756 | Wisemans Ferry Road  | 1300 426 654   |   |

## 5.2 After the Bushfire Emergency

Dixon Sand will ensure the following actions occur after a bushfire emergency where evacuation of the Quarry has taken place:

1. no person should re-enter the Quarry premises until advised it is safe to do so by the relevant emergency service agency;
2. the Chief Warden and/or Deputy Warden(s) to arrange for movement of occupants back to the Quarry and or their separate accommodation;
3. all occupants are to be accounted for on their return to the Quarry;
4. inform the police/emergency service of the return of persons to the Quarry;
5. after being accounted for, employees, contractors and visitors may vacate the Quarry if they wish to do so;
6. all employees to undergo a debrief by the Chief Warden and/or Deputy Warden(s);
7. review the current BMP Part 2 to determine whether any changes to site procedures are required and consult the RFS if required; and
8. undertake bushfire awareness/basic firefighting training on a regular basis.

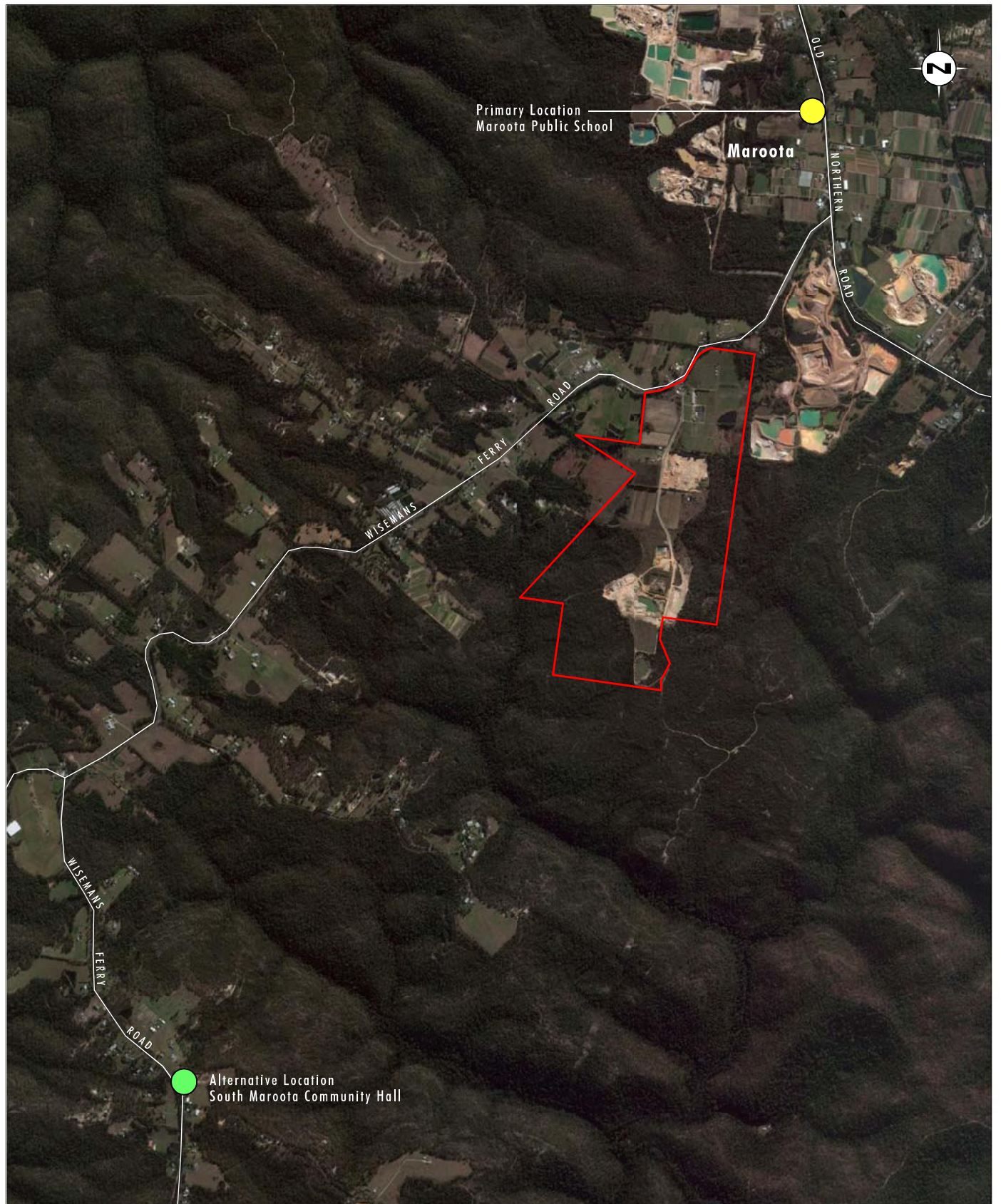


Image Source: Google Earth (Aug 2016)

0 0,5 1,0 1,5km  
1:30 000

#### Legend

- ▭ Project Area
- Primary Location - Maroota Public School
- Alternative Location - South Maroota Community Hall

FIGURE 5.1

Neighbourhood Safer Places Locations

## 6.0 Definitions

The terminology utilised within this BMP Part 2 is defined in **Table 6.1** below.

**Table 6.1 Definitions**

| Term                | Definition   |
|---------------------|--|
| BMP Part 1          | Haerses Road Quarry Bushfire Management Plan Part 1 – Environmental Management                 |
| BMP Part 2          | Haerses Road Quarry Bushfire Management Plan Part 2 – Emergency Management and Evacuation Plan |
| Council             | The Hills Shire Council  |
| DA                  | Development Application  |
| Development Consent | DA 165-7-2005 (Mod 2)  |
| DPE                 | Department of Planning and Environment   |
| EA                  | Environmental Assessment   |
| EIS                 | Environmental Impact Statement   |
| EP&A Act            | <i>NSW Environmental Planning and Assessment Act 1979</i>                                      |
| RFS                 | NSW Rural Fire Service   |

## 7.0 References

Umwelt (Australia) Pty Ltd (Umwelt), 2018, *Bushfire Management Plan Part 1 – Environmental Management*, Report prepared for Dixon Sand (Penrith) Pty Ltd.

NSW Rural Fire Service (RFS), 2014, *Development Planning: A Guide to Developing a Bush Fire Emergency Management and Evacuation Plan*.





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