

TEAM BRIEFING

(Completed by the Regional Coordinator and forwarded to Team Leaders)



ROKEBY HOUSE FIRE COMMUNITY SUPPORT EVENTS

DATEs: 25-26th January 2025

KEY CONTACTS

TCC EM Team Details	Saturday – Cricket Club Team Leader : Team Member/s: Christine McEldowney Christine.Mceldowney@ths.tas.gov.au Sunday Down Under Fest Team Leader : Katrina Timms Katrina.timms@ths.tas.gov.au Team Member/s: Clare Fuller clare2356@outlook.com	CM 0408 135 442 KT 0425 240 266 CF 0419 687 992
TCC EM Duty Manager	24 Hr line – Margaret Savage Regional Coordinator – Paul Hueston	0455 840 050 0400 422 009
Local Council Contact	Council Contact: Rebecca Tudor <i>Community Development Officer - Community Safety</i> <i>Clarence City Council</i> 0408260344 Rtudor@ccc.tas.gov.au	0408260344
Other AGENCIES	MISSION AUSTRALIA Tim Dwyer DwyerT@missionaustralia.com.au	0476 844 326
DPAC Contact	<u>During business hours (we will advise if this changes):</u> Kate Forbes Recovery Support Officer recovery@dpac.tas.gov.au <u>After hours and weekends:</u> Recovery Tasmania Duty Officer	(03) 6262 7008 0491 958 351
EVENT/S Details	Rokeby Cricket Club sausage sizzle fundraiser CONTACT: <i>Justin Wright</i>	0458 961 039

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	<p>A fundraising effort to support the affected family, all proceeds going directly to the family. Mission Australia / TCCEM expected to attend to provide psychological support.</p> <p>Time: 11am-4pm Date: Saturday 25 January 2025 Location: Clarendon Vale Oval 45 Goodwins Rd, Clarendon Vale</p> <p>Rokeby Down Under Fest (pre-existing event) CONTACT: Cate Clark, Manager, Rokeby Neighbourhood Centre, manager@rokebync.org.au, ph:</p> <p>Free Family Fun Day. 12-3pm, Australia Day 26 January Rokeby Neighbourhood Centre 85 Tollard Drive Rokeby</p>	<p>(03) 6200 8540</p>
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LEAD AGENCY:

Clarence City Council & Mission Australia

LOCATION:

1. Rokeby Cricket Club Sausage Sizzle Fundraiser

Time: 11am-4pm
Date: Saturday 25 January 2025
Location: Clarendon Vale Oval
45 Goodwins Rd, Clarendon Vale



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2. Rokeby Down Under Fest (pre-existing event)

Free Family Fun Day.

12-3pm, Australia Day 26 January

Rokeby Neighbourhood Centre

85 Tollard Drive

Rokeby



SITUATION

Community events to support the community following the tragic house fire in Rokeby January 2025

Assistance from RPN members:

- If you are aware, or become aware, of any recovery needs in the impacted communities, please let us know at recovery@dpac.tas.gov.au.
- We will convene an online RPN meeting late this week to discuss recovery needs and activities, once the impact of the event is better understood.

MISSION

Purpose / goal of this deployment

Provide PFA and check in with people at the above mentioned Community Support Events. Provide assessment and report of current situation and community concerns

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EXECUTION - Arrangements for this deployment

ACTIVATION REQUEST – fatal Rokeby housefire

Activation requested by	Clarence City Council
Activation request sent to	Tasmanian Council of Churches Emergencies Ministry (TCCEM)
Service/s needed	Provision of personal support (Psychological First Aid / wellbeing checks) at community events occurring in response to this tragedy - primarily in Rokeby and Clarendon Vale - in the immediate aftermath.
Location/s	<p>Locations for the service/s activated include but are not limited to the following and will be arranged by agreement between the relevant parties as required:</p> <p>Rokeby cricket club sausage sizzle fundraiser. 11am-4pm Saturday 25/01/25 A fundraising effort to support the affected family, who suffered the loss of two young children...all proceeds going directly to the family. Clarendon Vale Oval 45 Goodwins Rd, Clarendon Vale Event organiser: Justin Wright, Rokeby Cricket Club, ph: 0458 961 039</p> <p>Rokeby Down Under Fest (pre-existing event) 12-3pm, Australia Day Sunday 26 January Free Family Fun Day. Rokeby Neighbourhood Centre 4 Hart Place, Rokeby Event organiser: Cate Clark, Manager, Rokeby Neighbourhood Centre, manager@rokebync.org.au, ph: 6200 8540</p> <p>Other events to be advised through to mid-February.</p>
Start date and duration (if known)	<p>Specific events times, as above: 11am-4pm Saturday 25 January 2025 & 12pm-3pm Sunday 26 January 2025.</p> <p>Immediate crisis support required through to mid-February, with longer term support strategies to be planned thereafter.</p>
Cost-recovery arrangements	It is understood that no costs will apply to Council for this assistance.
Volunteer safety and fatigue management	<p>Volunteer safety and fatigue management is the responsibility of TCCEM and an assessment of risk is to be conducted by these organisations prior to the deployment of their volunteers.</p> <p>Council's Community Development Officer - Community Safety will put TCCEM in contact with event organisers to aid planning.</p>

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Contact Information	Council Contact: <i>Bec Tudor</i> Community Development Officer - Community Safety Clarence City Council 0408260344 Rtudor@ccc.tas.gov.au	TCCEM Contact: <u><i>During business hours:</i></u> Paul Hueston TCCEM Regional Coordinator 03 6166 8111 0400 422 009 Paul.Hueston@ths.tas.gov.au <u><i>After hours and weekends:</i></u> Margaret Savage Phone: 0409 843 756 Email: margarets@anglicare-tas.org.au
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Current Issues

Events provided to support the community.

Location

Outlined Above

Deployment Time/s

SATURDAY: 11am til 4pm

SUNDAY: 12pm-3pm

Travel Arrangements

Own vehicle – please submit a reimbursement request for travel (Petrol and kms) and any meals

Other Agencies: Working day to day with Local Council, Other support services(TBA) and Mission Australia

ADMINISTRATION

Go-Kit / Tabards / ID / TCC EM clothing / reporting forms and activity records / radios / pens etc / accommodation / Handover / End of Shift

- GO_KITS Will be taken from the RHH

Please submit an '[END SHIFT](#)' form online – at www.tccem.org.au/deployments/ when you have completed your shift!. Deployments page PASSWORD is: **BePresentWithOne**

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COMMAND, CONTROL, AND COMMUNICATIONS

Reporting process / information flow / Privacy / confidentiality

- Team Leader & Deputy
- Check in with Team Leader every 2 hours
- How will the team communicate during shift?
 - By Phone, in person
- Communication with other agencies
 - See information above for Key Contacts
- Please be aware of confidentiality issues in a public space
- Please call your regional coordinator or deputy if you have any concerns or issues

SAFETY & MEDICAL

Driving - Please take care on the roads.

Emergency Contacts – listed above – PLEASE CALL 000 if there is an Emergency

Sign-in & out: Please sign-in on the required form and sign out – Also use the **END SHIFT** Form online.

General Safety

- Please look after yourself and take appropriate breaks and drinks etc.
- Off-site Personnel movements – report / permission / safety considerations

Situational Awareness

Injuries, WH&S incidents, hazards and near misses to be reported

Medical Plan

Call 000 if an emergency

Seek First Aid at the Recovery centre if required

Conclusion

This Briefing Paper is prepared for TCC EM Team Members responding to the Activation request as detailed above only.

Please do not distribute and please destroy printed copies.

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TCC Emergencies Ministry
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