



# SHIRE OF WEST ARTHUR

## LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

RESPONSIBLE OFFICER: Executive Officer  
Local Emergency Management Committee

DATE FOR REVIEW: July 2021

APPROVED BY SHIRE OF WEST ARTHUR

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## ***PART ONE – INTRODUCTION***

### **1.1 Authority**

These arrangements have been produced and issued under the authority of section 41(1) of the Emergency Management Act 2005 and are supported and endorsed by the Council for the Shire of West Arthur.

The arrangements have been tabled at both the District and State Emergency Management Committees.

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Chair

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Date

West Arthur Local Emergency Management Committee

## 1.2 Contact Officer

Executive Officer LEMC  
31 Burrowes St  
DARKAN WA 6392

## 1.3 Amendment record

#	Date	Details	Author
1	Apr 2010	Initial document	unknown
2	Feb 2013	Contact details updated	K. Johnston
3	Jun 2013	Contact details, revise headings, change of agency names	K. Johnston
4	Feb 2014	Contact details updated	K. Johnston
5	Sept 2016	Complete rewrite in accordance to new SEMC guidelines	A. Ciric

## 1.4 Distribution

A full electronic version of these arrangements will be circulated to the following people whenever a change is made to the document.

A public electronic copy without appendices of this document may be requested by contacting the Shire or viewed on the Shire of West Arthur's website [www.westarthur.wa.gov.au](http://www.westarthur.wa.gov.au).

Agency	Position
Department of Agriculture and Food WA	Regional Manager
Department of Child Protection & Family Support	District Emergency Services Officer
Department of Fire and Emergency Services	District Officer
Department for Parks and Wildlife	District Fire Coordinator
Education Department	Darkan Primary School Principal
Forrest Products Commission	Project Forrester
Department of Health	
Main Roads WA	Customer Services Manager
Police	Officer in Charge of Williams Police
Shire of West Arthur	Chief Executive Officer
Shire of West Arthur	President
Shire of West Arthur	Chief Bushfire Control Officer
St John Ambulance	Community Paramedic
State Emergency Management Committee	District Emergency Services Advisor
Telstra	Area General Manager
Department of Water	Environmental Officer
Water Corporation	Service Delivery Manger
Western Power	Network Planner Bushfire Strategy

## 1.5 Glossary of terms

Below is a list of common terms in emergency management. For additional information and a comprehensive list of terms refer to the current Emergency Management Western Australia Glossary available online at: <https://www.semc.wa.gov.au/resources/legislation-and-policy-framework/glossary>

**AIIMS** – A nationally adopted structure to formalise a coordinated approach to emergency incident management

**COMBAT AGENCY** – A public authority, or other person, may be prescribed by the regulations to be a Combat Agency who or which, because of the agency's functions under any written law or specialized knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency [s.6(2) of the EM Act].

A Combat Agency undertakes response tasks at the request of the Controlling Agency in accordance with their legislative responsibilities or specialised knowledge.

**COMPREHENSIVE APPROACH** – The development of emergency and disaster arrangements to embrace the aspects of prevention, preparedness, response, and recovery (PPRR). PPRR are aspects of emergency management, not sequential phases. *Syn.* 'disaster cycle', 'disaster phases' and 'PPRR'

**CONTROL** – The overall direction of emergency management activities in an emergency situation. The authority to control is established in legislation or emergency management plans and carries with it the responsibility for tasking and coordinating other organisations in accordance with the needs of the situation. Control relates to situations and operates horizontally across organisations.

**CONTROLLING AGENCY** – an agency nominated to control the response activities to a specified type of emergency.

**COORDINATION** – The bringing together of organisations and elements to ensure an effective response, primarily concerned with the systematic acquisition and application of resources (organisation, manpower and equipment) in accordance with the requirements imposed by the threat or impact of an emergency. Coordination relates primarily to resources, and operates, vertically, within an organisation, as a function of the authority to command, and horizontally, across organisations, as a function of the authority to control. *See also CONTROL.*

**DISTRICT** – means an area of the State that is declared to be a district under section 2.1 *Local Government Act 1995*.

**EMERGENCY** – An event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which requires a significant and coordinated response.

**EMERGENCY MANAGEMENT** – The management of the adverse effects of an emergency including:

- *Prevention* – the mitigation or prevention of the probability of the occurrence of and the potential adverse effects of an emergency;
- *Preparedness* – preparation for response to an emergency;
- *Response* – the combating of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage and help to speed recovery;
- *Recovery* – the support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.

**EMERGENCY MANAGEMENT AGENCY** – A hazard management agency (HMA), a combat agency or a support organisation as prescribed under the provisions of *the Emergency Management Act 2005*.

**EMERGENCY RISK MANAGEMENT** – A systematic process which contribute to the well-being of communities and the environment. The process considers the likely effects of hazardous events and the controls by which they can be minimised.

#### **HAZARD**

- a cyclone, earthquake, flood, storm, tsunami or other natural event
- a fire
- a road, rail or air crash
- a plague or an epidemic
- a terrorist act as defined in The Criminal Code section 100.1 set out in the Schedule to the *Criminal Code 1995* of the Commonwealth
- any other event, situation or condition that is capable or causing or resulting in
  - loss of life, prejudice to the safety or harm to the health of persons or animals or
  - destruction of, or damage to, property or any part of the environment and is prescribed by *Emergency Management Regulations 2006*

**HAZARD MANAGEMENT AGENCY (HMA)** – A public authority or other person, prescribed by regulations because of that agency's functions under any written law

or because of its specialised knowledge, expertise and resources, is responsible for the emergency management or the prescribed emergency management aspect, in the area prescribed of the hazard for which it is prescribed.

HMA's are prescribed in the *Emergency Management Regulations 2006*

**INCIDENT** – An event, accidentally or deliberately caused, which requires a response from one or more of the statutory emergency response agencies.

**INCIDENT AREA** – The area defined by the incident controller for which they have responsibility for the overall management and control of an incident.

**INCIDENT SUPPORT GROUP (ISG)** – A group of agency/organisation liaison officers convened and chaired by the HMA to provide agency specific expert advice and support in relation to operational response to the incident.

**LIFELINES** – The public facilities and systems that provide basic life support services such as water, energy, sanitation, communications and transportation. Systems or networks that provide services on which the well-being of the community depends.

**LOCAL EMERGENCY COORDINATOR (LEC)** - The person appointed by the State Emergency Coordinator to provide advice and support to their local emergency management committee in the development and maintenance of emergency management arrangements, assist hazard management agencies in the provision of a coordinated response during an emergency in the district and carry out other emergency management functions under the direction of the State Emergency Coordinator.

**LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)** – means a committee established under section 38 of the *Emergency Management Act 2005*

**OPERATIONAL AREA** – The area defined by the Operational Area Manager for which they have overall responsibility for the strategic management of an emergency. This area may include one or more Incident Areas.

**PREVENTION** – Regulatory and physical measures to ensure that emergencies are prevented, or their effects mitigated. Measures to eliminate or reduce the incidence or severity of emergencies. *See also* **COMPREHENSIVE APPROACH**.

**PREPAREDNESS** – Arrangements to ensure that, should an emergency occur, all those resources and services which are needed to cope with the effects can be

efficiently mobilised and deployed. Measures to ensure that, should an emergency occur, communities, resources and services are capable of coping with the effects. *See also* **COMPREHENSIVE APPROACH**.

**RESPONSE** – Actions taken in anticipation of, during, and immediately after an emergency to ensure that its effects are minimised and that people affected are given immediate relief and support. Measures taken in anticipation of, during and immediately after an emergency to ensure its effects are minimised. *See also* **COMPREHENSIVE APPROACH**.

**RECOVERY** – The coordinated process of supporting emergency-affected communities in reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical well-being. *See also* **COMPREHENSIVE APPROACH**.

**RISK** – A concept used to describe the likelihood of harmful consequences arising from the interaction of hazards, communities and the environment.

- The chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood.
- A measure of harm, taking into account the consequences of an event and its likelihood. For example, it may be expressed as the likelihood of death to an exposed individual over a given period.
- Expected losses (of lives, persons injured, property damaged, and economic activity disrupted) due to a particular hazard for a given area and reference period. Based on mathematical calculations, risk is the product of hazard and vulnerability

**RISK MANAGEMENT PROCESS** – The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, evaluating, treating and monitoring risk.

**RISK REGISTER** – A register of the risks within the local government, identified through the Community Emergency Risk Management process.

**RISK STATEMENT** – A statement identifying the hazard, element at risk and source of risk.

**SUPPORT ORGANISATION** – A public authority or other person who or which, because of the agency's functions under any written law or specialized knowledge, expertise and resources is responsible for providing support functions in relation to that agency.

**TREATMENT OPTIONS** – A range of options identified through the emergency risk management process, to select appropriate strategies’ which minimize the potential harm to the community.

**VULNERABILITY** – The degree of susceptibility and resilience of the community and environment to hazards. \*The degree of loss to a given element at risk or set of such elements resulting from the occurrence of a phenomenon of a given magnitude and expressed on a scale of 0 (no damage) to 1 (total loss).

**WELFARE CENTRE** – Location where temporary accommodation is actually available for emergency affected persons containing the usual amenities necessary for living and other welfare services as appropriate.

## 1.6 General acronyms

Below are some of the common acronyms used in this document and in general by Emergency Services.

Acronym	Representing
AIIMS	Australasian Inter-service Incident Management System
BFB	Bush Fire Brigade
CPFS	Child Protection and Family Support
DFES	Department of Fire and Emergency Services
DEMC	District Emergency Management Committee
ECC	Emergency Coordination Centre
EM	Emergency Management
HMA	Hazard Management Agency
IMT	Incident Management Team
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LG	Local Government
LRC	Local Recovery Coordinator
LRCG	Local Recovery Coordination Group
LRP	Local Recovery Plan
LWLO	Local Welfare Liaison Officer
OASG	Operation Area Support Group
P&W	Department for Parks and Wildlife
ROC	Regional Operations Centre
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SEWS	State Emergency Warning Signal
SOP	Standard Operating Procedure
VFRS	Volunteer Fire & Rescue Service

## **1.7 Consultation**

The LEMA have been developed in consultation with the West Arthur LEMC with its members considered a reasonable representative of the community.

## **1.8 Area Covered**

The Shire of West Arthur is 2850 square kilometres and located in the 'upper' Great Southern Region approximately 200 kilometres south east of Perth. The main industries are farming (grain, wool, livestock), timber, metal fabrication/engineering and earthmoving.

The main town-site is Darkan which is situated on the Coalfields Highway between Collie and Arthur River. Darkan is a small quiet country town with limited services available.

## **1.9 Aim**

The aim of the LEMA is to describe the responsibilities and coordination arrangements for any emergency incident that requires significant and coordinated response.

## **1.10 Purpose**

The purpose of these emergency management arrangements is to set out:

- a) the local government's policies for emergency management;
- b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;
- c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph b);
- d) a description of emergencies that are likely to occur in the local government district;
- e) strategies and priorities for emergency management in the local government district;
- f) other matters about emergency management in the local government district prescribed by the regulations; and
- g) other matters about emergency management in the local government district the local government considers appropriate". (s. 41(2) of the Act).

## 1.11 Scope

These arrangements are to ensure the community is prepared to deal with the identified emergencies should they arise. It is not the intent of this document to detail the procedures for HMA's in dealing with an emergency. These should be detailed in the HMA's individual plan.

Furthermore this document:

- a) applies to the local government district of the Shire of West Arthur;
- b) covers areas where the Shire of West Arthur has the ability to provide support to a HMA in the event of an incident;
- c) details the Shire of West Arthur's capacity to provide resources in support of an emergency, while still maintaining business continuity; and
- d) outlines the Shire of West Arthur's responsibility in relation to recovery management.
- e) serves as a guide to be used at the local level. Incidents may arise that require action or assistance from district or state. When assistance is sought from a district or state level the respective district and state arrangements provide guidance.

## 1.12 Related Documents

The Local Emergency Management Arrangements should specifically be read in conjunction with the *Emergency Management Act 2005* and *Emergency Management Regulations 2006*.

Related Plans

- Local Welfare Plan 2015
- Local Recovery Plan 2016
- Local Evacuation Plan 2015

Other acts that are relevant to Emergency Management include but not limited to:

- *Bushfires Act 1954*
- *Conservation and Land Management Act 1984*
- *Fire Brigades Act 1942*
- *Fire and Emergency Services Act 1998*
- *Occupational Safety and Health Act 1984*

In addition all State Emergency Management Committee policies and preparedness procedures which are relevant to emergency management arrangements in particular at the local level including; Preparedness procedure 7 – Local Emergency

Management Committee (LEMC) and Preparedness procedure 8 – Local Emergency Management Arrangements.

The Shire of West Arthur has not developed any local level policies and when requiring guidance, refers to State Level policies.

### 1.12.1 Local emergency management plans

The following table identifies emergency plans that complement the LEMA and detail information on specific management of risk.

Document	Author	Dated	Contact
Local Recovery Plan	Shire of West Arthur	2016	08 9736 2222
Local Evacuation Plan	Shire of West Arthur	2015	08 9736 2222
Bushfire Risk Management Plan	OBRM (in development)	2016	
Darkan Fire Management Plan	Shire of West Arthur		08 9736 2222
Local Welfare Plan	DCPFS	2015	08 9781 2914
Fire Management Plan	Darkan Primary	2005	08 9736 1886
Individual Plantation Fire Management Plans	Forrest Products Commission	Various	08 9735 1017

### 1.12.2 Agreements, understandings and commitments

The Shire of West Arthur does not hold any specific agreements, understandings or commitments with any other agency in relation to emergency management.

### 1.12.3 Special considerations

The Shire of West Arthur identifies the following events as representing a special consideration in emergency management activities.

Event	Time of Year	Location	Consideration
Bushfire Season	Nov-Apr	Entire Shire	Risk of very high, severe extreme and catastrophic fire dangers
Restricted Burning Period	30 Sep - 1 Nov & 21 Feb - 15 Apr each year	Entire Shire	Permits issued for burning off on farmland/private property
Influx of tourists	School Holidays	Lake Towerrinning	Large numbers of tourists camping at the lake
Australia Day Breakfast	26 January	Lake Towerrinning	Lake surrounded by vegetation and prone to bushfire
Speed Boat Racing	Varies – dependant on water levels	Lake Towerrinning	Large numbers of tourists camping at the lake
Pre Harvest Season	Varies – generally around October	Entire Shire	Increased fuel loads of cropped paddocks until harvest

## 1.13 Resources

The Shire of West Arthur has earthmoving machinery available for emergency response on request through the CEO or Works Manager.

In the event that this machinery is unavailable equipment may be sourced from Coalcliff contracting based in Collie approximately 60km away with a mobilisation delay of at least 1 hour.

Given that the Shire of West Arthur main industry is farming, some farms have privately owned machinery that may be provided as additional support in the event of an emergency.

*Appendix 4 details available resources, and who to contact to mobilise those resources.*

## 1.14 Roles and Responsibilities

### 1.14.1 Local Emergency Management Committee

The Shire of West Arthur has established a LEMC under section 38(1) of the *Emergency Management Act 2005*.

The LEMC is a planning committee not an operational committee although the membership of the LEMC may often include representation from operational and support agencies.

The LEMC plays a vital role in assisting the Shire of West Arthur Community being more prepared for major emergencies by;

- Developing, enhancing and testing preparedness planning from a multiagency perspective having local knowledge of hazards, demographic and geographical considerations.

The role of the LEMC is to advise and assist the Shire of West Arthur to ensure that the LEMA are established, reviewed and tested in accordance with section 39 of the *Emergency Management Act 2005*.

### 1.14.2 Local Emergency Management Committee membership

SEMC Preparedness Policy 7 states that LEMC membership should include representatives from emergency management agencies, support agencies, industry representatives, local government officers and the community.

The LEMC for the Shire of West Arthur consists of the following membership.

Local Role	Represented by
Chair	President; <b>Shire of West Arthur</b>
Executive Officer	Community Emergency Services Manager; <b>Shire of West Arthur</b>
Local Emergency Coordinator *	Officer in Charge <b>Williams Police Station</b>
Recovery Coordinator	Chief Executive Officer <b>Shire of West Arthur</b>
Community Stakeholder	Principal <b>Darkan Primary School</b>
Community Stakeholder	Project Forrester <b>Forrest Products Commission</b>
Community Stakeholder	Environmental Officer Land and Clearing Management <b>Department of Water</b>
HMA – Fire, Flood & Storm	DFES <b>District Officer</b>
Control Agency – Bushfire	Chief Bushfire Control Officer <b>Shire of West Arthur</b>
Control Agency – Bushfire	District Fire Coordinator <b>Parks &amp; Wildlife</b>
HMA – Animal Disease and Plant Biosecurity	Manager <b>Department of Agriculture and Food WA</b>
HMA – Electricity Supply Disruption	Network Planner – Bushfire <b>Western Power</b>
Support Agency	District Emergency Services Officer <b>Child Protection and Family Support</b>
HMA – Health & Heatwave	TBA <b>Department of Health</b>
Support Agency	Customer Services Manager <b>Main Roads WA</b>
Support Agency	Dangerous Goods Coordinator <b>Water Corporation</b>
Support Agency	Community Paramedic <b>St John Ambulance</b>
Support Agency	Area General Manager WA South and Central <b>Telstra</b>
	District Emergency Management Advisor <b>SEMC</b>

\* Police in addition to providing LEC are HMA for Road Crash, Land Search, Air Crash,

The LEMC meets four times a year generally in September, December, March and June.

### 1.14.3 Local roles and responsibilities

Local Role	Description of responsibilities
Local Government	The responsibilities of the Shire of West Arthur are defined in section 36 of the <i>Emergency Management Act 2005</i> which include primarily to ensure that effective LEMA's are prepared and maintained for its district and to manage recovery following an emergency affecting the community in its district.
Local Emergency Coordinator (LEC)	The responsibilities of the LEC are defined in section 36 of the <i>Emergency Management Act 2005</i> which include primarily to provide advice and support to the LEMC in the development and maintenance of LEMA's for the district, to assist HMA's in the provision of a coordinated response during an emergency in the district and to carry out activities as directed by the State Emergency Management Coordinator.
Local Recovery Coordinator	To ensure the development of effective recovery management arrangements for the Shire of West Arthur and in conjunction with the LEMC to implement a post incident recovery plan and manage the recovery phase of the incident.
Local Government Welfare Liaison Officer	To provide advice, information and resources regarding the operation of any local government facility during its use as an evacuation/welfare centre by CPFS.
Local Government IMT/ISG Liaison Officer	During an emergency provides representation for the Shire of West Arthur to convey local knowledge and provides details contained in the LEMA.
LEMC Chair	Provide leadership and support to the LEMC to ensure effective meetings and high levels of emergency management, planning and preparedness for the Shire of West Arthur is undertaken.
LEMC Executive Officer	Provide executive support to the LEMC by; <ul style="list-style-type: none"> <li>• providing secretariat support,</li> <li>• coordinating the development and submission of committee documents in accordance with legislative and policy requirements</li> <li>• facilitating the provision of relevant emergency management advice to the Chair and committee as required</li> <li>• participating as a member of sub committees and working groups as required</li> </ul>
Local Government Emergency Management	To support effective emergency management for their community by; <ul style="list-style-type: none"> <li>• ensuring that planning and preparation for emergencies is undertaken</li> <li>• implementing procedures that assist the community and emergency services to deal with incidents</li> <li>• ensuring that all personnel with emergency</li> </ul>

	<p>management planning, preparation response and recovery responsibilities are appropriately trained in their role</p> <ul style="list-style-type: none"> <li>• keep appropriate records of incidents that have occurred to ensure continuous improvement in emergency response capability</li> <li>• liaise with the incident controller through the provision of a liaison officer</li> <li>• provision of a liaison officer to CPFS whenever a local government building is utilised as an evacuation/welfare centre.</li> <li>• participate in the ISG and provide local support</li> </ul>
Hazard Management Agency	<p>To provide emergency management or the prescribed emergency management aspect, in the area prescribed of the hazard for which it is prescribed with functions to:</p> <ul style="list-style-type: none"> <li>• undertake responsibilities where prescribed for these aspects</li> <li>• appoint Hazard Management Officers</li> <li>• Declare &amp; revoke emergency situation</li> <li>• Coordinate the development of Westplan for that hazard</li> <li>• Ensure effective transition to recovery</li> </ul>
Control Agencies	<p>To control the response activities to a specified type of emergency with the functions of:</p> <ul style="list-style-type: none"> <li>• undertaking all responsibility as prescribed in agency specific legislation for prevention and preparedness</li> <li>• control all aspects of the response to an incident and</li> <li>• ensure the effective transition to recovery</li> </ul>
Combat Agencies	<p>To perform emergency management activities prescribed in regulations in relation to that agency.</p>
Support Organisations	<p>To provide support functions in relation to that agency.</p>

## ***PART TWO – MANAGING RISK***

### **2.1 Emergency Risk Management**

Risk Management is a critical component of the emergency management process. Building a sound understanding of the hazards and risks likely to impact the community enable local governments and LEMCs to work together to implement treatments. This process helps to build the capacity and resilience of the community and organisations which enable them to better prepare for, respond to and recover from a major emergency. The process and mandate for local governments to undertake risk management is detailed in the State Emergency Management prevention procedure 1 – Emergency Risk Management Planning.

The Shire of West Arthur does not have a current Risk Management Plan. The Shire recognises the importance of a current Risk Management Plan and intends to undertake the process during 2017.

### **2.2 Description of Risks**

The Shire of West Arthur has identified the following risks based on past incidents and current industries in the local area.

Hazard	HMA	Controlling Agency	Combat Agency	Support Agency	Westplan (Date)	Local Plan
Bushfire	DFES	DFES/LG/ P&W	LG BFB's	CPFS	24 May 2016	NA
Storm	DFES	DFES	SES		24 May 2016	NA
Animal Disease	DAFWA	DAFWA	DAFWA		24 May 2016	NA
Hazmat	DFES	DFES	VFRS		24 May 2016	NA
Road crash	Police	Police	Police		24 May 2016	NA
Flood	DFES	DFES	SES		24 May 2016	NA

### **2.3 Emergency Management Strategies and Priorities**

The Shire of West Arthur to address the risks above has identified the following priorities.

Priority	Strategy
To undertake a comprehensive risk management process	To use the guidelines developed by SEMC to assess the risk evident in the Shire of West Arthur and develop an Emergency Risk Management Plan.
To understand the Bushfire risk in the local area	To work collaboratively with DFES in developing a Bushfire Risk Management Plan.
To mitigate the risk of catastrophic Bushfire	Work collaboratively with stakeholders and the community in hazard reduction and prevention particularly

	surrounding identified critical infrastructure.
To communicate effectively with emergency management agencies	Build and maintain strong networks and partnerships with response agencies and agencies responsible for the restoration of essential services.
To build local response capacity of Local Bush Fire Brigades	To ensure that local bush fire brigade volunteers are equipped with skills and resources to effectively respond to Bushfire.

## ***PART THREE – COORDINATION OF EMERGENCY OPERATIONS***

It is recognised that the HMAs and combat agencies may require local government resources and assistance in emergency management. The Shire of West Arthur is committed to providing assistance/support if the required resources are available through the Incident Support Group when and if formed.

### **3.1 Incident Support Group**

The ISG is convened by the HMA or the Local Emergency Coordinator in consultation with the HMA to assist in the overall coordination of services and information during a major incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources.

The role of the ISG is to provide support to the incident management team. The ISG is a group of people represented by the different agencies who may have involvement in the incident.

#### ***3.1.1 Triggers for an ISG***

The triggers for an incident support group are defined in State Emergency Procedure part four – Response. These are;

- a) where an incident is designated as “Level 2” or higher;
- b) multiple agencies need to be coordinated.

#### ***3.1.2 Membership of an ISG***

The Incident Support Group is made up of agencies representatives that provide support to the Controlling Agency. Emergency Management Agencies may be called on to be liaison officers on the Incident Support Group.

The recovery coordinator should be a member of the ISG from the onset, to ensure consistency of information flow, situational awareness and handover to recovery. The representation on this group may change regularly depending upon the nature of the incident, agencies involved and the consequences caused by the emergency. Agencies supplying staff for the ISG must ensure that the representative(s) have the authority to commit resources and/or direct tasks.

Generally the ISG will comprise of members of the LEMC.

#### ***3.1.3 Frequency of meetings***

The frequency of meetings will be determined by the Incident Controller and will generally depend on the nature and complexity of the incident. As a minimum, there

should be at least one meeting per day. Coordination is achieved through clear identification of priorities and objectives by agencies sharing information and resources.

#### *3.1.4 Location of ISG meetings*

The Incident Support Group meets during an emergency and provides a focal point for a coordinated approach. Appendix 8 identifies suitable locations where they can meet within the District.

### **3.2 Public Information**

#### *3.2.1 Public Warning Systems*

Public warnings will be issued as required by the incident controller. Generally these will be issued through DFES or Police with reference to this information provided through local channels such as Facebook shire and community pages, harvest ban SMS lists and notice boards/shop windows. Any information that needs to be conveyed via local channels can be organised by contacting the Shire of West Arthur reception or Community Emergency Services Manager if outside normal working hours.

#### *3.2.2 Media Management*

Communities threatened or impacted by emergencies have an urgent and vital need for information and direction. Such communities require adequate, timely information and instructions in order to be aware of the emergency and to take appropriate actions to safeguard life and property. **The provision of this information is the responsibility of the HMA** and will be communicated through the media.

If media comment is sought from the Local Government, the authorised representative shall be the Shire President, CEO or their delegated representative.

#### *3.2.3 Local information*

The Shire of West Arthur recognises that an important aspect of any emergency is the sharing of information during the incident and that the community may wish to provide information regarding the incident. The Shire of West Arthur local government office will receive this information from the public and where relevant provide the information to the incident management team through the liaison officer.

### **3.3 Finance Arrangements**

State Emergency Management Policy 5.12 Funding for emergency responses outlines the responsibilities for funding during multi-agency emergencies.

While recognising the provisions of the State Emergency Management Policy and associated procedures the Shire of West Arthur is committed to expending such necessary funds within its current budgetary constraints as required to ensure the safety of its residents and visitors.

The Chief Executive Officer should be approached immediately an emergency event requiring resourcing by the Shire of West Arthur occurs to ensure the desired level of support is available and provided.

## ***PART FOUR – EVACUATION & WELFARE***

### **4.1 Evacuation**

#### *4.1.1 Special Needs Groups*

##### **Elderly**

The Shire of West Arthur has a high proportion of residents that are retirement age living independently in the community. Some of these members utilise Home and Community Care services whilst others rely on support of family and friends.

Any evacuation requirement especially in Darkan town site would need to consider the additional resources required to assist a reasonably vulnerable demographic in the evacuation process.

##### **Children**

There is one primary school and one day-care centre located in the Darkan town site.

The primary school with approximately 15 staff and 85 Students is within a designated Bushfire zone and holds a school Bushfire Plan in the event that there is a possibility of being impacted by bushfire.

The Childcare Centre is located at the Darkan Sports and Community Centre which is the designated primary welfare centre in these emergency management arrangements. On an average day the centre has 3-4 staff which care for between 10 -20 children. If the centre needed to be evacuated with the primary welfare centre deemed not suitable assistance may be required, or may rely on parents collecting most of the children. The centre has an evacuation plan to a muster point which is regularly practiced.

Appendix 2 provides additional information on special needs groups.

#### *4.1.2 Routes and Maps*

The Shire of West Arthur fire map provides a good overview of the Shire and main access roads to be able to plan an evacuation. This map also provides relatively current information of farm homesteads.

### **4.2 Welfare**

Welfare is defined as providing immediate and ongoing supportive services, to alleviate as far as practicable, the effects on persons affected by an emergency.

The Emergency Management Regulation 2006 identifies the responsibility for Welfare to be provided by the Department for Child Protection and Family Support.

The Department of Child Protection and Family Support has developed a Welfare Plan at the local level for the Shire of West Arthur which outlines the arrangements that apply in local circumstances, and as far as is practicable is consistent with the arrangements detailed in the State EM Plan and Policy.

This plan is attached as Appendix 9 Local Welfare Plan.

### **4.3 Animals**

The Shire of West Arthur does not have the capacity to manage animals in a disaster and would need to seek assistance from neighbouring shires and the public during an emergency response.

## ***PART FIVE – RECOVERY***

Managing recovery is a legislated function of local government and the Local Recovery Management Plan is attached in Appendix 10 sub-plan of the LEMA.

## ***PART SIX – EXERCISING REVIEWING & REPORTING***

### **6.1 Exercises**

#### *6.1.1 Frequency of exercises*

State Emergency Management Policy 4.8 – Exercising, and Preparedness Procedure 19 – Exercise Management requires the LEMC to exercise their arrangements on at least an annual basis.

#### *6.1.2 Types of exercises*

Some examples of exercises types include:

Desktop/Discussion

- A phone tree recall exercise
- Opening and closing procedures for evacuation centres or any facilities that might be operating in an emergency
- Operating procedures of an Emergency Coordination Centre
- Locating and activating resources on the Emergency Resources Register

#### *6.1.3 Reporting of exercises*

Each LEMC reports their exercise schedule to the relevant DEMC by the 1st May each year for inclusion in the DEMC report to the Exercise Management Advisory Group (EMAG).

Once the exercises have been completed, post exercise reports should be forwarded to the DEMC to be included in reporting for the SEMC annual report.

In addition any exercise conducted by any HMA or support organisation will be included in the LEMC annual report submitted to the SEMC in July each year.

### **6.2 Reviews**

#### *6.2.1 Review of Local Emergency Management Arrangements*

The Local Emergency Management Arrangements (LEMA) shall be reviewed in accordance with State Emergency Management Procedure 8 – Local Emergency Management Arrangements and amended or replaced whenever the local government considers it appropriate (s.42 of the EM Act).

The Shire of West Arthur at a minimum commits to a formal review every five (5) years, as risks might vary due to climate, environment and population changes and to incorporate any changes in legislation or policy. In addition less formal reviews of the arrangements will be undertaken as detailed below;

- contact lists are reviewed at each LEMC meeting or on advice of changes within a member agency contact information;
- following an exercise; and

- any incident or other significant circumstance that may have an impact on planning at the local level.

#### *6.2.2 Review of Local Emergency Management Committee Positions*

The Shire of West Arthur in consultation with the parent organisation of members shall determine the term and composition of LEMC positions. These positions will be reviewed in conjunction with each formal review of the arrangements every five years.

#### *6.2.3 Review of resources register*

The Executive Officer shall have the resources register checked and updated on an annual basis, ongoing amendments occur at each LEMC meeting.

### **6.3 Reporting**

#### *6.3.1 Annual Reporting*

The annual report of the LEMC is to be completed and submitted to the DEMC within two weeks of the end of the financial year for which the annual report is prepared. The LEMC is required to submit a signed hard copy of the annual report to the Executive Officer of the DEMC.

The information provided by the LEMC Annual Report is collated into the SEMC and SEMC Secretariat Annual Report which is tabled in Parliament.

The SEMC issue the annual report template.

## Appendix 1 Critical Infrastructure

Bridges					
Name	Structure Number	Road	Length (m)	Width (m)	Material
Collie River East – James Crossing	0437A	Collie Lake King Rd	26.56	8.68	Timber
Hillman River	4022	Bunce King Rd	18.90	4.62	Timber
Arthur River	4016A	Quill Rd	50.20	8.81	Timber
Unknown	0735A	Arthur River – Dinninup Rd	4.88	7.80	Steel
Hillman River	0441	Collie Lake King Rd	23.60	8.79	Timber
Kojonup Brook	4019A	Moodiarrup – Changerup Rd	32.08	8.80	Timber
Beaufort River (Morrells Crossing)	4021	Morrell Rd	24.38	4.31	Timber Hybrid
Bokal	0736A	Arthur River – Dinninup Rd	6.70	7.80	Steel
Beaufort River	0045A	Albany Hwy	60.96	9.75	Reinforced Concrete
Balgarup River	3310	Westcliff Rd	43.70	4.10	Timber
Arthur River	0034	Albany Hwy	62.14	8.65	Timber
Arthur River	4017	Hughes Mill Rd	56.7	7.80	Timber
Arthur River	4018A	Bokal North Rd	37.8	7.80	Timber
Hillman River	4074	Hillman Dardanine Rd	55.5	7.80	Timber
Delyanine Creek	0043	Albany Hwy	30.80	9.77	Reinforced Concrete
Quabing Gully	0039A	Albany Hwy	25.00	9.57	Timber
Tarwonga Brook	0031	Albany Hwy	7.46	11.42	Timber
Arthur River	4020	Glenorchy South Rd	81.00	5.50	Timber
Arthur River (Mundiarrup Brg)	0738	Arthur River – Dinninup Rd	62.80	7.80	Timber
Darkan Gully	0440	Collie Lake King	18.77	8.84	Timber
Blackwood River	0740	Boyup Brook – Arthur River	86.00	7.82	Timber
Tarwonga Brook	0032	Albany Hwy	25.47	10.06	Timber
Nangip Gully	0439	Collie Lake King Rd	12.76	8.30	Timber
Beaufort River	0044A	Albany Hwy	64.50	9.15	Reinforced Concrete
Dardanine Gully	4075	Hillman Dardanine Rd	32.62	7.80	Timber
Arthur River (Browns Bridge)	0442	Collie Lake King Rd	108.8	8.70	Timber
3 Mile Gully	4828	Darkan – Moodiarrup Rd	17.57	8.80	Timber
Tarwonga Brook	5373	O’Connor Rd	3.00	6.30	Timber
Boyup Brook	0739	Arthur River – Dinninup Rd	7.55	8.79	Timber
Beaufort River	0737	Arthur River – Dinninup Rd	55.8	7.82	Timber
Welfare Centres					
Name	Address				
Darkan Town Hall	Butler St DARKAN				
Darkan Sport & Community Centre	Memorial Dve Darkan				
Arthur River Hall	Albany Hwy ARTHUR RIVER				
Petrol Stations					
Name	Address				
Darkan Roadhouse	Coalfields Hwy DARKAN				
Airfields					
Name	Location	Surface	Length (m)	Width (m)	GPS
Hillman Airstrip	Hillman Rd	Unsealed	1220	40	S331552 E1164909
Schools					
Name	Location	Ages		Population	
Darkan Primary School	Darkan South Road DARKAN	4-11		Approx. 85	

Indigenous Heritage Sites	
Name	Site Number
Carperdine Pool	
Woagin 1	S00470
Measles Bridge Camp	
Haddelton Tree	S02480
Arthur River	S00456
Arthur River Hogans Homestead	S00280
Woagin 2	S00471
Bowelling Camp Area	S02486
East Arthur	S00428
Old Homestead Arthur River	S00277
Blackwood River	
Arthur River Watkins Farm	S00278
Arthur River Inn	S02461
Lake Ngartiminny	
Duranillin 2	S020605
Arthur River North	S00281
Collie River Waugal	
Moodiarrup Campsite	
Bellyanine Siding	S00460
Kylie Siding	S00427
Black Wattle	S02628
Varis Rd Scarred Tree	S02484
Duranillin 3	S02606
Griffin Coal Mining Lease 7	S00965
Old Homestead, East Arthur	S00279
Lily Pool Camp	S02487
Upper Blackwood Cordering	S02360
Towerrinning Lake	S02873
Duranillin 1	S02604
Iron Stone Rock Hole	S02485
Wild Horse Swamp	S02361
Capercup	
Duranillin Camp	
Mine sites	
Project	Site
Hebb Rd Sand /Sloan	Hebb Rd Lot 4099 Bowelling / Coalcliff
Collie Coalcliff	McAlinden Rd Lot 3729 Bowelling / Coalcliff
ACMA Communications Site	
Name	Location
Mareeba	Albany Hwy Arthur River
Mobile Spectrum Licensing Site	Coalfields Rd
Morrell Rd	30km ESE of Darkan
Mount Fisher	Darkan
Comm Site	Arthur River
Telstra	Dinninup North Rd RF Kulikup
Darkan Telstra Radio Base Station	Coalfields Rd Wellington Location 4537 Darkan
Johnston	2km South of Bokal
Darkan Town Exchange	RBS Lot 40 47 Burrowes St Darkan
Unknown	12km East of Duranillin
Survey Site Coal Handling Plant	Premier Rd Collie
Unknown	30 Hillman St Darkan
Mobile Spectrum Licensing Site	Albany Hwy

Moodiarrup	West Rd Moodiarrup
Telstra Exchange	Bokal
CB Repeater Site	Lynmarie Farm Darkan
Optus Tower Beaufort River	115 Albany Hwy Arthur River
Telstra Exchange	Moodiarrup
Telstra Exchange	Dinninup Nth Kulikup
Darkan South Telstra Radio Base Station	Lot 3470 Trigwell Bridge Rd West Arthur
Shire of West Arthur Works Depot	22 Horwood St Darkan
Arthur Rd	Arthur River
Unknown	Corner of Hill & Hull Sts Darkan
Arthur Downs	1 km south west of Arthur River
Telstra Site	Albany Hwy Arthur River
<b>Western Power Transmission Lines</b>	
<b>Line Name</b>	
MU-KOJ 81	
MU-KOJ 82	
MU-CO 71	
MU-NGS X1	
KOJ-WAG 71	
MU-MJP/BTN 81	
MU-MJP/BTN 82	
MU-NT 91	
<b>Roads</b>	
<b>Name</b>	<b>Approx. Traffic movements</b>
Albany Hwy	3,800 vehicles per day with 15% heavy vehicles Mon-Fri
Coalfields Hwy	250 vehicles per day

## Appendix 2 Special Needs Groups

Darkan Primary School				
Location	Contact Details	Emergency Management Plan	Children	Adults
Darkan South Rd, DARKAN	Eloisa Goss Principal 9736 1299	Yes – Bushfire Plan 2016	85	15
Kids Central Child Care				
Location	Contact details	Emergency Management Plan	Children	Adults
Memorial Drive DARKAN	Sharon Plank Coordinator 9736 1856 / 0488 770 376	No	16	4
Aged Independent Living				
Location	Contact details	Comments	Children	Adults
Burrowes St, Darkan	Via Shire of West Arthur 9736 2222	12 individual units with either single or couple occupied		16
Various, assistance with specific addresses provided by HACC	Sue Cuthbert HACC Coordinator 0427 852 922	HACC have approximately 4 staff available in the West Arthur Area		10

### Appendix 3 Risk Register

The Shire of West Arthur has conducted a risk assessment process in accordance with AS/NZS ISO 31000:2009 in an emergency management context. This process allows for the identified risks assessed to be assessed against established criteria for the likelihood and consequences to provide a rating for each risk to inform the priorities and treatment strategies that should be implemented.

The Shire of West Arthur is implementing adequate controls being that the Shire is ‘doing what is reasonable to mitigate risk with these control measures subject to periodic review’.

The Risk Register includes categories of Bushfire; Severe Storm/Cyclone/Flooding; Plant and Animal disease and Hazmat. Severe Storm/Cyclone/Flooding was placed in a single register as the consequences were fairly comparable and the source of risk was interrelated, ie any severe storm would result in flooding vice versa, and the effects of a cyclone being almost identical to that of a severe storm.

#### Qualitative Risk Analysis

Qualitative Risk Analysis Matrix\*

<b>Likelihood</b>	<b>Consequence</b>				
	<b>1 Insignificant</b>	<b>2 Minor</b>	<b>3 Moderate</b>	<b>4 Major</b>	<b>5 Catastrophic</b>
<b>1 Almost Certain</b>	High	High	Extreme	Extreme	Extreme
<b>2 Likely</b>	Moderate	High	High	Extreme	Extreme
<b>3 Possible</b>	Low	Moderate	High	Extreme	Extreme
<b>4 Unlikely</b>	Low	Low	Moderate	High	Extreme
<b>5 Rare</b>	Low	Low	Moderate	High	High

### Qualitative Measures of Consequence\*

	Descriptor	Description
1	Insignificant	No injuries or fatalities. Small or no people are displaced and only for a short duration. Little or no personal support services required (support not monetary or material) inconsequential or no damage Little or no disruption to community. No measurable impact on environment. Little or no financial loss.
2	Minor	Small number of injuries but no fatalities. First aid treatment required. Some displacement of people (less than 24 hours) Some personal support required. Some damaged. Some disruption (less than 24 hours). Small impact on environment with no lasting effects. Some financial loss.
3	Moderate	Medical Treatment required but no fatalities. First aid treatment required. Some displacement of people who return within 24 hours. Personal support satisfied through local arrangements. Localised damage that is rectified by routine arrangements. Normal community functioning with some inconvenience. Some impact on environment with no long term effect or small impact with long term effect. Significant financial loss.
4	Major	Extensive injuries, significant hospitalisation large numbers of displaced people (more than 24 hours duration). Fatalities. External resources required for personal support. Significant damage that requires external resources. Community only partially functioning, some services unavailable. Some impact on environment with long term effects. Significant financial loss – some financial assistance required.
5	Catastrophic	Large numbers of severe injuries. Extended and large numbers requiring hospitalisation. General and widespread displacement for extended duration. Significant fatalities. Extensive personal support. Extensive damage. Community unable to function without significant support. Significant impact on environment and/or permanent damage.

### Qualitative Measures of likelihood\*

	Descriptor	Description
1	Rare	May only occur in exceptional circumstances. May occur in 1:500 years or more.
2	Unlikely	Is not expected to occur and/or no recorded incidents or anecdotal evidence; and or no recent incidents in associated organisations, facilities or communities; and or little opportunity, reason or means to occur; may occur 1:100 years.
3	Possible	Might occur at some time; and/or few infrequent, random recorded incidents or little anecdotal evidence; and or very few incidents in associated or comparable organisations, facilities or communities; and or some opportunity, reason or means to occur; may occur 1:20 years.
4	Likely	Will probably occur in most circumstances; and/or regular recorded incidents and strong anecdotal evidence; and/or considerable opportunity, reason or means to occur; may occur 1:5 years.
5	Almost Certain	Is expected to occur in most circumstances; and/or high level of recorded incidents and/or strong anecdotal evidence; and/or strong likelihood the event will recur; and/or opportunity, reason or means to occur; may occur once a year or more.

\*Source EMA Emergency Risk Management applications guide

## Source of Risk

### Bushfire

<b>Potential Consequences</b>	<b>Treatment Options*</b>			
<ul style="list-style-type: none"> <li>• Loss of life</li> <li>• Displacement of people</li> <li>• Financial loss and hardship</li> <li>• General health issues including psychological trauma</li> <li>• Impact on community assets and infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>• LG to develop a Bushfire Risk Management Plan and undertake mitigation in accordance with the plan.</li> <li>• LG to require landowners to maintain firebreaks on their land and enforce noncompliance.</li> <li>• LG to implement Restricted and Prohibited burning periods for hazard reduction burning.</li> <li>• LG/DFES to promote training of BFB volunteers</li> <li>• LG/DFES to provide appropriate levels of resourcing to support operational activities.</li> <li>• DFES to provide and LG to support public education and awareness programs.</li> <li>• LG to foster strong partnerships with HMA and controlling agencies responsible for fire response.</li> </ul>			
<b>Risk Statements</b> <i>Listed in order of Priority</i>	<b>Main Impact Category</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Level</b>
There is a risk that a bushfire may cause loss of life or serious injuries in the community	People	3	4	Extreme
There is a risk that a bushfire may cause disruption to lifeline supplies in the community (more than 24 hrs)	Infrastructure	3	4	Extreme
There is a risk that a bushfire may cause the long term displacement of people in the community	People / Health	3	4	Extreme
There is a risk that a bushfire may cause the financial loss to residents and businesses in the community	Economic	4	3	High
There is a risk that a bushfire may cause damage to the natural environment	Environmental	5	2	High
There is a risk that a bushfire may cause damage to shire infrastructure	Infrastructure	3	3	High
There is a risk that a bushfire may destroy cultural assets in the shire	Social / Cultural	3	3	High
There is a risk that a bushfire may increase psychological stress and mental health issues in the community	People / Health	3	3	High
There is a risk that arson could ignite a bushfire in the Shire of West Arthur	Social	3	2	Moderate
There is a risk that a bushfire may impact the Shire of West Arthur's ability to deliver essential services to the community	Public Administration	3	2	Moderate
There is a risk that a bushfire may impact on the financial position of the Shire of West Arthur	Public Administration	3	2	Moderate

## Source of Risk Severe Storm/Cyclone/Flooding

<b>Potential Consequences</b> <ul style="list-style-type: none"> <li>• Loss of life</li> <li>• Displacement of people</li> <li>• Financial loss and hardship</li> <li>• General health issues including psychological trauma</li> <li>• Impact on community assets and infrastructure</li> <li>• Environmental health issues</li> <li>• Flash flooding to low lying areas of the community</li> <li>• Access on road network isolating people and communities</li> </ul>	<b>Treatment Options*</b> <ul style="list-style-type: none"> <li>• LG to support public education and awareness programs.</li> <li>• LG to foster strong partnerships with HMA and controlling agencies responsible for fire response.</li> <li>• LG/DFES to provide appropriate levels of resourcing to support operational activities.</li> <li>• LG to manage a works program that is aimed at reducing impact on the community including tree pruning and drainage maintenance.</li> <li>• LG to monitor and close unsealed roads during periods of heavy rainfall until those roads can be inspected.</li> </ul>			
<b>Risk Statements</b> <i>Listed in order of Priority</i>	<b>Impact Category</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Level</b>
There is a risk that a storm/cyclone may cause disruption to lifeline supplies in the community (more than 24 hrs)	Infrastructure	3	4	Extreme
There is a risk that a storm/cyclone may cause damage to shire infrastructure	Infrastructure	4	3	High
There is a risk that a storm/cyclone may cause the financial loss to residents and businesses in the community	Economic	3	3	High
There is a risk that a storm/cyclone may cause damage to the natural environment	Environmental	4	2	Moderate
There is a risk that a storm/cyclone may cause the long term displacement of people in the community	People / Health	2	3	Moderate
There is a risk that a severe storm/cyclone may cause loss of life or serious injuries in the community	People	2	3	Moderate
There is a risk that a storm/cyclone may increase psychological stress and mental health issues in the community	People / Health	2	2	Low
There is a risk that a storm/cyclone may impact the Shire of West Arthur's ability to deliver essential services to the community	Public Administration	2	2	Low
There is a risk that a storm/cyclone may impact on the financial position of the Shire of West Arthur	Public Administration	2	2	Low
There is a risk that a storm/cyclone may destroy cultural assets in the Shire	Social / Cultural	1	2	Low

**Source of Risk  
Plant or Animal Disease**

<b>Potential Consequences</b>	<b>Treatment Options*</b>			
<ul style="list-style-type: none"> <li>• Loss of life</li> <li>• Displacement of people</li> <li>• Financial loss and hardship</li> <li>• General health issues including psychological trauma</li> <li>• Impact on community assets</li> </ul>	<ul style="list-style-type: none"> <li>• LG to support public education and awareness programs.</li> <li>• LG to foster strong partnerships with HMA and controlling agencies responsible for fire response.</li> </ul>			
<b>Risk Statements</b> <i>Listed in order of Priority</i>	Impact Category	Likelihood	Consequence	Risk Level
There is a risk that a plant and animal disease may cause the financial loss to residents and businesses in the community	People	3	5	Extreme
There is a risk that a plant and animal disease may increase psychological stress and mental health issues in the community	People / Health	3	4	Extreme
There is a risk that a plant and animal disease may cause damage to the natural environment	Environment	3	4	Extreme
There is a risk that plant and animal disease may affect access via road networks	People / Infrastructure	2	4	High
There is a risk that a plant and animal disease may impact the Shire of West Arthur's ability to deliver essential services to the community	Public Administration	1	3	Moderate

## Source of Risk HazMat

<b>Potential Consequences</b>	<b>Treatment Options*</b>			
<ul style="list-style-type: none"> <li>• Loss of life</li> <li>• Displacement of people</li> <li>• Financial loss and hardship</li> <li>• General health issues including psychological trauma</li> <li>• Impact on community assets</li> <li>• Environmental contamination</li> <li>• Seepage of chemical into waterways and sensitive water catchments</li> <li>• Risk of ignition and explosion</li> <li>• Impact on community assets and infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>• LG to support public education and awareness programs.</li> <li>• LG to foster strong partnerships with HMA and controlling agencies responsible for fire response.</li> <li>• LG to maintain road networks to an appropriate safe level for HazMat loads.</li> <li>• LG to inform HMA, DER and DoW if the incident occurs in a water catchment</li> </ul>			
<b>Risk Statements</b> <i>Listed in order of Priority</i>	<b>Impact Category</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Level</b>
The is a Risk that a Hazmat incident could contaminate the Blackwood or Leschenault catchments and affect drinking water supplies	Environmental / People	3	5	15
There is a risk that volatile substances may be ignited causing explosion	Environmental/ People / Infrastructure	3	4	Extreme
There is a risk that a HazMat incident may cause damage to shire infrastructure	Infrastructure	3	3	High
There is a risk that a HazMat incident may cause damage to the natural environment	Environmental	3	3	High
There is a risk that a HazMat incident may cause loss of life or serious injuries in the community	People	2	4	High
There is a risk that a HazMat incident may cause the long term displacement of people in the community	People / Health	2	3	Moderate
There is a risk that a HazMat incident may cause the financial loss to residents and businesses in the community	Economic	1	2	Low
There is a risk that a HazMat incident may increase psychological stress and mental health issues in the community	People / Health	2	2	Low
There is a risk that a HazMat incident may cause disruption to lifeline supplies in the community (more than 24 hrs)	Infrastructure	1	2	Low
There is a risk that a HazMat incident may destroy cultural assets in the shire	Social / Cultural	1	2	Low
There is a risk that a HazMat incident may impact the Shire of West Arthur's ability to deliver essential services to the community	Public Administration	1	3	Low

\*All Risks require the treatment option that the Designated HMA will develop and maintain a relevant Emergency Management Plan in collaboration with control, combat and support agencies.

## Appendix 4 Resources

### Equipment

Shire of West Arthur		Contact : Works Manager Bill Owen		0427 362 214
5	Prime movers			
3	Semi side tippers	Tri Axel		
1	Float	Tri axel		
1	Float	Tandem axel		
1	Semi water tanker	37,000l		3 inch camlock fittings not self-loading
1	Front end loader	Volvo L90F		ROPS cab
1	Front end loader	Cat 924G		ROPS Cab
2	Grader	Cat 12M		
1	Grader	Volvo G930		
1	Backhoe loader	JCB 4 CX		
1	Dozer	Cat D6T		ROPS/FOPS/Tree bar
2	Utes	4x4 Tray		
1	Ute	4x4 Tray		200l fuel tank
2	Ute	2x4 Dual Cab		
2	Ute	2x4 Tray		
1	Ute	2x4 Tray		200l Fuel tank
1	Wagon	4x4		
1	5 Tonne truck	4x4 Dual Cab		1000l fuel tank
1	5 Tonne tip truck			Hiab crane
	Fuel Storage – ULP	5000l		
	Fuel Storage – Diesel	16000l		
Shire of West Arthur Bush Fire Brigades		Contact : CBFCO Duncan South		0427 361 147
2	2.4 Tanker	Rural		Located in Darkan & Duranillin
1	2.4 Tanker	Broad acre		Located in Arthur River
Coalcliff Contracting*		Contact : Operations Manager Darrell Scott		0419 834 355
	Bobcat			
	Pozitrack			
	Front end loader	936		
	Front end loader	950		
	Front end loader	966		
	Front end loader	980		
	Excavator	3.5t		
	Excavator	7.5t		
	Excavator	12t		
	Excavator	20t		
	Excavator	24t		
	Excavator	30t		GPS ready
	Excavator	45t		
	Grader	140H		
	Grader	140H		With GPS
	Dozer	D6		Pat blade and GPS ready
	Dozer	D8		Trimble GPS ready
	Watercart	6 wheeler		
	Watercart	Semi		
	Watercart	Roadtrain		
	Watercart-Articulated Dump Truck	25t		

Watercart-Articulated Dump Truck	40t	
Tipper	6 wheel	
Semi		
Road train		
Articulated Dump Truck	25t	
Articulated Dump Truck	40t	
Serviceman with truck		
Mobile mechanic		
Fitter		

\* *Coalcliff contracting provides equipment to Parks and Wildlife for fire response and has available operators that have undertaken suitable fire ground training.*

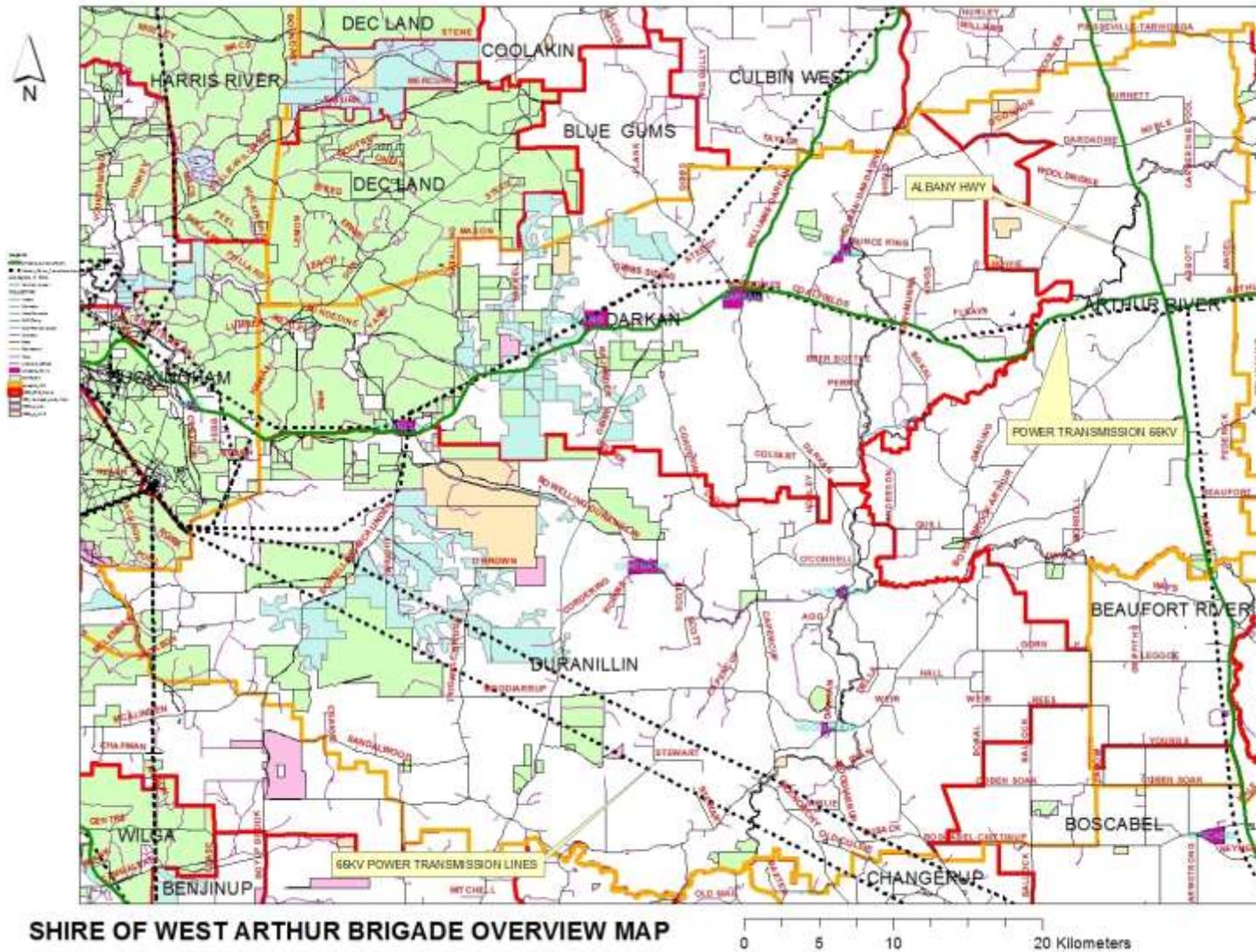
### **Catering**

<b>Darkan Roadhouse</b>	<b>9736 1003</b>	<b>Open</b> <b>6am -6pm Weekdays</b> <b>8am-5pm Weekends</b>
<ul style="list-style-type: none"> <li>• Sandwiches</li> <li>• Hot food</li> <li>• Confectionary</li> <li>• Cold drinks</li> <li>• Ice</li> </ul> <p>May have limited supplied for large numbers or protracted events and would require resupply from Collie or Narrogin.</p>		
<b>Coles Collie</b>	<b>9734 1633</b>	<b>Open</b> <b>8am-8pm Weekdays</b> <b>8am-6pm Saturday</b> <b>11am-5pm Sunday</b>
<ul style="list-style-type: none"> <li>• General Groceries</li> <li>• Fruit</li> <li>• Confectionary</li> <li>• Muffins</li> <li>• Drinks</li> <li>• Ice</li> </ul> <p>May have limited supplied for large numbers or protracted events and would require resupply from Collie or Narrogin; primary outlet Collie due to longer opening hours and proximity to Darkan.</p>		
<b>Chicken Treat Collie</b>	<b>9734 3666</b>	<b>Open</b> <b>10am – 9pm</b>
<ul style="list-style-type: none"> <li>• Individual chicken hot meals</li> <li>• Drinks</li> </ul>		
<b>McDonalds Collie</b>	<b>9734 2084</b>	<b>Open</b> <b>5am – 11pm</b>
<ul style="list-style-type: none"> <li>• Burgers</li> <li>• Drinks</li> <li>• Individual Salads</li> <li>• Toasted sandwiches</li> <li>• Muffins</li> </ul>		
<b>Eagle Boys Pizza</b>	<b>9734 9675</b>	<b>Open</b> <b>11am – Midnight</b>
<ul style="list-style-type: none"> <li>• Pizza</li> <li>• Cold Drinks</li> </ul>		

## Appendix 5 Welfare Centres

Premises	Contact Details	Capacity & Facilities	Toilets	Comments
<b>DARKAN</b> Sport & Community Centre <i>Memorial Drive</i>	Shire 9736 2222 or CESM 0438971267	200 people with kitchen, office, child care facilities, chairs; tables, adjacent to ovals & basketball/tennis courts, large car park	M; F; D	<ul style="list-style-type: none"> <li>In a bushland area (parkland cleared)</li> <li>Child Care Centre operates Tues-Fri ☎ 9736 1856</li> </ul>
<b>DARKAN</b> Town Hall <i>Butler St</i>	Shire 9736 2222 or CESM 0438971267	300 people with foyer area, stage, kitchen, chairs, tables, office, small car park and street parking	M; F; D	<ul style="list-style-type: none"> <li>Located in the centre of town, close proximity to playground area</li> </ul>
<b>DURANILLIN</b> Hall <i>Horley Rd</i>	Shire 9736 2222, or CESM 0438971267, or Robyn Quill 9862 9010	50 people with kitchen facilities	M; F; D	
<b>MOODIARRUP</b> Sports Complex <i>Boyup Brook Arthur Rd</i>	Shire 9736 2222, or CESM 0438971267, or Janette Whitaker 9863 1056	150 with function room and kitchen	M; F; D	
<b>MOODIARRUP</b> Hall <i>Boyup Brook Arthur Rd</i>	Shire 9736 2222, or CESM 0438971267, or Janette Whitaker 9863 1056	150 with Kitchen, table and chairs available	M; F; D	
<b>ARTHUR RIVER</b> Main Hall and Lesser Hall <i>Albany Hwy</i>	Shire 9736 2222, or CESM 0438971267, Karynne Robinson 9862 6038	200 with kitchen facilities	M; F; D	
<b>ARTHUR RIVER COUNTRY CLUB</b> <i>Bokal East Arthur Rd</i>	Shire 9736 2222, CESM 0438971267	50 with chairs and tables, outdoor BBQ and children's play area		<ul style="list-style-type: none"> <li>Adjacent to Arthur River fire shed</li> </ul>

## Appendix 6 Map of District



## **Appendix 7 Contacts**

The following is a list of the Local Emergency Management Committee membership contacts. This information **IS NOT** for distribution without consent from the Chair or Executive Officer of LEMC.

## Appendix 8 Incident Support Group Meeting Locations

Suitable ISG meeting locations include:

- Shire Office  
31 Burrowes St **Darkan**  
*ESD GSI reference DRKN1 F:8*
- Community Health and Resource Centre  
Burrowes St **Darkan**  
*ESD GSI reference DRKN1 F:8*
- **Darkan** Sports Complex  
*Memorial Drive*  
*ESD GSI reference DRKN1 C:8*
- **Arthur River** Country Club  
Bokal East Arthur Rd  
*ESD GSI reference 34878 C:5*
- **Moodiarrup** Sports Complex  
Boyup Brook Arthur Rd  
*ESD GSI reference 35076 C:6*

To utilise any of these locations contact Shire of West Arthur on 9736 2222

## Appendix 9 Local Welfare Plan

Owner of the Local Welfare Plan (attachment) is:

**Dept. of Child Protection and Family Support**

Bunbury Office.

To activate Welfare the following provides the details required and activation process.

### After hours contact - CRISIS CARE: 1800 199 008

This is a 24 hour 7 day week service.

On receipt of your phone call, Crisis Care will contact the local CPFS After Hours Duty Officer.

### During office hours contact the local CPFS Office

On request from the HMA to contact the CPFS to activate the Local Welfare Plan the following information will be required by CPFS:

Caller information (Your information)	Name: _____ Date: _____
	Agency: _____ Time: _____ hrs
	Phone number/s: _____
	Are they the Contact for this emergency: Yes <input type="checkbox"/> No <input type="checkbox"/>
Contact Details for the emergency – who CPFS can call back?	Name: _____ Mobile: _____ Fax: _____ Email: _____
Which agency is the HMA	Police <input type="checkbox"/> DFES <input type="checkbox"/> Local Govt <input type="checkbox"/> Other (record below) <input type="checkbox"/> _____
Agency requesting assistance	(generally the HMA)
Nature of the emergency	(fire, flood, storm, chemical, other)
Location of the emergency	
Activation Stage	Alert <input type="checkbox"/> Standby <input type="checkbox"/> Activation <input type="checkbox"/> heads up) (probably be required) (needed now) If Activation – Immediate <input type="checkbox"/> 1-2 hrs <input type="checkbox"/> Longer <input type="checkbox"/> _____
Number of people affected Any special needs groups?	
Types of assistance needed	(Local Welfare Centre to be opened, registration, catering, first aid )
Are any welfare centres already opened?	Yes <input type="checkbox"/> No <input type="checkbox"/> Where _____ Contact at the Centre: _____ Ph: _____
Location for Welfare Centre	
Safe Directions to get to Welfare	
Road Closures/Driving Conditions	
Any further relevant information?	

## **Appendix 10      Local Recovery Plan**

Owner of the Local Recovery Plan (attachment) is:

**Shire of West Arthur**

**To activate Recovery** contact the Local Recovery Coordinator:

Shire of West Arthur CEO, Nicole Wasmann 9736 2222.