

---

**SHIRE OF WEST ARTHUR**

MINUTES for the Local Emergency Management Committee held on Wednesday 26 October 2022 commencing at 5.30pm at the West Arthur CRC, Darkan.

**1. Declaration of Opening:**

The Chairperson declared the meeting open at 5.37pm.

**2. Record of Attendance and Apologies:**

Neil Morrell	President, Shire of West Arthur
Vin Fordham Lamont	CEO, Shire of West Arthur
Garry Rasmussen	Works Manager Shire of West Arthur
Cassandra Squires	Shire of West Arthur Works Admin Assistant
Ben Robinson	Chief Bushfire Control Officer, Shire of West Arthur
Kohdy Flynn	Community Emergency Services Manager
Paul Blechynden	Department of Fire and Emergency Services
Lester Fawcett	Williams Volunteer Fire and Rescue
Sgt Rob Shields	OIC, Williams Police
Adrian South	St John Ambulance Darkan Sub-Centre
Matt Cooper	DBCA, Wellington District, Collie
Jenny Menasse	WACHS, Southern Wheatbelt Operations Manager

**2.1 Apologies:**

Graeme Peirce	Shire Deputy President and Deputy Chief BFCO
Patricia Pottinger	Department of Health
Graeme Blake	Dept of Water & Environmental Regulation
Renee Flaxman	Dept of Communities
John Collins	Dept of Primary Industries and Regional Development

**3. Confirmation of Minutes of Previous Minutes:**

**Moved:** Adiran South

**Seconded:** Lester Fawcett

That the minutes of the Shire of West Arthur LEMC Meeting held 22<sup>nd</sup> June 2022 be confirmed as a true and correct record.

**CARRIED**

**4. Officers Reports:**

**4.1 Williams Police, Sgt Rob Shields:**

Nothing major to report, seeing a high number of motor vehicle accidents in the Great Southern region.

**4.2 Department of Fire and Emergency Services, Paul Blechynden:**

Training program and preparation, continuing to roll out the new Australian Fire Danger Rating System and education of the changes to the public and Local Government. A brief overview of the changes, Main point effecting FCO is once the threshold for the Fire Danger Rating reaches high or above permits are automatically cancelled, however if deemed suitable conditions by an endorsed and gazetted Fire Weather Officer a permit can be issued if they deem it suitable under current and forecast conditions. Feedback was welcomed to be submitted with any challenging aspects of the changes.

- 
- 4.3 Department of Biodiversity Conservation and Attractions, Matt Cooper:**  
Up to fire 24 for the Wellington District calendar year, Soil Dryness Index is drying fast, doing some prescribed burning mainly around Collie, some prescriptions may take place in the West Arthur Shire in Autumn, Water bombers online following the harvest season, currently based out of Geraldton and Northam to be online shortly depending on seasonal conditions.
- 4.4 St John Ambulance, Adrian South:**  
Volunteers continuing with EMT training we now have a high number of highly skilled volunteers, great response from the Shire and surrounding emergency services personnel in attending a motor vehicle accident, was a great display of multi agencies responding and working well together. After 45 years of long service and dedication Arthur Putland is retiring from the Darkan Sub-centre. Arthur has been an instrumental part of St Johns and the community, and we wish him all the best.
- 4.5 Williams Volunteer Fire and Rescue Service, Lester Fawcett:**  
Nothing of significance to report.
- 4.6 Shire of West Arthur:**  
Nothing of significance to report.
- 4.7 CBFCO and Volunteer Bush Fire Brigade, Ben Robinson:**  
Nothing major to report, attended one car fire, finished developing fast fill trailer design for brigades which will be discussed at BFAC for purchasing.
- 4.8 Community Emergency Services Manager, Kohdy Flynn:**  
Working on reviewing the Shires LEMC arrangements and Terms of Reference as these have not been endorsed by Council. Trying to make connections with relevant departments for attendance at these meetings as a lot of the contacts in the list are historic and people have moved on, Renee Flaxman from Dept of Communities is now the local contact as the regional boundaries have changed, the Shire now sits in the Southwest zone. Once Renee is on board, I will work in with her to establish some connections and possibly look at running some training with staff at the nominated evac centres. If anyone has any industries or business that they would like to see represented on the LEMC please let me know.
- 4.9 Department of Communities, Renee Flaxman:**  
See attached report.
- 4.10 Department of Primary Industries and Regional Development, John Collins:**  
See attached report.
- 4.11 Darkan Primary School:**  
No report received. The schools contacts have changed and an attempt to contact the school will be made prior to the next meeting.
- 4.12 Western Australia Country Health Service, Jenny Menasse:**  
Overview of the current covid pandemic highlighting covid is still active in the community and some industries still require you to isolate if testing positive. Focusing on heat wave education and identifying at risk community members who may need assistance in these times, relying on local knowledge and community groups to identify these at-risk people and the evacuation of them should the need arise and if the Shires centres are equipped with backup generators for the use of air conditioners

**5.0 Review of the Local Emergency Management Terms of Reference, Kohdy Flynn:**

**Moved:** Vin Fordham Lamont

**Seconded:** Adrian South

A motion was moved that the attached Terms of Reference be adopted and recommended to council for endorsement.

**CARRIED**

**6.0 Review of the Local Emergency Management Arrangements, Kohdy Flynn:**

**Moved:** Adrian South

**Seconded:** Rob Shields

A motion was moved that the attached Local Emergency Management Arrangements be adopted and recommended to council for endorsement.

**CARRIED**

**7.0 General Business:**

A group discussion was held around volunteer brigade members entering properties for the purpose of firefighting duties and the legalities surrounding them if an altercation was to occur with the responsible landowner. It was raised that FCO's, and members of a bushfire brigade are covered under the *Bush Fires Act 1954* for entry rights to a property and acting in good faith clauses.

**Paul Blechynden:** Raised that in a large or escalating events make the call early to a DRIRD representative for the large-scale triaging and euthanasia of livestock. Usually under these circumstances farmers are put under immense pressure if, DPIRD/Veterinarians can remove the need for the farmer to carry out this task it may assist in removing some undue stress.

**Rob Shields:** Two officer will be leaving the Willaims Police Station leaving 3 officers.

**8.0 Next Meeting:**

The date of the next meeting is TBA.

**9.0 Closure:**

The Chair of the meeting declared the meeting closed at 6.45pm.

**LOCAL EMERGENCY MANAGEMENT COMMITTEE  
REPORTING**

**Agency:**

**Department of Communities  
(Communities)**

**Date: From – October 2020 to December 2022 inclusive**

**INCIDENTS:**

<b>Date</b>	<b>Type of Incident</b>	<b>Location of Incident</b>	<b>Other Agencies Involved</b>	<b>Comments/Outcomes</b>
Ongoing	Health - Pandemic	South West	HMA – Health	Close Out Stages

**EXERCISES AND TRAINING:**

<b>Date:</b>	<b>Title</b>	<b>Objectives</b>	<b>Comments/Outcomes</b>

**Additional Comments/Suggestions:**

- Since early August the Department of Communities has delivered 8 Evacuation Centre Training Workshops to staff and stakeholders in preparation for the high threat season. Communities will continue to offer and encourage sessions in the coming months.
- The new dedicated Emergency Services DESO vehicle has been received and fitted out with all equipment needed to accommodate 20 people in an evacuation centre, including Registration Forms, LEWPs, bedding (including stretchers, air mattresses and linen), toiletries, catering supplies, chargers and more. The current trailer equipment has been restocked and updated, ready for the season.
- Department of Communities staff from the State Welfare Incident Coordination Centre (SWICC) and the All-Hazards Unit will be attending a three-day conference at the end of October. Topics will include numerous projects, lessons learned during the peak of the COVID Pandemic and Communities role throughout, as well as lessons learned during last seasons' activations to better prepare for and enhance the delivery of welfare and emergency services during and after an emergency event.
- The Interim State Emergency Welfare Plan was recently reviewed and upon completion of the findings, changes are likely to be implemented within the Local Emergency Welfare Plan (LEWP) templates.
- LEWP appendices and contact details have been updated in all LEWP's and are ready for tabling. LEMC members are encouraged to review information related to their own agencies and notify DESO if further changes need to be made.





Department of  
**Primary Industries and  
Regional Development**

GOVERNMENT OF  
WESTERN AUSTRALIA

<b>Agency Name:</b>	<b>Department of Primary Industries and Regional Development</b>	<b>Date:</b> 3 October 2022
<b>Report prepared by:</b>	Helen Kent	<b>Position:</b> Emergency Preparedness Coordinator – Incident & Emergency Management Branch
Situation Report:		
<p>1. <b>Declared incidents</b> – DPIRD is managing:</p> <ul style="list-style-type: none"><li>• Seven (7) plant pest/disease level 1 &amp; 2 Incidents</li><li>• Nil animal pest/disease incidents</li></ul> <p>Plant pest / disease incidents include <b>Polyphagous shot-hole borer</b> in the Perth metropolitan area.</p> <p>Polyphagous shot-hole borer (PSHB) (<i>Euwallacea fornicatus</i>) is a beetle native to Southeast Asia. The beetle attacks a wide range of plants by tunnelling into trunks, stems and branches.</p> <p>The Department of Primary Industries and Regional Development is responding to the confirmed detections of an exotic beetle Polyphagous Shot-Hole Borer in the Perth metropolitan area. Response activities include:</p> <ul style="list-style-type: none"><li>• Conducting surveillance to determine the distribution of PSHB</li><li>• Containing the pest to prevent further spread to non-infested regions within Western Australia</li><li>• Providing advice and information to residents, industry and other stakeholders</li><li>• Ensuring that all response activities are conducted safely, consistently and efficiently</li></ul> <p>Link to information about <a href="#">Polyphagous shot-hole borer   Agriculture and Food</a></p> <p><b>Varroa Mite</b> – DPIRD has been providing support to the NSW Department of Primary Industries which is managing an incursion of Varroa Mite in NSW. Varroa mites (<i>Varroa jacobsoni</i> and <i>V. destructor</i>) are the most serious pest of honey bees worldwide.</p> <p>Link to information about <a href="#">Varroa Mite (nsw.gov.au)</a></p>		

## 2. State alerts and investigations

DPIRD is currently investigating a further two (2) pests and diseases.

## 3. National alerts & investigations

DPIRD and other state jurisdictions continue to monitor reported outbreaks of:

- **African Swine Fever** – FAO situation update in Asia and Pacific dated 15 September 2022 advised ASF reported countries since August 2018: China, Mongolia, Vietnam, Cambodia, Democratic People’s Republic of Korea, Lao People’s Democratic Republic, Myanmar, The Philippines, Republic of Korea, Timor-Leste, Indonesia, Papua New Guinea, India, Malaysia, Bhutan, Thailand, Nepal.

Link to information about African Swine Fever: <https://www.fao.org/animal-health/situation-updates/asf-in-asia-pacific/en>

- **Lumpy Skin Disease** – Vietnam, Thailand, Malaysia and Indonesia
- **Foot and Mouth Disease** – Indonesia

**NB: There are, currently, no known incidences of these diseases in Australia.**

Information regarding Foot and Mouth Disease prevention is available on the WA government website:

[Foot-and-mouth disease advice for Western Australians \(www.wa.gov.au\)](http://www.wa.gov.au)

Information is also available on the DPIRD website:

[Foot-and-mouth disease: prevention and preparedness | Agriculture and Food](#)

## 4. Severe Tropical Cyclone Seroja (Recovery)

DPIRD, through its Rural Business Development Unit, is managing Disaster Recovery Funding Arrangements WA (DRFAWA) assistance to primary producers impacted by TC Seroja.

## 5. COVID 19

DPIRD:

- continues to monitor information from the Department of Health
- communicates to staff regarding the management of COVID in the workplace

## 6. Southwest Land Division Fires:

- DPIRD District Recovery Coordinator, Rob Cossart, is working in to support communities recovering from the bushfires which occurred in early February 2022.
- Affected local governments: Corrigin, Narrogin, Bridgetown and Denmark

Issues:

No issues to report

## **DPIRD's role in emergency management**

The Department of Primary Industries and Regional Development plays an important role in emergency management in Western Australia.

- Hazard Management Agency (HMA) for animal and plant biosecurity with responsibilities across prevention/mitigation, preparedness, response and recovery.
- Provision of support to other HMAs by:
  - coordinating animal welfare for other hazard emergencies including bushfires, cyclones and floods;
  - contributing to the Controlling Agency's impact statement in relation to impacts to primary industries (where an impact statement is required)
  - managing eligible assistance for primary producers under the Disaster Recovery Funding Arrangements WA and providing advice to primary producers in relation to this funding.



## Terms of Reference

### Local Emergency Management Committee

#### 1. NAME

The name of the Committee shall be the “Local Emergency Management Committee”, appointed in accordance with provisions of the *Emergency Management Act 2005* and Section 5.8 of the *Local Government Act 1995*.

#### 2. FUNCTIONS

The functions of the Local Emergency Management Committee are taken from Sections 36 and 39 of the Emergency Management Act 2005.

The functions of the Local Emergency Management Committee are:

- (a) to advise and assist the local government in ensuring that local emergency management arrangements are established for its district (including recovery planning);
- (b) to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements.
- (c) to carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the regulations<sup>1</sup>.
- (d) to advise and assist the local government on how to manage recovery following an emergency affecting the community in the district; and
- (e) to advise and assist the local government on other functions relevant to Emergency Management, including but not limited to the following:
  - (i) Preparation of annual reports as recommended by State Emergency Management Policy 2.6;
  - (ii) Providing comment on State Emergency Management Policies;
  - (iii) the adequacy of State government support to achieve efficient, effective and consistent emergency management responses at the local level.

### **3. MEMBERSHIP**

If the State Emergency Management Committee chooses it may determine the terms and conditions of appointment of members<sup>2</sup>. In the event of any inconsistency between terms of condition of appointment of members determined by the State Emergency Management Committee and these terms and conditions, the terms and conditions set by the State Emergency Management Committee prevail.

- 3.1 Council, by Absolute Majority, shall appoint a committee<sup>3</sup> for a two-year term, such committee to be appointed at the first full council meeting following biennial council elections.
- 3.2 In accordance with provisions of Section 5.9 of the Local Government Act 1995, Council resolves that the Committee is to comprise of council members, employees and other persons.
- 3.3 Membership of the Local Emergency Management Committee comprises<sup>4</sup>:
  - at least one council member
  - the Community Emergency Services Manager
  - the Chief Bush Fire Control Officer for the Shire of West Arthur
  - The Chief Executive Office of the Shire of West Arthur (or nominee)
  - The Recovery Co-ordinator for the Shire if West Arthur
  - Representatives from state government agencies whose responsibility include bushfire and emergency management and should include as minimum a representative of the Department of Fire and Emergency Services, the Officer in Charge of the Williams Police, the Department of Biodiversity, Conservation and Attractions.
  - Representatives from local industry, lifeline organisations and health services.
- 3.4 The Council of the Shire of West Arthur appoints the chairman from the membership. If the Shire does not appoint a chairman, the Local Emergency Coordinator shall be the chairman.
- 3.5 The Chief Executive Officer may remove a person or organisation from the list of members appointed by Council where that person or organisation is absent without tendering an apology throughout three consecutive meetings of the Local Emergency Management Committee, or if that organisation's attendance is considered essential, the CEO should liaise with a senior representative of that organisation to seek appropriate representation.

#### 4. MANAGEMENT/ PROCEDURES

If the State Emergency Management Committee chooses, it may determine the constitution and procedures of a Local Emergency Management Committee. In the event of any inconsistency between the constitution and procedures determined by the State Emergency Management Committee and these management/procedures, the constitution and procedures set by the State Emergency Management Committee prevail.

4.1 The formation and conduct of the Committee shall be in accordance with the requirements of the *Local Government Act 1995*, the *Emergency Management Act 2005* any other statutory requirements.

4.2 The State Emergency Management Committee Policy 2.5 identifies that secretariat and administrative support to the Local Emergency Management Committee “*is to be provided by the local government*”.

Therefore a Shire of West Arthur employee, not necessarily a committee member, shall be appointed by the Shire of West Arthur Chief Executive Officer to prepare agendas and minutes on behalf of the Committee. Unconfirmed Minutes will be available for inspection within five (5) working days. The Agenda and the Minutes of the previous meeting shall be circulated to all Committee members not later than seven (7) days before each meeting.

4.3 The Committee shall meet twice each year as a minimum or as required.

4.4 The quorum for a meeting of the Committee shall be at least four members of the Committee.

4.5 Every attending member shall have one vote.

4.6 The Council may adopt, amend, reject or refer back to the Committee any recommendations arising from the Committee’s deliberations.

4.7 The Committee shall not direct Shire of West Arthur employees.

4.8 The Committee will not have the authority or power to commit the Shire of West Arthur or any association, organisation, group or individual to expenditure without Council endorsement or, in accordance with section 6.8(1)(c) of the *Local Government Act 1995*, the Shire President’s approval.

4.9 Members wishing to address the Committee may do so in writing, providing information and proposals for consideration.

- 4.9 The Committee may call upon consultants or guests with specific expertise or as the need arises and invite them to attend meetings. Such persons shall not be entitled to vote on any decision arising from such meetings.
- 4.10 Members shall act in accordance with Council's Code of Conduct.
- 4.11 As specified by State Emergency Management Committee Policy 2.5 each meeting of the Local Emergency Management Committee should consider, but not be restricted to, the following matters, as appropriate:
- a. Every meeting:
    - i. Confirmation of the Local Emergency Management Arrangements contact list currency;
    - ii. Review any of post-incident reports and post exercise reports generated since last meeting;
    - iii. Progress of emergency risk management process;
    - iv. Progress of treatment strategies arising from emergency risk management process;
    - v. Progress of development or review of local emergency management arrangements; and
    - vi. Other matters determined by the local government.

## **5. Delegation**

- 5.1 The Committee shall be free to plan to achieve the aforementioned functions; aims as best as it sees fit in the context of the terms of reference.
- 5.2 The Council, in accordance with the Local Government Act, delegates the powers and privileges outlined within these Terms of Reference to the Advisory Committee.

Last Updated: October 2022



# SHIRE OF WEST ARTHUR LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

RESPONSIBLE OFFICER: Executive Officer  
Local Emergency Management Committee

DATE FOR REVIEW: October 2026  
APPROVED BY SHIRE OF WEST ARTHUR  
RESOLUTION NUMBER:  
**DATE:** October 2022



## Contents

Part One – Introduction .....	5
1.1 Authority .....	5
1.2 Contact Officer .....	6
1.3 Amendment record .....	6
1.4 Distribution.....	7
1.5 Glossary of terms .....	8
1.6 General acronyms .....	8
1.7 Consultation .....	8
1.8 Area Covered.....	9
1.9 Aim .....	10
1.10 Purpose.....	10
1.11 Scope .....	10
1.12 Related Documents .....	11
1.12.1 Local emergency management plans .....	11
1.12.2 Agreements, understandings and commitments .....	12
1.12.3 Special considerations .....	12
1.13 Resources.....	13
1.14 Roles and Responsibilities .....	13
1.14.1 Local Emergency Management Committee .....	13
1.14.2 Local Emergency Management Committee membership.....	13
1.14.3 Local roles and responsibilities.....	15
Part Two – Managing Risk.....	17
2.1 Emergency Risk Management.....	17
2.2 Description of Risks .....	17
2.3 Emergency Management Strategies and Priorities .....	18
Part Three – Coordination of Emergency Operations .....	18
3.1 Incident Support Group.....	18
3.1.1 Triggers for an ISG.....	18
3.1.2 Membership of an ISG .....	19
3.1.3 Frequency of meetings .....	19

3.1.4	Location of ISG meetings .....	19
3.2	Public Information.....	19
3.2.1	Public Warning Systems.....	19
3.2.2	Media Management .....	20
3.2.3	Local information .....	20
3.3	Finance Arrangements .....	20
Part Four – Evacuation & Welfare .....		21
4.1	Evacuation.....	21
4.1.1	Special Needs Groups .....	21
4.1.2	Routes and Maps .....	22
4.2	Welfare.....	22
4.3	Animals.....	22
Part Five – Recovery.....		22
Part Six – Exercising Reviewing & Reporting .....		23
6.1	Exercises.....	23
6.1.1	Frequency of exercises.....	23
6.1.2	Types of exercises .....	23
6.1.3	Reporting of exercises.....	23
6.2	Reviews.....	23
6.2.1	Review of Local Emergency Management Arrangements.....	23
6.2.2	Review of Local Emergency Management Committee Positions .....	24
6.2.3	Review of resources register .....	24
6.3	Reporting.....	24
6.3.1	Annual Reporting .....	24
Appendix 1	Critical Infrastructure.....	25
Appendix 2	Special Needs Groups .....	28
Appendix 3	Risk Register.....	29
Appendix 4	Resources.....	35
Appendix 5	Welfare Centres.....	37
Appendix 6	Map of District .....	38
Appendix 7	Contacts.....	40

Appendix 8 Incident Support Group Meeting Locations .....41  
Appendix 9 Local Welfare Plan .....42  
Appendix 10 Local Recovery Plan .....43

Draft Review

## ***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.

---

Chair

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
6	April 2018	Contact details updated	K Gibbs
7	April 2019	Contact details updated	K Gibbs
8	April 2020	Contact details updated	K Gibbs
9	Mar-Sep 2021	5 Year Review	K Gibbs & Committee
10	Oct 2022	Contact details updated for final submission to Council	K Flynn & Committee

## 1.4 Distribution

A full electronic version of these arrangements will be circulated to the following people.. An updated contact list will be provided to the LEMC whenever a change is made. 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 Primary Industries and Regional Development	Regional Manager
Department of Communities	District Emergency Services Officer
Department of Fire and Emergency Services	District Officer
Department for Parks and Wildlife	District Fire Coordinator
Department of Education	Darkan Primary School Principal
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
Shire of West Arthur	CESM
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

Terminology used throughout this document shall have the meaning as prescribed in either section 3 of the Emergency Management Act 2005 or as defined in the State EM Glossary or the WA Emergency Risk Management Procedure.

<https://www.semc.wa.gov.au/resources/legislation-and-policy-framework/glossary>

## 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
CESM	Community Emergency Services Manager
DOC	Department of Communities
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. The draft LEMA is advertised for public comment during each Five Year Review and in addition

provided to the local St John Ambulance, Bushfire Advisory, Darkan Primary School for comment.

Printed copies of the LEMA are available at the West Arthur Shire office, 31 Burrowes Street, Darkan or by emailing [shire@westarthur.wa.gov.au](mailto:shire@westarthur.wa.gov.au). The arrangements are also available in digital format on the Shire's website [www.westarthur.wa.gov.au](http://www.westarthur.wa.gov.au).

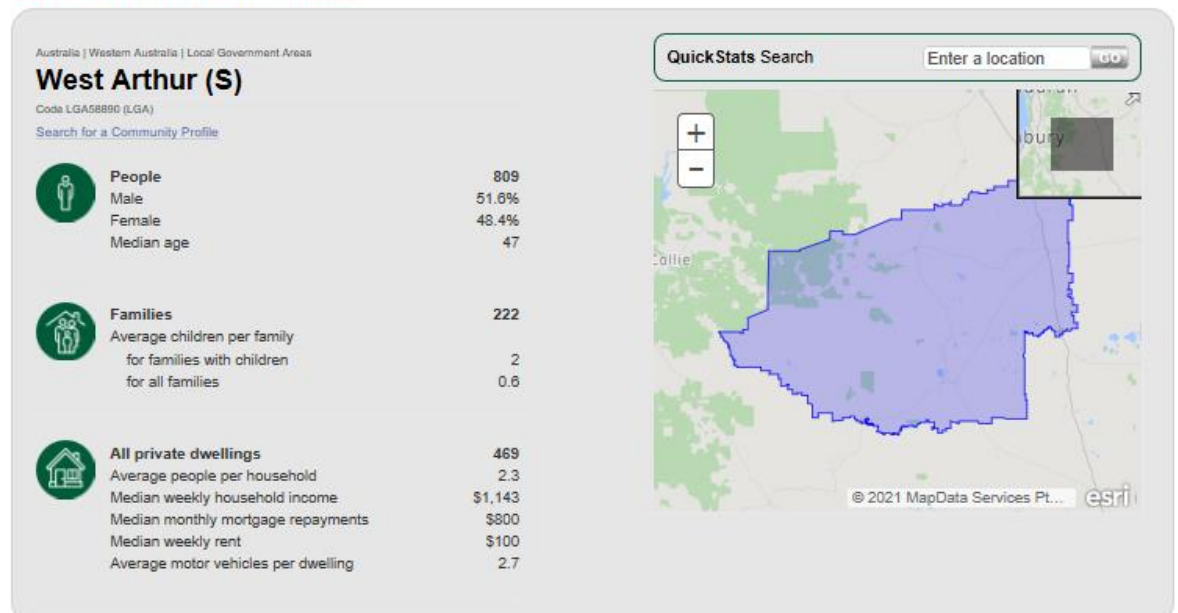
## 1.8 Area Covered

The Shire of West Arthur is 2850 square kilometres and located in the 'upper' Great Southern Region approximately 230 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. Smaller localities include Duranillin, Moodiarrup and Arthur River.

Lake Towerrinning is located on Moodiarrup South Rd and is the location of a private caravan and camping site, public boat ramp and picnic facilities. It is often used for major events such as Australia Day Breakfast, Birdie's Backyard Ultramarathon and Ski Championships.

### 2016 Census QuickStats





## 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 Emergency Management Act 2005).

## 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 2021
- Local Recovery Plan 2021
- Local Evacuation Plan 2021

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 unique to the local government area 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	Shire of West Arthur	2019	9736 2222
Darkan Fire Management Plan	Shire of West Arthur	2019	08 9736 2222
Local Welfare Plan	DCPFS	2021	08 9781 2914
Fire Management Plan and Incident Management Plan	Darkan Primary	2021	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 has a Memorandum of Understanding (MOU) with the Shires of Beverley, Brookton, Corrigin, Cuballing, Dumbleyung, Kulin, Lake Grace, Narrogin, Pingelly, Quairading, Wagin, Wandering, West Arthur, Wickepin and Williams. This MOU sets out a basic framework for cooperation between the Local Governments named, to promote cooperation in a disaster event which affects one or more of the partnering LGs.

### 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
Darkan Sheepfest	February	Darkan Oval	Large numbers of visitors to the area
ANZAC Services	25 April	Lake Towerrinning and Darkan War Memorial	Elderly
Birdie's Backyard Ultra Marathon	August	Lake Towerrinning	Large numbers, running event – mixed professional and amateurs

## 1.13 Resources

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

Surrounding Shire's may be able to loan equipment, Williams, Collie, Wagin, Boyup Brook, Kojonup.

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.
- Providing a multi-agency forum to analyse and treat local risk, share issues and learnings to ensure continuous improvement.

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>
LEMC Executive Officer	CESM <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	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 or other nominee from DBCA <b>Department of Biosecurity, Conservation and Attractions</b>
HMA – Animal Disease and Plant Biosecurity	Manager <b>Department of Primary Industries and Regional Development</b>
HMA – Electricity Supply Disruption	Network Planner – Bushfire <b>Western Power</b>
Support Agency	District Emergency Services Officer <b>Department of Communities</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 37 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> </ul>

	<ul style="list-style-type: none"> <li>• implementing procedures that assist the community and emergency services to deal with incidents</li> <li>• ensuring that all personnel with emergency management planning, preparation response and recovery responsibilities are appropriately trained in their role</li> <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>A hazard management agency is 'to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for emergency management aspect, in the area prescribed of the hazard for which it is prescribed.' [s.4 EM Act]</p> <p>The HMAs are prescribed in the Emergency Management Regulations 2006.</p> <p>Their function is to:</p> <ul style="list-style-type: none"> <li>• undertake responsibilities where prescribed for these aspects [EM Regulations]</li> <li>• appoint Hazard Management Officers [s.55 EM Act]</li> <li>• Declare/revoke emergency situation [s.50 &amp; 53 EM Act]</li> <li>• Coordinate the development of State Hazard Plan (Westplan) for that hazard [State EM Policy section 1.5]</li> <li>• Ensure effective transition to recovery by local government</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	To perform emergency management activities prescribed in regulations in relation to that agency.
Support Organisations	To provide support functions in relation to that agency.

## ***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 State EM Policy section 3.2.

The Shire of West Arthur conducted a Local Emergency Risk Assessment in 2019 addressing the six identified risks for West Arthur. The assessment identified scenarios, impacts and vulnerabilities.

### **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	State Hazard Plan	Local Plan
Bushfire	FES Commissioner	DFES/LG/P&W	LG BFB's	Fire	2019
Storm	FES Commissioner	DFES	SES	Storm	2019
Animal Disease	Director General, DPIRD	DPIRD	DPIRD	Animal and Plant Biosecurity	2019
Hazmat	FES Commissioner	DFES	VFRS	Hazardous Materials Emergencies	2019
Road crash	Commissioner WA Police	Police	Police	Crash Emergency	2019
Flood	FES Commissioner	DFES	SES	Flood	2019



## 2.3 Emergency Management Strategies and Priorities

The Shire of West Arthur to address the risk priorities above, has identified the following strategies.

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 Events	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 EM Policy statement 5.2.2 and State EM Plan section 5.1. 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. Teleconference and Online Zoom Meeting options are also considered. Appendix 8 identifies suitable locations where they can meet within the district.

## **3.2 Media Management and 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. West Arthur Fire Fighters Signal messaging group is monitored by the CBFCO.

### 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 Controlling Agency.

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.

West Arthur Fire Fighters WhatsApp messaging group is monitored by the CBFCO. The Shire uses SMS system as required.

## **3.3 Finance Arrangements**

State Emergency Management Policy 5.12, State EM Plan section 5.4 and 6.10 and State EM Recovery Procedures 1-2) outlines the responsibilities for funding during multi-agency emergencies.

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 upon 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**

Comprehensive emergency management planning should involve planning for community evacuations. Although the actual act of evacuating a community is the responsibility of the HMA or Controlling Agency, the local government with the assistance of its LEMC is responsible for pre-emergency evacuation planning. Local Evacuation Plan is attached in APPENDIX 10.

#### **4.1.1 At Risk 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 school has its own Incident Management and Evacuation Plans.

Kids Central 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. The centre is managed by REED Narrogin.

##### **Homebound At-Risk Individuals**

During the COVID pandemic lockdown, a number of at risk adults were identified and supported through the Shire's Volunteer Buddy Program. This program could be reinstated at any time.

Appendix 2 provides additional information on At Risk 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**

The Department of Communities has the role of managing welfare. A local level Welfare Plan has been developed 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. The Shire uses WA Contract Ranger Services for all animal related issues.

## ***PART FIVE – RECOVERY***

Managing recovery is a legislated function of local government and the Local Recovery Management Plan is attached in Appendix 11 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	Coalfields 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	Coalfields 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
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	Coalfields Rd*	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	Coalfields 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	Coalfields Rd*	108.8	8.70	Timber
3 Mile Gully	4828	Darkan – Moodiarrup Rd	17.57	8.80	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 Drive DARKAN				
Duranillin Hall	DURANILLIN				
Moodiarrup Sports Complex	Butler St DARKAN				
Moodiarrup Hall	MOODIARRUP				
Arthur River Country Club	ARTHUR RIVER				
Arthur River Hall	Albany Hwy ARTHUR RIVER				
Petrol					
Name	Address				
Self-serve	Coalfields Road DARKAN				
Airfields					
Name	Location	Surface	Length (m)	Width (m)	GPS
Hillman Airstrip	Hillman Rd	Unsealed	1220	40	S331552



				E1164909
<b>Schools</b>				
<b>Name</b>	<b>Location</b>	<b>Ages</b>	<b>Population</b>	
Darkan Primary School	Darkan South Road DARKAN	4-11	Approx. 85	
<b>Indigenous Heritage Sites</b>				
<b>Name</b>	<b>Site Number</b>			
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				
<b>Mine sites</b>				
<b>Project</b>	<b>Site</b>			
Hebb Rd Sand /Sloan	Hebb Rd Lot 4099 Bowelling / Coalcliff			
Collie Coalcliff	McAlinden Rd Lot 3729 Bowelling / Coalcliff			
<b>ACMA Communications Site</b>				
<b>Name</b>	<b>Location</b>			
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
Optus	Darkan townsite north of town common
Optus	Rhodesdale Rd
<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>Major Roads</b>	
<b>Name</b>	<b>Approx. Traffic movements</b>
Albany Hwy	3,800 vehicles per day with 15% heavy vehicles Mon-Fri
Coalfields Road	250 vehicles per day

\* Coalfields Rd can also be known as Collie-Lake King Road or Coalfields Highway.

## Appendix 2 At Risk Groups

Darkan Primary School				
Location	Contact Details	Emergency Management Plan	Children	Adults
Darkan South Rd, DARKAN	Joanne Newhouse Principal 9736 1299	Bushfire Plan and Incident Management Plan	85	18
Kids Central Child Care				
Location	Contact details	Emergency Management Plan	Children	Adults
Memorial Drive DARKAN	9736 1856 REED Narrogin - 6832 3825	Evacuation Plan	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> <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>	<b>Treatment Options*</b> <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

Potential Consequences	Treatment Options*			
<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>	<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>			
Risk Statements <i>Listed in order of Priority</i>	Impact Category	Likelihood	Consequence	Risk Level
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**

<p><b>Potential Consequences</b></p> <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>	<p><b>Treatment Options*</b></p> <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>			
<p><b>Risk Statements</b> <i>Listed in order of Priority</i></p>	<b>Impact Category</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Level</b>
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

<b>Shire of West Arthur</b>		<b>Contact : Works Manager</b>		<b>0427 362 214</b>
5	Prime movers			
3	Semi side tippers	Tri Axel		
1	Float	Tri axel		
1	Semi water tanker	37,000l		3 inch camlock fittings not self-loading
2	Front end loader	Volvo L90F		ROPS cab
2	Grader	Cat 12M		
1	Grader	John Deere		
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		
<b>Shire of West Arthur Bush Fire Brigades</b>		<b>Contact : CBFCO Ben Robinson</b>		<b>0438 626 033</b>
2	2.4 Tanker	Rural		Located in Darkan & Duranillin
1	4.4 Tanker	Broad acre		Located in Arthur River
<b>Darkan Earthmoving</b>		<b>Contact : Shane Plank</b>		<b>0438 431 610</b>
Semi				

## 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 supplies 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> </ul>		
<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, drinks</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>• Fastfood</li> </ul>		
<b>Dominos Pizza</b>	<b>90 Forrest Street Collie</b> <b>Manager – Saadi Mughal 0422 410 098</b>	<b>Open</b> <b>11am – Last orders 1030pm</b>
<ul style="list-style-type: none"> <li>• Pizza, cold drinks</li> </ul>		
<b>Woolworths Collie</b>	<b>Johnstone Street</b> <b>9735 2600</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> </ul>		
<b>Fleay's Store</b>	<b>9736 1011</b>	<b>Open</b> <b>8am -5pm Weekdays</b> <b>8am-11am Saturday</b>
<ul style="list-style-type: none"> <li>• General Groceries</li> </ul> <p>May have limited supplies for large numbers or protracted events and would require resupply from Collie or Narrogin.</p>		
<b>Arthur River Roadhouse</b>	<b>0455 077 798</b>	<b>Open</b> <b>8am -5pm Weekdays</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 supplies for large numbers or protracted events and would require resupply from Wagin or Narrogin.</p>		

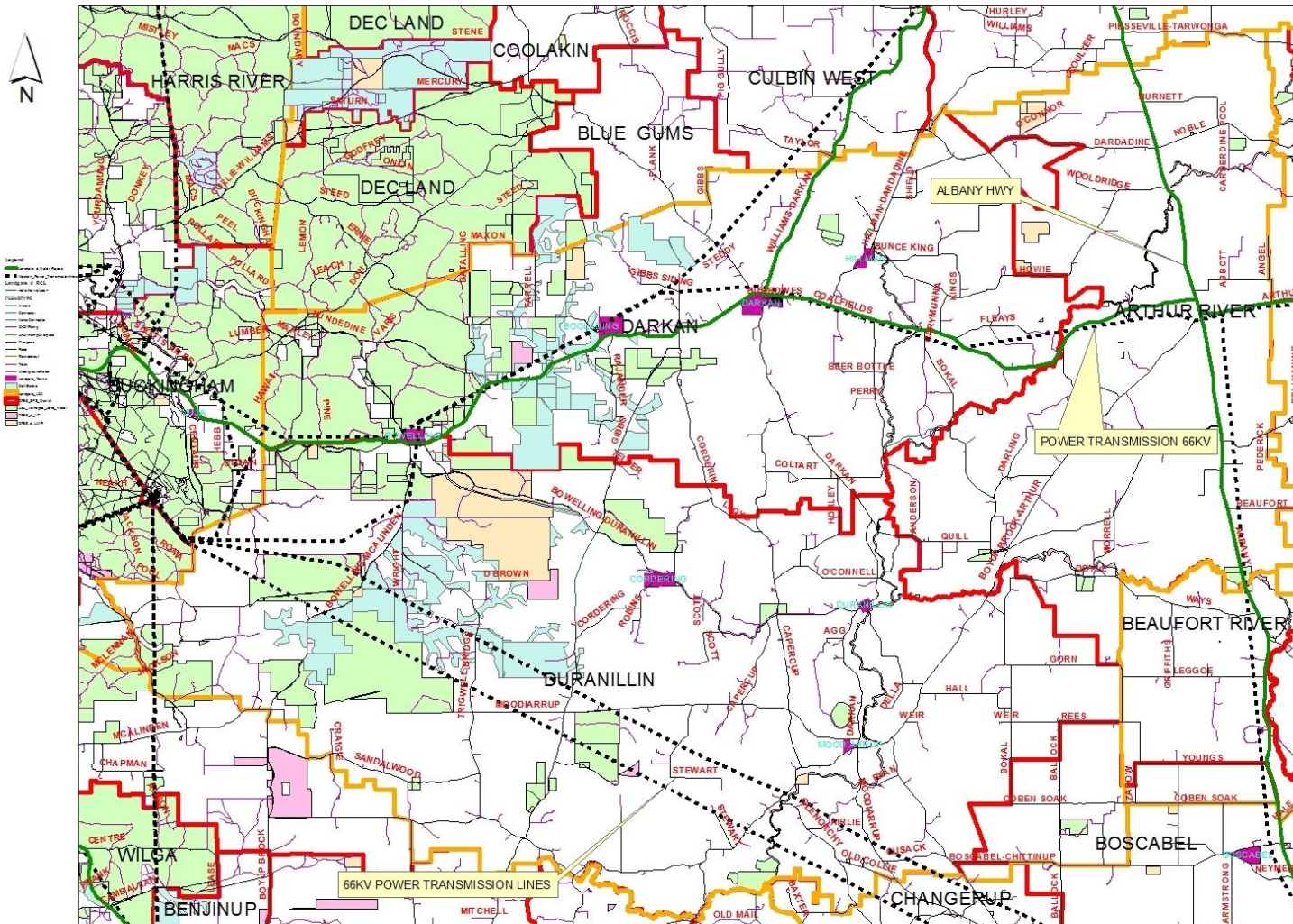
## Appendix 5 Welfare Centres

Premises	Contact Details	Capacity & Facilities	Toilets	Comments
<b>DARKAN</b> Sport & Community Centre <i>Memorial Drive</i>	Shire 9736 2222 or Nathan King 0488 582 455	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 CEO 0427 900 563	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 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 Jenny Hosking 9863 1061, 0428 360 273	150 with function room and kitchen	M; F; D	
<b>MOODIARRUP</b> Hall <i>Boyup Brook Arthur Rd</i>	Shire 9736 2222, 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 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, or Lucy Hall 0428 883 369	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







**SHIRE OF WEST ARTHUR BRIGADE OVERVIEW MAP**

0 5 10 20 Kilometers

## 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.

Draft Review

## Appendix 8 Incident Support Group Meeting Locations

Suitable ISG meeting locations include:

- **Shire Office**  
31 Burrowes St **Darkan**  
A/H contact: CEO: 0473 072 017  
*ESD GSI reference DRKN1 F:8*
- **Community Health and Resource Centre**  
Burrowes St **Darkan**  
A/H contact: CEO: 0473 072 017  
*ESD GSI reference DRKN1 F:8*
- **Darkan Sports Complex**  
*Memorial Drive*  
A/H contact: Nathan King President: 0488 582 455  
*ESD GSI reference DRKN1 C:8*
- **Arthur River Country Club**  
A/H contact: Lucy Hall Secretary: 0428 883 369  
Bokal East Arthur Rd  
*ESD GSI reference 34878 C:5*
- **Moodiarrup Sports Complex**  
Boyup Brook Arthur Rd  
A/H contact: Jenny Hosking 0428 360 273  
*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

Narrogin District

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

**DURING OFFICE HOURS: NARROGIN OFFICE on 9881 0123**

**AFTER HOURS: EMERGENCY SERVICES ON CALL OFFICER on 0418 943 835**

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 Evacuation Plan**

Owner of the Local Evacuation Plan (attachment) is:

**Shire of West Arthur**

## **Appendix 11      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, 9736 2222.

Draft Review