



# **Local Emergency Management Arrangements**

**May 2016**

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**SHIRE OF BROOMEHILL-TAMBELLUP  
EMERGENCY MANAGEMENT ARRANGEMENTS**

These arrangements have been produced and issued under the authority of S. 41(1) of the EM Act 2005, endorsed by the Shire of Broomehill-Tambellup Local Emergency Management Committee (LEMC) and has been tabled with the District Emergency Management Committee (DEMC).

*G. Sheridan*

.....

Cr Garry Sheridan  
Chairperson  
Broomehill-Tambellup LEMC

24 May 2016

Endorsed by Council (Resolution No. 160614)

Date 16 June 2016

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## **Distribution**

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Organisation	No Copies
Shire Administration Offices	2
LEMC Chairperson / Shire President – Shire of Broomehill-Tambellup	1
OIC - Tambellup Police	1
CEO – Shire of Broomehill-Tambellup	1
Chief Bushfire Control Officer	1
Manager of Works – Shire of Broomehill-Tambellup	1
Manager of Corporate Services - Shire of Broomehill-Tambellup	1
OIC – Volunteer Fire and Emergency Service	1
Station Officer – St Johns Ambulance Sub Centre Tambellup	1
District Emergency Management Committee (DEMC)	1
Local Government Library – Broomehill & Tambellup	2
Tambellup Primary School	1
Broomehill Primary School	1
Tambellup Health Centre	1
Great Southern DEMC Executive Officer	1

## **Amendment Record**

No.	Date	Amendment Details	By
1	Pre – 2003	Initial Plan	OIC Tambellup
2	Dec 2003	Re-issue	
3	Aug 2008	Draft Complete re-write	Shire
4	July 2010	Adoption of new Plan	Shire
5	March 2011	Update of contacts and resources list	Shire
6	October 2012	Update of contacts and resources list	Shire
7	December 2012	Update of contacts and resources list	Shire
8	October 2013	Update of contacts and resources list	Shire
9	June 2014	Update of Contacts and resources list	Shire
10	September 2014	Update of Contacts and resources list	Shire
11	December 2014	Update of Contacts and resources list	Shire
12	March 2015	Update of Contacts and resources list	Shire
13	May 2015	Update of Contacts and resources list	Shire
14	August 2015	Update of Contacts and resources list	Shire
15	November 2015	Update of Contacts and resources list	Shire
16	February 2016	Update of Contacts and resources list	Shire
17	May 2016	Draft review of Arrangements	Shire

## **Glossary of Terms**

For additional information in regards to the Glossary of Terms, refer to the current Emergency Management Western Australia Glossary

**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.

**COMMUNITY EMERGENCY RISK MANAGEMENT** – See **RISK MANAGEMENT**.

**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’

**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** and **COMMAND**.

**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:

- a. Prevention – the mitigation or prevention of the probability of the occurrence of and the potential adverse effects of an emergency.
- b. Preparedness – preparation for response to an emergency
- c. Response – the combating of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage and help to speed recovery and
- d. 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 that produces a range of measures which contribute to the well-being of communities and the environment.

**HAZARD**

- (a) a cyclone, earthquake, flood, storm, tsunami or other natural event
- (b) a fire
- (c) a road, rail or air crash
- (d) a plague or an epidemic
- (e) 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
- (f) any other event, situation or condition that is capable or causing or resulting in
  - (i) loss of life, prejudice to the safety or harm to the health of persons or animals or
  - (ii) 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, to be responsible for the emergency management or an aspect of emergency management of a hazard for a part or the whole of the State.

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

**INCIDENT SUPPORT GROUP (ISG)** – A group of agency/organisation liaison officers convened and chaired by the Incident Controller 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)** - That person designated by the Commissioner of Police to be the Local Emergency Coordinator with responsibility for ensuring that the roles and functions of the respective Local Emergency Management Committee are performed, and assisting the Hazard Management Agency in the provision of a coordinated multi-agency response during *Incidents and Operations*.

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



**MUNICIPALITY** – Means the district of the Shire of Broomehill-Tambellup

**OPERATIONAL AREA (OA)** – 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.

**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** – 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.

## General Acronyms Used in these Arrangements

<b>BFS</b>	Bush Fire Service
<b>CEO</b>	Chief Executive Officer
<b>CPFS</b>	Department for Child Protection and Family Support
<b>DAFWA</b>	Department of Agriculture & Food WA
<b>P&amp;W</b>	Department of Parks and Wildlife
<b>DEMC</b>	District Emergency Management Committee
<b>ECC</b>	Emergency Coordination Centre
<b>DFES</b>	Department of Fire and Emergency Services
<b>FRS</b>	Fire and Rescue Service
<b>HMA</b>	Hazard Management Agency
<b>ISG</b>	Incident Support Group
<b>LEC</b>	Local Emergency Coordinator
<b>LEMA</b>	Local Emergency Management Arrangements
<b>LEMC</b>	Local Emergency Management Committee
<b>LRC</b>	Local Recovery Coordinator
<b>LRCC</b>	Local Recovery Coordinating Committee
<b>SEC</b>	State Emergency Coordinator
<b>SEMC</b>	State Emergency Management Committee
<b>SES</b>	State Emergency Service
<b>SEWS</b>	Standard Emergency Warning Signal
<b>SOP</b>	Standard Operating Procedures
<b>VFES</b>	Volunteer Fire & Emergency Service
<b>WAPOL</b>	WA Police

## **PART 1 INTRODUCTION**

### **1.1 Authority**

These arrangements have been prepared in accordance with s. 41(1) of the *Emergency Management Act 2005* and endorsed by the Broomehill-Tambellup Local Emergency Management Committee and approved by the Shire of Broomehill-Tambellup.

### **1.2 Community Consultation**

These Arrangements have been developed in consultation with the Broomehill-Tambellup LEMC as representatives of the respective communities and agencies.

### **1.3 Document Availability**

Copies of these arrangements shall be distributed to the following and shall be free of charge during office hours:

- Shire of Broomehill-Tambellup Administration offices:  
46-48 Norrish St, Tambellup WA 6320  
30360 Great Southern Hwy, Broomehill WA 6318
- Shire of Broomehill-Tambellup's website [www.shirebt.wa.gov.au/shire/publications](http://www.shirebt.wa.gov.au/shire/publications)
- Stakeholder and LEMC agencies and organisations
- Related committees
- District Emergency Management Committee
- State Emergency Management Committee (Secretary) – electronic format

### **1.4 Area Covered (Context)**

The Shire of Broomehill-Tambellup is situated in the Great Southern area southwest of Perth and north of Albany. It is bordered by the Shires of Gnowangerup to the east, Cranbrook to the south, Kojonup to the west and Katanning to the north. The Broomehill townsite is approximately 300 km by road south southwest of Perth (via Katanning) and 140 km from Albany. The townsite of Tambellup is 120 kms north of the coastal City of Albany and 20 kms south of Broomehill.

The Shire has a total area of 281,300 ha, (2,813 km<sup>2</sup>) consisting of agricultural and pastoral land, Crown land and reserves and the townsites of Broomehill and Tambellup. The population of the Broomehill townsite is estimated at 300 people and 450 for the Tambellup townsite. The primary administration centre is located at Tambellup with a satellite office maintained at Broomehill.

The Broomehill-Tambellup community has amenities such as two primary schools, a visiting doctor to Tambellup, a hospital is located at Katanning and a Nursing Post at Tambellup, several retail shops and a variety of sporting facilities.

## **Climate**

Rainfall is mainly during the winter and spring months and averages 470 mm. Temperatures range from moderate in winter up to 40°C plus in the summer. Burning Restrictions occur between October and April each year to prevent fires occurring in the district during the summer season.

## **Local Industries**

Business and Industry within Broomehill-Tambellup is based upon traditional broadacre agriculture pursuits and support services. Within the rural sector a range of support and contract services such as contract spraying, shearing, mulesing, super spreading are available.

Based on the 2010-11 census conducted by the Australian Bureau of Statistics, the Gross Regional Product (GRP) of the Broomehill-Tambellup LG is \$53 million. In 2013-14 the estimated GRP increased to \$79 million.

The ABS amalgamates the gross value of agricultural production (GVAP) for the statistical area (SA2) of Kojonup, which includes the shires of Kojonup, Broomehill-Tambellup and Cranbrook. The GVAP for the Kojonup statistical area for the period 2010-11 is estimated to be \$236.2 million.

Based on the proportion of the cleared agricultural area within the Broomehill-Tambellup LG relative to the cleared agricultural area within the Kojonup statistical area, it is estimated that the GVAP for Broomehill-Tambellup was \$79.2 million for 2010-11. Of this it is estimated that \$28.6 million is attributed to the grains industry while \$50.7 million is derived from livestock sales and livestock products (wool).

### **1.5 Aim**

The aim of the Shire of Broomehill-Tambellup Local Emergency Management Arrangements is to set out local emergency management arrangements within the Shire. This document is to assist in the coordination of major emergencies and is not intended to provide procedures or directions to HMA's.

### **1.6 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).

## 1.7 Scope

These arrangements are to ensure there are suitable plans in place 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:

- a) This document applies to the local government district of the Shire of Broomehill-Tambellup;
- b) This document covers areas where the Shire of Broomehill-Tambellup (Local Government) provides support to HMA's in the event of an incident;
- c) This document details the Shire of Broomehill-Tambellup's (LG) capacity to provide resources in support of an emergency, while still maintaining business continuity; and
- d) Shire of Broomehill-Tambellup's (LG) responsibility in relation to recovery management.

These arrangements are to serve as a guide to be used at the local level. Incidents may arise that require action or assistance from district, state or federal level.

## 1.8 Related Documents & Arrangements

### 1.8.1 Local Emergency Management Policies

- Policy 1.23 – Public Relations – Media Releases
- Management Practice: 7.3 Shire Owned Equipment at a Wildfire
- Management Practice: 7.4 Roadside Burning Policy

### 1.8.2 Existing Plans & Arrangements

Local Plans

**Table 1.1**

Document	Owner	Location	Date
Broomehill-Tambellup Evacuation Plan	Shire of Broomehill-Tambellup/WAPOL	Shire Administration and Tambellup Police	2015
Broomehill-Tambellup Welfare Plan	Shire of Broomehill-Tambellup/DCPFS	Shire Administration and DCPFS	2015
Broomehill Primary School Emergency & Critical Incident Management Plan	Broomehill Primary School	Broomehill Primary School	2016
Tambellup Primary School Emergency & Critical Incident Management Plan	Tambellup Primary School	Tambellup Primary School	2016
Chemical Stock Manifest	Landmark	In manifest box, Bridge St Tambellup	2016
Shire of Broomehill-Tambellup Standard Operating Procedures for Bushfire Brigades	Shire of Broomehill-Tambellup	Shire Administration Chief, Deputy Fire Control Officers	2015

## 1.9 Agreements, Understandings & Commitments

**Table 1.2**

Parties to the Agreement		Summary of the Agreement	Special Considerations
DCP	Coles Supermarkets	Opening up after hours to provide food for the welfare centre	Please contact the Manager. Purchase order required.

### 1.10 Special Considerations

The special considerations that are likely to impact on the successful implementation of these emergency management arrangements in times of emergency are;

- school holidays – April, July, September, December-January
- seeding – May, June
- bush fire season – October - April
- harvest - November, December, January
- Christmas holidays - December, January
- Spring months – tourist traffic during wildflower season. Mainly through-traffic.

At Christmas time and school holidays many residents are away on holidays causing a reduction in services and volunteers for Ambulance and Fire & Emergency Services.

### 1.11 Resources

[Please refer to Appendix 1– Resources register](#)

### 1.12 Roles & Responsibilities

#### Local roles and responsibilities

**Table 1.3: Local roles and responsibilities**

Local role	Description of responsibilities
Local government	The responsibilities of the Shire of Broomehill-Tambellup are defined in s.36 of <a href="#">The Act</a> .
Local emergency coordinator	The responsibilities of the LEC are defined in s.36 of <a href="#">The Act</a> . <i>The LEC is the Officer in Charge – Tambellup Police.</i>
Local recovery coordinator	To ensure the development and maintenance of effective recovery management arrangements for the local government. In conjunction with the local recovery committee to implement a post incident recovery action plan and manage the recovery phase of the incident. <i>The Local Recovery Coordinator is the Chief Executive Officer of the Shire of Broomehill-Tambellup (or as delegated).</i>

Local role	Description of responsibilities
LG welfare liaison officer	During an evacuation where a local government facility is utilised by CPFS provide advice, information and resources regarding the operation of the facility. <i>The LG Welfare Liaison Officer is the Manager Corporate Services of the Shire of Broomehill-Tambellup (or as delegated).</i>
LG liaison officer (to the ISG/IMT)	During a major emergency the liaison officer attends ISG meetings to represent the local government, provides local knowledge input and provides details contained in the LEMA. <i>The LG Liaison Officer to the ISG/IMT is the Chief Executive Officer of the Shire of Broomehill-Tambellup (or as delegated).</i>
Local government – Incident management	<ul style="list-style-type: none"> <li>• Ensure planning and preparation for emergencies is undertaken</li> <li>• Implementing procedures that assist the community and emergency services deal with incidents</li> <li>• Ensuring that all personnel with emergency planning and preparation, response and recovery responsibilities are properly trained in their role</li> <li>• Keep appropriate records of incidents that have occurred to ensure continual improvement of the Shires’ emergency response capability.</li> <li>• Liaise with the incident controller (provide liaison officer)</li> <li>• Participate in the ISG and provide local support</li> <li>• Where an identified evacuation centre is a building owned and operated by the local government, provide a liaison officer to support the CPFS.</li> </ul>

### LEMC roles and responsibilities

The Shire of Broomehill-Tambellup has established a Local Emergency Management Committee (LEMC) under section 38(1) of the [Emergency Management Act 2005](#) to oversee, plan and test the local emergency management arrangements.

The LEMC includes representatives from agencies, organisations and community groups that are relevant to the identified risks and emergency management arrangements for the community.

The LEMC is not an operational committee but rather the organisation established by the local government to assist in the development of local emergency management arrangements for its district.

The LEMC plays a vital role in assisting our communities become more prepared for major emergencies by:



- Developing, enhancing and testing preparedness planning from a multi-agency perspective having local knowledge of hazards, demographic and geographic issues, they provide advice to Hazard Management Agencies to develop effective localised hazard plans
- providing a multi-agency forum to analyse and treat local risk
- providing a forum for multi-agency stakeholders to share issues and learnings to ensure continuous improvement

The LEMC membership must include at least one local government representative and the Local Emergency Coordinator. Relevant government agencies and other statutory authorities will nominate their representatives to be members of the LEMC.

The term of appointment of LEMC members shall be determined by the local government in consultation with the parent organisation of the members.

Local role	Description of responsibilities
LEMC Chair	Provide leadership and support to the LEMC to ensure effective meetings and high levels of emergency management planning and preparedness for the local government district is undertaken. <i>The LEMC Chair is the President of the Shire of Broomehill-Tambellup.</i>
LEMC Executive Officer	Provide executive support to the LEMC by: <ul style="list-style-type: none"> <li>• Provide secretariat support including: <ul style="list-style-type: none"> <li>○ Meeting agenda;</li> <li>○ Minutes and action lists;</li> <li>○ Correspondence;</li> <li>○ Maintain committee membership contact register;</li> </ul> </li> <li>• Coordinate the development and submission of committee documents in accordance with legislative and policy requirements including; <ul style="list-style-type: none"> <li>○ Annual Report;</li> <li>○ Annual Business Plan;</li> <li>○ Maintain Local Emergency Management Arrangements;</li> </ul> </li> <li>• Facilitate the provision of relevant emergency management advice to the Chair and committee as required; and</li> <li>• Participate as a member of sub-committees and working groups as required;</li> </ul> <i>The LEMC Executive Officer is the Chief Executive Officer of the Shire of Broomehill-Tambellup (or as delegated.)</i>

### Agency roles and responsibilities

In the event of an emergency, the local government will need to liaise with a range of state agencies who will be involved in the operational aspects of the emergency. The following table summarises the key roles.

Agency roles	Description of responsibilities
Controlling Agency	<p>A Controlling Agency is an agency nominated to control the response activities to a specified type of emergency.</p> <p>The function of a Controlling Agency is to;</p> <ul style="list-style-type: none"> <li>• undertake all responsibilities as prescribed in Agency specific legislation for Prevention and Preparedness.</li> <li>• control all aspects of the response to an incident.</li> </ul> <p>During Recovery the Controlling Agency will ensure effective transition to recovery</p>
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, or the prescribed emergency management aspect, in the area prescribed of the hazard for which it is prescribed.’ [EM Act 2005 s4]</p> <p>The HMAs are prescribed in the <a href="#">Emergency Management Regulations 2006</a>.</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>• Appointment of Hazard Management Officers [s55 Act]</li> <li>• Declare / Revoke Emergency Situation [s 50 &amp; 53 Act]</li> <li>• Coordinate the development of the Westplan for that hazard [SEMP 2.2]</li> <li>• Ensure effective transition to recovery by Local Government</li> </ul>
Combat Agency	<p>A combat agency as prescribed under subsection (1) of the Emergency Management Act 2005 is to be a public authority or other person who or which, because of the agency’s functions under any written law or specialised knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.</p>
Support Organisation	<p>A Public authority or other person who or which, because of the agency’s functions under any written law or specialised knowledge, expertise and resources is responsible for providing support functions in relation to that agency. (EMWA Glossary Version:2011)</p>

## **PART 2 PLANNING (LEMC ADMINISTRATION)**

This section outlines the minimum administration and planning requirements of the LEMC under the EM Act 2005 and policies.

### **2.1 LEMC Membership**

- Chairperson (President - Shire of Broomehill-Tambellup or other delegated person)
- Deputy Chair/Local Emergency Coordinator (Officer in Charge – Tambellup Police)
- Executive Officer (Chief Executive Officer – Shire of Broomehill-Tambellup, or other delegated person)
- Representatives from local organisations as appointed
- Representatives from welfare agencies as appointed
- Representatives from service providers as appointed

[A comprehensive list of LEMC Membership and contact details can be found at Appendix 2 – Contacts.](#)

### **2.2 Meeting Schedule**

The LEMC meets four times a year in accordance with State Emergency Management Policy 2.5 – ‘Emergency Management in Local Government Districts’. Meetings are held as follows;

<b>Date &amp; Time</b>	<b>Location</b>
Second Tuesday in August	Tambellup Council Chambers
Second Tuesday in November	Tambellup Council Chambers
Second Tuesday in February	Tambellup Council Chambers
Second Tuesday in May	Tambellup Council Chambers

### **2.3 LEMC Constitution & Procedures (s38(4) EM Act)**

Each meeting of the LEMC should consider, but not be restricted to, the following matters, as appropriate:

#### **a. Every meeting:**

- i. Confirmation of local emergency management arrangements contact details and key holders;
- ii. Review of any 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.

#### **b. First quarter:**

- i. Development and approval of next financial year LEMC exercise schedule (to be forwarded to relevant DEMC);
- ii. Begin developing annual business plan.

**c. Second quarter:**

- i. Preparation of LEMC annual report (to be forwarded to relevant DEMC for inclusion in the SEMC annual report);
- ii. Finalisation and approval of annual business plan.

**d. Third quarter:**

- i. Identify emergency management projects for possible grant funding.

**e. Fourth quarter:**

- i. National and State funding nominations.

**2.4 Annual Reporting**

The Executive Officer will complete the Annual Report in accordance with Policy.

**2.5 The Annual Business Plan**

The LEMC will develop an Annual Business Plan as directed by SEMC.

**2.6 Emergency Risk Management**

In 2010 the Broomehill – Tambellup LEMC and the community undertook a risk assessment of the Shire of Broomehill- Tambellup utilising emergency risk management models based on the Australian/New Zealand Standard for Risk Management 4360: 2004. The subsequent output of this process has resulted in a Risk Statement Register and a Risk Treatment Schedule. This information is included in this 2016 LEMA review document.

***In 2016 a review of the risk assessment was commenced. Once finalised, the resulting Risk Statement Register and Risk Treatment Schedule will be incorporated into the LEMA and circulated as an update to all stakeholders.***

The Broomehill-Tambellup LEMC in consultation with the community will conduct a review of the risk analysis for the communities every 5 years in accordance with SEMP 2.9.

[A comprehensive list of risks and treatments can be found at Appendix 3 – Risk Register.](#)

## PART 3 SUPPORT TO RESPONSE

### 3.1 Risks – Emergencies Likely to Occur

**Table 3.1**

Hazard	Controlling Agency	HMA	Local Combat Role	Local Support Role	WESTPLAN	Local Plan (Date)
Air Transport Accident	WA Police	WA Police	St John VFES/SES	DCPFS	Air Crash	
Earthquake	DFES	DFES	VFES/SES St John	DCPFS	Earthquake	
Animal and Plant Biosecurity	DAFWA	DAFWA	DAFWA	LG	Animal and Plant Biosecurity	
Hazardous Material Incident	DFES	DFES	VFES/SES St John	LG DCPFS	HAZMAT	
Human Epidemic	WA Health	WA Health	St John	DCPFS	Human Epidemic	
Rail Transport Accident	Brookfield Rail	Brookfield Rail	St John VFES	LG	Brookfield Rail Crash Emergencies	
Road Transport Accident	WA Police	WA Police	VFES St John	DCPFS LG	Road Crash	
Storm Damage	DFES	DFES	VFES/SES St John	DCPFS LG	Storm	
Fire	DFES	DFES	VFES BFB DPAW St John	DCPFS LG	Fire	
<i>From 2016 review</i>						
Heatwave	WA Health	WA Health	St John	DCPFS	Heatwave	
Energy Supply Disruption	Western Power	Public Utilities Office	Western Power		Electricity Supply Disruption	

These arrangements are based on the premise that the Controlling Agency responsible for the above risks will develop, test and review appropriate emergency management plans for their hazard.

It is recognised that the HMA's and Combat agencies may require Shire of Broomehill-Tambellup resources and assistance in emergency management. The Shire of Broomehill-Tambellup is

committed to providing assistance/support if the required resources are available through the Incident Support Group when and if formed.

### **3.2 Incident Support Group (ISG)**

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.

#### **Role**

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.

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

The triggers for an incident support group are defined in State Emergency Management Policy 4.1 'Operational Management'. These are;

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

#### **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. As a general rule, the recovery coordinator should be a member of the ISG from the onset, to ensure consistency of information flow and transition into 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.

#### **Frequency of Meetings**

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 or incident. Coordination is achieved through clear identification of priorities and goals by agencies sharing information and resources.

#### **Location of ISG Meetings**

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

**Location One      Shire of Broomehill-Tambellup**  
**Address            46-48 Norrish St, Tambellup 6320**

	Name	Phone (Work)	Phone (Mobile)
1 <sup>st</sup> Contact	CEO	9825 3555	0471 253555
2 <sup>nd</sup> Contact	Manager Corporate Services	9825 3555	0428 573525

**Location Two      Broomehill Recreational Complex**  
**Address            77 Tieline Rd, Broomehill 6318**

	Name	Phone	Phone
1 <sup>st</sup> Contact	Brant            Dennis (President)	9824 1214	0409 086093
2 <sup>nd</sup> Contact	Colleen    Paganoni (Secretary)	9824 1338	0428 241338

### **3.3 Media Management and Public Information.**

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.** This is achieved through the Incident Management Team position of ‘Public Information Officer’ as per the AIIMS Structure.

#### **Public Warning Systems**

During times of an emergency one of the most critical components of managing an incident is getting information out to the public in a timely and efficient manner. This section highlights local communication strategies.

#### **Local Systems**

The Shire of Broomehill-Tambellup has in place an SMS system for notification of harvest bans and road closures. Residents are able to register their mobile phone number to receive notifications. The Shire of Broomehill-Tambellup manages this system – phone 9825 3555.

All Volunteer Bushfire Brigades and the Tambellup Volunteer Fire and Emergency Service have SMS paging systems operational through DFES. These are activated in an emergency through the ‘000’ service, or through DFES Regional Office in Albany – phone 9845 5000.

While the SMS systems are able to be used for other emergency-related purposes, effectiveness in some areas of the shire is limited by inconsistent mobile coverage.

A recorded phone message service (9825 1042) is utilised by the Shire when Harvest and Vehicle Movement Bans are imposed through fire danger periods. The phone number for this service is well circulated within the Broomehill and Tambellup communities, and to neighbouring shires. In the event of an emergency this service will be utilised to provide updated information to the community. The service is managed by the Shire of Broomehill-Tambellup – phone 9825 3555.

Community notice boards are in place in both Broomehill and Tambellup:

- Corner India and Journal St Broomehill
- Tambellup Post Office, Norrish St Tambellup.

The Shire’s website ([www.shirebt.wa.gov.au](http://www.shirebt.wa.gov.au)) will also be utilised to provide relevant information and updates to the public in a timely manner. The website is maintained by Shire staff – phone 9825 3555. Alternatively, the website can be maintained by external consultants Jetblack Marketing & Communications – phone 9842 8321.

#### **DFES Public Info Line**

DFES operates a public information line and website for natural hazards. Access to this is via the DFES Duty Officer – 9845 5000.

#### **Radio**

ABC Radio will broadcast community alerts as a priority. ABC transmits on 558AM & 630AM.

ABC Statewide Perth	Ph 13 99 94	Fax 08 9220 2911
ABC South Coast Albany	Ph 9842 4011	Fax 08 9842 4099
ABC Bunbury	Ph 9792 2711	

#### **Other Radio**

Radio West/Hot FM broadcasts on 91.8AM and 100.5FM respectively.

Radio West Albany	Ph 9842 2783	Fax 08 9841 8565
Radio West Narrogin	Ph 9811 4000	Fax 08 9881 3166
Radio West Bunbury	Ph 9791 2359	Fax 08 9792 2799

Great Southern Radio – Wagin      98612500 or mobile 0439 956175

#### **Television**

GWN (Bunbury)	08 9721 4466 (phone)	08 9792 2932 (fax)
WIN (Albany)	08 9842 8024 (phone)	08 9842 9067 (fax)
WIN (Perth)	08 9449 9999 (phone)	08 9449 9900 (fax)



### **3.4 Critical Infrastructure**

The emergency risk assessment process will result in a list of identified infrastructure within the local government area that if affected by a hazard would have a negative and prolonged impact on the community.

*The review of the risk assessment was commenced in 2016. Once finalised, a list of critical infrastructure will be included within these arrangements.*

[A comprehensive list of critical infrastructure can be found at Appendix 4 – Critical Infrastructure.](#)

### **3.5 Evacuation**

The Controlling Agency will make decisions on evacuation and ensure that community members have appropriate information to make an informed decision as to whether to stay or go during an emergency.

[Refer Appendix 5 – Evacuation Plan](#)

### **3.6 Evacuation Planning Principles**

The decision to evacuate will only be made by a Controlling Agency or an authorised officer when the members of the community at risk do not have the capability to make an informed decision or when it is evident that loss of life or injury is imminent.

**State Emergency Management Policy 4.7 ‘Community Evacuation’ should be consulted when planning evacuation.**

#### **Management**

The responsibility for managing evacuation rests with the Controlling Agency. The Controlling Agency is responsible for planning, communicating and effecting the evacuation and ensuring the welfare of the evacuees is maintained. The Controlling Agency is also responsible for ensuring the safe return of evacuees. These aspects also incorporate the financial costs associated with the evacuation unless prior arrangements have been made.

In most cases the WA Police may be the ‘combat agency’ for carrying out the evacuation.

**Whenever evacuation is being considered the Department for Child Protection must be consulted during the planning stages.** This is because DCP have responsibility under State Arrangements to maintain the welfare of evacuees under Westplan Welfare.

### **3.7 Special Needs Groups**

The following table identifies groups within the Shire of Broomehill-Tambellup community which may need assistance or special consideration during an evacuation;

<b>Organisation</b>	<b>Number of People</b>	<b>Contact</b>	<b>Address &amp; Phone</b>	<b>Evacuation Plan in place?</b>
Tambellup Primary School	85	Principal	Taylor St, Tambellup Phone: 9825 1144	Yes
Broomehill Primary School	60	Principal	Hassell St, Broomehill Phone: 9824 1250	Yes
Seniors Units - Tambellup	4	Shire	George St, Tambellup	No
Seniors Units - Tambellup	Up to 12	Shire	Taylor St, Tambellup	No

### **3.8 Hazard Specific Refuge Sites**

Not documented

### **3.9 Routes & Maps**

Should a major emergency occur the following highways/roads could be blocked and alternative arrangements will have to be implemented to allow community and emergency vehicle access:

#### **Roads - Tambellup**

Tambellup West Road  
Gnowangerup - Tambellup Road  
Great Southern Highway

#### **Roads – Broomehill**

Broomehill - Kojonup Road  
Tieline Road  
Broomehill-Jerramungup Road  
Great Southern Highway

These routes will become the priority for repair.

[Refer to Appendix 8 – Maps & Demographics.](#)

### **3.10 Welfare**

The Department for Child Protection (DCP) has the role of managing welfare. DCP has developed a Local Welfare Emergency Management Plan for the Shire of Broomehill-Tambellup. Copies may be obtained from:

- DCPFS, 2 Duke St, Albany WA 6330
- Shire of Broomehill-Tambellup, 46-48 Norrish St Tambellup WA 6320

[Refer to Appendix 7 – Welfare Plan.](#)

### **3.11 Local Welfare Coordinator**

The Local Welfare Coordinator is appointed by the DCP District Director to

- a. Establish, chair and manage the activities of the Local Welfare Emergency Committee (LWEC), where determined appropriate by the District Director;
- b. Prepare, promulgate, test and maintain the Local Welfare Plans;
- c. Represent the department and the emergency welfare function on the Local Emergency Management Committee and Local Recovery Committee;
- d. Establish and maintain the Local Welfare Emergency Coordination Centre;
- e. Ensure personnel and organisations are trained and exercised in their welfare responsibilities;
- f. Coordinate the provision of emergency welfare services during response and recovery phases of an emergency; and
- g. Represent the department on the Incident Management Group when required

### **3.12 Local Welfare Liaison Officer**

The Local Welfare Liaison Officer is nominated by the Local Government to coordinate welfare response during emergencies and liaise with the Local Welfare Coordinator.

Local Government should appoint a liaison officer. This role will provide assistance to the Local Welfare Centre, including the management of emergency evacuation centres such as building opening, closing, security and maintenance.

It is important to identify the initial arrangements for welfare to occur, particularly in remote areas, where it may take some time for DCP to arrive.

*The Local Welfare Liaison Officer is the Manager of Corporate Services, or other delegated person.*

### **3.13 State & National Registration & Enquiry**

When a large scale emergency occurs and people are evacuated or become displaced, one of the areas the Department for Child Protection (DCP) has responsibility for is recording who has been displaced and placing the information onto a State or National Register. This primarily allows friends or relatives to locate each other but also has many further applications. Because of the nature of the work involved DCP have reciprocal arrangements with the Red Cross to assist with the registration process.

A number of Red Cross members in Broomehill and surrounding districts have completed training to assist with registrations. [Refer to Appendix 2 – Contacts.](#)

### **3.14 Animals (including assistance animals)**

Shire staff may open the pound at the Shire Depot to house domestic animals (dogs, cats) during an evacuation.

Arrangements have been made with a number of landowners in the shire for the use of portable stockyards if required. [Refer to Appendix 1 – Resource Register.](#)

### 3.15 Welfare Centres

#### List of Pre-Determined Welfare Centres

##### Primary Centres

##### Tambellup

<b>Centre</b> : Tambellup Town Hall	<b>Contact</b> : Shire 9825 3555, CEO 0471 253555
<b>Address</b> : Norrish St, Tambellup	
<b>General Purpose Capacity</b> : Standing : 200; Sleeping XX ; Duration (days) XX	
<b>Comments</b> : Parking at rear of hall off Taylor Street. Town Hall is adjacent to Shire Offices. Only one shower. Suitable for small pets only on grounds.	

<b>Centre</b> : Tambellup Sports Pavilion	<b>Contact</b> : To be confirmed
<b>Address</b> : 10 East Terrace, Tambellup	
<b>General Purpose Capacity</b> :	
<b>Comments</b> : <i>New facility under construction (commence June 2016) – information to be updated on completion.</i> Facility adjoins oval, adequate parking. Pet friendly.	

##### Broomehill

<b>Centre</b> : Broomehill Town Hall	<b>Contact</b> : Shire 9825 3555, CEO 0471 253555
<b>Address</b> : 30362 Great Southern Highway, Broomehill	
<b>General Purpose Capacity</b> : Standing : 322; Sleeping XX; Duration (days) XX	
<b>Comments</b> : Parking at rear, adjacent to Shire Offices, no showers – suitable for only small pets on grounds.	

<b>Centre</b> : Broomehill Recreation Centre	<b>Contact</b> : President or Secretary <a href="#">(refer Appendix 2 for up to date contacts)</a>
<b>Address</b> : 77 Tie Line Rd, Broomehill	
<b>General Purpose Capacity</b> : Standing : 124; Sleeping XX; Duration (days) XX	
<b>Comments</b> : Surrounded by bush (bushfire risk) – adjacent to oval, plenty of parking, pet friendly. Showers.	

### Alternative Primary Centres (Outside the Shire of Broomehill-Tambellup)

<b>Centre</b> : Katanning Leisure Centre	<b>Contact</b> : Shire of Katanning 9821 9999 Sam Davis, Manager of Community and Recreation Services 0429 571 007 KLC: 9821 4399, Jenny Cristinelli, Centre Manager
<b>Address</b> : Pemble St, Katanning	
<b>General purpose capacity</b> : 2500 (standing); 1000 (sleeping); Duration - up to 5 days	
<b>Comments</b> : Large facility with multiple showers and toilets, commercial kitchen and multiple rooms. Low fire or flood risk surrounded by ovals and in high area of town. Pet friendly with stables and stock pens on site, also large grass areas. 500 parking bays plus potential parking on oval.	

<b>Centre</b> : Mt Barker Recreation Centre	<b>Contact</b> : Shire of Plantagenet 9892 1111 Jo Weekes 0447 091 159 Fiona Saurin 0407 511 748
<b>Address</b> : Albany Hwy & Woogenellup Rd Mt Barker	
<b>General purpose capacity</b> : 600; emergency 1500	
<b>Comments</b> : Not pet friendly; reliable mobile phone reception; landline connected; disabled toilet <i>*next to Mount Barker Community College - 230 ha operational farm; sheds for storage.</i>	

### 3.16 Financial Arrangements

[State Emergency Management Policy \(SEMP 4.2\)](#) outlines the responsibilities for funding during multi-agency emergencies. While recognising the provisions of [SEMP 4.2](#), the Shire of Broomehill-Tambellup 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 Broomehill-Tambellup occurs to ensure the desired level of support is achieved.

## **PART 4 RECOVERY**

[Please refer to Appendix 6 – Local Recovery Management Plan](#)

## Part 5 EXERCISING AND REVIEWING

### 5.1 The Aim of Exercising

Testing and exercising are essential to ensure that the emergency management arrangements are workable and effective for the LEMC. The testing and exercising is also important to ensure that individuals and organisations remain appropriately aware of what is required of them during an emergency response situation.

The exercising of a HMA's response to an incident is a HMA responsibility however it could be incorporated into the LEMC exercise.

Exercising the emergency management arrangements will allow the LEMC to:

- Test the effectiveness of the local arrangements
- Bring together members of emergency management agencies and give them knowledge of, and confidence in, their roles and responsibilities
- Help educate the community about local arrangements and programs
- Allow participating agencies an opportunity to test their operational procedures and skills in simulated emergency conditions
- Test the ability of separate agencies to work together on common tasks, and to assess effectiveness of co-ordination between them.

### 5.2 Frequency of Exercises

The SEMC Policy No 2.5 – *Emergency Management in Local Government (s45-47)*, and Policy 3.1 'Exercise Management' (s14) requires the LEMC to exercise their arrangements on an annual basis.

### 5.3 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

### 5.4 Reporting of Exercises

Each LEMC should report their exercise schedule to the relevant DEMC by the 1<sup>st</sup> May each year. The DEMC compiles the reports and send the dates to the Emergency Services Sub-committee to be included in the SEMC Annual Report (ref TP-1 'Annex B').

Once the exercises have been completed they should be reported to the DEMC via the template found at 'appendix C' of State EM Procedure TP-1 'Exercise Management'. (SEMP 3.1 s.23)

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

The Local Emergency Management Arrangements (LEMA) shall be reviewed and amended in accordance with SEMC Policy No 2.5 – *Emergency Management in Local Government Districts* and replaced whenever the local government considers it appropriate (S.42 of the EM Act).

According to SEMC Policy No 2.5 – *Emergency Management in Local Government Districts*, the LEMA (including recovery plans) are to be reviewed and amended as follows:

- contact lists are reviewed and updated quarterly;
- a review is conducted after training that exercises the arrangements;
- an entire review is undertaken every five (5) years, as risks might vary due to climate, environment and population changes; and
- circumstances may require more frequent reviews.

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

The Shire of Broomehill-Tambellup in consultation with the parent organisation of members shall determine the term and composition of LEMC positions (SEMP 2.5 s20). Note SEMP 2.5 s15-18 inclusive provides a list of recommended members.

### **5.7 Review of Resources Register**

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



## Appendices

### Appendix 1: Resource Register

#### CONTRACT EQUIPMENT REGISTER

NAME	CONTACT	EQUIPMENT AVAILABLE
Bootrock Bobtrack: Peter Guazzelli	9824 1309 0439 241309	Truck, skid steer, small grader, 7000lt water truck, slasher
Greg Holly	9821 0068 0427 210067	Truck, mini excavator
Gray Carter	0429 983836	Truck, water tank, grader, loader
Andrew Gibbons	0428 229613	Front end loader, large generator

#### SHIRE OF BROOMEHILL-TAMBELLUP EQUIPMENT LIST

Graders	3
Trucks (heavy)	2
Trucks (light)	2
Water Tank 9000ltrs	1
FEL & tree rake	1
Backhoe	1
Prime Mover and float	1
Skid steer	1
Water Pump and hoses (3inch)	1
Chainsaws	2
Generators	1
Fire Truck 4.4 (Broomehill – 4x4, 4000lt capacity)	1
Brigade Resources	Standpipe trailers/fast fill pumps x 4

#### TAMBELLUP VFES EQUIPMENT LIST

Mobile stand pipe	1
Water Pump and hoses (3inch)	1
Fire Truck 4.4 (4x4, 4000lt capacity)	1
Generator	2
Rescue trailer	Inc hydraulic cutting equipment, acroprops, portable lighting, traffic cones and emergency signage, rescue equipment, chainsaw

## WELFARE & SUPPORT RESOURCES

NAME	ADDRESS	PHONE	FAX
<b>Medical</b>			
AMBULANCE		000	
HOSPITAL – Katanning		9821 6222	
HOSPITAL - Kojonup		9831 2222	
HOSPITAL - Gnowangerup		9827 2222	
HOSPITAL – Mt Barker		9851 1422	
Tambellup Health Centre		9821 6222	
Katanning Pharmacy		9821 1677	
Gnowangerup Pharmacy		9827 1046	
Mt Barker Pharmacy		9851 1010	
St Lukes Family Medical Centre	Katanning	9821 2155	
	Kojonup	9831 0622	
Gnowangerup Medical Centre		9827 1116	
Mt Barker Medical Centre		9851 1566	
<b>Food and Catering</b>			
Broomehill Hall	Gt Southern Hwy Broomehill (Shire)	9825 3555	
Broomehill Hotel	Gt Southern Hwy Broomehill	9824 1222	
Broomehill Recreation Complex	Tieline Rd Broomehill (Brant Dennis)	0409 086093	
Broomehill CWA	India Street Broomehill (Carole Johnson)	0488 944416	
Henry Jones Winery & Cafe	Cnr India St & Journal St Broomehill (Jim Witham)	9824 1513	
Tambellup CWA	Henry St, Tambellup (Anne-Marie Lockyer)	9825 1162	
Tambellup Golf Club	Rourke St, Tambellup (Sophie Lane)	9825 1199	
Tambellup Deli	Norrish St, Tambellup	9825 1105	
Tambellup Hotel	Garrity St, Tambellup	9825 1010	
Tambellup Post Office Cafe	Norrish Street Tambellup	9825 1169	
Tambellup Community Pavilion	Sports Ground, East Tce, Tambellup (Jane Cunningham)	9825 3061	
Tambellup Hall	Norrish St, Tambellup (Shire)	9825 3555	
Tambellup St John Ambulance Sub Centre	Norrish St, Tambellup (Bronwyn Bradshaw)	9825 3046	

<b>Fuel</b>			
Tambellup G & T Motors	Gt Southern Hwy Tambellup	9825 1009	9825 1191
Tambellup Deli	Norrish St Tambellup	9825 1105	9825 1105
Shire of Broomehill-Tambellup	Broomehill Depot – Tieline Road (Diesel only)	9825 3555	
	Tambellup Depot – Bridge Street (Diesel only)	9825 3555	
<b>Mechanical</b>			
G & T Motors Tambellup		9825 1009	
Shire of Broomehill-Tambellup		9825 3555	
<b>Transport (Bus Hire)</b>			
T & L Lay		9825 1717 0429 651751	
Suzanne Leckie		0407 271525	
<b>Animal Welfare</b>			
Department of Primary Industries and Regional Development	10 Dore St, Katanning Contact: Christine Thompson	0427 986351	
<b>Portable Stock Yards</b>			
Scott Thompson	Nardlah Rd, Broomehill Contact: Aaron Steve Scott	0428 241222 0438 241311 0428 916131	
Department of Primary Industry and Regional Development (Agriculture and Food)	Katanning Research Facility Nyabing Rd, Katanning Contact: Gavin D’Adhemar Christine Thompson	0427 082203 0427 986351	
Garry Sheridan	Warrenup Rd, Tambellup Contact: Garry Nigel	0417 184977 0427 253097	9825 1836
<b>Counselling and Welfare Services</b>			
Southern Agcare		9827 1552	
Department of Communities (Child Protection & Family Support)	25 Duke Street, Albany WA 6330	9845 0777	

## Appendix 2: Contacts

### Broomehill-Tambellup Local Emergency Management Committee

NAME	ORGANISATION	ADDRESS	PHONE (W)	PHONE (H)(M)	FAX	EMAIL
<b>Scott Thompson</b>	Shire President Shire of Broomehill-Tambellup <i>Chair LEMC</i>	46 Norrish Street Tambellup	-	9824 1243 0428 916131		nardlah@bigpond.com
<b>Allan Mallard (Alt. Contact – Steve Ball)</b>	Officer in Charge - Tambellup Police <i>Deputy Chair LEMC Local Emergency Coordinator</i>	Gnowangerup Road Tambellup	9825 1003 131 344 000		9825 1213	Allan.Mallard@police.wa.gov.au Steven.Ball@police.wa.gov.au
<b>Keith Williams</b>	Chief Executive Officer Shire of Broomehill-Tambellup <i>LEMCA Executive Officer Local Recovery Coordinator</i>	46 Norrish Street Tambellup	9825 3555	0423 636272	9825 1152	ceo@shirebt.wa.gov.au
To be confirmed	Shire of Broomehill-Tambellup <i>Local Welfare Liaison Officer</i>	46 Norrish Street Tambellup	9825 3555		9825 1152	
<b>Neville Blackburn</b>	District Emergency Services Officer Department of Communities (Child Protection & Family Support) <i>Local Welfare Coordinator</i>	25 Duke St Albany	9841 0744			Neville.Blackburn@communities.wa.gov.au
<b>Craig Beacham</b>	Officer in Charge Tambellup Volunteer Fire & Emergency Service	Brown St Tambellup	-	9825 1380 0428 251380		cmbeacham8@gmail.com
<b>Trevor Prout</b>	St John Ambulance Tambellup Sub Centre	Rourke Street Tambellup	-	9825 1182		tprout@katel.net.au
<b>Peter Vlahov</b>	Manager of Works Shire of Broomehill-Tambellup	46 Norrish St Tambellup	9825 3555	0418 955642	9825 1152	works@shirebt.wa.gov.au
<b>Health Nurse</b>	Tambellup Health Centre (Katanning Health Campus)	Norrish St Tambellup	9821 6222 9821 6890 (direct - Mon Wed Fri)	-		michelle.carrington@health.wa.gov.au
<b>Laurie Hull</b>	Fire Captain Tambellup Volunteer Fire & Emergency Service	Paul Valley Rd Tambellup	-	9825 1176 0428 251177		sandyridge@westnet.com.au

<b>NAME</b>	<b>ORGANISATION</b>	<b>ADDRESS</b>	<b>PHONE (W)</b>	<b>PHONE (H)(M)</b>	<b>FAX</b>	<b>EMAIL</b>
<b>Ian Cunningham</b>	Chief Bush Fire Control Officer Broomehill-Tambellup Volunteer Fire Brigades	Greenhills South Rd Tambellup	-	9825 3061 0428 253062	9825 3061	marlofarm@westnet.com.au
<b>Luke Schulze</b>	Principal Tambellup Primary School	Taylor St Tambellup	9825 1144			Luke.Schulze@education.wa.edu.au
<b>Morgan Dezotti</b>	Principal Broomehill Primary School	Hassell St Broomehill	9824 1250			Morgan.Dezotti@education.wa.edu.au
<b>Eileen O'Neill</b>	Dept. Primary Industries and Regional Development (Agriculture and Food)	Dore St Katanning	9821 3333	0407 769026		eileen.oneill@dpird.wa.gov.au
<b>Gail Blasczyk</b>	Department of Communities (Child Protection & Family Support) Team Leader Katanning	Amherst St Katanning	9821 6500			gail.blasczyk@communities.wa.gov.au
<b>Cindy Pearce</b>	Community Emergency Services Manager Shire of Broomehill-Tambellup	46 Norrish Street Tambellup	9825 3555	0417 071567	9825 1152	cindy.pearce@dfes.wa.gov.au
<b>Anne Guazzelli</b>	Red Cross, Broomehill Primary School	Keith St Broomehill	-	9824 1309	-	Anne.Guazzelli@education.wa.edu.au
<b>Christine Thompson</b>	Dept. Primary Industries and Regional Development (Agriculture and Food)	10 Dore St Katanning	9821 3223	0427 986351	9821 3334	Christine.Thompson2@dpird.wa.gov.au
<b>Bronwyn Bradshaw</b>	Chairperson St John Ambulance Tambellup Sub Centre	Pindellup Rd Tambellup	-	9825 3046	-	abbradshaw@westnet.com.au

## HAZARD SPECIFIC CONTACTS

HAZARD	HMA	CONTACT
Air Transport Incident	WA Police	000 Tambellup – 9825 1003 Katanning – 9821 1888 13 14 44
Cliff Collapse	DFES – State Emergency Service	132 500
Earthquake	DFES – State Emergency Service	132 500
Exotic Animal Disease Exotic Plant Disease	Dept. Primary Industries and Regional Development (Agriculture and Food)	Animal - 1800 675 888 (24 hours) Plant – 1800 084 881
Fire – Dept. BCA land	Combat - Department of Biodiversity Conservation and Attractions	Dept. BCA Narrogin Office 9881 9200
Fire – Rural land, Shire of Broomehill-Tambellup	Combat - Shire of Broomehill- Tambellup BFB	000
Fire - Urban	Combat - DFES – Fire and Rescue Service	000
Flood	DFES – State Emergency Service	132 500
Hazardous Materials Incident (HAZMAT)	DFES – Fire and Rescue Service	000
Human Epidemic	Health Department of WA	1800 022 222
Land Search and Rescue	WA Police	000 Tambellup – 9825 1003 Katanning – 9821 1888 13 14 44
Rail Transport Incidents	WA Police	000 Tambellup – 9825 1003 Katanning – 9821 1888 13 14 44
Road Transport Incidents	WA Police	000 Tambellup – 9825 1003 Katanning – 9821 1888 13 14 44
Reservoir /Dam Collapse	Water Corporation WA	13 13 75
Storm/ Tempest	DFES – State Emergency Service	132 500

## EMERGENCY SERVICES CONTACTS

AGENCY	CONTACT	PHONE	MOBILE
Ambulance		000	
Hospital – Katanning		9821 6222	
Hospital – Kojonup		9831 2222	
Hospital – Gnowangerup		9827 2222	
Hospital – Mt Barker		9851 1422	
Tambellup Health Centre	Primary Health Manager – Katanning Health Campus	9821 6222	
Police – Tambellup		9825 1003	
Police – Katanning		9821 1888	
Police		131 444	
Water Corporation	Public Information Line	131 375	
Western Power	Public Information Line	131 351	
Telstra	telstrawa@team.telstra.com	132 203	
Main Roads WA		138 138	
Arc Infrastructure	Train Control - Emergency only	9212 2800 1800 150107	
DFES – Great Southern		9845 5000	
Katanning Pharmacy		9821 1677	
Gnowangerup Pharmacy		9827 1046	
Mt Barker Pharmacy		9851 1010	
Kojonup Pharmacy		9831 1035	
St Lukes Family Medical Centre	Katanning	9821 2155	
	Kojonup	9831 0622	
Gnowangerup Medical Centre	Gnowangerup	9827 1116	
Mt Barker Medical Centre	Mt Barker	9851 1566	
Dept. Primary Industries and Regional Development (Agriculture and Food)	10 Dore St Katanning Vet/Animal Welfare Exotic Plant Disease Hotline Emergency Animal Diseases Watch Hotline	9821 3333 1800 084 881 1800 675 888	0427 817008 (OIC - A/h) 0428 930876
Department of Communities (Child Protection & Family Support)	Amherst St Katanning 25 Duke St, Albany	9821 6500 9845 0777	
Department of Communities (Housing)	Daping Street Katanning	9821 1822	
Department of Defence	Beaufort Street Katanning	9821 1341	

**EMERGENCY SERVICES CONTACTS (cont.)**

Department of Biodiversity Conservation and Attractions	Dore St Katanning	9821 1296	
Community Health Regional Office	Katanning	9821 6222	
Shire of Katanning	Austral Terrace Katanning	9821 4200	
Shire of Kojonup	Albany Hwy, Kojonup	9831 2400	
Shire of Gnowangerup	Yougenup Rd, Gnowangerup	9827 1007	
Shire of Cranbrook	Gathorne St, Cranbrook	9826 1008	
Shire of Plantagenet	Lowood Rd, Mt Barker	9892 1111	



## RECOVERY SPECIFIC CONTACTS

AGENCY		CONTACT
Department of Communities (Child Protection & Family Support)	Albany Katanning	9845 0777 9821 6500
Broomehill Recreational Complex	Brant Dennis	0409 086093
Red Cross	Broomehill - Carole Johnson Helen Bignell	0488 944416 0428 241370
Country Women's Association	Broomehill - Carole Johnson Tambellup - Anne Marie Lockyer	0488 944416 9825 1162
Centrelink		132 468
Western Power	Faults, emergencies, restoration times General enquiries	131 351 131 087
Telstra		132 200
Water Corporation	General Enquiries	131 385
Southern Agcare	Gnowangerup	9827 1552
Relationships Australia		1300 364 277
Dept. Primary Industries and Regional Development (Agriculture and Food)	Katanning Site Manager	9821 3333 0427 817008
Child Health Service	11-31 Kobeelya Ave, Katanning Tambellup Health Centre	9821 6315 9821 6222
Great Southern Population Health	11-31 Kobeelya Ave, Katanning	9821 6222
Great Southern Mental Health	11-31 Kobeelya Ave, Katanning	9821 6341
Great Southern Aboriginal Health	11-31 Kobeelya Ave, Katanning	9821 6222
Disability Services Commission	68 Clive Street Katanning	9821 1627
Commonwealth Home Support Program	Francis St, Katanning	9821 2099
Department of Corrective Services	Clive Street Katanning	9821 2114
Tambellup Lions Club	Andrew Bradshaw Allan Willmott	9825 3046 9825 8289
Department of Communities (Housing)	Katanning	9891 1800
Department of Biodiversity Conservation and Attractions	Katanning	9821 1296
WA Country Health Service	Great Southern	9892 2672
Department of Education	Wheatbelt Education Regional Office – Northam (Broomehill PS) Southwest Education Regional Office – Bunbury (Tambellup PS)	9622 0200 9791 0300
WA Police	Tambellup	9825 1003 131 444
Southern Aboriginal Corporation	Albany	9842 7777
Small Business Centre Great Southern		9841 8809
Tambellup Community Pavilion Association	Ray Squibb	0407 984250

## VOLUNTEER BUSHFIRE BRIGADE INFORMATION – 2018/2019

### SHIRE OF BROOMEHILL-TAMBELLUP

### FOR ALL EMERGENCIES PHONE 000

**POLICE:** TAMBELLUP 9825 1003, KATANNING 9821 1888

**SHIRE:** 9825 3555

### ON THE FIREGROUND - USE UHF RADIO CHANNEL 5

**VHF RADIO CHANNEL:** Repeater 322 Tambellup, 231 Broomehill

### HARVEST BAN HOTLINE: (08) 9825 1042

		Phone	Mobile	Call Sign
<b>Chief Fire Control Officer</b>	Ian Cunningham	9825 3061	0428 253 062	BT1
<b>Deputy Chief Fire Control Officer</b>	Wayne Newbey		0429 674 182	BT2
<b>Deputy Chief Fire Control Officer</b>	Kim Oliver	9825 8257	0427 258 157	BT3
<b>Fire Weather Officers</b>	As Above			
<b>Community Emergency Services Manager</b>	Cindy Pearce		0417 071 567	Central Great Southern CESM

<b>BROOMEHILL EAST</b>		Call Sign	Phone	Mobile
<b>Captain/FCO</b>	Luke Simpson	BH EAST 1	9825 1537	0427 251 257
1 <sup>st</sup> Lt	Lachlan Dewar	BH EAST 2		0419 920 066
2 <sup>nd</sup> Lt	Scott Thompson	BH EAST 3	9824 1243	0428 916 131
3 <sup>rd</sup> Lt	Mark Paganoni	BH EAST 4	9824 1316	0427 383 817
	Gavin Guerini	BH EAST 5	9824 1012	0488 241 012
	Nathan Heron	BH EAST 6	9824 1322	0427 212 272
	Craig Bignell	BH EAST 7	9824 1253	0408 341 253
Secretary	Nathan Heron		9824 1322	0427 212 272

<b>BROOMEHILL WEST</b>		Call Sign	Phone	Mobile
<b>Captain/FCO</b>	Ben Hewson	BH WEST 1	9821 0205	0417 969975
1 <sup>st</sup> Lt	Anthony Witham	BH WEST 2	9824 1087	0428 241 087
2 <sup>nd</sup> Lt	Dave Kinsey	BH WEST 3	9825 3118	0428 552 633
3 <sup>rd</sup> Lt	Jerome Hardie	BH WEST 4	9824 1239	0427 181 341
	Ed Anderson	BH WEST 5		0428 221 591
Secretary	Andrew Woithe		9824 1200	0428 241 232

<b>BROOMEHILL CENTRAL</b>		Call Sign	Phone	Mobile
<b>Captain/FCO</b>	Neil Tears	CENTRAL 1		0417 939 684
1 <sup>st</sup> Lt	Peter Guazzelli		9824 1309	0439 241 309
2 <sup>nd</sup> Lt	Jonathan Webster		9824 1309	0429 441 246
3 <sup>rd</sup> Lt	David Dilley		9824 1123	0429 518 415
Secretary	Lynn Dilley		9824 1123	0427 241 123

## VOLUNTEER BUSHFIRE BRIGADE INFORMATION – 2018/2019 (Cont.)

<b>TAMBELLUP EAST</b>		<b>Call Sign</b>	<b>Phone</b>	<b>Mobile</b>
<b>Captain/FCO</b>	Andrew Leonhardt	TA EAST 1	9825 8203	0437 208 427
1 <sup>st</sup> Lt	Mario Cristinelli	TA EAST 2	9825 8262	0427 258 118
2 <sup>nd</sup> Lt	Al Clark	TA EAST 3	9825 8204	0488 258 204
3 <sup>rd</sup> Lt	Kim Oliver		9825 8257	0427 258 157
	Luke Patterson	TA EAST 4	9825 8120	0427 258 222
	Chris Rumble	TA EAST 5	9825 8188	0428 368 205
	Carl Letter	TA EAST 6	9825 8270	0427 282 053
	Ray Squibb	TA EAST 7	9825 8260	0407 984 250
	Jared White	TA EAST 8		0448 336 468
Secretary	Mario Cristinelli		9825 8262	0427 258 118
<b>TAMBELLUP WEST</b>		<b>Call Sign</b>	<b>Phone</b>	<b>Mobile</b>
<b>Captain/FCO</b>	Derek Sadler	TA WEST 1		0439 521 127
1 <sup>st</sup> Lt	Nick Lockyer	TA WEST 2	9825 1162	0429 104 129
2 <sup>nd</sup> Lt	Rhys Brown	TA WEST 3		0428 993 309
3 <sup>rd</sup> Lt	Ben Campbell-Wilson	TA WEST 4		0419 193 744
	Nigel Sheridan	TA WEST 5	9825 3145	0427 253 097
	John Cristinelli	TA WEST 6	9825 1159	0428 916 833
	Jedd Herbert	TA WEST 7		0427 865 008
	Jarrold Thorn	TA WEST 8	9825 3018	0428 906 310
	Brett Green	TA WEST 9	9825 3048	0428 253 048
	Tony Cristinelli	TA WEST 10	9825 3021	0437 253 021
Secretary	Casey Bradshaw			0437 427 914
<b>TAMBELLUP VFES</b>		<b>Call Sign</b>	<b>Phone</b>	<b>Mobile</b>
<b>Captain/FCO</b>	Laurie Hull	TAMBELLUP 1	9825 1176	0428 251 177
1 <sup>st</sup> Lt	Allan Hankinson		9825 1065	0409 657 371
2 <sup>nd</sup> Lt	Keith Williams			0423 636 272
3 <sup>rd</sup> Lt	Bryan Trezona			0456 640 183
	Geoff Hams	TAMBELLUP 3	9825 1009	
Secretary	Pam Hull		9825 1176	

### **Appendix 3: Risk Register**

To be provided when Risk Review is complete

**Appendix 4: Critical Infrastructure**

ITEM	LOCATION	DESCRIPTION	OWNER	CONTACT DETAILS	COMMUNITY IMPACT DESCRIPTION
Information to be updated at completion of Risk Management Project review.					

## **Appendix 5: Evacuation Plan**

## **Appendix 6: Recovery Management Plan**

## **Appendix 7: Welfare Plan**





## Demographics – Shire of Broomehill-Tambellup

Source: Australian Bureau of Statistics 2011 data: [www.abs.gov.au](http://www.abs.gov.au)

Age	Broomehill-Tambellup (S)
0-4 years	100
5-14 years	203
15-24 years	88
25-54 years	482
55-64 years	132
65 and over	134
<b>Total population</b>	<b>1139</b>
<b>Median age</b>	<b>37</b>

The median age of people in Broomehill-Tambellup (S) (Local Government Areas) was 37 years. Children aged 0 - 14 years made up 26.9% of the population and people aged 65 years and over made up 11.1% of the population.