

Local Emergency Management Arrangements

Shire of East Pilbara

2023

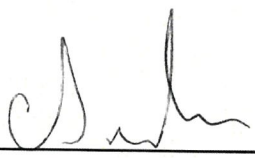


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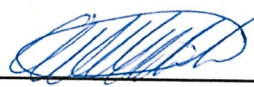
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1. ENDORSEMENT


These Local Emergency Management Arrangements have been produced and issued under the authority of S. 41(1) of the [Emergency Management Act 2005](#), endorsed by the Marble Bar, Newman and Nullagine Local Emergency Management Committees and the Council of the Shire of East Pilbara. The Arrangements have been tabled for noting with the Pilbara District Emergency Management Committee and State Emergency Management Committee.

A/ Chair: CHRISTOPHER SCANLAN  Date: 08/03/2023


Marble Bar LEMC

Chair:  Date: 10/03/2023

Newman LEMC


Chair:  Date: 9/3/2023

Nullagine LEMC

 Date: 10/03/2023

Shire of East Pilbara President

Endorsed by Council

 Date: 19/4/2023

Shire of East Pilbara CEO

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3. ADMINISTRATION

3.1. Amendment Record

Amendments to the Plan should be recorded. The following table provides an example of an amendments record.

Version No.	Amendment Date	Details of Amendment	Author
V1	October 2016	Complete review and re-write of draft LEMA 2014	SoEP Manager Community Safety
V2	August 2017	Updated to meet compliance requirements	SoEP Manager Community Safety
V3	February 2020	Complete review and re-write of LEMA 2017	SoEP Manager Community Safety
V4	October 2020	Complete review and re-write of LEMA 2017	SoEP Coordinator Ranger Emergency Services
V5	March 2021	Rewrite and review 2021	SoEP Coordinator Ranger Emergency Services
V6	October 2022	Review and minor updates	SoEP Emergency Services Coordinator
V7	February 2023	Review and Update	Manager Community Safety

4. DISTRIBUTION LIST

4.1. Full Unrestricted Version

Organisation
Shire of East Pilbara Administration
Shire of East Pilbara CEO
Pilbara District Emergency Management Committee (Executive Officer to distribute to members)
District Emergency Management Advisor – Department Fire and Emergency Services
Marble Bar LEMC (Executive Officer to distribute to members)
Newman LEMC (Executive Officer to distribute to members)
Nullagine LEMC (Executive Officer to distribute to members)
WA Police – Marble Bar Police Station
WA Police – Newman Police Station
WA Police – Nullagine Police Station
WA Police – Jigalong Police Station
Department of Fire & Emergency Services – Pilbara Region
City of Karratha, Shires of Ashburton and Exmouth & Town of Port Hedland
Rio Tinto
BHP Billiton
Fortescue Metals Group
Atlas Iron
Moly Mines
Millennium Minerals
Newcrest Minerals – Telfer
Roy Hill (HPPL)

4.2. Restricted Version – Public access

Public access

Shire of East Pilbara Administration Office – Front Counter/Reception
Corner Kalgan & Newman Drives, Newman

Marble Bar Administration Office - Front Counter/Reception
20 Francis Street Marble, Bar

Shire of East Pilbara website: <http://www.eastpilbara.wa.gov.au>

Newman Public Library

Nullagine Public Library

Marble Bar Public Library

4.3. Document Availability

Restricted copies of these arrangements are available free of charge and can be found at:

Hardcopy: Shire of East Pilbara Administration – Newman

Corner Kalgan & Newman Drives Newman– during normal business hours

Online: Shire of East Pilbara website: <http://www.eastpilbara.wa.gov.au>

4.4. Amendment Record

Suggestions and comments from the community and stakeholders can help improve these arrangements.

Feedback can include:

- what you do and don't like about the arrangements;
- unclear or incorrect expression;
- out of date information or practices;
- Errors, omissions or suggested improvements.

Forward feedback copy and relevant section/s with proposed changes marked to:

Executive Officer

Local Emergency Management Committee

Shire of East Pilbara

PMB 22

NEWMAN WA 6753

Alternatively email – admin@eastpilbara.wa.gov.au

Any suggestions and/or comments will be referred to the LEMC for consideration. All amendments must be approved by LEMC and entered in the Amendment Register below:

Version No.	Amendment Date	Details of Amendment	Author
V1	October 2016	Complete review and re-write of draft LEMA 2014	SoEP Manager Community Safety
V2	August 2017	Updated to meet compliance requirements	SoEP Manager Community Safety
V3	February 2020	Complete review and re-write of LEMA 2017	SoEP Manager Community Safety
V4	October 2020	Complete review and re-write of LEMA 2017	SoEP Coordinator Ranger Emergency Services
V5	March 2021	Rewrite and review 2021	SoEP Coordinator Ranger Emergency Services
V6	October 2022	Review	SoEP Emergency Services Coordinator
V7	January 2023	Review	SOEP Manager Community Safety

Glossary of Terms and Acronyms

Refer Appendix 1

5. OVERVIEW - Shire of East Pilbara

5.1. Area Covered

The Shire of East Pilbara (hereby referred to as 'the shire') encompasses an area of about 372,571 square kilometres. It is 1175 kilometres north of Perth.

Local Governments adjoining the Shire are Broome, Derby West-Kimberley and Halls Creek to the north, Meekatharra, Wiluna to the south, and Port Hedland, Karratha and Ashburton in the west. The Shire's most eastern boundary is the Northern Territory border.

The Newman town-site is located in the southern end of the Local Government District. There are three main towns within the Shire of East Pilbara - Marble Bar, Newman and Nullagine.

Appendix 6: Map of the District – Area of Operations Marble Bar, Newman and Nullagine

5.2. Newman

In the 2021 Census, there were 6,456 people in Newman of these 60.0% were male and 40.0% were female. Aboriginal and Torres Strait Islander people made up 10% of the population. Some Aboriginal people live within the Newman town-site while the majority is spread between the communities of Jigalong, Kiwirrkurra, Kunawarritji, Parngurr, Punmu and Warralong.

5.3. Marble Bar

In the 2021 Census, there were 927 people in Marble Bar of these 71.7% were male and 28.3% were female. Aboriginal and Torres Strait Islander people made up 27.4% of the population

5.4. Nullagine

In the 2021 Census, there were 1,159 people in Nullagine of these 81.2% were male and 18.8% were female. Aboriginal and Torres Strait Islander people made up 13.8% of the population.

Both the Nullagine and Marble Bar communities are made up of itinerant mine workers, indigenous community members (majority), mid to long term residents and during the cooler months traveling prospectors.

5.5. Topography of the East Pilbara

The Local Government area can be divided into two zones; the northern area contains the range country of the Ophthalmia and Hamersley Ranges with Mount Newman, Giles Point and Parmelia Hill being the predominant landmarks. This area lies south of the Fortescue River. To the north of the Fortescue Marsh, vegetation changes to plains country with low hills and wide spinifex and grassland plains in the broad valleys between.

To the northwest of the Ophthalmia Range lies the Wanna Munna Flats, which is heavy mulga country. The southern area is primarily plains country with low rocky outcrops and hills and the vegetation type is Mulga shrub lands.

An important watershed traverses the Newman area diagonally from northwest to southeast between the Fortescue and Ashburton Rivers. The two principal drainage basins in the region lie to the northeast and southwest of the watershed.

5.6. Climate

Temperatures in the region can range from 50 degrees Celsius during the summer months to two degrees below freezing during winter. The average rainfall is 293 millimetres with the majority of the rainfall during the 'wet season' (November– April) and is normally associated with thunderstorms and cyclonic activity.

5.7. Power Supply

Electricity in **Newman** (33kV and 11kV, A.C. 3 phase 50hz), is generated by BHP Power generating station situated south west of the main town area. Low Voltage (415 volts AC) is distributed through a mixture of overhead and underground assets. The outlying communities have their own diesel power generation and distribution systems.

Electricity in **Nullagine** is supplied by Pacific Energy and also have Solar and backup generators.

Electricity in **Marble Bar** is supplied by Pacific Energy with diesel generators for backup

5.8. Transport

The area is accessible by road and air:

5.8.1. Road

Access to the Shire of East Pilbara can be achieved through the Shires which surround it – on its eastern border from the Northern Territory; north from the shires of Broome and Derby West Kimberley; north east from Halls Creek; west from Port Hedland and Ashburton; south from Meekatharra and Wiluna. The Great Northern Hwy runs through Newman and on to Port Hedland through the Shire of East Pilbara.

5.8.2. Air

The Newman town site has an all-weather airport servicing the district. This airstrip can land up to a Boeing 767 aircraft. Regular passenger transport is provided by Qantas, Virgin and Alliance operating F100, 717, 737 and A320. This airport is also used by numerous smaller private and commercial aircraft.

The Nullagine town site has an operational airport with restricted use due to having an unsealed landing strip.

The Marble Bar town site airport is currently under construction, with plans to commence operations in mid-2023.

Various mining companies operate private aerodromes within the Shire.

5.9. Water Supply

Newman - The Water Corporation supplies water to the East Shire Pilbara town-site via confined aquifer bores located approximately 12 kilometres east of the town. Remote communities are supplied from their own local bore systems that are maintained and monitored by the Water Corporation.

Nullagine - The Water Corporation maintains and supplies water to the town of Nullagine via 2 bores and the town well. The supply is approximately 2 kilometres from town.

Marble Bar - The Water Corporation supplies water to the town of Marble Bar via a bore. The supply is in close proximity to town.

5.10. Sewerage

Newman - Within the Newman town site some 80% of buildings are connected to a deep sewer system maintained by the Water Corporation. The remaining 20% are serviced by their own local septic tank/leach drain system. The remote communities are all on self-contained sewer systems maintained by the Kimberley Regional Service Providers (KRSP).

Nullagine - Within the Nullagine town site properties have septic's. Individual owners have 2 tanks in which is their responsibility to dispose of when full. This is maintained by the Shire of East Pilbara

Marble Bar - The community has leach drains and home owners are required to maintain their sewage waste.

5.11. Communications

The Shire of East Pilbara has an extensive Telstra network with associated support facilities for cable, microwave, digital and analogue phones. This is backup up by Satellite phones issued to operational staff.

The Royal Flying Doctor Service operates a radio network that takes in all remote communities.

6. EMERGENCY MANAGEMENT PLANNING

6.1. Aim and Purpose

Aim of this plan is to **minimise** the impacts of, ensure a coordinated response to, and provide an effective recovery from an emergency affecting the Shire of East Pilbara.

Purpose of this plan is to **maximise** safety and ensure sound recovery of the Shire of East Pilbara communities, preserving lives, livelihoods and environment in the event of an emergency.

6.2. Objectives

Understand the roles and responsibilities of government and non-government agencies/ individuals involved in emergency management in the Shire.

Describe the provisions for coordination of emergency operations and activities relating to emergency management performed by persons/agencies within this plan.

Description of emergencies likely to occur within the Shire.

Describe strategies and priorities for emergency management within the Shire.

Explain matters pertaining to emergency management within the Shire prescribed by the regulations and within S41 (2) of the Emergency Management Act (2005).

Promote a consistent multi agency approach with community engagement in relation to emergencies within the Shire.

6.3. Scope

It is not the intent of this document to detail procedures for Hazard Management Agencies (HMA's) in dealing with an emergency. These should be detailed in the HMA's individual plans. These arrangements are to ensure HMA's, Support Agencies and stakeholder parties are ready to deal with the identified emergencies in a coordinated manner should they arise.

Applies to the local government district of the East Pilbara Shire

Covers areas where the Shire of East Pilbara provides support to HMA's in event of an incident

Details the Shire's capacity to provide resources in support of an emergency, while still maintaining business continuity and Shire's responsibilities in relation to recovery management

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

7. RELATED DOCUMENTS & ARRANGEMENTS

7.1. Local Emergency Management Policies

Local government policies for emergency management refer to any policies, which are unique to the Shire area being, bylaws or operational policies.

7.2. Existing Plans and Arrangements

To enable integrated and coordinated delivery of emergency management within the Shire of East Pilbara, these arrangements are consistent with State Emergency Management Policies and State Emergency Management Plans.

Copies of relevant state plans including State Hazard Plans are available on the SEMC website. Reference is made to local plans and documents throughout these arrangements and hard copies can be found in the 'Local Emergency Management Arrangements' file.

7.2.1. State:

- SEMC Arrangements;
- State Hazard Plans and Support Plans;
- State Emergency Welfare Plan

7.2.3. Local Plans

Document	Owner	Location	Date
Shire of East Pilbara Fire Management Plan	Shire of East Pilbara	Shire Office Newman	Updated October 2022
Newman Hospital Emergency Response Plan	WA Country Health Services	Newman Hospital Newman	

Marble Bar Primary School Emergency and Critical Incident Management Plan (includes evacuation information)	Department of Education – Marble Bar Primary School	Augusta Street Marble Bar	
Newman Primary School Emergency and Critical Incident Management Plan (includes evacuation information)	Department of Education – Newman Primary School	Newman Primary School Newman	29 Nov 2011
South Newman Primary School Emergency and Critical Incident Management Plan	Department of Education – South Newman Primary School	South Newman Primary School	
South Newman Primary School Emergency Evacuation Policy	Department of Education – South Newman Primary School	South Newman Primary School	15 Feb 2016
Newman Senior High School Emergency and Critical Incident Management Plan	Department of Education – Newman Senior High School	Newman Senior High School	
Newman Senior High School Evacuation Management Plan	Department of Education – Newman Senior High School	Newman Senior High School	19 Feb 2015
Nullagine Primary School Emergency and Critical Incident Management Plan (includes evacuation information)	Department of Education – Nullagine Primary School	Nullagine Primary School	

Local Emergency Management Plan for the Provision of Welfare Support: Shire of East Pilbara – Marble Bar	Department of Communities - of	DC Karratha Karratha WA	Sep 2016
Department of Communities – (DC)	Department of Communities - of	DC Karratha Karratha WA	Sep 2016
Local Emergency Management Plan for the Provision of Welfare Support: Shire of East Pilbara - Nullagine	Department of Communities - of Child Protection & Family Support	CPFS Karratha Karratha WA	Sep 2016

7.3. Agreements, Understanding & Commitments

Parties to the Agreement	Summary of the Agreement	Special Considerations
Shire of Ashburton, Shire of East Pilbara, City of Karratha and Town of Port Hedland	Memorandum of Understanding for the provision of mutual aid during emergencies and post incident recovery	Refer to MoU
Verbal agreements exist between Shire of East Pilbara and a number of mining companies – to be formalised		

7.4. Special Considerations

The Shire of East Pilbara has a number of special considerations which may contribute to the likelihood or severity of an emergency event.

Description	Time of Year	Impact / No of People
Wet Season	November - April	Flooding from cyclonic activity
Dry Season	May – October	Bushfire
Bushfire Season – ‘permits to burn’ required all year round	All year round	
Dry Season	May – October	Large numbers of tourists throughout the Shire
Fortescue Festival	Queen’s birthday long weekend annually	
Cape Keraudren	April – September	Large number of tourists /campers – up to approx. 100 at any one time One way in and out
Fusion Festival	8-10 September	Large numbers – up to approx. 100 at any one time One way in one way out
Bloody Slow Cup Police Legacy	October	Large numbers – up to approx. 100 at any one time

7.5. Resources

The Hazard Management Agency (HMA) or its Control Agency (CA) is responsible for the determination of resources required for their specific hazards and operations. Resources within the community and Shire have been identified in the SoEP ‘Welfare Centres Facilities and Assets Directory (Refer **Appendix 7**) and within The Shire of

East Pilbara Contacts and Resources Directory (Refer **Appendix 4**) Where possible Shire resources will be made available upon request.

7.6. Local area mutual aid

Authority to release resources to assist in other Local Government districts will rest with the CEO (or delegate). The CEO and President are to be informed of commitments outside of the district as soon as possible.

7.7. After hours weekends and public holidays

The Shire of East Pilbara can be contactable all year round 24 hours a day 7 days a week

Duty Ranger: 0419 860 376 (Newman)

Manager Community Safety: 0409 772 999 (Newman)

Duty Ranger Cape Keraudren: 0419 968 123 (Cape Keraudren)

7.9. Special Threats/Risks Considerations

Description	Impacts
Culturally and Linguistically Diverse (CALD)	The Shire has a multi-cultural population with a variety of languages being spoken in the home. During an emergency event, language may become a communication barrier; a Telephone Interpreting Service (TIS) is available 24 hours a day to assist in providing or receiving information
Pilbara Industries Area	The area within the Shire of East Pilbara is host to a number of potential hazard facilities and industries. These may also trigger additional recovery requirements to be considered where an emergency event has resulted in a catastrophic failure of infrastructure in the area. A significant transient workforce is based in this area, which can fluctuate.
Transport	<p>A substantial number of dangerous goods and heavy haulage vehicles enter and exit the East Pilbara area and rely on certain routes authorised for transportation</p> <p>Any road closure affecting these roads will need to be communicated as a priority to the industries within the area, Main Roads WA and the WA Police</p>
Cultural and Environmental Values	The area is subject to strict cultural and environmental values. There are many locations identified as culturally sensitive, declared rare flora, threatened and priority ecological colonies.

7.10. Financial Arrangements

The principle of funding for emergencies is to ensure accountability for the expenditure incurred. The organisation with operational control of any resource shall be responsible for the payment for all related expenses associated with its operation during emergencies, unless other arrangements are established.

[State EM Policy Section 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. While recognising the above, the Shire is committed to expending such

necessary funds within its current budgetary constraints as required to ensure the safety of its residents and visitors.

7.10.1. Authority to incur expense

The Chief Executive Officer, or delegate authority (Local Recovery Coordinator), should be approached immediately where an emergency event requiring resourcing by the Shire occurs, to ensure the desired level of support is achieved.

7.10.2. Response

All Shire resources are registered and identified in the Shire asset register located in **Appendix 4**. Staff and resources are available for response to emergencies in accordance with section 38 and section 42 of the *Emergency Management Act 2005*

8. LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

8.1. Introduction

The Shire 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 is not an operational committee but a working group, which includes representatives from agencies, organisations and community groups that are relevant to the identified risks and emergency management arrangements for the Shire of East Pilbara area. The LEMC will assist in developing local emergency management arrangements and planning and coordination of its emergency management partners/stakeholders within its district.

8.2. LEMC Role

Performs a vital role in assisting the Shire of East Pilbara and its community become aware and 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

Providing advice to HMA/CA's develop 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

8.3. LEMC Procedures

The LEMC shall meet quarterly or as required (minimum of four (4) meetings per annum). Each meeting of the LEMC shall consider, but not be restricted to:

Confirmation of local emergency management contact details of key stakeholders
Review any of post-incident reports and post exercise reports generated since last meeting
Progress of emergency risk management processes
Progress of treatment strategies arising from emergency risk management process
Progress of development or review of local emergency management arrangements
Other matters determined by the local government and SEMC direction

LEMC will also consider other issues including annual reporting, training, grant funding applications, special projects, and other matters as necessary.

8.4. Membership

LEMC membership includes the Shire of East Pilbara representatives and the Local Emergency Coordinator (OIC WAPOL Newman, Nullagine and Marble Bar). Relevant government agencies, industries, and other statutory authorities will nominate their representatives to be members of the LEMC.

SoEP Role	LEMC Description of Responsibilities
LEMC Chair	Chair - SOEP appointed elected member
	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
	Deputy Chair - Local Emergency Coordinator – OIC, Newman, Marble Bar and Nullagine Police Station/s
	Executive Officer - SOEP – Emergency Services Coordinator
	Provides secretariat support including:

LEMC Executive Officer	Meeting agenda
	Minutes and action lists
	Correspondence
	Committee membership contact register
	Coordinate development and submission of committee documents in accordance with legislative and policy requirements including;
	Annual Report
	Annual Business Plan
	Local Emergency Management Arrangements
	Facilitate the provision of relevant emergency management advice to the Chair and committee as required
	Participate as a member of sub-committees and working groups as required

Council in consultation with the parent organisation members determines the appointment term of LEMC members.

Representatives from community and community groups will be invited to attend as required.

Complete membership roles and responsibilities are detailed in **Appendix 3**.

All LEMC secretarial and admin support is to be provided by the Shire

8.5. Core members

Agency	Position
Delegate – Elected member - Councillor	Chair
Shire of East Pilbara	Deputy Chair
	Councillor
	Local Recovery Coordinators
	Local Welfare Liaison Officer
	Executive Officer
	Chief Bush Fire Control Officer
	Animal Welfare Liaison
	Environmental Health Services
WA Police	Local Emergency Coordinator
Dept. of Communities	Local Welfare Coordinator
Pilbara - BHP	Industry Representative
SES	Agency Representative
DFES	Agency Representative
Community Members – as appropriate	Representatives

8.6. Support members

Agency	Position
Indigenous Communities reps	Agency Representative
Utilities Representatives	Agency Representatives
Main Roads Authority	Agency Representative
Dept. Biodiversity Conservation & Attractions	Agency Representative
Dept. of Regional Development and Industries	Agency Representative
Dept. of Health	Agency Representative
St John Ambulance	Agency Representative
Dept. of Education	Agency Representative
District Emergency Management Advisor	Agency Representative

The list above is not limited, with members co-opted as and when required.

9. MANAGING RISK

9.1. Emergency Risk Management

The complete Emergency Risk Assessment can be accessed at **Appendix 3**.

The Shire and its LEMC recognise the critical component of risk management to the EM process. A sound risk management process paves the way for the Shire and its LEMC partner agencies to work together to implement treatments to mitigate risks to the community.

9.2. Likely Emergencies in Area

The following table outlines the emergencies that are likely to occur within the Shire of East Pilbara local government area.

Hazard	Controlling Agency	HMA	Local Combat Role	Local Support Role	State Hazard Plans	Local Plan (Date)
Air Crash	WAPOL	WAPOL	Newman VFRS, Nullagine BFB Marble Bar VFES	DC	Air Crash	TBD
Bushfire	LG, P&W, DFES	DFES	Newman VFRS, Nullagine BFB Marble Bar VFES	DC	Fire	TBD
Cyclone	DFES	DFES	SES	DC	Cyclone	TBD
Earthquake	DFES	DFES	SES, Newman	DC	Earthquake	TBD

			VFRS, Marble Bar VFRS			
Flood	DFES	DFES	SES	DC	Flood	TBD
Hazmat	DFES	DFES	DFES	DC	Hazardous Materials Emergencies [HAZMAT]	TBD
Health Emergency	Dept. of Health	Dept. of Health	Dept. of Health	WA Country Health Services	Human Biosecurity	State Plan 2020
Heatwave	Dept. of Health	Dept. of Health	Dept. of Health	DC	Heatwave	TBD
Land Search	WAPOL	WAPOL	SES	CPFS	Land Search	TBD
Road Transport Emergency	WAPOL	WAPOL	Newman VFRS, Nullagine BFB Marble Bar VFES	DC	Road Crash	TBD
Severe Storm	DFES	DFES	SES	DC	Severe Storm	TBD
Tsunami	DFES	DFES	Marble Bar VFES	DC	Tsunami	TBD

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

9.3. Local Emergency Management Strategies and Priorities

Priority	Strategy
LEMA endorsed by LEMC, Council, noted by DEMC and SEMC	Review and development of compliant LEMA and LRP which is compliant with legislation; LEMA to then be exercised
Current compliant Emergency Risk Management process	Completion of Emergency Risk Management Process which complies with State EM Policy 1 and the National Emergency Risk Assessment Guidelines 2018; prioritisation and implementation of treatments
LEMCs to comply with legislation and policy	All three Shire of East Pilbara LEMCs to meet quarterly and submit annual report in accordance with State EM Policies and procedures

10. RESPONSE & COORDINATION EMERGENCY OPERATIONS

10.1. Activation of Local Arrangements

On becoming aware of, or on advice from the HMA Incident Controller (IC), the Local Recovery Coordinator (LRC) will assess the need for activating the recovery plan and advise the Chairman of the need to convene the Shire appropriate Recovery Group if necessary.

Upon deciding not to convene and activate the appropriate SoEP Recovery Group and SoEP Recovery Plan, due to statutory and/or other agencies adequately addressing the situation, the Shire Local Recovery Coordinator will continue to monitor the situation and keep the Shire President and CEO briefed accordingly.

10.2. Incident Support Group

Incident Support Group (ISG) provides support to the incident management team (IMT). ISG is a group of people represented by different agencies who may/are involved in the incident

ISG is convened by the Controlling Agency (CA) appointed Incident Controller (IC) to assist in overall coordination of services and information during a major incident. Coordination achieved through clear identification of priorities by agencies sharing information and resource

HMA's and combat agencies may require the Shire resources and assistance in emergency management. The Shire is committed to providing assistance/support, if required resources are available, through the ISG if and when formed.

10.2.1. Triggers for the Incident Support Group

Defined in the State Emergency Management Policy statement 5.2.2 and State Emergency Management Plan section 5.1 being:

Where an incident is designated as a Level 2 or higher

Multiple agencies need to be coordinated

Community interests need to be represented

10.2.3. Incident Support Group membership

Made up of agency representatives that provide support to the CA. Emergency management agencies may be called on to provide liaison officers for the ISG.

The Shire Local Recovery Coordinator (LRC) should be a member of the ISG from the onset, ensuring consistency of information flow, situational awareness and efficacious transition handover to recovery.

Representation on ISG may change regularly depending upon the incident, agencies involved, and consequences caused by emergency. Agencies supplying staff for ISG must ensure that the representative(s) have authority to commit resources and/or direct tasks within their organisation/agency.

10.2.4. ISG Meeting location and frequency

Frequency of meetings is determined by IC depending on the nature and complexity of incident. As a minimum, there should be at least one meeting per incident. Coordination is achieved through clear identification of priorities and objectives by agencies sharing information and resources.

Location of meetings is the responsibility of IC. Given the IC's part in the ISG, the meetings are generally convened in close proximity to, or within the Incident Control Centre (ICC).

10.3. Emergency Coordination Centre

The SOEP has identified a primary and secondary emergency coordination centre, the locations detailed on the following pages have been identified as suitable ECC's

LOCALITY	POSITION	CONTACT
Newman	Shire Administration Offices	Manager Community Safety – 0409 772 999
Newman	SES HQ	Connie Reed – 0439 908 779
Marble Bar	Council Administration Office	Manager Place – 0409 278 661
Nullagine	Gallop Hall Nullagine Police Station	Manager Place – 0409 278 661

11. MEDIA MANAGEMENT & PUBLIC INFORMATION

Communities threatened or impacted by emergencies have an urgent and vital need for information and direction.

Communities require adequate, timely information and instruction in order to be aware of the emergency and take appropriate actions to safeguard life and property.

In the response phase of an incident, information dissemination is the responsibility of the HMA/CA.

State Support Plan – Public Information, provides that the HMA is responsible ‘for the provision and management of public information during emergencies’

Media and Public Information management is to reflect multi-agency involvement and authorised by the IC/Manager and the following principles will apply:

HMA is to manage all media releases under *State Support Plan – Public Information*.

All media releases and public information alerts for the incident are to be authorised by Incident Controller/Manager after consultation with the Emergency Coordinator and other CA's.

All media releases are to reflect Multi-Agency Incident Management and detail all agencies' involvement.

Must relate to incident only, not to operational protocols, procedures or administration. These issues will be referred to the relevant agency.

All media releases are to carry the agencies' identification.

Copies of multi-agency incident media releases are to be provided to each agency as soon as possible before release.

All Media releases issued by any agency at State level will reflect multi-agency involvement.

11.1. Shire of East Pilbara Media release

Any information for release to media or public must be forwarded through the approved by the Chief Executive Officer for approval. The coordinating officer for the Shire is the Media Relations Officer. The Shire President or the CEO shall only make statements to the press on behalf of the Shire.

11.2. Public Warning Systems

11.2.1. Local Systems

The Shire presently utilises the local ABC radio station, Shire website, the Shire Facebook page and other electronic mediums, and relevant HMA media outlets. Where lives and property are directly threatened, as a result of an emergency, information may be disseminated via Emergency Alert and/or utilising the State Emergency Warning Signal (SEWS).

11.2.2. Standard Emergency Warning System

SEWS is a distinctive sound broadcast used immediately before an urgent safety message over radio or television. SEWS should only be used when critical, urgent information is required to be delivered to the public via a radio or television broadcast.

11.2.4. DFES Public Information Line

DFES recorded information line 1300 657 209

Emergency WA website www.emergency.wa.gov.au

DFES website www.dfes.wa.gov.au

SES assistance 132 500

11.2.5. ABC Radio

Local ABC Radio ABC Pilbara (08) 9183 5011:

Newman – 567AM

Marble Bar – 105.9FM

11.3. Emergency Alert system

Emergency Alert automatically delivers emergency warnings direct to an area when lives may be in danger in that area.

It does not replace current public information tools or the need for community to remain vigilant and look after their own safety.

It is an additional tool used to alert people in a specific location in immediate danger.

All home phones (landlines), including silent numbers, are automatically registered on Emergency Alert. Mobile phones are automatically registered to the billing address.

Messages broadcast by Emergency Alert are made with authority of HMA in emergencies. (Refer to DFES Standard Operating Procedure 70 for activation).

11.4. Local communication channels and tools

Description	Contact Person	Contact Number
Public notice boards in Newman, Nullagine and Marble Bar	Media Relations Officer	9175 80200 Mro1@eastpilbara.wa.gov.au
Website – www.eastpilbara.wa.gov.au	Media Relations Officer	9175 8000 Mro1@eastpilbara.wa.gov.au
Facebook	Media Relations Officer	9175 8000 Mro1@eastpilbara.wa.gov.au

<p>ACTIONS</p> <ul style="list-style-type: none"> Public information and media management is critical in times of emergency HMA/CA IC responsible for information /media releases in response phase of incident The Shires media releases coordinated by the Shire's Media Relations Officer and approved by CEO Public statements to media only by Shire CEO or President (or delegate) Public warning systems shall be utilised when necessary under HMA/CA IC authority
--

12. EVACUATION & WELFARE

12.1. Evacuation Management

12.1.1. Decision

Decision to evacuate is made by Incident Controller (IC) appointed by designated HMA/CA or an authorised officer when the members of community at risk do not have the capability to make an informed decision when loss of life or injury is imminent.

12.1.2. Timeliness

Alternatives as, '**shelter in place**' or, "**prepare, stay and defend**", should be considered.

Decision to evacuate or recommend evacuation made as early as is practical as late evacuation may compound risk by potentially exposing communities to greater levels of risk.

12.1.3. Combat Agency for Evacuation

Evacuation will occur in a planned and safe manner, coordinated by WAPOL. Determining risk, need for long or short-term evacuation and immediate or planned evacuation may be necessary

12.1.4. Evacuation Centres

WAPOL will be requested to effect and control evacuations of persons to a location predetermined by the HMA. The HMA will liaise with the Shire or appropriate neighbouring LG's and Department of Communities (DC) to ensure appropriate arrangements for welfare support for evacuees are in place.

It is the Shire's responsibility (in partnership with the HMA/CA) to ensure adequate arrangements are in place to support evacuation. This includes the provision of evacuation centres and applicable support functions.

12.2 At-Risk Persons and Groups

The Shire of East Pilbara relies on agencies responsible for At-Risk persons and groups to ensure suitable planning, and response capabilities are supporting those special needs clients.

Appendix 6, At-Risk Persons and Groups Plan, provide guidance around working with and actions in evacuation with these persons and groups.

12.3. Evacuation Routes and Maps

Owing to the varying complexity within different emergencies, the IC HMA/CA and WAPOL will determine strategic evacuation routes at the time. Particularly concerning timeliness of the evacuation. Extensive mapping information can be sourced from the Shire's website, Google Maps and agencies as Dept. of Biodiversity Conservation and Attractions.

12.4. Return

Responsibility for decisions relating to return of evacuated residents' rests with HMA/CA. Return of evacuated residents will be conducted in consultation with affected community and relevant health and welfare agencies including DC and the Department of Health.

Evacuations will be carried out in the Shire of East Pilbara as per <https://www.wa.gov.au/system/files/2022-08/WACommunityEvacuationinEmergenciesGuideline.pdf>

Refer to Appendix 5

ACTIONS

- *Decision to evacuate made by HMA/CA IC*
- *LEMC and the Shire assist by pre-planning for evacuation*
- *All alternatives to be considered*
- *Decision to evacuate made as soon as possible*
- *At-Risk Persons and Groups to be considered (refer Appendix 6)*
- *Routes and maps sourced via internet or partner agencies*
- *Ensure Welfare Centre protocols and procedures are enacted.*

13. WELFARE

The Department of Community Services (DC) has the role of managing welfare, described as “the provision of both physical and psychological needs of a community affected by an emergency”.

This includes the functional areas of:

Personal services	Financial assistance	Personal requisites
Emergency accommodation	Registration and inquiry services	Emergency catering

DC has developed a local Welfare Emergency Management Plan for the Shire of East Pilbara LEMC areas of Marble Bar, Newman and Nullagine

13.1. Department of Communities (DC) - Local Welfare Coordinator

DC shall appoint a Local Welfare Coordinator Officer; refer **Appendix 2** – Roles and Responsibilities - Welfare.

13.2. Shire of East Pilbara – Local Welfare Coordinator

The Shire's Manager Community Services is the designated local Welfare Liaison Officer. Refer **Appendix 3** Roles and Responsibilities – Welfare.

13.3. Register Find Reunite

DC is responsible recording displaced persons on the National Register allowing friend and relatives to locate each other. DC has reciprocal arrangements with Australian Red Cross (ARC) to undertake this process.

13.4. Welfare Centres

The Shire in conjunction with DC has identified suitable facilities within different localities. These centres have been assessed providing extensive information within the Welfare Centres Register available for activation as required by the HMA IC. See **Appendix 6**

13.5. Animals (including assistance animals)

The Shire's Manager Community Safety in close consultation with other stakeholders on animal welfare matters arising from evacuation emergency and welfare centres shall agree on the distribution of duties, depending on resources available in each instance.

The Shire of East Pilbara may utilise its animal impoundment facilities during emergencies for the purposes of accommodating domestic animals.

Refer Appendix 7.

ACTIONS

- DC responsible for managing welfare
- DC develops and maintains and enacts the Shire's Local Welfare Support Plan
- The Shire's Manager of Community Services is the Local Welfare Liaison Officer
- Register Unite Find responsibility actioned by DC. ARC undertakes process
- Identified Welfare Centres refer Welfare Centre Directory Appendix 6
- Emergency Animal Welfare is coordinated by Senior Ranger Services

14. RECOVERY

The Shire of East Pilbara Local Recovery Plan is a critically important plan that guides and establishes sound recovery management, concepts, principles and values for Shire's staff, elected members, partnering agencies, and community following significant impact from any emergency.

A complete and comprehensive Local Recovery Plan is a separate plan, yet part of the overall Local Emergency Management Arrangements which can be viewed and read in conjunction with this plan.

15. EXERCISING REVIEW AND REPORTING

15.1. Exercising

The aim of conducting an exercise is:

Test effectiveness of local arrangements and provide a pathway for improvement

Bring together members of emergency management agencies and give them knowledge of, and confidence in, their roles and responsibilities

Help educate 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

15.2. Exercise Frequency

In accordance with State EM Policy, Plans, and Procedures which outline arrangements for exercising. It is a requirement that for LEMC “**To conduct at least one exercise annually**”.

15.3. Exercise Reporting

Exercise schedule and post exercise reports will be forwarded to the District Emergency Management Committee as part of LEMC's annual report.

15.4. Review of Local Emergency Management Arrangements (LEMA)

The LEMA are to be reviewed in accordance with State EM Policy Section 2.5 and amended or replaced whenever the local government considers it appropriate (s.42 of the EM Act). Reviewed and amended will be:

Contact lists are reviewed and updated quarterly (Refer **Appendix 4**)

A review is conducted after training that exercises the arrangements

An entire review will be undertaken every five (5) years, as risks may vary due to climate, environment and population changes

Circumstances may require more frequent reviews

16. REPORTING

Exercises are to be reported to the DEMC via the LEMC Annual Report using the format as detailed in SEMP 2.5 – Annual Reporting.

17. APPENDIXES

Appendix No.	Appendix Title
1	Glossary of Terms and Acronyms
2	Roles and Responsibilities
3	Emergency Risk Management Assessments
4	Emergency Contact & Resource Directory
5	At-Risk Persons and Groups Plan
6	SOEP Welfare Centre Faculties and Assets Directory
7	Emergency Animal Welfare Plan and Animal Welfare Resource Directory
8	District Councils MOU, and Shire of East Pilbara Council Policies for emergency management
9	Remote Indigenous Communities Information

Appendix 1 – Glossary of Terms & Acronyms

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

TERM	MEANING
AIIMS	Australasian Interagency Incident Management System is a command structure set up to systematically and, logically manage emergency incidents from small incidents to large difficult or multiple situations. It is designed to expand to ensure effective span of control at all levels
COMBAT	To take steps to eliminate or reduce the effects of a hazard on the community
COMBAT AGENCY (CA)	An organisation which, because of its expertise and resources, is responsible for performing a task or activity such as firefighting, rescue, temporary building restoration, evacuation, containment of oil spills, monitoring of radioactive materials. An emergency operation may involve a number of Combat Agencies
COMMAND (vertically within an organisation)	Authority for command is established in legislation or in an emergency plan,
CONTROL	The overall direction of emergency management activities in an emergency situation. Authority for control is established in legislation or in an emergency plan, and carries with it the responsibility for tasking and coordinating other organisations in accordance with the needs of the situation. Control relates to situations and operates horizontally across organisations.
CONTROLLING AGENCY (CA)	The agency nominated to control the response activities to a specified type of emergency
COORDINATION	Bringing together organisations and elements for effective response, primarily concerned with systematic acquisition and application of resources (organisation, manpower and equipment) IAW 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.
DISASTER	see EMERGENCY
DISTRICT	Means an area of the State that is declared to be a district under Section 2.1 of the <i>Local Government Act 1995</i>

DISTRICT EMERGENCY COORDINATOR (DEC)	Person designated by the Commissioner of Police to be the District Emergency Coordinator with responsibility for ensuring that roles and functions of respective District Emergency Management Committee are performed, and assisting Hazard Management Agency in provision of a coordinated multi-agency response during <i>Incidents</i> and <i>Operations</i> . At State level - Commissioner of Police. District level - District Police Officer.
DISTRICT EMERGENCY MANAGEMENT COMMITTEE (DEMC)	Based on emergency management districts and chaired by Police District Officers, as District Emergency Coordinator, with a Superintendent of DFES as Deputy Chair. Executive Officer support is provided by DFES Managers nominated by the Fire & Emergency Services Commissioner
EMERGENCY	An event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which is beyond the resources of a single organization to manage or requires coordination of a number of significant EM activities. The term "emergency" is used on the understanding that it also includes any meaning of the word "disaster"
EMERGENCY MANAGEMENT (EM)	Is a range of measures to manage risks to communities and the environment. It involves the development and maintenance of arrangements to prevent or mitigate, prepare for, respond to, and recover from emergencies and disasters in both peace and war.
EMERGENCY RISK MANAGEMENT	A systematic process that produces a range of measures, which contribute to the wellbeing of communities and the environment. (See also – RISK MANAGEMENT).
"FUNCTION" SUPPORT COORDINATOR	That person appointed by an organisation or committee to be the Coordinator of all activities associated with a particular support function, e.g. Welfare Coordinator, Medical Coordinator, etc, and includes coordinating the functions of other organisations that support that particular function, e.g. Red Cross in the State Welfare Plan
HAZARD	A situation or condition with potential for loss or harm to the community or the environment.
HAZARD MANAGEMENT AGENCY (HMA)	That organisation which, because of its legislative responsibility or specialised knowledge, expertise and resources is responsible for ensuring that emergency management activities pertaining to the prevention of, preparedness for, response to and recovery from a specific hazard are undertaken. Such organisations are either designated by legislation or detailed in State level emergency management plans.
INCIDENT	An <i>Emergency</i> , which impacts upon a <u>localised</u> community or geographical area but not requiring the co-ordination and significant multi-agency emergency management activities at a district or state level.
INCIDENT AREA	The area, defined by the <i>Incident Controller</i> , incorporating the <u>localised</u> community or geographical area impacted by an <i>Incident</i>

INCIDENT CONTROLLER (IC)	The person designated by the relevant <i>Hazard Management Agency or Control Agency</i> , responsible for the overall management and control of an <i>incident</i> and the tasking of agencies in accordance with the needs of the situation
INCIDENT MANAGEMENT TEAM (IMT)	The group of incident management personnel comprised of the Incident Controller, and the personnel appointed to be responsible for the functions of Planning, Operations and Logistic, Public Information, Finances
INCIDENT SUPPORT GROUP (ISG)	The group that may be convened by an <i>Incident Controller</i> in consultation with the relevant <i>Local Emergency Coordinator</i> to assist in the overall management of an <i>Incident</i> . The ISG includes representation from key agencies involved in the response.
LIFELINES	systems or networks that provide for the circulation of people, goods, services and information upon which health, safety, comfort and economic activity depend
LOCAL EMERGENCY COORDINATOR	Person designated by the Commissioner of Police to be the District or Local Emergency Coordinator with responsibility for ensuring that the roles and functions of the respective District or Local Emergency Management Committee are performed, and assisting the Hazard Management Agency in the provision of a coordinated multi-agency response during <i>Incidents</i> and <i>Operations</i> . At State level - Commissioner of Police. District level - District Police Officer. Local level - Senior Police Officer responsible for the police sub-district
LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)	Based on either local government boundaries or emergency management sub-districts. Chaired by the Shire President/Mayor (or a delegated person) with the Local Emergency Coordinator, whose jurisdiction covers the local government area concerned, as the Deputy Chair. Executive support should be provided by the Local Government and the Office of Emergency Management.
MUNICIPALITY	Means the district of the local government
OPERATION	an <i>Incident</i> or multiple <i>Incidents</i> which impact, or is likely to impact, beyond a <u>localised</u> community or geographical area
OPERATIONS AREA	that area, defined by the <i>Operations Area Manager</i> , incorporating the entire community or geographical area impacted or likely to be impacted, by an <i>Operation</i> and incorporating a single or multiple <i>Incident Areas</i>
OPERATIONS AREA MANAGER	that person designated by the <i>Hazard Management Agency</i> , responsible for the overall management of an <i>Operation</i> and provision of strategic direction to agencies and <i>Incident Controller(s)</i> in accordance with the needs of the situation
OPERATIONS AREA SUPPORT GROUP (OASG)	the group that may be convened by an <i>Operations Area Manager</i> , in consultation with the relevant <i>District Emergency Coordinator(s)</i> , to <u>assist</u> in the overall management of an <i>Operation</i> . The OAMG includes representation from key agencies involved in the response
PREVENTION	Measures to eliminate or reduce the incidence or severity of emergencies, usually intrinsically entwined with Risk Management
PREPAREDNESS	Arrangements to ensure that, should an emergency occur, all those resources and services which are need to cope with the effects can be efficiently mobilised and deployed. Measures to ensure that

	should an emergency occur communities, resources and other services are capable of coping with the effects. More common vernacular - READINESS
RESPONSE	Actions taken in anticipation of, during, and immediately after an emergency to ensure that people affected are given immediate relief and support
RECOVERY	The coordinated process of supporting emergency effected communities in reconstruction of the physical infrastructure and social, economic and physical wellbeing
RISK	a concept used to describe the likelihood of harmful consequences, arising from the interaction of hazards, communities and the environment
RISK MANAGEMENT	The systematic application of management policies, procedures and practices to the task of identifying, analysing, evaluating, treating and monitoring risk. Refer to ISO 31000 (Risk Management)
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
STATE EMERGENCY MANAGEMENT COMMITTEE (SEMC)	The SEMC is comprised of an executive and three Sub-Committees of Recovery and Community Engagement, Response Capability, and Risk. There are 4 reference groups being State Exercise Team, Lessons Management, Essential Services Network Operations and Public Information.
SUPPORT ORGANISATION	An organisation whose response in an emergency is either to restore essential services (e.g. Western Power, Water Corporation of WA, Main Roads WA etc) or to provide such support functions as welfare, medical and health, transport, communications, engineering, etc
TELECOMMUNICATIONS	the transmission of information by electrical or electromagnetic means including, but not restricted to, fixed telephones, mobile phones, satellite phones, e-mail and radio.
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)

Acronyms

ACRONYM	MEANING
ABS	Australian Bureau of Statistics
AIIMS	Australasian Inter-service Incident Management System
BFS	Bush Fire Service
BRMS	Bushfire Risk Management Statement (DFES)
CA	Control Agency
CEO	Chief Executive Officer
COMCEN	DFES Communications Centre
DBCA	Department of Biodiversity Conservation and Attractions
DC	Department of Communities (formally Child Protection & Family Support)
DPRIRD	Department of Primary Industries and Regional Development
DEMC	District Emergency Management Committee
DFES	Department of Fire and Emergency Services
DoH	Department of Housing
ECC	Emergency Coordination Centre
EM	Emergency Management
FRS	Fire and Rescue Service
HAZMAT	Hazardous Materials
HMA	Hazard Management Agency
IC	Incident Controller
IMT	Incident Management Team
ISG	Incident Support Group
LEMP	Local Emergency Management Plan
LEMC	Local Emergency Management Committee
LGA	Local Government Authority
LRC	Local Recovery Coordinator
LRG	Local Recovery Group
OASG	Operations Area Support Group
OIC	Officer in Charge

PTA	Public Transport Authority
RSPCA	Royal Society for the Protection of Cruelty against Animals
SEC	State Emergency Coordinator
SECG	State Emergency Coordination Group
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SITREPS	Situation Reports
SOP	Standard Operating Procedures
SHPs	State Hazard Plans
VBFS	Volunteer Bush Fire Service
VFRS	Volunteer Fire and Rescue Service
WAPF	Western Australian Police

Appendix 2- Roles and Responsibilities

Local Government – Shire of East Pilbara –
(hereby referred as ‘the Shire’)



Local role	Description of responsibilities
Local Government	<p>Responsibilities of Shire of East Pilbara (the Shire) are defined in Section 36, EM Act:</p> <ul style="list-style-type: none"> ➤ Ensure that effective local emergency management arrangements are prepared and maintained for its district ➤ Manage recovery following an emergency affecting the community in its district ➤ Perform other functions given to local government under the Act ➤ The Shire also accepts responsibility for management of its resources ➤ The responsibility for co-ordination of community support to counter effects of an emergency during both response to and recovery from emergencies ➤ Development and testing of LEMP
Local Emergency Coordinator LEC	<p>The responsibilities of LEC are defined in Section 36 of the EM Act</p> <p>For Shire of East Pilbara the position of Local Emergency Coordinator is held by the WA Police, Pilbara District and represented by the Newman, Marble Bar and Nullagine Police Station OIC's having the following functions:</p> <ul style="list-style-type: none"> ➤ to provide advice and support to the LEMC for the district in development and maintenance of emergency management arrangements for the district ➤ to assist Hazard Management Agencies in the provision of a coordinated response during an emergency in the district ➤ to carry out other emergency management activities in accordance with directions of State Emergency Coordinator
Local Recovery Coordinator	<p>To ensure development and maintenance of effective recovery management arrangements for local government. In conjunction with the Local Recovery Group to implement a post incident recovery action plan and manage the recovery phase of the incident. The Manager Community Services has been appointed as the LRC for the Shire.</p>
LG Welfare Liaison Officer	<p>During an evacuation where a local government facility is utilised by Department of Communities provide advice, information and resources regarding the operation of facility.</p>
LG Liaison Officer (to the ISG/IMT)	<p>During a major emergency, the liaison officer attends ISG meetings to represent local government, provides local knowledge input and provides details contained in the LEMA.</p>
	<ul style="list-style-type: none"> ➤ Where an identified evacuation centre is a building owned and operated by the local government, provide a liaison officer to support DC.

Local role	Description of responsibilities
Local Government – Incident Management	➤ Ensure planning and preparation for emergencies is undertaken
	➤ Implement procedures that assist community and emergency services deal with incidents
	➤ Ensure that all personnel with emergency planning and preparation, response and recovery responsibilities are properly trained in their role
	➤ Keep appropriate records of incidents that have occurred to ensure continual improvement of Shires emergency response capability
	➤ Liaise with the incident controller (provide liaison officer)
	➤ Participate in ISG and provide local support
Other Local Government Officers	As determined by the Incident, the following Officers are members of the committee:
	➤ Shire Chief Executive Officer
	➤ Shire Local Recovery Coordinator
	➤ Shire Council Representatives
	➤ Shire Manager Health
	➤ Shire Senior Ranger
	➤ Shire Chief Bush Fire Control Officer
	➤ Newman Local Unit Manager State Emergency Services

Emergency and Support Agencies

AGENCY	DESCRIPTION OF RESPONSIBILITIES
Controlling Agency	An agency nominated to control the response activities to a specified type of emergency
	Function:
	➤ Undertake all responsibilities as prescribed in Agency specific legislation for Prevention and Preparedness
	➤ Control all aspects of the response to an incident
	➤ During Recovery ensures effective transition to Recovery to LG
Hazard Management Agency	HMA is a public authority or other person which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for EM, or the prescribed EM aspect, in the area prescribed of the hazard for which it is prescribed. [s. 4(3) of the Act]
	Function:
	➤ Undertake responsibilities where prescribed for these aspects [EM Regs]
	➤ Appointment of Hazard Management Officers [s. 55 of the Act]
	➤ Declare / Revoke Emergency Situation [s. 50 & 53 of the Act]
	➤ Coordinate the development of the State Hazard Plans for that hazard [SEMP 2.2]
Combat Agency	➤ Ensure effective transition to recovery by Local Government
Combat Agency	A Combat Agency 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 EM activity prescribed by the regulations in relation to that agency
Support Agency	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
	Functions:
	➤ Restoring essential services affected by the emergency
	➤ Providing "function" support as part of the tactical plan, e.g. Dept of Communities to provide welfare services
	➤ Managing their resources and those given to them in support of their specific function
	➤ Providing progress reports to the designated Incident Manager or Operations Area Manager

	➤ Providing progress reports to the higher levels of their organisation
	➤ Provide an Agency Liaison Officer to participate as part of the Incident Management Group upon request of the HMA/CA
	➤ Attend post incident debriefs
	➤ Contributing a post operation report or post incident analysis

Welfare

AGENCY	DESCRIPTION OF RESPONSIBILITIES
Department of Communities (DC)	➤ Establish, chair and manage the activities of the Local Welfare Emergency Management Coordination Group (LWEMCG), where determined appropriate by the DC District Director
	➤ Prepare, circulate, test and maintain the Local Welfare Plans
	➤ Represent DC and the emergency welfare function on the LEMC and Local Recovery Group
	➤ Establish and maintain the Local Welfare Emergency Coordination Centre
	➤ Ensure personnel and organisations are trained and exercised in their welfare responsibilities
	➤ Coordinate provision of emergency welfare services during response and recovery of emergency
	➤ Represent DC on the Incident Support Group when required
Shire Local Welfare Liaison Officer (LWLO)	➤ Coordinate welfare response on behalf of Shire
	➤ Coordinate initial arrangements in lieu of DC Local Welfare Coordinator attendance
	➤ Provide assistance to the Local Welfare Centre/s including
	➤ Maintenance of establishments
	➤ Security of establishments
Australian Red Cross	➤ Opening and closing establishments
	➤ Undertake process recording displaced persons for National Register
Shire Rangers	➤ In partnership with Shire and DC undertake Outreach in affected areas
	➤ Assist with Animal Management in effected areas and at Welfare Centres

LOCAL LEVEL RISK ASSESSMENT

Summary Report

REPORTING PERIOD I AUGUST 2019



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Executive Summary

This report provides a summary of the Local Community based risk assessment that was undertaken by the Shire of East Pilbara throughout a period of 2 years (2017 to 2019). The Emergency Risk Management (ERM) process; mandated by the Emergency Management Act 2005 and as part of the process of the LEMA review; was designed to allow consistent and comparable risk assessments across all Local Governments.

This Emergency Risk Management Plan was designed as per the State Emergency Management Policy Statement 3.2.6 and undertaken in accordance with the Western Australia Emergency Risk Management Guideline; which is aligned with the Australian/New Zealand International Standard Organisation (AS/NZS ISO 31000:2009) Risk Management – Principles and Guidelines. Furthermore the ERM plan has been developed, led and administered by the Local Government Emergency Management Committees of the Shire of East Pilbara.

The results of these risk assessment across four specific hazards: Cyclone, Flood, Bushfire and HAZMAT: Chemical Spill are demonstrated further in this document and are set out in descending order subject to the 'As Low As Reasonably Possible' (ALARP) Principle.

The report finds many of the emergencies feared by the community have no treatment options available under the PPRR model and will simply be available to the community as awareness only. Further works will be undertaken on those risks that can potentially be mitigated using any of the model; Prevention, Preparedness or Response; with Treatment Options (TO) applied as the Local Government sees fit.

The risk assessments used in regards to these hazards is limited by the Shire knowledge and opinion of the community in which the assessments were held. This can result in data that can be abnormally skewed either high or low on the ALARP scale, it should be noted however that field experts were used where possible during this process.

Local Risk Assessment Summary Document – Shire of East Pilbara

Hazards Assessed	Date of Risk Assessment Workshops
Cyclone	15 August 2018
Flood	16 August 2018
Bush Fire	17 August 2018
HAZMAT: Chemical Spill	09 November 2018
Risk Assessment Workshop Coordinator	Brent Stein / Daniel Hill
Risk Assessment Workshop Facilitator	Brent Stein

Other persons who aided in the workshop development (including scenario development)

Name	Task/Responsibility
N/A	N/A

Tailored Risk Criteria elements used in the Risk Assessment Workshops	
Population	12,092
Gross Area Product	\$14,5,000,000.00

CYCLONE

Scenario Summary

Cyclone

Tropical Cyclones are a regular feature in the Western Australian Region with an average of 4-5 occurring each year. Of these, 1-2 usually make landfall, though there is significant variability from year to year.

Tropical Cyclones are defined by Geosciences Australia as: a localized, very intense low-pressure wind system forming over tropical oceans and with winds of hurricane force.

The East Pilbara Coastal Region has historically been impacted with numerous Tropical Cyclones with the most recent and damaging being Tropical Cyclone Rusty on the 27th February 2013.

Cyclone Scenario

(Please note: weather/climate data derived from the Bureau of Meteorology Weather Stations based in Pardoo, Marble Bar and Newman)

Month of Year: January (information listed below averaged from the highest data recorded in January from all 3 weather stations)

Temperature: 39 Degrees Celsius

Cyclone Category: Expected to be a category 3 cyclone when it reaches the Marble Bar Region

Wind Speed: 70km/hr

Wind Gusts: Wind gusts up to 180km/h

Rainfall: Expected rainfall to be over 100mm within a 48 hour period

There is a risk that high winds and severe flooding will impact the Marble Bar region will impact people, public administration and economy as the region may not be able to be accessed via vehicle for up to 10 days post incident.

The town of Marble Bar and surrounding communities/mine sites and pastoral stations will be impacted.

Risk Identification

Hazard	Risk	Risk Priority	Treat Options – If Applicable
Cyclone	A Category 3 cyclone impacting the Shire will impact private buildings and contents, resulting in financial losses.	High	Treat
Cyclone	A Category 3 cyclone impacting the Shire will impact main road transport routes, resulting in repair costs and/or financial losses.	High	Treat
Cyclone	A Category 3 cyclone impacting the Shire will impact potable water supply (e.g. due to damage to infrastructure such as dams, piping and bores), resulting in repair costs and/or financial losses.	High	Treat
Cyclone	A Category 3 cyclone impacting the Shire will impact mining infrastructure and/or operations (open pit & underground mines), resulting in a lack of production, recovery costs and/or financial losses.	High	Treat
Cyclone	A Category 3 cyclone impacting the Shire will cause an increased demand (surge) on St John Ambulance services at the local level, impacting their ability to maintain core services.	High	Treat
Cyclone	A Category 3 cyclone impacting the Shire will cause an increased demand (surge) on WA Police services at the local level, impacting their ability to maintain core services.	High	Treat
Cyclone	A Category 3 cyclone impacting the Shire will cause an increased demand (surge) on WA health services (including remote health services such as nursing posts and smaller hospitals/clinics) at the local level, impacting their ability to maintain core services.	High	Treat
Cyclone	A Category 3 cyclone impacting the Shire will cause an increased demand (surge) on Main Roads WA services at the local level, impacting their ability to maintain core services.	High	Treat
Cyclone	A Category 3 cyclone impacting the Shire will impact mobile and landline communication infrastructure, impacting the ability of telecommunication companies to maintain core services.	High	Treat
Cyclone	A Category 3 cyclone impacting the Shire will impact staff associated with aboriginal communities, impacting their ability to provide support to their communities.	High	Treat
Cyclone	A Category 3 cyclone impacting the Shire will impact the health of people and cause death(s).	High	Treat

Cyclone	A Category 3 cyclone impacting the Shire will impact the health of people and cause injury and/or serious illness.	High	Treat
Cyclone	A Category 3 cyclone impacting the Shire will impact commercial buildings, contents and services, resulting in financial losses.	Medium	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will impact bridges, floodway's or approaches to bridges, resulting in repair costs.	Medium	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will require recovery works to be undertaken by local government(s), impacting on their ability to maintain core services.	Medium	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will cause an increased demand (surge) on DFES services at the local level, impacting their ability to maintain core services.	Medium	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will impact power infrastructure, impacting the power company's ability to maintain core services.	Medium	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will impact communications infrastructure, resulting in repair costs and/or financial losses.	Low	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will impact power infrastructure, resulting in repair costs and/or financial losses.	Low	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will result in recovery activities, resulting in costs to local government.	Low	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will impact the health of residents in the area and cause death or serious injury/illness, impacting the wellbeing of the community.	Low	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will impact on the availability of basic commercial products and services, impacting community services and wellbeing.	Low	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will affect the day to day functionality of educational facilities, impacting community services and wellbeing.	Low	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will impact culturally significant facilities (e.g. churches, places of worship, sacred sites, etc.), resulting in a loss of cultural significance.	Low	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will result in a loss of income/employment, impacting the community wellbeing.	Low	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will result in isolation of remote communities, leading to re-supply efforts of basic needs,	Low	Monitor and Review

	food, water, medical and fuel, affecting the ability to function as a community.		
Cyclone	A Category 3 cyclone impacting the Shire will cause contamination to the surrounding environment from the release of toxic substances (e.g. of non-natural materials	Low	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will result in soil erosion in flood plains and river catchment areas.	Low	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will impact sewerage systems, resulting in repair costs and/or financial losses.	Very Low	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will impact residential dwellings and contents, impacting the wellbeing of the community.	Very Low	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will impact wildlife.	Very Low	Monitor and Review
Cyclone	A Category 3 cyclone impacting the Shire will impact flora.	Very Low	Monitor and Review

Risk Profile Analysis

The Shire of East Pilbara is prone to high category cyclones between November and March. During this period, the risk of Cyclone's impacting towns, communities, mine sites and pastoral stations within the East Pilbara Coastal Region is very high.

The scenario posed is both plausible and possible in the conditions stated. The risk itself is real and has the potential to devastate towns, communities, mine sites and pastoral stations within the Shire.

The assessment has listed this risk with an average of a medium/low rating, making the risk tolerable to the Shire of East Pilbara. The following priorities were deemed important by the wider community:

- Risk of illness, injury, death or displacement
- Risk of economic loss to all areas of economy
- Damage to infrastructure, properties and dwellings

While treatment options are limited, the following were deemed appropriate:

- Development of overflow plans for emergency response and recovery.
- Ongoing training in Recovery Coordination and Managing Recovery Activities (including hazard specific scenario workshops)
- Community engagement stipulating safety advice for the wider community especially in the areas of Preparation and Preparedness.

Attendance

Name	Agency
Brent Stein	Shire of East Pilbara
David Olney	Shire of East Pilbara
Cemone Hedges	Shire of East Pilbara
Diarmuid Kinsella	Department Fire and Emergency Services
Daniel Hill	Department Fire and Emergency Services
Peter Cameron	Department Fire and Emergency Services
Pauline Howrie	Department of Communities
Nicholas Hamer	WA Police
Rod McLeod	East Pilbara Independence Support
Kavita McLeod	East Pilbara Independence Support

FLOOD

Scenario Summary

Flood

Floods are defined by Geosciences Australia as:

“A general and temporary condition of partial or complete inundation of normally dry land areas from overflow of inland or tidal waters from the unusual and rapid accumulation or runoff of surface waters from any source”

This has occurred on numerous occasions within the Nullagine and Marble Bar Regions. On average, the towns of Nullagine and Marble Bar become isolated due to flooding at least once per year.

Flood Scenario

(Please note: weather/climate data derived from the Bureau of Meteorology Weather Stations based in Pardoo, Marble Bar and Newman)

- Month of Year: January (information listed below averaged from the highest data recorded in January from all 3 weather stations)
- Temperature: 39 Degrees Celsius
- Cyclone Category: Expected to be a category 3 cyclone when it reaches the Marble Bar Region
- Rainfall: Expected rainfall to be over 300mm within a 72 hour period

There is a risk that high winds and severe flooding will impact the Marble Bar region will impact people, public administration and economy as the region may not be able to be accessed via vehicle for up to 10 days post incident.

As per the recommended town floodplain map, Nullagine will most likely be flooded in for several days based on the predicted amount of rainfall

The town of Nullagine and surrounding communities, mine sites and pastoral stations will be impacted.

Risk Identification

Hazard	Risk	Risk Priority	Treat Options – If Applicable
Flood	A significant flood resulting from a Category 3 cyclone will impact commercial buildings, contents and services, resulting in financial losses.	High	Treat
Flood	A significant flood resulting from a Category 3 cyclone will impact mining infrastructure and/or operations (open pit & underground mines), resulting in a lack of production, recovery costs and/or financial losses.	High	Treat
Flood	A significant flood resulting from a Category 3 cyclone will require recovery works to be undertaken by local government(s), impacting on their ability to maintain core services.	High	Treat
Flood	A significant flood resulting from a Category 3 cyclone will cause an increased demand (surge) on St John Ambulance services at the local level, impacting their ability to maintain core services.	High	Treat
Flood	A significant flood resulting from a Category 3 cyclone will cause an increased demand (surge) on Main Roads WA services at the local level, impacting their ability to maintain core services.	High	Treat
Flood	A significant flood resulting from a Category 3 cyclone will impact power infrastructure, impacting the power company's ability to maintain core services.	High	Treat
Flood	A significant flood resulting from a Category 3 cyclone will impact staff associated with aboriginal communities, impacting their ability to provide support to their communities.	High	Treat
Flood	A significant flood resulting from a Category 3 cyclone will impact the health of people and cause death(s).	High	Treat
Flood	A significant flood resulting from a Category 3 cyclone will impact the health of people and cause injury and/or serious illness.	High	Treat
Flood	A significant flood resulting from a Category 3 cyclone will impact the health of people due to stagnant water and water-borne diseases and cause serious illness.	High	Treat
Flood	A significant flood resulting from a Category 3 cyclone will impact private buildings and contents, resulting in financial losses.	Medium	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will impact main road transport routes, resulting in repair costs and/or financial	Medium	Monitor and Review

	losses.		
Flood	A significant flood resulting from a Category 3 cyclone will impact bridges, or approaches to bridges, resulting in repair costs.	Medium	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will impact power infrastructure, resulting in repair costs and/or financial losses.	Medium	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will result in recovery activities, resulting in costs to local government.	Medium	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will cause an increased demand (surge) on DFES services at the local level, impacting their ability to maintain core services.	Medium	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will cause an increased demand (surge) on WA Police services at the local level, impacting their ability to maintain core services.	Medium	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will cause an increased demand (surge) on WA health services (including remote health services such as nursing posts and smaller hospitals/clinics) at the local level, impacting their ability to maintain core services.	Medium	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will impact the health of residents in the area and cause death or serious injury/illness, impacting the wellbeing of the community.	Medium	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will impact residential dwellings and contents, impacting the wellbeing of the community.	Medium	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will result in isolation of remote communities, leading to re-supply efforts of basic needs, food, water, medical and fuel, affecting the ability to function as a Medium community	Medium	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will impact RFDS's ability to maintain core services.	Medium	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will impact communications infrastructure, resulting in repair costs and/or financial losses.	Low	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will impact sewerage systems, resulting in repair costs and/or financial losses.	Low	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will impact potable water supply (e.g. due to damage to infrastructure such as	Low	Monitor and Review

	dams, piping and bores), resulting in repair costs and/or financial losses.		
Flood	A significant flood resulting from a Category 3 cyclone will impact mobile and landline communication infrastructure, impacting the ability of telecommunication companies to maintain core services.	Low	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will impact on the availability of basic commercial products and services, impacting community services and wellbeing.	Low	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will affect the day to day functionality of educational facilities, impacting community services and wellbeing.	Low	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will result in a loss of income/employment, impacting the community wellbeing.	Low	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will cause contamination to the surrounding environment from the release of toxic substances (e.g. of non-natural materials).	Low	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will result in soil erosion in flood plains and river catchment areas.	Low	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will impact the Department of Communities ability to maintain core services.	Low	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will affect day to day functionality of facilities for vulnerable people (aged, childcare, and disability), impacting community services and wellbeing.	Very Low	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will impact culturally significant facilities (e.g. churches, places of worship, sacred sites, etc.), resulting in a loss of cultural significance.	Very Low	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will impact wildlife.	Very Low	Monitor and Review
Flood	A significant flood resulting from a Category 3 cyclone will impact flora.	Very Low	Monitor and Review

Risk Profile Analysis

Flooding due to Storm/Tropical Cyclone inundation in the Shire of East Pilbara is one of the most common and dangerous hazards within the district.

Whilst flooding is considered a medium/low risk due to the timeframe in which it takes a location to become isolated, towns/stations/communities within the Shire of East Pilbara are extremely remote and require a high level of preparedness when high rainfall predictions are forecast.

The assessment has listed this risk as medium/low, making the risk tolerable to the Shire of East Pilbara. It is important to remember that the town of Nullagine is built on a flood plain within the Nullagine River and must be given the highest priority when high rainfall predictions are forecast. The following priorities were deemed important by the wider community:

- Risk of illness, injury, death or displacement
- Risk of economic loss to all areas of economy
- Damage to infrastructure, properties and dwellings

While treatment options are limited, the following were deemed appropriate:

- Development of a knowledge and information management system that details 'at risk' areas including those of exclusivity, complexity or weakness
- Development of a flood management plan for vulnerable areas other than Nullagine
- Community Engagement stipulating safety advice for the wider community especially in the areas of Preparation and Preparedness
- Ongoing training in Recovery Coordination and Managing Recovery Activities (including hazard specific scenario workshops)

Attendance

Name	Agency
Brent Stein	Shire of East Pilbara
Diarmuid Kinsella	Department Fire and Emergency Service
Daniel Hill	Department Fire and Emergency Service
Pauline Howrie	Department of Communities
Mary Ann Hanson	WA Country Health
Greg Yeo	Nullagine Primary School
David Camilleri	WA Police
Nick Ingram	WA Police
Biddy Schill	LEMC Chair Nullagine

BUSHFIRE

Scenario Summary

(Please note: weather/climate data derived from the Bureau of Meteorology Weather Stations based in Pardoo, Marble Bar and Newman)

- Month of Year: October (information listed below averaged from the highest data recorded in January from all 3 weather stations)
- Temperature: 41 Degrees Celsius
- Relative Humidity: 13%
- Fire Danger Rating – Very High
- Curing = 100% - Drought Factor = 10 – Fuel Loading = 4.5
- Wind Speed: 25km/hr
- Wind Gusts: Wind gusts up to 40km/h over the next 48 hours
- Wind Direction: North West in the morning turning easterly in the afternoon/evening.
- Aurora program predicts approximately 20,000 hectares will burn
- Bushfire will close Great Northern Highway for up to 24 hours.

There is also a Bushfire burning east of Newman near Ophthalmia Dam. BHP Emergency Services are dealing with that matter and have limited resources to assist with the above mentioned Bushfire.

There is a risk that infrastructure could be damaged at mining camps at Hope Downs 1 and 4 (Rio Tinto and Fortescue Mining Group). Significant back burning will need to be conducted to avoid the head of the existing fire reaching the 10 year old fuel loads located within 1km of the mining camps.

The town of Newman and surrounding communities, mine sites and pastoral stations will be impacted.

Risk Identification

Hazard	Risk	Risk Priority	Treat Options – If Applicable
Bushfire	A significant Bushfire impacting the Shire will impact private buildings and contents, resulting in financial losses.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will impact commercial buildings, contents and services, resulting in financial losses.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will impact communications infrastructure, resulting in repair costs and/or financial losses.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will impact power infrastructure, resulting in repair costs and/or financial losses.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will impact potable water supply (e.g. due to damage to infrastructure such as dams, piping and bores), resulting in repair costs and/or financial losses.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will impact mining infrastructure and/or operations (open pit & underground mines), resulting in a lack of production, recovery costs and/or financial losses.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will cause an increased demand (surge) on DFES services at the local level, impacting their ability to maintain core services.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will cause an increased demand (surge) on St John Ambulance services at the local level, impacting their ability to maintain core services.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will cause an increased demand (surge) on WA Police services at the local level, impacting their ability to maintain core services.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will cause an increased demand (surge) on WA health services (including remote health services such as nursing posts and smaller hospitals/clinics) at the local level, impacting their ability to maintain core services.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will cause an increased demand (surge) on Main Roads WA services at the local level, impacting their ability to maintain core services.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will impact power infrastructure, impacting the power company's ability to maintain core services.	High	Treat

Bushfire	A significant Bushfire impacting the Shire will impact mobile and landline communication infrastructure, impacting the ability of telecommunication companies to maintain core services.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will impact the health of people and cause death(s).	High	Treat
Bushfire	A significant Bushfire impacting the Shire will impact the health of people and cause injury and/or serious illness.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will impact the health of residents in the area and cause death or serious injury/illness, impacting the wellbeing of the community.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will impact residential dwellings and contents, impacting the wellbeing of the community.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will impact culturally significant facilities (e.g. churches, places of worship, sacred sites, etc.), resulting in a loss of cultural significance.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will impact wildlife	High	Treat
Bushfire	A significant Bushfire impacting the Shire will impact flora.	High	Treat
Bushfire	A significant Bushfire impacting the Shire will impact main road transport routes, resulting in repair costs and/or financial losses.	Medium	Monitor and Review
Bushfire	A significant Bushfire impacting the Shire will impact bridges, or approaches to bridges, resulting in repair costs.	Medium	Monitor and Review
Bushfire	A significant Bushfire impacting the Shire will result in recovery activities, resulting in costs to local government.	Medium	Monitor and Review
Bushfire	A significant Bushfire impacting the Shire will require recovery works to be undertaken by local government(s), impacting on their ability to maintain core services.	Medium	Monitor and Review
Bushfire	A significant Bushfire impacting the Shire will impact on the availability of basic commercial products and services, impacting community services and wellbeing.	Medium	Monitor and Review
Bushfire	A significant Bushfire impacting the Shire will affect day to day functionality of facilities for vulnerable people (aged, childcare, and disability), impacting community services and wellbeing.	Medium	Monitor and Review
Bushfire	A significant Bushfire impacting the Shire will impact sewerage systems, resulting in repair costs and/or financial losses.	Low	Monitor and Review
Bushfire	A significant Bushfire impacting the Shire will impact staff associated with	Low	Monitor and Review

	aboriginal communities, impacting their ability to provide support to their communities.		
Bushfire	A significant Bushfire impacting the Shire will affect the day to day functionality of educational facilities, impacting community services and wellbeing.	Low	Monitor and Review
Bushfire	A significant Bushfire impacting the Shire will result in a loss of income/employment, impacting the community wellbeing.	Low	Monitor and Review

Risk Profile Analysis

The Shire of East Pilbara is prone to large scale bushfire during months where there is high ground fuel and lightning prevalent (October to February). During this period, fires are mainly started by lightning, but can also be started by machinery and prospectors.

The scenario posed is both plausible and possible in the conditions stated as it is based on a historical incident. The risk itself is real and has the potential to destroy infrastructure within the Shire.

The assessment has listed this risk as an average of medium/high, making the risk tolerable to the Shire of East Pilbara. Limited treatment options are available and consist broadly of the following:

- Training for Fire Brigades and Mining Emergency Service Officers in all aspects of Bushfire Suppression and control
- Continue the endorsement of the Memorandum of Understanding with DFES for the Management of Control of Bush Fire Brigades and Bushfire and Emergency Services in the Pilbara Region of Western Australia.
- Community Engagement in relation to the devastation of fire and the importance of insurance and pre-planning
- Bushfire Risk Mitigation to be continually conducted within the district
- Investment in a knowledge management system with particular emphasis on recording and distribution of information most specifically on areas of high danger, complexity or exclusivity

The following priorities were found to be of the most concern to the wider community within the Shire:

- Injury
- Community Displacement
- Economic loss with the Agricultural sector
- Economic loss with the Mining sector
- Loss of core Government services

Attendance

Name	Title / Agency
Brent Stein	Shire of East Pilbara
Diarmuid Kinsella	Department Fire and Emergency Services
Daniel Hill	Department Fire and Emergency Services
Luke Mitchinson	Department Fire and Emergency Services
Pauline Howrie	Department of Communities
Salomon Kloppers	Shire of East Pilbara
George Christianson	Shire of East Pilbara
Kelly Kelly	Shire of East Pilbara
Shane Fox	Air Services Australia
Raymond Bonner – AFSM	Newman Volunteer, Fire and Rescue
Amanda Williamson	Newman Volunteer, Fire and Rescue
Clarrie Hall	BHP Billiton

HAZMAT: CHEMICAL SPILL

Scenario Summary

HAZMAT: Chemical Spill

HAZMAT is defined as:

“A material (such as flammable or poisonous material) that would be a danger to life or to the environment if released without precautions”

HAZMAT spills have occurred on numerous occasions within the Newman region as HAZMAT substances are regularly transported and utilised in the town and surrounding mine sites.

HAZMAT Scenario

There is a significant leak coming from the Chlorine Tanks on Newman Drive (Near BHP Whaleback Gatehouse). Residential properties in North and South Newman are under threat of exposure to harmful gasses and/or substances

(Please note: weather/climate data derived from the Bureau of Meteorology Weather Stations based in Pardoo, Marble Bar and Newman)

- Month of Year: November (information listed below averaged from the highest data recorded in January from all 3 weather stations)
- Temperature: 43 Degrees Celsius
- Relative Humidity: 15%
- Wind Speed: 25km/hr
- Wind Gusts: Wind gusts up to 40km/h over the next 48 hours
- Wind Direction: North West in the morning turning South West in the afternoon/evening.

The town of Newman and surrounding communities, mine sites and pastoral stations will be impacted.

Risk Identification

Hazard	Risk	Risk Priority	Treat Options – If Applicable
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact commercial buildings, contents and services, resulting in financial losses.	High	Treat
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact mining infrastructure and/or operations (open pit & underground mines), resulting in a lack of production, recovery costs and/or financial losses.	High	Treat
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will require recovery works to be undertaken by local government(s), impacting on their ability to maintain core services.	High	Treat
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact government offices, works depots and facilities, impacting in the ability to maintain core services.	High	Treat
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact on home-based services and service providers, impacting on their ability to maintain core functions.	High	Treat
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact the health of people and cause death(s).	High	Treat
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact the health of people and cause injury and/or serious illness.	High	Treat
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will cause emergency services to be overwhelmed, resulting in further deaths directly attributable to the hazard event	High	Treat
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will cause health services to be overwhelmed, resulting in further deaths directly attributable to the hazard event	High	Treat
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact the health of residents in the area and cause death or serious injury/illness, impacting the wellbeing of	High	Treat

	the community.		
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact on the availability of basic commercial products and services, impacting community services and wellbeing.	High	Treat
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will disrupt business activities, resulting in financial losses	Medium	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact potable water supply (e.g. due to damage to infrastructure such as dams, piping and bores), resulting in repair costs and/or financial losses.	Medium	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will result in recovery activities, resulting in costs to local government.	Medium	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will cause an increased demand (surge) on St John Ambulance services at the local level, impacting their ability to maintain core services.	Medium	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will cause an increased demand (surge) on WA health services (including remote health services such as nursing posts and smaller hospitals/clinics) at the local level, impacting their ability to maintain core services.	Medium	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will cause displacement, death or injury to animals, impacting the wellbeing of the community.	Medium	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact private buildings and contents, resulting in financial losses.	Low	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact main road transport routes, resulting in financial losses.	Low	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact tourism (and aspects that support tourism), resulting in financial losses	Low	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact sewerage systems, resulting in repair	Low	Monitor and Review

	costs and/or financial losses.		
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will cause an increased demand (surge) on DFES services at the local level, impacting their ability to maintain core services.	Low	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will cause an increased demand (surge) on WA Police services at the local level, impacting their ability to maintain core services.	Low	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will cause an increased demand (surge) on Main Roads WA services at the local level, impacting their ability to maintain core services.	Low	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will result in a loss of income/employment, impacting the community wellbeing.	Low	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact wildlife.	Low	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will cause contamination to the surrounding environment from the release of toxic substances (e.g. of non-natural materials).	Low	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will result in disruption to major events, resulting in financial losses	Very Low	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact staff associated with aboriginal communities, impacting their ability to provide support to their communities.	Very Low	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will affect the day to day functionality of educational facilities, impacting community services and wellbeing.	Very Low	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will affect day to day functionality of facilities for vulnerable people (aged, childcare, and disability), impacting community services and wellbeing.	Very Low	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts	Very Low	Monitor and Review

	of toxic gas will impact culturally significant facilities (e.g. churches, places of worship, sacred sites, etc.), resulting in a loss of cultural significance.		
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact tourism in the area, affecting the community wellbeing.	Very Low	Monitor and Review
HAZMAT: Chemical	A significant chlorine chemical spill resulting in large amounts of toxic gas will impact flora.	Very Low	Monitor and Review

Risk Profile Analysis

The Shire of East Pilbara is prone to HAZMAT: Chemical spills all year round. As dangerous goods are frequently transported on the Great Northern Highway and Marble Bar Road, it increases the probability of a HAZMAT incident. With a large water treatment plant to the west of the town of Newman, there is also risk of a possible HAZMAT incident involving Chlorine.

The assessment has listed this risk as medium/low, making the risk tolerable to the Shire of East Pilbara. The following priorities were deemed important by the wider community:

- Risk of illness, injury, death or displacement
- Risk of economic loss to all areas of economy
- Damage to infrastructure, properties and dwellings

While treatment options are limited, the following were deemed appropriate:

- Development of overflow plans for emergency response and recovery.
- Annual Chlorine HAZMAT exercises to be conducted in Newman with BHP, Shire of East Pilbara and DFES
- Ongoing training in Recovery Coordination and Managing Recovery Activities (including hazard specific scenario workshops)
- Community engagement stipulating safety advice for the wider community especially in the areas of Preparation and Preparedness.

Attendance

Name	Title / Agency
Brent Stein	Shire of East Pilbara
Eva Rodrigo	Shire of East Pilbara
Raymond Bonner - AFSM	Newman Volunteer Fire and Rescue
Leigh Mulholland	Newman Volunteer Fire and Rescue
Colin Reed	Newman State Emergency Service
Connie Reed	Newman State Emergency Service
Craig Hoyer	LEMC Chair - Newman
Mark Fleskens	WA Police
Tania Dickson	St John Ambulance
Bruce Morris	Army – Pilbara Regiment

Appendix 5 – AT-RISK People and Groups Emergency Plan



Shire of EAST
Pilbara
AUSTRALIA'S LARGEST SHIRE

AT-RISK Persons and Groups Emergency Plan 2023

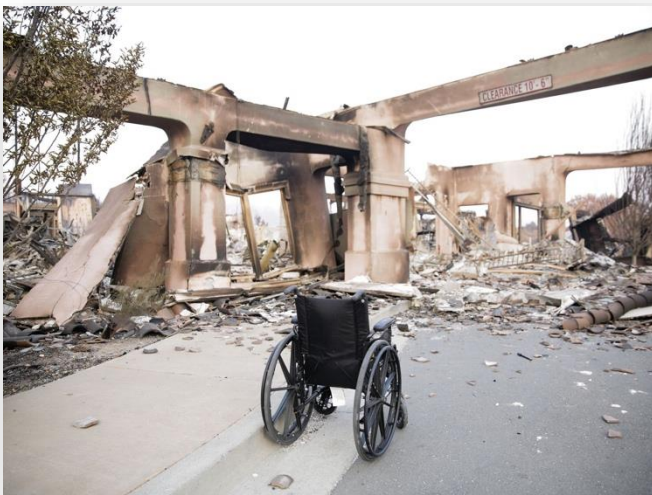


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Acronyms

ARPC	At-Risk Persons Coordinator
CALD	Culturally and Linguistically Diverse
DFES	Department of Fire and Emergency Services
HACC	Home and Community Care
IL	Independent Living
LEMP	Local Emergency Management Plan
LEMC	Local Emergency Management Committee
MOU	Memorandum of Understanding
IC	Incident Controller
ICC	Incident Control Centre
HMA	Hazard Management Agency
IMT	Incident Management Team
RAC	Residential Aged Care
the Shire	The Shire of East Pilbara

Amendment Record

Amendment		Details	Amended by
No	Date		
1	March 2021	Developed Sub plan for LEMP	L R Winter
2	Jan 2023	Reviewed and updated by MCS.	C.Scanlan
3			
4			
5			
6			
7			
8			
9			
10			

Defining At-Risk Persons and Groups

At-Risk persons and groups within the overall population have a higher degree of demographic or socioeconomic vulnerability, rendering them more likely to be adversely affected by disaster.

They can be defined in terms of the characteristics of a person or group that affect their capacity to anticipate, cope with, resist, and recover from the impact of a disaster (natural or non-natural).

A definition that could be considered for "At-Risk" persons and Groups is:

Having concerns with Communication, Medical, Independence, Supervision, and Transportation services.

Influencing factors of At-Risk Persons and Groups

Socioeconomic status

Includes employment, income, housing (e.g., homelessness), and education level. People with lower socioeconomic status are more likely to lack resources needed to follow emergency preparedness instructions. They might be unable to stockpile food, for example, or have not the ability to evacuate.

Age

The old and the young are particularly vulnerable during emergencies.

Older adults are more likely to have medical problems that put them at an increased risk during a disaster. They might have limited sight, hearing, cognitive ability and physical strength.

Young children are also more at risk. They have yet to develop the resources, knowledge, or understanding to effectively cope with disaster, and they are more susceptible to injury and disease. Young children are also more vulnerable when they are separated from their parents or guardians, for example, at school or in daycare.

Race and ethnicity

Race and ethnicity contribute to social vulnerabilities. Race and ethnicity are tied to issues of socioeconomic status. Social and economic marginalization contributes to the vulnerability of these groups.

English language proficiency

People with limited English proficiency have a limited ability to read, speak, or write in English. These groups might have trouble understanding public health directives if language barriers are not addressed when developing emergency readiness messages

Medical Issues and disability

Persons with a disability include those with a cognitive, physical, or sensory impairment that limits a major life activity. People with physical impairments might include those with limited sight, hearing, or mobility or those who are dependent on electric power to operate medical equipment. For many people with medical

conditions and disabilities, their ability to hear, understand, or respond to a warning is impaired. This category also includes individuals with access and functional needs.

At-Risk Persons and Groups focus in the Shire of East Pilbara

Residential Aged Care (RAC) and Independent Living (IL) facilities

Shire community engage and work with these groups and their networks: how?

See Appendix 2 for Contact and Resources

Child care facilities and schools

Shire engage and work with early childhood groups and their networks: how?

See Appendix 3 for Contact and Resources

Culturally and Linguistically Diverse (CALD) groups (Remote Communities)

Shire engage and work with CALD groups and their networks: how?

See Appendix 4 for Contact and Resources

Living with disabilities

Shire engage and work with disability groups and their networks: how??

See Appendix 5 for Contact and Resources

Introduction

Aim

To define emergency management arrangements relating to the evacuation, welfare and care of At-Risk persons and groups and related support networks, before, during and after emergencies throughout the Shire of East Pilbara (hereby referred to as 'the Shire' in this plan).

Objectives

Detail actions, roles and responsibilities for preventative, preparedness, response and recovery arrangements within the Shire in regards to the At-Risk community

Identify emergency management arrangements between all stakeholders and networks in response and recovery from an emergency incident within the Shire for At-Risk communities

Provide an interface to enable integration with other emergency plans within the Shire and State

Provide a reference for all At-Risk community and their networks required to respond and recover in emergency incidents within the Shire

Scope

This Plan covers the Shire of East Pilbara Emergency Management Plan's which apply to responders and At-Risk persons and groups and their networks who may become involved with management and response to emergency incidents within the Shire area.

Related documents

This plan forms a part of the Shire of East Pilbara Local Emergency Management Plans (LEMP's) and should be read in conjunction with these plans and their related support documents. They also interface with other hazard specific, emergency management and recovery plans at local, district and state levels

Agreements Understandings and Commitments

It has been recognised for that whilst these facilities may have internal emergency and evacuation plans, very few of the plans addressed the evacuation of occupants beyond the muster point or gate.

The proposed template details if a MOU and parties to this agreement can be seen in Appendix 1.

Plan Responsibilities

The development, implementation and revision of this Plan is the responsibility of the Shire of East Pilbara in consultation with key stakeholders, combat agencies and other support organisations in accordance with the related Emergency Management and other related Legislation.

Emergency Management for At-Risk Persons and Groups

Planning

Local Emergency Management Plans are to include information which will assist the Controlling Agency in the operational planning process. This includes having specific information and arrangements in place for At-Risk persons and groups, such as unaccompanied children, schools, aged care facilities, hospitals, caravan and holiday parks, persons with disabilities, and culturally and linguistically diverse communities (CALD).

At-Risk

At-Risk (social vulnerability) is defined in terms of the characteristics of a person or group that affect ***their capacity to anticipate, cope with, resist, and recover from impact of a disaster and emergencies***

Commonly accepted categories include: socioeconomic status, age, race and ethnicity, English language proficiency, medical issues and disabilities.

At-Risk Persons and Groups in Emergency Management cycle

Prevention

Development of specialised At Risk Persons and Groups Plan for community members

Preparedness

Create evacuation contingencies for At-Risk community members

Conduct outreach and engagement

Determine additional resource requirements

Consider evacuation facilities and transport and special requirements

Response

Consider resource allocations in emergency situations

Provide target data for Incident Management Team use

Prioritise response efforts for At-Risk community

Customise communication efforts

Recovery

Determine resource allocation

Identify At-Risk sub populations that are least resilient

Track recovery and any on-going problems

Organisational Roles and Responsibilities

Organisations with responsibilities identified under this Plan are listed in the following table. Participating organisations will be required to provide assistance under this Plan in the event of an emergency which will, or may impact on At-Risk persons and groups, directly or indirectly

AGENCY / AUTHORITY	ROLES / RESPONSIBILITY
Department of Fire and Emergency Services (DFES)	<ul style="list-style-type: none"> ➤ Hazard Management Authority ➤ Evacuation decisions & coordination ➤ Support Agency
Department of Communities	<ul style="list-style-type: none"> ➤ Evacuation centres ➤ Welfare Plan ➤ Financial assistance to impacted persons ➤ Displaced persons
Western Australia Police (WAPOL)	<ul style="list-style-type: none"> ➤ Hazard Management Authority ➤ Traffic Management ➤ Investigation and enforcement ➤ Alerts and evacuation execution
Disability Services	<ul style="list-style-type: none"> ➤ Client contact data base ➤ Identification of specialist requirements
Shire of East Pilbara	<ul style="list-style-type: none"> ➤ Hazard Management Authority (Bushfire) ➤ Support Agency ➤ Information Technology

COMMUNICATIONS

The communication plan must accommodate the needs of At-Risk persons and groups to provide concise instructions before, during, and after a disaster.

Considerations strategies - At-Risk Persons and Groups

Use short sentences and plain language to allow for easy translation of materials. Consider using a sixth grade reading level or lower

Provide written materials in bilingual or multi-lingual format

Include visual aids such as pictures and maps to reinforce key messages

Repeat key information

Include directions and phone numbers

Use large fonts

Identify preferred communication methods (face-to-face, phone, word-of-mouth), and develop messages accordingly

Identify preferred media through which messages are delivered. Is it the local newspaper, ethnic radio station, or local clubs and religious organisations?

Consider working with media and communications specialists

RESPONSE

Responsibility in Response

The responsibility to activate this plan and to determine the extent of the response and the requirement to evacuate At-Risk persons and groups will be made by the Hazard Management Agency/Control Agency Incident Controller.

The Incident Controller will appoint an **At-Risk Persons Coordinator (ARPC)** to oversee the aspects of this Plan.

Notification and Communications

The notification of the response and an appropriate communications plan will be determined and activated by the Incident Management Team (IMT) and the ARPC.

Levels of Response

The level of response and the response action plan will be determined and implemented by the IMT and the ARPC.

EVACUATION

Considerations

Deciding which At-Risk persons or groups may need to be moved, where they will be taken and how they will be transported are important considerations when preparing for any evacuation

A plan should detail arrangements and establish procedures for moving people to safe and secure facilities away from danger zones during a threat

If At-Risk persons and groups may not possess their own transport, they should make prior alternative arrangements with neighbours, their organisation and other network organisations

Identification is important in the case of aged and infirm or children during an evacuation. Carers and those with responsibility should ensure that they can list, account for, and identify all persons in their care

Records should be kept to verify persons and physical status. Methods may involve identification tags, photographs, and documentation

Any persons requiring specialised medical attention and mobility assistance, i.e. those most at risk, and procedure established for assisting them during emergency

At-Risk persons and groups evacuation planning considerations

Availability of safe evacuation routes, considering:	
➤ surrounding vegetation	➤ watercourses
➤ fire fuel loadings	➤ possibility of road closures
➤ topography	
Proximity of and anticipated response times by local emergency agencies	
Time required to vacate the property, including time to transport	
Owners' need for backup power supply should the mains power fail, especially night evacuation	
Owners' requirements for effective internal and external emergency communications	
Any need for additional assistance for care and attention in an emergency	

Arrangements for Assistance

Arrangements and requests for assistance will be made to the Incident Management Team and coordinated through the At-Risk Persons Coordinator (ARPC) liaising with responsible agencies.

Evacuation and Relocation Readiness

Suggestions for readiness actions for At-Risk persons and groups for emergency use.

Torch, radio and spare batteries	First-aid items (discuss with your organisation)
Mobile phone and contact phone numbers	Personal medicine grab and go containers
Mobility aids readiness	Suitable clothing and carry bag
Family and support group/organisation details	

Assistance to evacuate

Carers and responsible organisations need to plan to notify emergency agencies early with details:

Location of At-Risk persons/groups	Contact details of At-Risk persons/groups
------------------------------------	---

Understand and relay needs for physical assistance

Alternative contact information

Incident Management Team (IMT) responsibilities

The roles and responsibilities of the IMT are to determine the need for evacuation taking into consideration:

The threats hazards and risks	Assess and determine transport routes
The predicted path of the threat	Determine the evacuation points
Determine what is at risk	Communicate the ARPC plan and intentions at earliest possible time to persons and groups identified in this plan
Assess practicality of a large scale evacuation during a response	Ensure accurate records are kept of persons relocated in an emergency

At Risk persons and groups responsibilities

The responsibility of At-Risk person and their carer organisation are to:

Make the decision to stay or evacuate early, before the property is directly affected by the incident

Implement the required aspects of the personal and organisational evacuation plan

Ensure that all At-Risk persons are identifiable

Local Government responsibilities

The responsibilities of the Shire of East Pilbara are to prepare, plan for and to determine and document evacuation considerations:

The threats hazards and risks
The predicted threat or hazard behaviour
Determine what is at risk
Assess the practicality of a large scale evacuation during a response
Assess and determine transport routes
Determine and document the evacuation points

Identify and document safe havens, locations and facilities

Identify and document required and available resources needed to enable structured and safe evacuation of At-Risk persons and groups from areas under threat

Financial Arrangements for Response

All financial arrangements will be coordinated by the Incident Management Team at the Emergency Coordination Centre. All matters relating to the financial management and arrangements relating to At Risk Persons and Groups are to be recorded and documented.

RECOVERY

Responsibility for Recovery

Determination of the 'recovery phase' will be made by the Incident Controller and on completion of the 'response phase' and the Impact Assessment completed ready for handover to the Shire CEO and Local Recovery Coordinator

Implementation of the "recovery phase" of an incident will be the responsibility of the Kwinana Local Recovery Coordinator and the Shire of East Pilbara Recovery Group

Transition to Recovery

Prior to approving or supporting the movement of impacted people back on to an incident affected property the area needs to be declared safe by Incident Controller

Attachment 1 – Memorandum of Understanding - Aged Care in Emergency Facilities Partnership



Shire of EAST
Pilbara
AUSTRALIA'S LARGEST SHIRE

Memorandum of Understanding Aged Care in Emergency Facilities Partnership

ONLY USE THIS PARTNER AGREEMENT IF APPROPRIATE TO SOEP



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) endorsement if/when applicable.

Parties to the Agreement

There are participant Residential Aged Care (RAC), Independent Living (IL), and Home and Community Care (HACC) organisations and providers party to this agreement. Refer to the signing sheet for the current list of partnering agencies.

Aim

To create an MOU establishing the framework between participating organisations to promote cooperation in a disaster event which effects one or more partnering facilities.

The guiding principle of this MOU is that any support given to in a particular emergency event shall be voluntary and of a level that will not unduly compromise the operability of the organisation providing support.

Purpose

To facilitate the provision of mutual aid between partnering organisations during emergencies and post incident recovery.

To enhance the capability of those working with At-Risk communities, assisting partnering organisations to work co-operatively, and share resources.

Objectives

Provide whatever resources may reasonably be available within the capacity of that facility/provider to respond to the emergency incident if requested

Provide at its discretion, whatever resources may be available within the means of that facility/provider to assist with post incident recovery in the community

Acknowledge that the allocation of a facility/provider personnel and/or resource's is an operational issue, and is the responsibility of the Facility Manager or CEO who is seeking to offer aid

Demonstrate the partnering organisations commitment to supporting other facilities/providers in need

Responsibilities

The partners to this MOU recognise their responsibilities to have adequate arrangements in place in order to be in a position to respond to natural and non-natural disasters.

This MOU recognises that each facility/provider is required to have its own emergency evacuation plans in place, to maintain and exercise those plans.

It is the responsibility of each facility/provider to manage evacuations in consultation with emergency services.

Partnering Expectations

1. To provide where possible both physical and human resources to assist with immediate response and recovery. Ongoing protracted assistance may be needed and subject to further negotiation and agreement in writing between the partners concerned
2. Where possible, and appropriate, the affected partner must utilise internal resources and local contractors before requesting assistance from other facilities/providers. This ensures partnering agencies are not seen to be competing with local businesses or offer of assistance
3. All requests for support will be made through the FM of the facility/provider, in consultation with the Incident Controller (of the hazard management authority) or Local Emergency Coordinator (Officer in Charge Police)
4. All equipment provided must be covered by the partners own insurance, each partner is responsible for ensuring insurance policies allow for the provision of mutual aid
5. Each individual facility/provider will be responsible for continued salary and any workers compensation insurance for their own staff regardless of where they are operating during the disaster event
6. Each facility/provider will be responsible for any loss, damage or cost associated with the provision of support unless otherwise agreed to in writing
7. The partner requesting support will be responsible for all incidental costs associated with the provider's personnel and equipment such as catering, accommodation, OHS issues, transport fuel and storage
8. To maintain professional integrity and confidentiality in relation to client care needs, minimising unnecessary discomfort and stress to the client and their families

Cost Recovery

In the event an emergency is declared a disaster, State or Commonwealth funding assistance may be available to residents via the Disaster Relief and Funding Arrangements Western Australia (DRFAWA). Individuals and families must enquire directly to the Department of Communities to determine eligibility.

In the event a facility/provider's resources and/or equipment are required to assist another partner, these costs would not be claimable via DRFAWA. Therefore, any intended claim for reimbursement is a matter between partners.

Duration and Amendment

The MOU will come into effect at the date which all parties have signed the agreement.

All At-Risk partner organisations to partners within this agreement in the Shire of East Pilbara local government region may be added to the agreement without the need for resigning by other partners

This MOU can be reviewed at any time but cannot be amended except with the written consent of all partners. The MOU is not intended to be legally binding or enforceable

Agreement temporal period

Unless mutually extended, terminated or parties withdraw, this MOU will expire on the January 2026

Withdrawal

Any partner may withdraw from this MOU by giving 90 days written notice to the partners.

Communication

Communications in relation to this MOU should be addressed to each Facility Manager/CEO of the parties to the agreement

Agreement Signatories

Annexure 2 – At-Risk Persons and Groups Directory

Name	Description	Address	Contact 1	Contact 2	Number of People	Evacuation Plan? Plan contact Supplied to LEMC?
Marble Bar						
Marble Bar Primary School	Primary School	Augusta Street Marble Bar 6760	Principal Shane Wilson Leanne King 9176 1037	Olga Potter Manager Corporate Services 9176 1037		LG does not have a copy of evacuation plan
Marble Bar Nursing Post Opening Hours Weekday: 0800 to 1200 hours Weekday: 1300 to 1700 hours Facility unattended after-hours.	Nursing Post	20 Station Street Marble Bar 6760	9176 1090			
Yandeyarra Nursing Post Opening Hours Monday: 1000 to 1700	Nursing Post	Yandeyarra Marble Bar 6760	9176 4917			

hours Wednesday: 0900 to 1700 hours Tuesday: 0900 to 1700 hours Thursday: 0900 to 1700 hours (Must ring first).						
--	--	--	--	--	--	--

Newman

Newman Primary School	Primary School	Hilditch Avenue Newman 6753	Christopher Burgess Principal 9175 1352	Linda Chalk Manager Corporate Services 9175 1352	232 (+ 29 kindergarten)	LG has a copy of the evacuation plan Provided to LEMC for noting
South Newman Primary School	Primary School	Gregory Avenue Newman 6753	Katie Wallace 9175 1061	Jennifer Branley 9175 1061	428 (+ 48 kindergarten)	LG has a copy of the evacuation plan Provided to LEMC for noting
Newman Senior High School	Secondary School	Gregory Avenue Newman 6753	Carolyn Cook Principal 9175 8100	Joanne McGowan Manager Corporate Service 9175 8100	298	LG has a copy of the evacuation plan Provided to LEMC for noting
Newman Day Care Centre	Child Care Centre	Calcott Crs Newman 6753	Hailey Farrell 9175 0589			LEMC no copy of plan
Newman Hospital	Hospital	Mindarra Drive, Newman WA 6753	9175 8333			LEMC no copy of plan

Nullagine

Nullagine Primary School	Primary School	Clemenson Street Nullagine WA 6758	Gregory Yeo - Principal 9176 2023	Kathleen Nelson Manager Corporate Services –9176 2023	32 (+ 2 kindergarten children)	LEMC no copy of plan
Nullagine Nursing Post Opening Hours: Weekday 0800 – 1700hrs This facility unattended after-hours	Nursing Post	Cook Street Nullagine 6758	9176 2010			

Annexure 3 – Disability Services Contacts and Resources

Annexure 4 – CALD Network Contacts & Resources

Annexure 6 – Mapping - At-Risk locations Shire of East Pilbara

Newman

Marble Bar

Nullagine

Appendix 6 – Evacuation Centres

Newman

Refer to Department of Communities – Local Emergency Management Plan for the Provision of Welfare Support Shire of East Pilbara – Newman (September 2016)

Primary Centre

Newman Recreation Centre	Owner: Department of Education Contacts: First: Lisa Devereux Mob: 0436 463 233 Second: Manager Community Safety Ph: 0409 772 999
Address: Corner Gregory Avenue and Fortescue Avenue, Newman	
Capacity: 150	
Comments: <ul style="list-style-type: none"> • Male, Female and Universal toilets. • Full kitchen facilities. • Use the basketball court closest to the toilets. (southern most). 	



Newman

Secondary Centre

Boomerang Oval Sport Pavilion

Owner: Shire of East Pilbara

Contacts:

First: Lisa Devereux

Mob: 0436 463 233

Second: Manager Community Safety

Ph: 0409 772 999

Address: Corner Mindarra Dr and Iron Ore Parade, Newman WA 6753

Capacity: Sleeping – 25 Standing – 80

Comments:

- 1 x female, 1 x male and 1 x disabled toilets inside and outside pavilion
- Full kitchen facilities
- No shower facilities



Marble Bar

Refer to Department of Communities - CPFS Local Emergency Management Plan for the Provision of Welfare Support Shire of East Pilbara – Marble Bar (September 2016)

Primary Centre

Primary Centre

Civic Centre	Owner: Shire of East Pilbara Contacts: First: Brent Downes Ph: Mob: 0409 278 661 Second: 0488 966 478
Address: Francis Street, Marble Bar	
Capacity: 150	
Comments: <ul style="list-style-type: none"> • Glass but has been all reinforced and cyclone rated. • No showers 	



Marble Bar

Secondary Centre

Marble Bar Recreation Complex

Owner: Shire of East Pilbara

Contacts:

First: Brent Downes

Ph:

Mob: 0409 276 661

Second: 0488 966 478

Capacity: 150

Comments:

- Youth Club equipment throughout Centre, will need to be all packed away prior to CPFS utilizing.



Nullagine

Refer to Department of Communities - CPFS CPFS Local Emergency Management Plan for the Provision of Welfare Support Shire of East Pilbara – Nullagine (September 2016)

Primary Centre

Nullagine School and Police Station

Owner: Education Department

Contacts:

First: Greg Yeo (New Principal at start 2016)

Mob: 0488 172 942

Gregory.Yeo@education.wa.edu.au

Second: Arnida

Ph: 0456 173 081

Address: Clemensen Street, Nullagine WA 6758

Capacity: 100 people

Comments:

- Library and classrooms available



Appendix 7- Emergency Animal Welfare Plan



Shire of **EAST
Pilbara**
AUSTRALIA'S LARGEST SHIRE

Emergency Animal Welfare Plan 2023





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Abbreviations and Definitions

AEC	Animal Evacuation Coordinator
Animal	Will include all animal and bird species
APS	Animal Protection Society
AWC	Animal Welfare Coordinator
AWT	Animal Welfare Team
CA	Control Agency
DPIRD	Department of Primary Industries and Regional Development
DFES	Department of Fire & Emergency Services
IC	Incident Controller
ICC	Incident Control Centre
HMA	Hazard Management Agency
IMT	Incident Management Team
Intensive Agriculture	A recognized agricultural activity when a substantial number of animals are kept in a limited or confined area
LAS	Livestock Animal Shelter
LGA	The Local Government Authority, being the Shire of East Pilbara
LEMC	Local Emergency Management Committee of Shire of East Pilbara
LEMP	Local Emergency Management Plan
Livestock	Animals not normally contained or permitted inside a family residence and would normally stay outside on the property. Includes: horses, cattle, sheep, pigs, goats, and poultry
PAS	Pet Animal Shelter
Pets	Small domesticated animals, portable and normally accompany the family when leaving the property. Includes: dogs, cats, rabbits, rodents, fish, and tame birds
RSPCA (WA)	Royal Society for the Prevention of Cruelty to Animals
WESTPLAN	WA State Hazard Plans
Wildlife	Will include all native species of animals and birds

Aim and Objectives

Aim

Define emergency management arrangements relating to the welfare of animals during emergencies throughout the Shire of East Pilbara (hereby referred to as 'the Shire' in this plan).

Objectives

Detail actions, roles and responsibilities for preventative, preparedness, response and recovery arrangements within the Shire

Identify emergency management arrangements between stakeholders to ensure an adequate and effective response to and recovery from an emergency incident within the Shire

Provide an interface to enable integration with other emergency plans within the Shire and State

Provide a reference for those required to respond to Emergency Incidents within the Shire

Scope

This Plan covers the Shire of East Pilbara Emergency Management arrangements that apply to responders and stakeholders who may become involved with management and response to emergency incidents within the Shire.

Hazard Definition

The hazard is defined by the nature of the emergency or incident, the cause and effect of the incident and the incident has, threatens or is likely to cause injury, damage or loss of life, damage to or loss of property, goods or materials, or may cause considerable financial impact on a person, persons, community or area, and requires a response under existing threat plans or strategies.

Plan Responsibilities

The development, implementation and revision of this Plan is the responsibility of the Shire of East Pilbara in consultation with key stakeholders, combat agencies and other support organisations in accordance with the related Emergency Management and other related Legislation.

Organisational Roles and Responsibilities

Organisations with responsibilities identified under this Plan are listed in the following table. Participating organisations will be required to provide assistance under this Plan in the event of an emergency which will, or may impact on any animal, directly or indirectly, being domestic, wildlife, rural, kept for primary production or for recreational purposes which requires resources beyond the capacity of the owner or carer of the affected animals.



AGENCY / AUTHORITY	ROLES / RESPONSIBILITY
Department of Fire and Emergency Services (DFES)	<ul style="list-style-type: none"> ➤ Hazard Management Authority ➤ Animal Evacuation Coordination (SES – Mounted Section) ➤ Support Agency
Department of Agriculture and Food, WA (DAFWA)	<ul style="list-style-type: none"> ➤ Livestock Authority ➤ Drought Management ➤ Disease Management ➤ Animal Welfare
Western Australia Police (WAPOL)	<ul style="list-style-type: none"> ➤ Hazard Management Authority ➤ Traffic Management ➤ Investigation and Enforcement
Dept Biodiversity Conservation and Attractions	<ul style="list-style-type: none"> ➤ Hazard Management Authority ➤ Wildlife Management
Shire of East Pilbara	<ul style="list-style-type: none"> ➤ Hazard Management Authority ➤ Support Agency ➤ Information Technology
RSPCA (WA)	<ul style="list-style-type: none"> ➤ Animal Welfare ➤ Support Agency
Dept of Health WA	Human Health & Disease management.
Main Roads WA	<ul style="list-style-type: none"> ➤ Road Closures ➤ Traffic Management Support ➤ Vehicle Permits
Bureau of Meteorology	Information Technology -weather
Australian Red Cross & Salvation Army	<ul style="list-style-type: none"> ➤ Support agency ➤ Key Welfare Agencies ➤ Counselling Services
Water Corporation of WA	<ul style="list-style-type: none"> ➤ Water Supply Management ➤ Support Agency

Western Power	Electrical Supply Management
Department of Health WA HMA	WESTPLAN Human Epidemic

PREVENTION AND MITIGATION

Legislation and Codes

Acts and Statutes which relate to specific hazards and threats, are identified and detailed in the relevant sections of the Local Emergency Management Plan. The legislation and codes relevant to Animal Welfare and the movement of livestock are as follows, but not limited to:

Animal Welfare Act
Biosecurity and Agriculture Management Act
Dept. of Agriculture and Food (codes of conduct and operating codes)
RSPCA (WA) Codes of Conduct
Emergency Management Act

PREPAREDNESS

Responsibility for Preparedness

The provision of information to the public regarding animals in emergencies must be easily accessible, easy to interpret, deliberate, planned and sustained.

Preparedness Actions: The Shire of East Pilbara and its LEMC

Disseminate information to community for awareness on launching the Animal Emergency Welfare Plan

Arrange training, liaison and agreements with related Organisations, Agencies, Authorities, Key Stakeholders, Service Providers and Contractors

Provide on-going animals in emergency preparation information to residents

Establish and utilise printed and electronic media to educate and prepare animal owners and animal facilities for Emergency Incidents

Preparedness Actions: Animal Owners and Animal Facilities

Prepare an Emergency Animal Management Plan

Prepare an Emergency Animal Management Pack

Establish an "assistance" group

Carry out risk management and risk reduction activities within property or premises

Planning for Evacuation

Local Government responsibilities:

The responsibilities of the Shire of East Pilbara are to prepare, plan for and to determine and document evacuation considerations:

The threats hazards and risks

The predicted threat or hazard behaviour

Determine what is at risk

Assess the practicality of a large scale evacuation during a response

Assess and determine transport routes

Determine and document the evacuation points

Identify and document safe havens, locations and facilities

Identify and document required and available resources required to enable structured and safe evacuation of animals from areas under threat

Animal Owner responsibilities

Considerations

Deciding which animals may need to be moved, where they will be taken and how they will be transported are important considerations when preparing for any evacuation

The plan should detail arrangements and establish procedures for moving animals to safe and secure holding facilities away from danger zones during a threat

If owners do not possess their own transport for animals, they should make prior alternative arrangements with neighbours and local transporters

Identification is important in case any animals become lost or mixed with others during an evacuation. Owners should make sure that they can list and identify all animals in their care

Records should be kept to verify ownership or status as a carer. Methods may involve identification tags, photographs, microchip numbers, tattoos, colours and markings

Any problem animals identified, those most at risk and those difficult to manage or dangerous, and procedure established for dealing with them in an emergency

Animal owner evacuation planning considerations

Availability of safe evacuation routes, considering:

- surrounding vegetation,
- fire fuel loadings,
- topography,
- watercourses
- possibility of road closures

Proximity of and anticipated response times by local emergency agencies

Time required to vacate the property, including time to gather, identify and load animals

Owners' need for backup power supply should the mains power fail, especially night evacuation

Owners' requirements for effective internal and external emergency communications

Need for additional assistance in handling of your animals in an emergency

Handling equipment

Needed for moving animals and where it should be stored for emergency use.

torch, radio and spare batteries	wire cutters (pliers) and a knife
mobile phone and contact phone numbers	first-aid items (discuss with your local veterinarian)
buckets and bowls for food and water	suitable cages, bags, containers
cotton lead ropes, leather collars, halters or chains	towels to cover cages

Assistance to evacuate

Owners need to plan to notify emergency agencies early with details of:

Location of animals	A contact person (short and long term)
Type and number of animals	Alternative contact information
Handling facilities and equipment, leads, halters, etc	Owners have alternative accommodation for their animals after immediate danger period or evacuation
Problem animals hard to manage or need special care or medication	Owners are able to transport some of the animals to a designated safe area or refuge

Arrangements for Assistance

Arrangements and requests for assistance will be made to the Incident Management Team and coordinated through the Animal Welfare Coordinator (AWC).

RESPONSE

Responsibility for Response

The responsibility to activate this plan and to determine the extent of the response and the requirement to evacuate will be made by the Incident Controller. The Incident Controller will appoint an Animal Welfare Coordinator (AWC) to oversee the aspects of this Plan.

Notification and Communications

The notification of the response and an appropriate communications plan will be determined and activated by the Incident Planning Officer and the AWC.

Levels of Response

The level of response and the response action plan will be determined and implemented by the Incident Operations Officer and the AWC.

Agriculture Activities - response aspects of this plan

There are considerable pastoral agricultural activities located throughout the Shire of East Pilbara and surrounding Local Government's. These include:

(To be completed by Animal Welfare / Management staff Shire of East Pilbara)

Due to the nature of these facilities and the numbers of animals kept, it is unlikely that these facilities could be evacuated. All facilities have established Emergency Management Plans which would be implemented immediately a threat or risk has been identified. Incident Managers need to identify and appraise these facilities.

Evacuation Arrangements

Incident Management responsibilities:

The roles and responsibilities of the Incident Management Team are to determine the need for evacuation taking into consideration:

The threats hazards and risks	Assess and determine transport routes
The predicted path of the threat	Determine the evacuation points
Determine what is at risk	Communicate the plan and intentions at earliest possible time
Assess practicality of a large scale evacuation during a response	Ensure accurate records are kept (see annexures to this plan)

Animal Owner responsibilities:

The responsibility of the animal owner is to:

Make the decision to stay or evacuate early, before the property is directly affected by the incident
Implement the required aspects of the (animal owners) evacuation plan
Ensure that all animals are identifiable

Traffic Management and Road Closures

Is the responsibility of Main Roads WA / Shire of east Pilbara being authorised and coordinated through the Incident Management Team.

Financial Arrangements for Response

All financial arrangements will be coordinated by the Incident Management Team at the Emergency Coordination Centre. All matters relating to the financial management and arrangements relating to Animal Welfare are to be recorded and documented using the Forms provided at **Annexure 9** of this Plan.

RECOVERY

Responsibility for Recovery

Determination of the 'recovery phase' will be made by the Incident Controller and on completion of the 'response phase' and the Impact Assessment completed ready for handover to the Shire's CEO and Local Recovery Coordinator

Implementation of the "recovery phase" of an incident will be the responsibility of the Shire's Local Recovery Coordinator and the Shire's Recovery Group

Transition to Recovery

Prior to approving or supporting the movement of animals back on to an incident affected property the area needs to be declared safe by Incident Controller

Before animals are returned to a facility or property ensure:

All perimeter fences are intact

The facility or property is secure

That the animals are returning to a safe and liveable environment

That there is an adequate supply of clean feed and water

Always consider: Animals may be traumatised and stressed from a significant incident or a major change in their environment.

Annexure 1 – Contact List

Vet (All animals)	Newman Vet	Phone
	Dept Primary Industries and Regional Development	
Wildlife	Wildcare	
	Parks and Wildlife (Wildlife Section)	
Main Roads WA	Road Hazards	
Electrical Supply	Horizon	
Rail	Emergency	
Environmental	Environmental Protection Authority	
Dept of Environment	Pollution Emergency	
Parks & Wildlife	National Parks and Wildlife management	
Dept of Health	On call duty officer Disaster Preparedness and Management Unit (24/7)	

Annexure 2 – Animal Rescue Form

Name of Incident:

Incident No:

Emergency Rescue Information			
Date/Time:		Hazard:	
Rescue Location:		Officer:	
Holding Location:	<input type="checkbox"/> PAS <input type="checkbox"/> LAS <input type="checkbox"/> Other	Agency:	
PEN N ^o :		Reason:	<input type="checkbox"/> Evacuated <input type="checkbox"/> Roaming

Animal Description			
Species	<input type="checkbox"/> -Dog <input type="checkbox"/> -Cat <input type="checkbox"/> - Other	Sex:	<input type="checkbox"/> Male <input type="checkbox"/> Female
Breed		Sterilised	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Colour		Microchip	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Markings		Vaccination	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Age	<input type="checkbox"/> <6mths <input type="checkbox"/> 6mths – 3yrs <input type="checkbox"/> 3yrs+ <input type="checkbox"/> Elderly or Age:	ID/Registration	<input type="checkbox"/> Yes <input type="checkbox"/> No Number: Council: Collar: <input type="checkbox"/> Yes <input type="checkbox"/> No

Owner Information	
Name:	
Address:	



Shire of **EAST**
Pilbara
AUSTRALIA'S LARGEST SHIRE

Phone (Home):	Mobile:	Work:
Email:		



Shire of **EAST
Pilbara**
AUSTRALIA'S LARGEST SHIRE

Owner Information
Owner Contact Running Sheet:

Release Summary	
Fees:	Release N°:
Outcome: <input type="checkbox"/> Owner Reunite <input type="checkbox"/> Re-homed	Person/Agency Released to:
Signature:	

Annexure 3 – Animal Welfare Coordinator (AWC) Roles

Name of Incident:

Incident No:

Considerations	Date/Time	Signed
Threat:		
Appointed AWC:		
AWC appointed by: Date/Time:		
Is AOC required: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Does this event cross council boundaries: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Where is the nominated AOC:		
Is an AWT required:		
Members of the AWT first 24 hours: Name Agency In Out		
Priority or high risk residents?		
Prepare written brief on daily operations of AWT/PAS/LAS		
Prepare written report on financial expenditure during emergency		
Debrief conducted		

Annexure 4 – Animal Welfare Team (AWT) Form

Name of Incident:

Incident No:

AWT Considerations (to be completed within the first 24 hours)	Date/Time	Signature
Threat:		
AWC:		
Location of primary PAS:		
Location of LAS (if required):		
Members of the AWT first 24 hours: Name Agency In Out		
Number of dogs rescued/assisted:		
Number of cats rescued/assisted:		
Number of livestock and other rescued/assisted:		
Notes to AWC:		

Annexure 5 – Function of Pet Animal Shelter (PAS)

Functions of PAS	Signed
Identify each assisted/rescued animal with an ID number	
Keep records of all animals in shelter or temporary transit by completion of the Animal Rescue Form	
Ensure animals have fresh water daily	
Ensure animals are fed at least once daily	
Ensure animals are exercised at least once daily	
Secure animals safely in a pen/crate or enclosed location	
Facilitate the rapid reunion between animal and owner	
Who is responsible for PAS security:	
Ensure animal Rescue Display list is displayed outside PAS for 24 hour access	
Ensure the Animal Rescue Display list is sent to communications officer at Shire of east Pilbara	



Annexure 6 – Functions of Livestock Animal Shelter (LAS)

Functions of LAS	Signed
Are livestock involved: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Is a LAS required: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Location of LAS (if required):	
Identify each assisted/rescued animal with an ID number	
Keep records of all animals in shelter or temporary transit by completion of the Animal Rescue Form	
Ensure animals have fresh water daily	
Ensure animals are fed at least once daily with quality feed	
Ensure animals are able to exercise	
Secure livestock in safe, temporary location	
Facilitate the rapid reunion between animal and owner	
Number of horses rescued/assisted:	
Number of cattle rescued/assisted:	
Number of sheep rescued/assisted:	
Number of other livestock rescued/assisted:	

Annexure 7 – Rescued Animals Register

Date	Time	AWT ID	Species	Breed	Colour	Rescue Location	Holding Location	Other

Annexure 8 – Animal Rescue Public Display List

Date In	Time	AWT ID#	Species	Breed	Description	Rescue Location	Holding Location	Other



Shire of EAST
Pilbara
AUSTRALIA'S LARGEST SHIRE

Annexure 9 – Animal Emergency Expenditure

Date	Officer	Good/Service	Paid/Unpaid	Cost

Appendix 8 – Remote Indigenous Communities

The State Planning Policy 3.2, Aboriginal Settlements, defines Aboriginal settlement as being '*a discrete place that is not contiguous with a gazetted town, is inhabited or intended to be inhabited wholly or principally by persons of Aboriginal descent, as defined under the Aboriginal Affairs Planning Authority Act 1972, and which has no less than 5 domestic dwellings and/or is supported by essential services that are provided by one or more state agency(s)*'.

The following Aboriginal Settlements, are zoned "Settlement" in the Shire of East Pilbara Local Planning Scheme No.4:

1. Jigalong	2. Kiwirrkurra	3. Kunawarritji
4. Parngurr (Cotton Creek)	5. Punmu (Lake Dora)	6. Warralong

JIGALONG

Location	Jigalong is located approximately 165km east of Newman, occupying Koondra Location 30 and Wanman Location 10 on Land Administration Plan 314. The community can be accessed via Marble Bar Road (approximately 100km of unsealed road) and the Talawanna Track east to the Canning Stock Route.
Demographics	Layout Plan 2 identifies a resident population of 299 persons. Population grows to approximately 450 people during the wet season.
Facilities & Services	<p>Due to Jigalong's proximity to Newman there is a reliance on the higher order community facilities located in the major centre. Jigalong has the following community facilities:</p> <ul style="list-style-type: none"> • Medical Clinic • K-Y10 school • Childcare Centre • Shop • Sport & Recreation (swimming pool, basketball courts, oval) • Multi-function police facility • Visitor accommodation (community-run facility with 5 separate rooms, communal kitchen – sleeps a maximum of 13 people).
Education	The Jigalong Remote Community School is an important focal point for residents and caters for K-Y10. It has 105 enrolled students and a total of 17 staff (11 teaching and 6 non-teaching).
Economic/Tourism	Commercial offering in Jigalong is limited to the local store, maintenance workshop, arts and craft. Cattle grazing also occurs in the area and there is tourist accommodation available.
Transport	<p>External</p> <p>Jigalong is accessed from Newman via Marble Bar Road and Talawana Track.</p> <p>Internal</p> <p>The internal road network comprises of a series of bitumen sealed and curbed roads providing access to the housing and services within the community. Most of these roads are in good condition.</p> <p>Air strip</p> <p>Jigalong has an unsealed air strip that is located 1.5kms from the main settlement.</p>
Essential and Municipal Services	<p>Water supply</p> <p>Community owns a potable water supply and reticulation system, maintained under the Remote Area Essential Services Program (RAESP) by the respective regional service provider.</p> <p>Effluent collection and disposal</p> <p>Community owns a comprehensive effluent disposal system maintained through RAESP by the appointed regional service provider.</p> <p>Telecommunications</p> <p>Telstra infrastructure is in place.</p>

JIGALONG



KIWIRRKURRA

Location	Kiwirrkurra is located in the Western Desert Region approximately 820km east of Newman and approximately 600km north-west of Alice Springs and has been described as the most remote settlement in Australia. The settlement is part of the Ngaanyatjarra Lands.
Demographics	<p>The current residential population in Kiwirrkurra is estimated at approximately 150 people. A population of 210 permanent residents by 2025 has been calculated.</p> <p>The population fluctuates throughout the year and grows considerably during culture and lore and sporting events which are held at Kiwirrkurra</p> <p><i>(Source: anecdotal information obtained during Department of Planning community visit in 2014).</i></p>
Facilities & Services	<p>Kiwirrkurra has the following community facilities:</p> <ul style="list-style-type: none"> Clinic (2 dialysis units and 2 resident nurses) Visitor Centre (6 new rooms have been constructed, 2 self-contained sea containers) Visitor camping grounds Office Community Store Community Hall (also used as youth centre) Workshop and Depot Football Oval (no grass)
Education	Kiwirrkurra Community School caters for K-12 and is part of the Ngaanyatjarra Lands School which is comprised of schools throughout the Lands. Community residents advise that this school has the highest attendance rate of all schools in the Ngaanyatjarra Lands.
Economic/Tourism	<p>Residents in the Kiwirrkurra community residents have developed ideas to capitalise on commercial and tourism opportunities. The Kiwirrkurra LP2 has been amended to ensure that land use planning is reflective of community aspirations. Opportunities for Kiwirrkurra identified include establishing a tourist camp (that can accommodate camper trailers) and cultural tours, which would</p> <p>be run by residents as part of the Remote Jobs in Communities Program (RJCP).</p> <p>The community also intends to develop a new community hall and undertake renovations to the existing shop.</p>

Transport	<p>External</p> <p>Kiwirrkurra is accessed via the unsealed Gary Junction Road, which extends from Marble Bar to Alice Springs.</p> <p>Internal</p> <p>Internal roads in Kiwirrkurra are unsealed.</p> <p>Air strip</p> <p>Kiwirrkurra has an unsealed air strip that is located approximately 1.5kms north-west of the main settlement area.</p>
Essential and Municipal Services	<p>Water supply</p> <p>Water supply is not adequate to provide irrigation supplies. Kiwirrkurra has its own ground water basin. In the summer months the water supply has to be 'made'- treated using chlorine, etc. This is tested monthly and there has been no illness associated with the water supply.</p> <p>Power supply</p> <p>Power station was upgraded when the clinic was built in 2013.</p> <p>Wastewater disposal</p> <p>On-site treatment and disposal should be maintained as the wastewater system of choice. Septic tanks need upgrading.</p>

KUNAWARRITJI

Location	Kunawarritji is located approximately 500kms north-east of Newman, at Well 33 on the Canning Stock Route.
Demographics	Kunawarritji has an estimated residential population of approximately 75 people. The population increases considerably during culture and lore events.
Facilities & Services	<p>The following community facilities are located in Kunawarritji:</p> <ul style="list-style-type: none"> Health clinic (with resident nurse) Visitor camping Football oval Visitors centre Community vegetable garden- 'garden in a box', workshop Recreation centre HACC facility Office Arts and craft centre Community store
Education	Primary school capable of catering up to 60 students.
Economic/Tourism	<p>Approximately 900 tourist vehicles travel through the settlement per year and often purchase fuel and items from the community store, as Kunawarritji is located at Well 33 on the Canning Stock Route. Tourist accommodation is available at Kunawarritji.</p> <p>The 'Outback Spirit' tourism company commenced tours through Kunawarritji in 2014. The local community also has aspirations to start growing sandalwood to make a profitable business venture.</p>
Transport	<p>External</p> <p>Kunawarritji is accessed via Kiwirikurra Road (unsealed) which provides a link to the Canning Stock Route, it is located at Well 33.</p> <p>Internal roads</p> <p>Roads within Kunawarritji are unsealed.</p> <p>Airstrip</p> <p>An unsealed airstrip is located 12km east of Kunawarritji.</p>
ESSENTIAL MUNICIPAL SERVICES	<p>Wastewater</p> <p>No septic ponds (have to take via sewerage container to Hedland).</p> <p>Water supply</p> <p>Two operating bores provide water to the community. A disinfection system treats the water prior to entering the reticulation system. Underground reticulation supplies water to the community.</p>

Waste disposal

In 2014, community was considered getting a hydraulic dump trailer for collecting individual houses rubbish. Rubbish tip is located to the south-west of the settlement and has been fenced. The tip has been located so that when the rubbish tip is full there is space immediately surrounding the tip to create another 4-5 tips of similar size.

Power supply

Power station has 250w diesel generators (rated second in the state).

[illegible]

PARNGURR

Location	Parngurr (Cotton Creek) is located approximately 300kms north-east of Newman in the Karlamilyi (Rudall River) National Park and 280kms west of Jigalong.
Demographics	<i>Parngurr LP identifies a resident population of 140 people. Population can increase to 500 people during lore time and sporting carnivals.</i>
Facilities & Services	<p>Parngurr has the following community facilities:</p> <p>Office / community hall</p> <p>Community store</p> <p>Health clinic (with resident nurse)</p> <p>Primary school</p> <p>Football oval and softball pitch (both no grass) and basketball court</p> <p>Workshop / fuel depot</p> <p>Visitor shelters and a camping area</p>
Education	Small primary school capable of catering up to 20 students.
Economic/Tourism	Traditional hunting, foraging and medicine practices, art and craftwork (primarily through Martumili Artworks), tourism associated with the Rudall River (Karlamilyi) National Park and the Canning Stock Route, mining (with a number of mines located further east in the Pilbara). The community store, health clinic and school provide limited employment opportunities.
Transport	<p>External</p> <p>Parngurr is accessed from Jigalong (via the Talawana Track) and Newman (via unsealed roads). The main access road to Jigalong from Newman is regularly maintained, however, the access road from Jigalong to the settlement is not. Access to Parngurr is constrained, as major roads are not all weather. Talawana Track is regularly closed during the wet season, supplies are often transported to the settlement via plane.</p> <p>Internal</p> <p>Roads within Parngurr are not sealed. No constructed storm drains exist. Although some water pooling occurs after heavy rains, due to the sandy terrain there is little runoff and high infiltration rates.</p> <p>Airstrip</p> <p>All weather air strip located 500m west of the settlement. Runway is 1.2kms long and has a gravel surface with good grade and drainage. The strip has portable battery operated lighting. The Royal Flying Doctor Service regularly uses the airstrip.</p>

<p>Essential and Municipal Services</p>	<p>Regional service provider is Pilbara Meta Maya. Capital works are undertaken through the RAESP Program.</p> <p>Wastewater</p> <p>Settlement is serviced by a deep sewerage system gravity fed to a sewer transfer pump station. The plant consists of a system of oxidisation and evaporation ponds.</p> <p>Water supply</p> <p>Water supply system consists of two bores equipped with electric submersible pumps which pump into an elevated tank. Most of the water supply network has been designed and installed by the Water Corporation to standards.</p> <p>Power supply</p> <p>Power station is located approx. 250m north-west of the northern boundary of the settlement. Power is supplied by 2 diesel generators.</p> <p>Waste disposal</p> <p>Rubbish tip is located within an unfenced area approx. 1.4kms north-west of the settlement. Rubbish is dumped in 2m pits, periodically backfilled</p>
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[illegible]

Punmu

Location	Punmu is located approximately 380kms north-east of Newman and approximately 360kms south-east of Marble Bar in the Karlamilyi (Rudall River) National Park.
Demographics	Punmu LP identifies a resident population of 83 people. Population can increase to 300-500 people during lore time and sporting carnivals.
Facilities & Services	<p>Punmu has the following community facilities:</p> <ul style="list-style-type: none"> • Community store • Health clinic (with resident nurse) • Arts and crafts centres • Sport and Recreation (Football oval, softball oval, basketball courts) • School • Workshop • Fuel depot
Education	Rawa Community School is located in Punmu and is part of the Aboriginal Independent Community Schools group.
Economic/Tourism	Community store, health clinic and school provide limited employment opportunities for residents. CDEP employment and training is provided in truck driving, earth moving equipment, welding and building works in association with the mining companies in the region. A number of community residents get employment at mines in the Pilbara. The community has established a relationship with the nearby Telfer mine which employs community residents and has assisted with development works at the settlement.
Transport	<p>External</p> <p>Punmu is accessed via the Telfer Mine Road and the Ripon Hills Road. Direct road access is available to Newman on an unsealed road 300kms to the south. Access to Punmu is constrained as major roads are not suitable in all weather conditions.</p> <p>Internal roads</p> <p>The roads within the settlement are not sealed. Some water pooling occurs after heavy rains.</p> <p>Airstrip</p> <p>An all-weather airstrip is located 4.5kms east of the settlement. The runway is 1.2kms long and has a gravel surface with good grade and drainage. Portable lights are used if required. The Royal Flying Doctor Service regularly uses the airstrip.</p>
Essential and Municipal Services	<p>Wastewater</p> <p>Serviced by a deep sewerage system which is gravity fed to a sewer transfer pump station, located on the northern edge of the community. WWTP consists of a system of oxidation and evaporation ponds.</p> <p>Water supply</p> <p>Water supply system consists of two bores equipped with electric submersible pumps which pump directly into a 25KL elevated tank. Water supply has been designed and installed by the Water Corporation and is in accordance standards.</p> <p>Power supply</p> <p>Power is supplied by 3 diesel generator sets. Maintenance is undertaken by Pilbara Meta Maya.</p> <p>Waste disposal</p> <p>Rubbish tip located in an unfenced area approx. 500m north-west of settlement.</p>

PUNMU (LAKE DORA)



Warralong	
Location	Warralong is located approximately 110 kms South east of Port Hedland and 60km north of Marble Bar.
Demographics	Warralong LP identifies a resident population of 50 people (estimated).
Facilities & Services	<p>Warralong has the following community facilities:</p> <ul style="list-style-type: none"> • Health clinic • Homestead use for activities such as Arts and crafts • Sport and Recreation (Football oval)
Education	Strelley Community School is located across three general areas with approximately 70 students.
Transport	<p>External Warralong is connected by road to both Marble Bar and Port Hedland. Internal roads.</p> <p>Internal The roads within the settlement are generally not sealed and not designed with drainage capacity. The main road is however sealed</p>
Essential and Municipal Services	<p>Wastewater Serviced by an underground reticulated gravity sewerage system which is gravity fed to a sewer transfer pump station and discharged into sedimentation ponds some 500m north of the community.</p> <p>Water supply Water supply system consists of two bores equipped which feed into a 200kL overhead water tank to supply each dwelling with service. The supply is community owned and maintained through the Remote Area Essential Services Program (RAESP).</p> <p>Power supply Power is supplied 140kw power station and owned by Community (RAESP).</p> <p>Waste disposal Rubbish tip is located within an unfenced area approx. 500m north-west of settlement.</p>

WARRALONG