



SHIRE OF WYNDHAM | EAST KIMBERLEY

KUNUNURRA - WYNDHAM

LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

2016

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Requests for further authorisation should be directed to the:

Chairperson
Kununurra - Wyndham
Local Emergency Management Committee
Shire of Wyndham East Kimberley
PO Box 614
Kununurra WA 6743
mail@swek.wa.gov.au

Certificate of Endorsement

Under the provisions of the *Emergency Management Act 2005* and State Emergency Management Policy, the Shire of Wyndham East Kimberley is required to establish and maintain local emergency management arrangements for the local government district. These Arrangements have been prepared by the Shire of Wyndham East Kimberley in consultation with the Kununurra - Wyndham Local Emergency Management Committee.


A copy of these Arrangements has been sent to the Kimberley District Emergency Management Committee (DEMC) and the State Emergency Management Committee (SEMC) for noting.



Chair
Shire of Wyndham East Kimberley
Kununurra - Wyndham
Local Emergency Management Committee

6/7/16

Date



Shire CEO or President
Shire of Wyndham East Kimberley

6/7/16

Date

Endorsed at Council Meeting:

Resolution Number: 11415

Date: 28 June 2016

Noted by:

Kimberley DEMC (SEMP 2.5, Item 31)

Date:

SEMC (Sec 41(5) EM Act 2005)

Date

Table of Contents

| | |
|--------------------------------------------------------------------|----|
| Glossary of Terms | 7 |
| Part 1: Introduction | 12 |
| 1.1 Authority | 12 |
| 1.2 Purpose | 12 |
| 1.3 Scope | 12 |
| 1.4 Consultation | 13 |
| 1.4.1 Memorandums of Understanding and Mutual Aid Agreements | 13 |
| 1.5 Related Documents | 13 |
| 1.6 General Description and Area Covered | 13 |
| Part 2: Planning | 15 |
| 2.1 Local Emergency Management Committee | 15 |
| 2.2 LEMC Member Roles and Responsibilities | 15 |
| 2.3 LEMC Meeting Schedule | 15 |
| 2.4 LEMC Procedures | 15 |
| 2.5 LEMC Terms of Reference | 16 |
| 2.6 LEMC Business Plan | 16 |
| 2.7 LEMC Annual Reporting | 16 |
| 2.8 Shire of Wyndham East Kimberley Preparedness Reporting | 16 |
| Part 3: Managing Risk | 17 |
| 3.1 Context | 17 |
| 3.2 Risk Assessment | 17 |
| Part 4: Response | 18 |
| 4.1 Contacts | 18 |
| 4.2 Resources | 18 |
| 4.3 Local Emergency Plans | 18 |
| 4.4 Activation of Local Arrangements | 18 |
| 4.5 Incident Support Group | 18 |
| 4.6 Vulnerable Groups - Special Needs Groups | 19 |
| 4.7 Critical Infrastructure | 19 |
| 4.8 Media Management | 19 |
| 4.9 Public Information & Community Warning Systems | 20 |
| 4.10 Local Considerations | 20 |
| 4.11 Local Government Liaison Officers | 20 |

| | | |
|--------------------------------------------------------------------------------------------------|-----------------------------------------------------|----|
| 4.12 | Community Evacuation..... | 21 |
| 4.13 | Emergency Management Welfare Support | 21 |
| 4.15 | Financial Arrangements in Emergency Incidents | 21 |
| Part 5: Recovery..... | | 22 |
| 5.1 | Aim of Recovery | 22 |
| 5.2 | Recovery Concepts | 22 |
| 5.3 | Recovery Process..... | 23 |
| 5.4 | Transition Response to Recovery | 23 |
| 5.5 | Local Recovery Coordinator | 23 |
| 5.6 | Local Recovery Committee | 24 |
| Part 6: Capability and Continuous Improvement | | 25 |
| 6.1 | Exercises | 25 |
| 6.2 | Review | 25 |
| Part 7: Appendices | | 27 |
| Appendix 1 Kununurra – Wyndham LEMC Structure, Roles & Responsibilities.... | | 27 |
| Appendix 2: Kununurra – Wyndham Risk Register | | 31 |
| Appendix 3: Kununurra – Wyndham Local Emergency Management Committee Contacts Directory | | 32 |
| Appendix 4: Kununurra – Wyndham Local Emergency Management Resource Register..... | | 35 |
| Appendix 5: Kununurra – Wyndham Local Emergency Management Coordination Centre List | | 36 |
| Appendix 6: Local Emergency Plans Register | | 37 |
| Appendix 7: Vulnerable & Special Needs Groups..... | | 38 |
| Appendix 8: Critical Infrastructure Register | | 40 |
| Appendix 9: Public Information & Community Warning Systems | | 42 |
| Appendix 10: Local Considerations..... | | 43 |
| Appendix 11: Welfare & Evacuation Centre Facilities..... | | 44 |
| Appendix 12: Maps of the District..... | | 45 |

Amendment Record

| Amendment | | Details of Amendment | Amended (Name) | By |
|-----------|----------|--------------------------------------------------------------------------------------------|-------------------|----|
| Number | Date | | | |
| 01 | 21/06/16 | Final draft seeking endorsement from Council after completion of the consultative process. | Paul Wilson | |
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Suggestions and comments can help improve these arrangements.

Feedback can include:

- What you like or don't like about the arrangements;
- Unclear or incorrect expression;
- Out of date information or practices;
- Inadequacies; and
- Errors, omissions or suggested improvements.

To forward feedback, copy the relevant section, mark the proposed changes and forward to:

Chairperson
Kununurra - Wyndham
Local Emergency Management Committee (LEMC)
Shire of Wyndham East Kimberley
PO Box 614
Kununurra WA 6743
mail@swek.wa.gov.au

The Chairperson will refer any correspondence to the LEMC for consideration and/or approval.

Amendments promulgated are certified in the following table, when updated.

Distribution

A copy of these Arrangements is provided to LEMC members as listed in the LEMC Contacts Directory at Appendix 3.

Additional copies are provided to the Kimberley DEMC and SEMC.

A public copy is available on the Shire of Wyndham East Kimberley website at www.swek.gov.wa.au

A hard copy can be viewed at the Shire of Wyndham East Kimberley main office, located at 20 Coolibah Drive Kununurra or Wyndham Office, Koolama Street Wyndham.

Upon application to the Shire a hard copy of the Arrangements may be provided.

Glossary of Terms

The terms used in this Local Emergency Management Arrangements are consistent with Section 3 of the Emergency Management Act 2005. For additional information in regards to the Glossary of Terms, refer to the current Emergency Management Western Australia Glossary 2011.

| | |
|-------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Community Emergency Risk Management | A systematic process that produces a range of measures which contribute to the well-being of communities and the environment. |
| Comprehensive Approach | The development of emergency and disaster arrangements to embrace the aspects of prevention, preparedness, response, and recovery (PPRR). PPRR are aspects of emergency management, not sequential phases. |
| Controlling Agency | An agency nominated to control the response activities to a specified type of emergency. |
| Coordination | The bringing together of organisations and elements to ensure an effective response, primarily concerned with the systematic acquisition and application of resources (organisation, manpower and equipment) in accordance with the requirements imposed by the threat or impact of an emergency. Coordination relates primarily to resources, and operates, vertically, within an organisation, as a function of the authority to command, and horizontally, across organisations, as a function of the authority to control. |
| District | Means an area of the State that is declared to be a district under section 2.1 <i>Local Government Act 1995</i> . |
| District Emergency Management Committee (DEMC) | A committee established under Section 31(1) of the <i>Emergency Management Act 2005</i> . |
| Emergency | An event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which requires a significant and coordinated response. |
| Emergency Management | <p>The management of the adverse effects of an emergency including:</p> <ul style="list-style-type: none">(a) Prevention – the mitigation or prevention of the probability of the occurrence of and the potential adverse effects of an emergency;(b) Preparedness – preparation for response to an emergency;(c) Response – the combating of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage and help to speed recovery; and(d) Recovery – the support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial |

and economic wellbeing.

**Emergency
Management
Agency**

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

**Emergency Risk
Management**

A systematic process that produces a range of measures which contribute to the well-being of communities and the environment. This process considers the likely effect of hazardous events and the measures by which they can be minimised.

Hazard - A situation or condition with potential for loss or harm to the community or the environment.

Risk - A concept used to describe the likelihood of harmful consequences, arising from the interaction of hazards, communities and the environment.

Hazard

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

**Hazard
Management
Agency (HMA)**

A public authority or other person, prescribed by regulations because of that agency's functions under any written law or because of its specialised knowledge, expertise and resources, to be responsible for the emergency management or an aspect of emergency management of a hazard for a part or the whole of the State.

Incident

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

**Incident Controller
(IC)**

The person designated by the relevant Hazard Management Agency, responsible for the overall management and control of an incident and the tasking of agencies in accordance with the needs of the situation.

**Incident
Management Team**

The group of incident management personnel comprised of the Incident Controller, and the personnel appointed to be responsible for the functions of AIIMS.

| | |
|-------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Incident Support Group (ISG) | A group of agency/organisation liaison officers convened and chaired by the Incident Controller to provide agency specific expert advice and support in relation to operational response to the incident. |
| Lifelines | The public facilities and systems that provide basic life support services such as water, energy, sanitation, communications and transportation. Systems or networks that provide services on which the well-being of the community depends. |
| Local Emergency Coordinator (LEC) | That person designated by the Commissioner of Police to be the Local Emergency Coordinator with responsibility for ensuring that the roles and functions of the respective Local Emergency Management Committee are performed, and assisting the Hazard Management Agency in the provision of a coordinated multi-agency response during <i>Incidents</i> and <i>Operations</i> . |
| Local Emergency Management Arrangements (LEMA) | Written by the local government, Local Emergency Management Arrangements are documented emergency management plans for the local government district. Consistent with State emergency management policies and plans, arrangements are to include information as stipulated in section 41(2) of the Act, accommodating the comprehensive approach to emergency management; Prevention, Preparedness, Response and Recovery (PPRR) that contribute to the reduction or elimination of hazards and to reducing the susceptibility or increase in the resilience to hazards of the community or the environment in the local government district. |
| Local Emergency Management Committee (LEMC) | Means a committee established under section 38 of the <i>Emergency Management Act 2005</i> . |
| Operational Area Support Group (OASG) | A group of agency/organisation liaison officers, including the designated Emergency Coordinator, convened by the Operational Area Manager/Incident Controller to provide agency specific expert advice and support in relation to strategic management of the incident/s. |
| Preparedness | Arrangements to ensure that, should an emergency occur, all those resources and services which are needed to cope with the effects can be efficiently mobilised and deployed. Measures to ensure that, should an emergency occur, communities, resources and services are capable of coping with the effects. |
| Prevention | Regulatory and physical measures to ensure that emergencies are prevented, or their effects mitigated. Measures to eliminate or reduce the incidence or severity of emergencies. |
| Recovery | The coordinated process of supporting emergency-affected communities in reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical well-being. |

| | |
|----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Response | Actions taken in anticipation of, during, and immediately after an emergency to ensure that its effects are minimised and that people affected are given immediate relief and support. Measures taken in anticipation of, during and immediately after an emergency to ensure its effects are minimised. |
| Risk | <p>A concept used to describe the likelihood of harmful consequences arising from the interaction of hazards, communities and the environment.</p> <ul style="list-style-type: none"> - The chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood. - A measure of harm, taking into account the consequences of an event and its likelihood. For example, it may be expressed as the likelihood of death to an exposed individual over a given period. - Expected losses (of lives, persons injured, property damaged, and economic activity disrupted) due to a particular hazard for a given area and reference period. Based on mathematical calculations, risk is the product of hazard and vulnerability. |
| Risk Management | The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, evaluating, treating and monitoring risk. Refer to <i>AS/NZS ISO 31000:2009</i> |
| Risk Register | A register of the risks within the local government, identified through the Community Emergency Risk Management process. |
| State Emergency Management Committee (SEMC) | A committee established under Section 13 of the <i>Emergency Management Act 2005</i> . |
| Support Organisation | A public authority or other person who or which, because of the agency's functions under any written law or specialized knowledge, expertise and resources is responsible for providing support functions in relation to that agency. |
| Vulnerability | The degree of susceptibility and resilience of the community and environment to hazards. The degree of loss to a given element at risk or set of such elements resulting from the occurrence of a phenomenon of a given magnitude and expressed on a scale of 0 (no damage) to 1 (total loss). |
| Welfare Centre | Location where temporary accommodation is actually available for emergency affected persons containing the usual amenities necessary for living and other welfare services as appropriate. |

Acronyms

| | |
|---------------|----------------------------------------------------|
| ADF: | Australian Defence Force |
| BoM: | Bureau of Meteorology |
| CEO: | Chief Executive Officer |
| DAFWA: | Department of Agriculture and Food |
| DCPFS: | Department for Child Protection and Family Support |
| DFES: | Department of Fire and Emergency Services |
| DEMC: | District Emergency Management Committee |
| DoE: | Department of Education |
| DoH: | Department of Health |
| DPAW: | Department of Parks and Wildlife |
| DPI: | Department of Planning and Infrastructure |
| EOC: | Emergency Operations Centre |
| HMA: | Hazard Management Agency |
| IC: | Incident Controller |
| ISG: | Incident Support Group |
| LEC: | Local Emergency Coordinator |
| LEMC: | Local Emergency Management Committee |
| LEMA: | Local Emergency Management Arrangements |
| LG: | Local Government |
| LRC: | Local Recovery Coordinator |
| LRCC: | Local Recovery Coordinating Committee |
| LRP: | Local Recovery Plan |
| OASG: | Operations Area Support Group |
| OIC: | Officer in Charge |
| RCC: | Recovery Coordination Centre |
| SEMC: | State Emergency Management Committee |
| SEMP: | State Emergency Management Policy |
| SES: | State Emergency Service |
| SJA: | St John Ambulance |
| SRCC: | State Recovery Coordinating Committee |
| SWEK: | Shire of Wyndham east Kimberley |
| VBFB: | Volunteer Bush Fire Brigade |
| VFRS: | Volunteer Fire and Rescue Service |
| WAPOL: | Western Australian Police |

Part 1: Introduction

1.1 Authority

These arrangements have been prepared by the Shire of Wyndham East Kimberley through the Kununurra – Wyndham Local Emergency Management Committee (LEMC) pursuant to Section 41(1) of the Emergency Management Act 2005 (EM Act 2005) and in accordance with SEMC Policy and Procedure.

1.2 Purpose

The purpose of these Arrangements is to;

- Identify and document emergency management risk that may impact the Shire of Wyndham East Kimberley;
- Provide information to agencies involved in local emergency management to support prevention, preparedness, response and recovery activities;
- Describe the Shire of Wyndham East Kimberley's emergency management policies;
- Describe the Roles and Responsibilities of agencies involved in emergency management within the district; and
- Manage other emergency management matters in the district the Shire of Wyndham East Kimberley considers appropriate.

1.3 Scope

These arrangements are to ensure there are suitable plans in place to manage identified emergencies should they arise.

It is not the intent of this document to detail the procedures for Hazard Management Agencies (HMAs) who have the allocated responsibility to respond to and manage an emergency. Those procedures will be detailed in the respective HMAs specific plans.

Furthermore, these Arrangements apply to:

- The geographic location of the Shire of Wyndham East Kimberley;
- Areas where the Shire of Wyndham East Kimberley provides support to HMAs in the event of an incident;
- The Shire of Wyndham East Kimberley's capacity to provide resources in support of an emergency, whilst still maintaining business continuity; and
- The Shire of Wyndham East Kimberley's responsibility in relation to recovery management.

1.4 Consultation

The Local Emergency Management Committee (LEMC) members have been consulted throughout the draft process, including minuted amendments.

Copies of these arrangements are available at the Shire offices located at 20 Coolibah Drive Kununurra & available on the Shire's website www.swek.wa.gov.au.

1.4.1 Memorandums of Understanding and Mutual Aid Agreements

The Shire of Wyndham East Kimberley from time to time may enter into Memorandums of Understanding or Mutual Aid Agreements with respective agencies and stakeholders. There are no active agreements in place.

1.5 Related Documents

Shire of Wyndham East Kimberley Local Recovery Plan 2016
Kununurra Local Emergency Management Welfare Support Plan 2015
Wyndham Local Emergency Management Welfare Support Plan 2016

1.6 General Description and Area Covered

The Shire of Wyndham East Kimberley is located in the ruggedly picturesque and sparsely populated northeast corner of Western Australia (WA), stretching from the Northern Territory border to the northern most tip of WA.

The Shire covers an area of 121,000 square kilometers and is one of four local governments that make up the Kimberley region. The Shire includes the towns of Kununurra and Wyndham and there are also a number of Aboriginal Communities; the largest being Kalumburu, which is situated in the northern part of the Shire.

The Shire boasts many attractions some of which include Carr Boyd Ranges, Celebrity Tree Park, Cockburn Ranges, Drysdale River National Park, Emma Gorge, Five Rivers Lookout (the Bastion), Gibb River Road, The Grotto, Ivanhoe Crossing, Kelly's Knob, Kununurra Diversion Dam/Lake Kununurra, Lake Argyle, Lily Lagoons, Mirima National Park, Mitchell River National Park, Ord River Irrigation Area, Ord River, Parry's Lagoon Nature Reserve, Pentecost River, Ragged Range, Wyndham Community Fishing Jetty and Zebedee Springs.

The Shire of Wyndham East Kimberley has two main population areas, Kununurra and Wyndham. The town of Kununurra is the principal centre located 3,040kms northeast of Perth and is situated approximately 37 kms from the WA/NT Border. With its tropical climate and its many natural attractions, the Shire of Wyndham East Kimberley is the eastern gateway to the Kimberley.

The Shire of Wyndham East Kimberley's population is approximately 8,000 people which are split between the two towns of Kununurra and Wyndham as well as pastoral leases and Indigenous communities. This excludes the estimated 2500 FIFO on various mine sites in the Shire and large variances in tourist population during the Wet and Dry Seasons.

The Shire of Wyndham East Kimberley is a diverse and varied community which has a number of local considerations that need to be taken into account when planning for and managing an emergency incident. These local considerations are detailed at Appendix 10 Local Considerations.

Part 2: Planning

2.1 Local Emergency Management Committee

The Shire of Wyndham East Kimberley established the Kununurra - Wyndham LEMC under the Section 38 of the Emergency Management Act 2005 to advise it on its responsibilities and requirements in relation to emergency management within its district.

The key role of the committee is in strategic planning on emergency management issues for the district.

2.2 LEMC Member Roles and Responsibilities

The structure of the LEMC and committee member roles and responsibilities are listed at Appendix 1: Kununurra – Wyndham LEMC Structure – Roles & Responsibilities.

The key positions of the LEMC committee are:

1. Chairperson
2. Deputy Chairperson
3. Executive Officer
4. Local Emergency Coordinator
5. Agency representation
6. Ex – Officio members

2.3 LEMC Meeting Schedule

The Kununurra – Wyndham LEMC will meet quarterly on a date to be advised in advance. The meeting dates will be forwarded to the Kimberley DEMC in June of each year to be included in a regional meetings register.

Two meetings will be held in Kununurra and two in Wyndham at venues nominated by the LEMC, when calling for agenda items and advising of the time and date of the next meeting.

2.4 LEMC Procedures

The LEMC will produce a separate document that determines its procedures based on guidance provided by SEMC policy and documents relevant to the management of a LEMC. A copy of the procedures will be provided to members to facilitate the effective and efficient management of the LEMC.

2.5 LEMC Terms of Reference

The LEMC will determine its Terms of Reference and produce a separate document to be distributed to members. The Terms of Reference will be based on SEMC policy and other publications that assist the establishment and function of a LEMC.

2.6 LEMC Business Plan

The Kununurra – Wyndham LEMC may develop and implement an annual Business plan in June of each year to inform its activities for the next twelve months.

Support is provided by the SEMC Secretariat to ensure the Business Plan is consistent with the SEMC Strategic Plan.

2.7 LEMC Annual Reporting

The Kununurra – Wyndham LEMC will compile an Annual; Report of Activities as directed by the State Emergency Management Committee (SEMC) under the EM Act 2005.

The SEMC Secretariat will provide the document in June of each year and coordinate support for the completion of the documents and collection of it.

2.8 Shire of Wyndham East Kimberley Preparedness Reporting

The Shire of Wyndham East Kimberley will complete an annual Preparedness Report in June of each year as requested by the SEMC Secretariat. The reporting document and support will be coordinated by the SEMC Secretariat.

Part 3: Managing Risk

In order to manage the risk resulting from the impact of hazards within the Shire of Wyndham East Kimberley, the following will be implemented:

3.1 Context

The Shire of Wyndham East Kimberley district is subject to a number of natural and man - made hazards that pose a risk to the community and infrastructure contained within the district.

The identified hazards that create these risks are allocated to specific agencies to manage. The risks posed from these hazards are required to be identified so treatment options can be identified to mitigate against their potential impact.

3.2 Risk Assessment

The Shire of Wyndham East Kimberley will facilitate an on-going emergency risk management program which assesses the possible risks the identified hazards pose.

The identified hazards and risk treatments are found at Appendix 2: Risk Register.

A comprehensive risk management report will be produced as the Emergency Risk Management Project develops. The Shire Emergency Risk Management Project is guided by the following:

1. AS/NZS ISO 31000:2009 Risk Management Principles & Guidelines
2. WA State Emergency Management Policy 2.9 Management of Emergency Risks (2014).
3. WA Emergency Risk Management Guide 2015.
4. National Emergency Risk Assessment Guidelines 2015

Part 4: Response

This section details the local emergency management information Hazard Management Agencies may require to assist in managing an emergency event within the Shire of Wyndham East Kimberley.

4.1 Contacts

A complete list of local contacts is available in the Local Emergency Management Contacts Directory (Appendix 3).

4.2 Resources

A list of local resources is available in the Local Emergency Management Emergency Resources Directory (Appendix 4).

4.3 Local Emergency Plans

Appendix 6 identifies the plans in place and agency responsible to manage an emergency event that is or may impact the district.

The plans have been written by the responsible agency to assist in the management of an emergency event within the local government district.

4.4 Activation of Local Arrangements

The Hazard Management Agency, Controlling Agency or the Local Emergency Coordinator in consultation with the Shire of Wyndham East Kimberley is responsible for the activation and implementation of these Arrangements in response to an emergency that has or may impact the district.

4.5 Incident Support Group

The Incident Support Group (ISG) is convened by the Hazard Management Agency (HMA) or Local Emergency Coordinator (LEC) in consultation with the HMA to provide support to the Incident Management Team.

The ISG is convened to assist in the overall coordination of services and information during a major event.

The membership of the ISG will be determined by the HMA or LEC in consultation with the HMA.

Triggers for an ISG

The triggers for an incident support group are defined in the State Emergency Management Policy 5.22 and State Emergency Management Plan section 5.1 these are

- a. Where an incident is designated as a level 2 or higher
- b. Multiple agencies need to be coordinated.

4.6 Vulnerable Groups - Special Needs Groups

The identification of and planning for people within the district who may be vulnerable and/or have special needs is required to allow for specific planning to assist them in times of emergency. An emergency may impact their ability to cope with an emergency event.

A list of Vulnerable and/or Special Needs Groups who reside within or visit the District is provided at Appendix 7.

4.7 Critical Infrastructure

Critical Infrastructure is assets that are essential for the functioning of the local community and economy within the district. They may include power generation, water supply, transport networks and other facilities that the community and others rely on to function.

These assets are identified to ensure that planning to mitigate the effects of an emergency is undertaken by the agency responsible.

A list of Critical Infrastructure is detailed at Appendix 8.

4.8 Media Management

This policy governs the actions of all Shire of Wyndham East Kimberley staff and LEMC members when dealing with the media in relation to an emergency incident.

Its purpose is to ensure a professional and consistent approach is taken by staff and LEMC members, in relation to external communications, through the maintenance of positive media relationships.

In the first instance the Hazard Management Agency is responsible for managing the media in relation to the emergency incident.

Shire staff and LEMC members will refer media inquiries to the HMA and not comment on the incident unless they are:

- authorised by the HMA;
- authorised by their own agency; and
- providing information as directed or related to their particular function.

4.9 Public Information & Community Warning Systems

State based public information and community warning systems will be used as required to alert and inform the community about an emergency incident.

The State based systems and local systems that may be utilised within the district are listed at Appendix 9: Public Information & Community Warning Systems.

4.10 Local Considerations

The Shire of Wyndham East Kimberley is a diverse and varied community which has a number of local considerations that need to be taken into account when planning for and managing an emergency incident. These local considerations are detailed at Appendix 10: Local Considerations.

4.11 Local Government Liaison Officers

The following local government officers are endorsed to represent and undertake actions on behalf of the Shire of Wyndham East Kimberley:

| | Role | Position | Contact Details |
|----------------------|-----------------------|------------------------------------------------|---------------------------|
| 1 st Call | ISG Liaison | Director Infrastructure | 9168 4100 0419 132 777 |
| 2 nd Call | ISG Liaison | Senior Ranger & Emergency Services Coordinator | 9168 4100 0429 157 230 |
| 1 st Call | Local Welfare Liaison | Director Community Development | 9168 4100 0408 261 882 |
| 2 nd Call | Local Welfare Liaison | Manager Community Services | 9168 4100 0407 600 081 |

4.12 Community Evacuation

Evacuation is the responsibility of the Hazard Management Agency in consultation with WA Police and the Dept. for Child Protection and Family Support. The Shire of Wyndham East Kimberley has made available facilities for use in an evacuation and will liaise with the HMA and other agencies in managing an evacuation within the district.

A list of Welfare and Evacuation centres is provided at Appendix 11

4.13 Emergency Management Welfare Support

The Department for Child Protection and Family Support has the mandate for emergency management welfare support. The HMA should contact the Department to arrange the opening and staffing of a welfare centre. Details of the centre locations are contained in the Kununurra and Wyndham Local Welfare Plans. This plan also includes arrangements for registration and enquiry.

4.15 Financial Arrangements in Emergency Incidents

State Financial Arrangements in response to an emergency are found in State Emergency Management Policy (SEMP) 4.2.

This policy outlines the financial responsibilities for funding during multi-agency emergencies.

Whilst recognizing the provisions of SEMP 4.2 the Shire of Wyndham East Kimberley is committed to expending such necessary funds as required on its part to ensure the safety of its residents and visitors.

Part 5: Recovery

The Shire of Wyndham East Kimberley has developed a local recovery plan that complements the Local Emergency Management Arrangements.

Please refer to the Local Recovery Plan for more detail about the recovery process within the district.

Copies of the plan are available from the Shire of Wyndham East Kimberley via their website at www.swek.wa.gov.au or on application to the Shire.

5.1 Aim of Recovery

The aim of recovery is to assist the affected community as quickly as possible to restore the quality of life that enables them to function as a community.

5.2 Recovery Concepts

Recovery management is supported by the following concepts.

- **Community Involvement:** Recovery processes are most effective when affected communities actively participate in their own recovery.
- **Local Level Management:** Recovery services should be managed to the extent possible at the local level.
- **Affected Community:** The identification of the affected community needs to include all those who are affected in any significant way whether defined by geographical location or as a dispersed population.
- **Differing Effects:** The ability of individuals, families and communities to recover depends upon capacity, specific circumstances of the event and its effects.
- **Empowerment:** Recovery services should empower communities to manage their own recovery through support and maintenance of identity, dignity and autonomy.
- **Resourcefulness:** Recognition needs to be given to the level of resourcefulness evident within an affected community and self-help should be encouraged.
- **Responsiveness, Flexibility, Adaptability and Accountability:** Recovery services need to be responsive, flexible and adaptable to meet the rapidly changing environment, as well as being accountable.
- **Integrated Services:** Integration of recovery service agencies, as well as with response agencies, is essential to avoid overlapping services and resource wastage.
- **Coordination:** Recovery services are most effective when coordinated by a single agency.

- **Planned Withdrawal:** Planned and managed withdrawal of external services is essential to avoid gaps in service delivery and the prevention of leaving before the task has been completed.

5.3 Recovery Process

Recovery is defined as the coordinated support given to emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.

The purpose of the Local Recovery Plan is to ensure recovery is managed and planned for in a structured manner.

However, recovery is more than simply replacing what has been destroyed and the rehabilitation of those affected. It is a complex, dynamic and potentially protracted process rather than just a remedial process. The manner in which recovery processes are undertaken is critical to their success.

Recovery is best achieved when the affected community is able to exercise a high degree of self - determination.

5.4 Transition Response to Recovery

Recovery activities should commence immediately following the impact of an event whilst response activities are still in progress. Key decisions and activities undertaken during the response may directly influence and shape the recovery process.

To ensure that appropriate recovery activities are initiated as soon as possible after the impact of the event, the Incident Controller is to ensure that the Local Recovery Coordinator is notified of the event and is included as a member of the Incident Support Group (ISG).

5.5 Local Recovery Coordinator

The Shire of Wyndham East Kimberley on advice from the LEMC and endorsement of Council will appoint a Local Recovery Coordinator.

The Local Recovery Coordinator is the Shire of Wyndham East Kimberley's Director Infrastructure.

5.6 Local Recovery Committee

The Shire of Wyndham East Kimberley on advice from the LEMC will establish a Local Recovery Committee made up of members who have a role and responsibility in recovery management.

The committee will be chaired by the Local Recovery Coordinator. The committee role and responsibility is to advise and assist the Shire of Wyndham East Kimberley in their recovery obligations.

| Position | Representative |
|-----------------------------|------------------------------------------------------------------------------------------------------------------|
| Chairperson | Director Infrastructure SWEK |
| Local Recovery Coordinator | Director Infrastructure (SWEK) |
| Secretary/Executive Officer | Infrastructure Support Officer (SWEK) Senior Ranger & Emergency Services Coordinator (SWEK) |
| Committee Members | Govt. or Non-Govt. agencies with either a designated role, knowledge or resources to support recovery management |

Part 6: Capability and Continuous Improvement

6.1 Exercises

The Shire of Wyndham East Kimberley is to ensure an exercise is conducted annually to test either the whole or part of the plan. It may be done in conjunction with emergency management agencies testing their response or support plans.

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

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

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

Examples of exercises include.

- Desktop discussion
- Opening and closing procedures for evacuation centres or any facilities that might be operating in an emergency.
- Operating procedures of an Emergency Coordination Centre
- Locating and activating resources on the emergency resources register.

6.2 Review

The Shire of Wyndham East Kimberley through the Kununurra – Wyndham LEMC will review its Local Emergency Management Arrangements, Local Recovery Plan and other support plans annually prior to identified high risk periods.

The arrangements and plans will also be reviewed after an exercise or activation in response to an emergency incident involving the arrangements or plans.

A full review and rewrite will occur every five years from the date of endorsement, or after a major incident.

Major amendments or changes must be forwarded to the agencies listed in the LEMC Contacts Directory and Kimberley DEMC.

Part 7: Appendices

Appendix 1 Kununurra – Wyndham LEMC Structure, Roles & Responsibilities

| Local Role | Description of responsibilities |
|--------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Local Government | The responsibilities of the Shire of Wyndham East Kimberley are defined in s.36 of the Emergency Management Act 2005 |
| Local Emergency Coordinator (LEC) | The responsibilities of the LEC are defined in s.36 of the Emergency Management Act 2005 |
| Local Recovery Coordinator | To ensure the development and maintenance of effective recovery management arrangements for the local government. In conjunction with the local recovery committee to implement a post incident recovery action plan and manage the recovery phase of the incident. |
| LG Liaison Officer (to the ISG/IMT) | During a major emergency the liaison officer attends ISG meetings to represent the local government, provides local knowledge input and provides details contained in the LEMA. |
| Local Government Incident Management | <ul style="list-style-type: none">• Ensure planning and preparation for emergencies is undertaken• Implementing procedures that assist the community and emergency services deal with incidents• Ensuring 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 the Shire's emergency response capability.• Liaise with the incident controller (provide a liaison officer)• Participate in the ISG and provide local support• Where an identified evacuation centre is a building owned and operated by the local government, provide a liaison officer to support the DCPFS. |

The Shire of Wyndham East Kimberley has established a Local Emergency Management Committee (LEMC) under section 38(1) of the Emergency Management Act 2005 to oversee, plan and test the local emergency management arrangements.

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

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

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

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

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

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

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

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

| | |
|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Controlling Agency | <p>A Controlling Agency is an agency nominated to control the response activities to a specified type of emergency.</p> <p>The function of a Controlling Agency is to;</p> <ul style="list-style-type: none"> • Undertake all responsibilities as prescribed in agency specific legislation for Prevention & Preparedness. • Control all aspects of the response to an incident. <p>During Recovery the Controlling Agency will ensure effective transition to recovery.</p> |
| Hazard Management Agency | <p>A hazard management agency is to be public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for emergency management, or the prescribed emergency aspect, in the area prescribed of the hazard for which it is prescribed (s4 Emergency Management Act 2005).</p> <p>The HMAs are prescribed in the Emergency Management Regulations 2006.</p> <p>Their function is to:</p> <ul style="list-style-type: none"> • Undertake responsibilities where prescribed for these aspects (Emergency Management Regulations) • Appointment of Hazard Management Officers (s.55 EM Act) • Declare/revoke Emergency situation (s.50 & 53 EM Act) • Coordinate the development of the Westplan for that hazard (State Emergency Management Policy s.1.5) • Ensure effective transition to recovery by Local Government. |
| Combat Agency | <p>A Combat Agency as prescribed under subsection (1) of the Emergency Management Act 2005 is to be a public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.</p> |
| Support Organisation | <p>A public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources is responsible for providing support functions in relation to that agency. (State Emergency Management Glossary)</p> |

Kununurra:

| Committee Position | Position Held By (Title) |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Chair | Director Infrastructure (SWEK) |
| Deputy Chair | Officer in Charge (OIC) Kununurra Police |
| Executive Officer | Senior Ranger & Emergency Services Coordinator (SWEK). |
| Local Emergency Coordinator | Officer in Charge (OIC) Kununurra Police |
| Member Agencies (list agency only) | DPAW, SWEK, DCPFS, Horizon Power, DAFWA, SJA, VFRS, DFES, WAPOL, Main Roads, WA Health Services, Housing Authority, Watercorp & SES. |
| Ex-Officio Members (list agency only) | N/A |

Wyndham:

| Sub- Committee Position | Position Held By (Title) |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------|
| Chair | Director Infrastructure (SWEK) |
| Deputy Chair | Officer in Charge Wyndham Police |
| Executive Officer | Senior Ranger & Emergency Services Coordinator (SWEK) |
| Local Emergency Coordinator | Officer in Charge Wyndham (SWEK) |
| Member Agencies (list agency only) | Horizon Power, SWEK, WAPOL, DCPFS, DAFWA, Watercorp, SJA, WA Health Service, Main Roads & Housing Authority. |
| Ex-Officio Members (list agency only) | N/A |

Appendix 2: Kununurra – Wyndham Risk Register

| Hazard | Risk Rating | Treatment Options | HMA |
|--------------------------------|-------------|---------------------------------------------------------------|--------------------------------------------|
| 1. Flood | Extreme | 1. WestPlan Flood 2. SWEK LEMA 3. WA State Planning Act | Dept. for Fire & Emergency Services (DFES) |
| 2. Fire | Major | 1. WestPlan Fire 2. SWEK LEMA | DFES |
| 3. Storm | Major | 1. WestPlan Storm 2. SWEK LEMA 3. Building Codes | DFES |
| 4. Road Crash | High | 1. WestPlan Road Crash Emergency 2. SWEK LEMA | WA Police |
| 5. Cyclone | Major | 1. WestPlan Cyclone 2. SWEK LEMA 3. Building Codes | DFES |
| 6. Air Crash | High | 1. WestPlan Air Crash 2. SWEK LEMA | WA Police |
| 7. Land Search & Rescue | Moderate | 1. WestPlan Land Search 2. SWEK LEMA | WA Police |
| 8. Marine Search & Rescue | Moderate | 1. WestPlan MARSAR 2. SWEK LEMA | WA Police |
| 9. Human Epidemic | Moderate | 1. WestPlan Human Epidemic 2. SWEK LEMA | Dept. of Health |
| 10. Animal & Plant Biosecurity | High | 1. WestPlan Animal & Plant Biosecurity 2. SWEK LEMA | Dept. of Agriculture & Food WA |

Appendix 3: Kununurra – Wyndham Local Emergency Management Committee Contacts Directory

Kununurra:

| First Name | Surname | Email Address | Mobile | Phone | Position | Organisation |
|------------|-----------|------------------------------------------------------------------------------------------------|--------------|-----------|-----------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| Kelly | Colledge | kelly.colledge@cpfs.wa.gov.au | 0409 780 736 | 9168 0333 | District Director East Kimberley | Child Protection and Family Support |
| Megan | Spence | Megan.Spence@cpfs.wa.gov.au | 0427 196 037 | 9193 8400 | District Emergency Services Officer Kimberley District | Child Protection and Family Support (Based in Broome) |
| Noel | Wilson | noel.wilson@agric.wa.gov.au | 0429 105 336 | 9166 4001 | Manager Northern Region | Department of Agriculture and Food WA |
| Nick | Kearns | nick.kearns@housing.wa.gov.au | 0409 418 891 | 9166 5100 | Regional Manager East Kimberley | Department of Housing |
| Felix | McQuistan | felix.mcquistan@dfes.wa.gov.au | 0448 970 378 | 9168 2161 | Area Officer East Kimberley | DFES (Fire Services) |
| Graham | Sears | graham.sears@dfes.wa.gov.au | 0429 881 559 | 9169 1372 | District Officer East Kimberley | DFES (SES) |
| Daryl | Moncreiff | daryl.moncreiff@dpaw.wa.gov.au | 0418 919 384 | 9168 4200 | Regional Manager Kimberley | DPAW |
| Roanna | Edwards | roanna.edwards@horizonpower.com.au | 0455 069 193 | 9166 4713 | Retail and Community Manager | Horizon Power |
| Andrew | Olgivie | kfp@westnet.com.au | 0427 194 903 | 9169 1772 | Captain | Kununurra VFRS |
| Sean | Rose | sean.rose@mainroads.wa.gov.au | 0437 632 448 | 9168 4728 | Operations Manager - Kununurra | Main Roads |
| Lincoln | Heading | lincfel@bigpond.com | | 9169 1003 | | SES |
| Sarel | De Koker | sarel.dekoker@stjohnambulance.com.au | 0427 473 150 | 9168 2302 | Station Manager | St John Ambulance |
| Cr Darren | Spackman | darren.spackman@swek.wa.gov.au | 0418 681 100 | | Councillor | SWEK |
| David | Klye | david.klye@swek.wa.gov.au | 0419 132 777 | 9168 4161 | Director Infrastructure Local Recovery Coordinator LEMC Chair | SWEK |
| Ebony | Daniell | ebony.daniell@swek.wa.gov.au | 0408 423 527 | 9168 4100 | Environmental Health Officer | SWEK |
| Paul | Bawden | paul.bawden@swek.wa.gov.au | 0439 031 583 | 9168 2648 | Manager East Kimberley Regional Airport Deputy Recovery Coordinator. | SWEK |
| Paul | Wilson | paul.wilson@swek.wa.gov.au | 0429 157 230 | 9168 4100 | Senior Ranger and Emergency Services Coordinator Executive Officer Deputy Recovery Coordinator | SWEK |
| Donna | Hindmarsh | donna.hindmarsh@health.wa.gov.au | 0408 944 304 | 9166 4242 | Operations Manager | WA Country Health Service |
| Steve | Principe | steve.principe@police.wa.gov.au | 0438 931 221 | 9166 4530 | Officer in Charge Deputy Chair LEMC | WA Police |
| Ernie | Pucci | Ernie.Pucci@watercorporation.com.au | 0477 300 179 | 9168 0721 | Dams Coordinator | Water Corporation |
| Thomas | Pearce | Tom.Pearce@watercorporation.com.au | 0409 202 056 | 9168 0749 | Operations Manager | Water Corporation |

Minutes Distribution:

| | | | | | | |
|--------|-----------|----------------------------------------------------------------------------------------------|--------------|-----------|---------------------------------------------|------------------------------------------|
| Daniel | Hill | Kimberley.pilbara.da@semc.wa.gov.au | 0409 415 256 | 9158 3204 | Acting District Advisor Kimberley - Pilbara | SEMC Secretariat |
| Tony | Stevenson | tony.stevenson@dfes.wa.gov.au | 0417 973 644 | 9169 1370 | District Officer | DFES |
| Carl | Askew | carl.askew@swек.wa.gov.au | | 9168 4100 | CEO | SWEK |
| Scott | Beckwith | scott.beckwith@horizonpower.com.au | 0418 916 979 | 91929910 | Manager Kimberley Business | Horizon Power (Based in Broome) |

Wyndham:

| First Name | Surname | Email Address | Mobile | Phone | Position | Organisation |
|------------|-----------|--------------------------------------------------------------------------------------------------|--------------|-----------|------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| Kelly | Colledge | kelly.colledge@cpfs.wa.gov.au | 0409 780 736 | 9168 0333 | District Director East Kimberley | Child Protection and Family Support |
| Megan | Spence | Megan.Spence@cpfs.wa.gov.au | 0427 196 037 | 9193 8400 | District Emergency Services Officer Kimberley District | Child Protection and Family Support (Based in Broome) |
| Noel | Wilson | noel.wilson@agric.wa.gov.au | 0429 105 336 | 9166 4001 | Manager Northern Region | Department of Agriculture and Food WA |
| Nick | Kearns | nick.kearns@housing.wa.gov.au | 0409 418 891 | 9166 5100 | Regional Manager East Kimberley | Department of Housing |
| Bill | Dempsey | bill.dempsey@dpaw.wa.gov.au | 0457 514 537 | 9168 4200 | District Coordinator | Department of Parks and Wildlife |
| Tony | Stevenson | tony.stevenson@dfes.wa.gov.au | 0417 973 644 | 9169 1370 | District Officer | DFES |
| Scott | Beckwith | scott.beckwith@horizonpower.com.au | 0418 916 979 | 91929910 | Manager Kimberley Business | Horizon Power (Based in Broome) |
| Sean | Rose | sean.rose@mainroads.wa.gov.au | 0437 632 448 | 9168 4728 | Operations Manager - Kununurra | Main Roads |
| Simon | Turnbull | simon.turnbull@stjohnambulance.com.au | 0418 416 863 | 9161 1518 | Community Paramedic | St John Ambulance |
| Cr Darren | Spackman | darren.spackman@swek.wa.gov.au | 0418 681 100 | | Councillor | SWEK |
| David | Klye | david.klye@swek.wa.gov.au | 0419 132 777 | 9168 4161 | Director Infrastructure Local Recovery Coordinator Chair LEMC | SWEK |
| Paul | Wilson | paul.wilson@swek.wa.gov.au | 0429 157 230 | 9168 4100 | Senior Ranger and Emergency Services Coordinator Executive Officer Deputy Recovery Coordinator. | SWEK |
| Jane | Drew | louise.drew@health.wa.gov.au | | 9166 4377 | | WA Country Health Service |
| Gene | Wright | gene.wright@police.wa.gov.au | 0408 932 037 | 9161 0400 | Sergeant (OIC) | WA Police |
| Simon | Womersley | simon.womersley@police.wa.gov.au | 0408 194 839 | 9161 0400 | Sergeant (OIC) (June 2016) Deputy Chair LEMC | WA Police |
| Ernie | Pucci | Ernie.Pucci@watercorporation.com.au | 0477 300 179 | 9168 0721 | Dams Coordinator | Water Corporation |
| Thomas | Pearce | Tom.Pearce@watercorporation.com.au | 0409 202 056 | 9168 0749 | Operations Manager | Water Corporation |

Minutes Distribution:

| | | | | | | |
|--------|-------|----------------------------------------------------------------------------------------------|--------------|-----------|------------------------------------------------|------------------|
| Daniel | Hill | Kimberley.pilbara.da@semc.wa.gov.au | 0409 415 256 | 9158 3204 | Acting District Advisor Kimberley - Pilbara | SEMC Secretariat |
| Carl | Askew | carl.askew@swek.wa.gov.au | | 9168 4100 | CEO | SWEK |

Appendix 4: Kununurra – Wyndham Local Emergency Management Resource Register

Kununurra:

| Item Description | Size | Location | No of items |
|--------------------------------------------|-----------|-------------------|-------------|
| Grader | | Kununurra Depot | 1 |
| Custom made trailer with water tank fitted | | Kununurra Depot | 1 |
| Tipper | 3 Tonne | Kununurra Depot | 3 |
| Loader | 950 | Kununurra Depot | 3 |
| Truck | 7 Tonne | Kununurra Airport | 1 |
| Tractor | | Kununurra Depot | 4 |
| Dual Axel Trailer | | Kununurra Depot | 1 |
| Single Axel Trailer | | Kununurra Depot | 2 |
| Large Plant Trailer | 12 – 18T | Kununurra Depot | 1 |
| Flat Bed Plant Trailer | 15" | Kununurra Depot | 1 |
| Tractor | | Kununurra Airport | 1 |
| Truck | 3.5 Tonne | Kununurra Airport | 1 |
| Diesel Powered Sweeper | | Kununurra Airport | 1 |
| Emergency Response Trailer | | Ord Fuel Supplies | 1 |

Wyndham:

| Item Description | Size | Location | No of Items |
|----------------------|-------------|-----------------|-------------|
| Single Axel Trailer | | Wyndham Depot | 1 |
| Tipper | 3 Tonne | Wyndham Depot | 1 |
| Tractor | 90HP | Wyndham Depot | 1 |
| Dual Axel Trailer | | Wyndham Depot | 1 |
| Single Axel Trailer | | Wyndham Airport | 1 |
| Loader | 580 Backhoe | Wyndham Depot | 1 |
| Hydraulic Sweeper | | Wyndham Airport | 1 |
| Diesel Fuel | 3000Lt | Wyndham Depot | 1 |
| Mobile Lifting Frame | | Wyndham Depot | 1 |
| Mowers & Slashers | Various | Wyndham Depot | 3 |

Appendix 5: Kununurra – Wyndham Local Emergency Management Coordination Centre List

Kununurra:

| | Name | Address | Contact Details |
|------------------|------------------------------------------|--------------------------------|---------------------------------|
| Primary | Kununurra Administration Building (SWEK) | 20 Coolibah Drive Kununurra | Paul Wilson 0429 157 230 |
| Secondary | Kununurra Leisure Centre (SWEK) | Coolibah Drive Kununurra | Wayne Richards 04097 600 081 |

Wyndham:

| | Name | Address | Contact Details |
|------------------|------------------------------------------------------------|---------------------------|-----------------------------------|
| Primary | Wyndham Administration Building (SWEK) Council Chambers | Koolama Street Wyndham | Barbara Venn 9161 1002 |
| Secondary | Wyndham Police Station Communications Room | MacPhee Street Wyndham | OIC Simon Wormersley 9161 4100 |

Appendix 6: Local Emergency Plans Register

Hazard Management Plans (State)

| Hazard | Emergency Plan | Owner |
|-------------------------------|----------------------------------------|--------------------------------|
| Flood | WestPlan Flood | DFES |
| Cyclone | WestPlan Cyclone | DFES |
| Bushfire | WestPlan Fire | DFES |
| Storm | WestPlan Storm | DFES |
| Road Crash | WestPlan Road Crash Emergency | WAPOL |
| Air Crash | WestPlan Air Crash | WAPOL |
| Animal & Plant Biosecurity | WestPlan Animal & Plant Biosecurity | Dept. of Agriculture & Food WA |
| Land Search & Rescue | WestPlan Land Search | WAPOL |
| Marine Search & Rescue | WestPlan MARSAR | WAPOL |
| Human Epidemic | WestPlan Human Epidemic | Dept. of Health |
| Dam Break | WestPlan Dam Break | Water corporation |

Emergency Support Plans & Arrangements (State & Local)

| Document | Purpose | Owner |
|---------------------------------------------------|--------------------------------------------------------------------------------------|------------------------------------------------|
| Local Emergency Management Arrangements | Details the emergency management arrangements within the district | Shire of Wyndham East Kimberley (SWEK) |
| Local Recovery Plan | Details how SWEK will manage recovery within the district | Shire of Wyndham East Kimberley |
| Local Welfare EM Plan | Details the emergency management welfare support arrangements for the district | Dept. for Child Protection & Family Support |
| Local Bushfire Management Plan | Details how bushfires will be managed within the district | Shire of Wyndham East Kimberley? |
| Kununurra & Wyndham Airport Emergency Plans | Details how emergencies at Airports owned by SWEK will be managed | Shire of Wyndham East Kimberley |

Appendix 7: Vulnerable & Special Needs Groups

Kununurra:

| Group | Description | Agency-Contact | Location | Number |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-----------------------------------------------|-----------|
| Aged Care | Community members who are in aged care facilities or receive support to reside at home who may require assistance | Juniper – Kununurra Community Care | 5 Coolibah Drive Kununurra | 9169 1640 |
| Disability | Community members with a disability that may require assistance | Disability Services Commission | 5 Coolibah Drive Kununurra | 9169 1640 |
| CALD | Community members who come from a diverse cultural background that may require assistance or consideration in communication where English is their second language | Community Groups | N/A | N/A |
| Medical | Community members who have a medical condition that reside in the community who may require assistance | Horizon Power – maintain a list of customers who require power for medical equipment | Cnr Messmate Way & Victoria Highway Kununurra | 9166 4700 |
| Tourists | People who are on holidays in the area | Kununurra Visitor's Centre | 75 Coolibah Drive Kununurra | 9168 1177 |
| Visitor's | People who are visiting the area for a variety of reasons – seeking services | Kununurra Visitor's Centre | 75 Coolibah Drive Kununurra | 9168 1177 |
| Homeless | People who have no shelter and are living 'rough' | Department Child Protection & Family Services | Cnr Konkerberry & Messmate Way Kununurra | 9168 0333 |
| Remote Aboriginal Communities | Communities that exist within the district that are vulnerable to hazards | Kalumburu Mission | | 9161 6777 |

Wyndham:

| Group | Description | Agency-Contact | Location | Number |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|---------------------------------------|---------------|
| Aged Care | Community members who are in aged care facilities or receive support to reside at home who may require assistance | Juniper Marlgu Village | Coverley St & Flinders Street Wyndham | 9161 1431 |
| Disability | Community members with a disability that may require assistance | Disability Services Commission | Coverley St & Flinders St Wyndham | 9161 1431 |
| CALD | Community members who come from a diverse cultural background that may require assistance or consideration in communication where English is their second language | N/A | N/A | N/A |
| Medical | Community members who have a medical condition that reside in the community who may require assistance | Refer Marlgu Village through Home & Community Cara Program (HACC) | Coverley St & Flinders St Wyndham | 9161 1431 |
| Tourists | People who are on holidays in the area | Refer Wyndham Caravan Park | Great Northern Highway Wyndham | 9161 1064 |
| Visitor's | People who are visiting the area for a variety of reasons – seeking services | Refer Kimberley Motors | Great Northern Highway Wyndham | 9161 1281 |
| Homeless | People who have no shelter and are living 'rough' | Refer Ngnowar Aerwah Aboriginal Corporation | Great Northern Highway Wyndham | 9161 1496 |
| Remote Aboriginal Communities | Communities that exist within the district that are vulnerable to hazards | Kalumburu Mission | | 9161 4777 |

Appendix 8: Critical Infrastructure Register

Kununurra:

| Item | Location | Owner | Contact | Description |
|----------------|-----------------------------------------------|---------------------------------|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Power Station | Ord River Dam Wall, Lake Argyle | Pacific Hydro | 9166 4700 | Primary Power Station for Kununurra/ Wyndham and Lake Argyle |
| Power Station | Cnr Messmate Way & Victoria Highway Kununurra | Horizon Power | 9166 4700 | Diesel Back-Up Power Station |
| Sewerage Works | Ivanhoe Road Kununurra | Water Corporation | 9168 0721 0477 300 179 | N/A |
| Water Supply | Bandicoot Drive Kununurra | Water Corporation | | |
| Fuel Storage | Lot 572 Victoria Highway Kununurra | Ord Fuel Supplies | 9169 1612 | Fuel storage area |
| Airport | Lot 200 Victoria Highway Kununurra | Shire of Wyndham East Kimberley | 9168 2267 0439 031 538 | Certified Aerodrome – Code 3C 1829 x 30 WID Runway PCN 40 3 x Code 3C aircraft parking positions on Main Apron Avgas & Jet A1 Handling Services & facilities Security Controlled terminal with passenger screening facilities & secondary power supply. |
| Dam | Victoria Highway Kununurra & Lake Argyle | Water Corporation | 9168 0721 0477 300 179 | Dam Wall |
| Communications | Kellys Knob Kununurra | Ord Irrigation Cooperative | 9168 3300 | Water Level monitoring |
| Hospital | 96 Coolibah Drive Kununurra | WA Health | 9166 4222 | Health Facility |

Wyndham:

| Item | Location | Owner | Contact | Description |
|----------------|----------------------------------|------------------------------|----------------|-------------------------------------------------------------------------------------------|
| Power Station | 4 Mile | Horizon Power | | Diesel Generator backup |
| Sewerage Works | Coverley St | Water Corporation | 9161 1969 | N/A |
| Water Supply | Coverley St | Water Corporation | 9161 1969 | N/A |
| Fuel Storage | Wyndham Port | Cambridge Gulf Limited | 0419 611 313 | Fuel storage area |
| Airport | Arthur Road | Shire Wyndham East Kimberley | 0439 031 538 | Registered Aerodrome – Code 3A 1607 x 18 WID Runway, PCN 8 Secondary Power Supplied |
| Port | Wyndham Port | Cambridge Gulf Limited | 9161 1203 | N/A |
| Communications | Mt Albany & Five Rivers Lookout. | | Telstra | Communication Towers |
| Hospital | Minderoo Street | WA Health | 9161 0222 | N/A |

Appendix 9: Public Information & Community Warning Systems

State:

| | System | Access Arrangements |
|---|---------------------------------------------------------------------------|----------------------------|
| 1 | Standard Emergency Warning Signal (SEWS) | Hazard Management Agency |
| 2 | ABC Radio | ABC to monitor & broadcast |
| 3 | DFES Website – www.dfes.wa.gov.au | DFES to monitor and update |

Local:

| | System | Access Arrangements |
|---|--------------------------------------------------------------------------------------------------|---------------------------------------------------|
| 1 | Cyclone Level Warning lights on roof of the KNX DFES Co-location Centre | DFES to monitor and update |
| 2 | SWEK Website & Facebook page | SWEK Governance Officers to implement and update. |
| 3 | Cyclone Road Signs located in Wyndham Port to indicate state of alert. SWEK to place and update. | SWEK |
| 4 | Wyndham Police Station flag system Yellow/Blue/Red to be monitored by Police members. | WAPOL |
| 5 | Wyndham Police Twitter page to be updated by Police @WyndhamPol | WAPOL |

Appendix 10: Local Considerations

High risk periods:

1. Wet Season: November until May of each year
2. Bushfire Period: April until November.
3. Wyndham susceptible to “build up” storms during October and November

High risk locations:

1. Remote Aboriginal Communities

Large public events:

1. Ord Valley Muster: Held May-June for ten days at various locations
2. Lake Argyle Swim - May
3. Lake Argyle Adventure Race - June
4. Dam to Dam, River Rally Dash - May
5. Gibb River Challenge: Bicycle Race - May
6. Stars on the Bastion - July (Wyndham)
7. Wyndham Races Aug - (Wyndham)
8. Brown Water Classic - September (Wyndham).

Tourist periods & locations:

1. Major influx of tourists from May until October of each year in both Kununurra & Wyndham.

Appendix 11: Welfare & Evacuation Centre Facilities

For more detailed information on each facility, refer to the Kununurra and Wyndham Local Emergency Management Welfare Support Plans.

Local Government Facilities:

Kununurra:

| Facility | Location | Contact | Purpose |
|--------------------------|----------------------------------------|--------------------------------|-----------------------------------------------------|
| Kununurra Leisure Centre | Coolibah Drive cross of Chestnut Drive | Wayne Richards 0407 600 081 | Primary Welfare Evacuation Centre & Cyclone Shelter |
| Kununurra Youth Centre | Chestnut Drive cross of Coolibah Drive | Wayne Richards 0407 600 081 | Secondary Welfare Evacuation Centre |

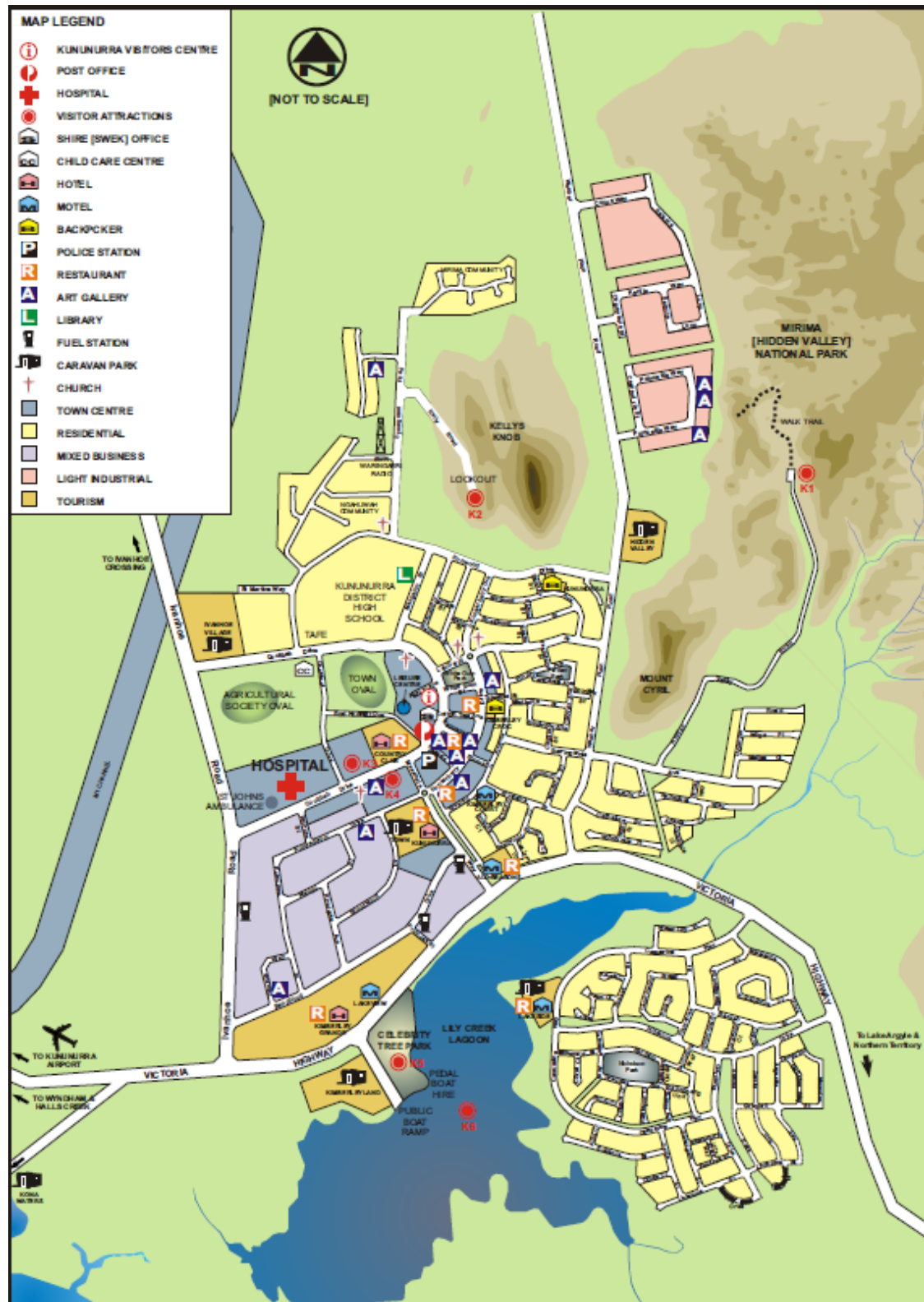
Local Government Facilities:

Wyndham:

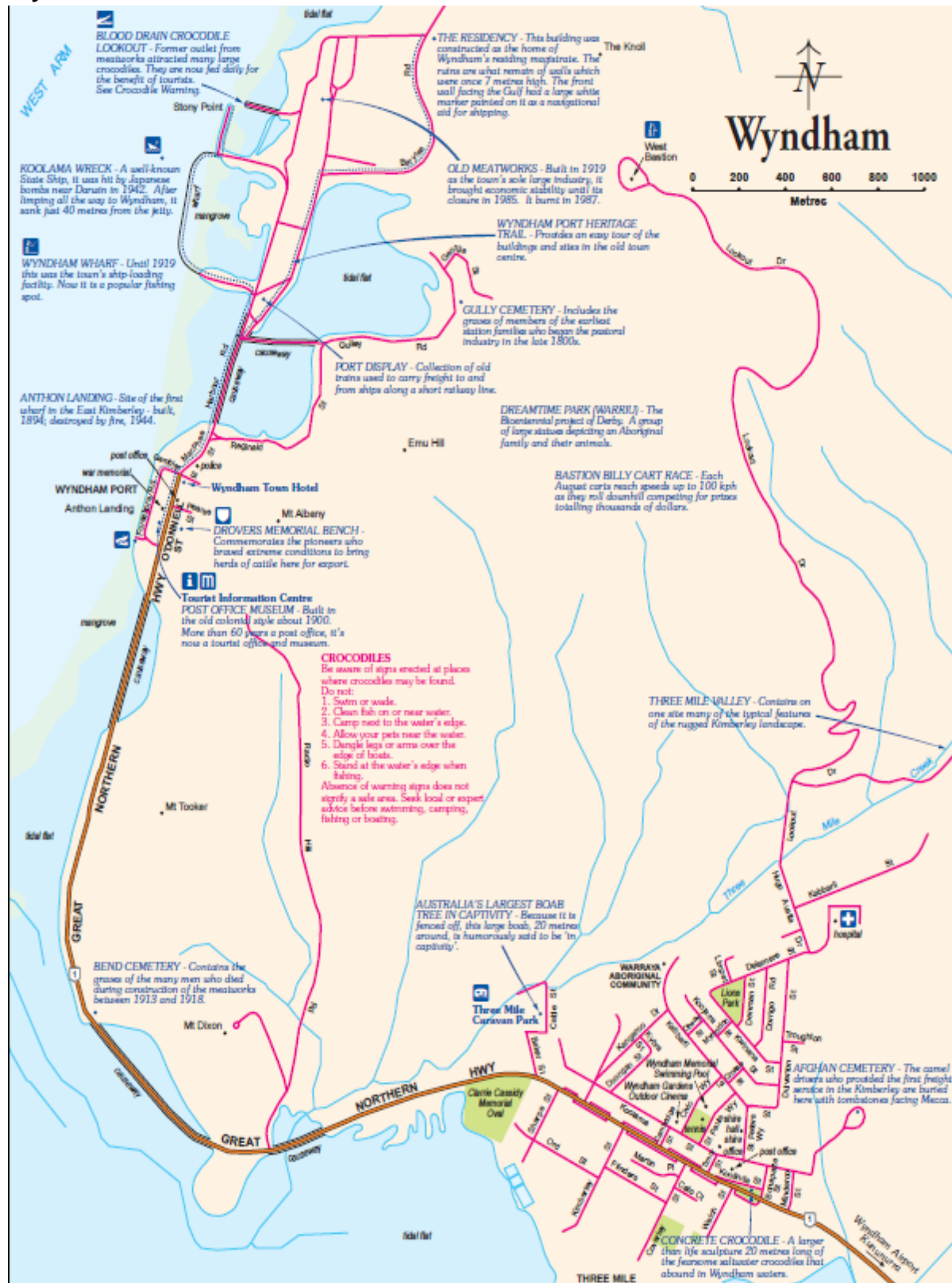
| Facility | Location | Contact | Purpose |
|---------------------------|----------------------------------------|---------------------------|--------------------------------------------------------------|
| Peter Reid Memorial Hall | St. Peters Way cross of Koolama Street | Barbara Venn 9161 1002 | Welfare Evacuation Centre – Assembly area |
| Wyndham Recreation Centre | Civic Way Wyndham | Barbara Venn 9161 1002 | Welfare Evacuation Centre and alternative coordination area |
| Old Port Hall | Foreshore Road Wyndham. | Barbara Venn 9161 1002 | Welfare Evacuation Centre and alternative coordination area. |

Other Facilities:

| Facility | Location | Contact | Purpose |
|--------------------------------|-----------------------------------------|--------------------------------------------|-------------------------------------|
| Kununurra District High School | Mangaloo Street cross of Ironwood Drive | Peter Thatcher (Principal) 9168 4400 | Secondary Welfare Evacuation Centre |



Wyndham:



Remote Aboriginal Communities:

