



# Local Emergency Management Arrangements

Draft 2020



## ENDORSEMENT

Developed and issued under the authority of S. 41(1) of the [Emergency Management Act 2005](#)

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Chair

Shire of Serpentine Jarrahdale

Local Emergency Management Committee

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Date

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CEO - Council endorsement

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Date

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## ADMINISTRATION

### Distribution

#### Full Unrestricted Version

##### Shire Serpentine Jarrahdale (Shire)

LEMC Chairperson / Shire President

Chief Executive Officer

Deputy CEO / Director Community and Organisational Development (*can disseminate further to Shire staff*)

Community Emergency Services Manager / Chief Bush Fire Control Officer

Director Infrastructure Services (*can disseminate further to Shire staff*)

Director Corporate Services (*can disseminate further to Shire staff*)

Director Development Services (*can disseminate further to Shire staff*)

Coordinator Emergency Services

LEMC/ Primary network partners

OIC Mundijong Police – Local Emergency Coordinator

DC – Senior District Emergency Service Officer – East Metro

DBCA – Perth Hills – District Fire Coordinator

DBCA – Swan Coastal – District Fire Coordinator

DFES – Bush Fire Service – District Officer South East

DFES – State Emergency Service – District Officer South East

DFES – District Emergency Management Advisor

State Emergency Service – Serpentine Jarrahdale – Local Manager

Western Power – Emergency Response Coordinator

Armadale Kalamunda Group – Coordinator Emergency Management

#### Restricted Version – Public Access

##### Public access

Shire Office – Front Counter/Reception

Mundijong Public Library

Shire Website

## Document Availability

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

*Hardcopy:* Shire of Serpentine Jarrahdale Administration Centre  
6 Paterson Street, Mundijong – during normal business hours

*Online:* Shire of Serpentine Jarrahdale website [www.sjshire.wa.gov.au](http://www.sjshire.wa.gov.au)

## 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- out of date information or practices;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 Serpentine Jarrahdale  
6 Paterson Street  
Mundijong WA 6123  
or alternatively email to: [info@sjshire.wa.gov.au](mailto:info@sjshire.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:

| Number | Date          | Amendment summary        | Author |
|--------|---------------|--------------------------|--------|
| 1      | June 2014     | Document created – DRAFT | RW     |
| 2      | June 2016     | LEMC Workshop            | GF     |
| 3      | Nov 2016      | Document Review          | GF     |
| 4      | May 2020      | Complete Review          | LRW    |
| 5      | November 2020 | LEMC and DEMC Review     | KS     |
| 6      |               |                          |        |

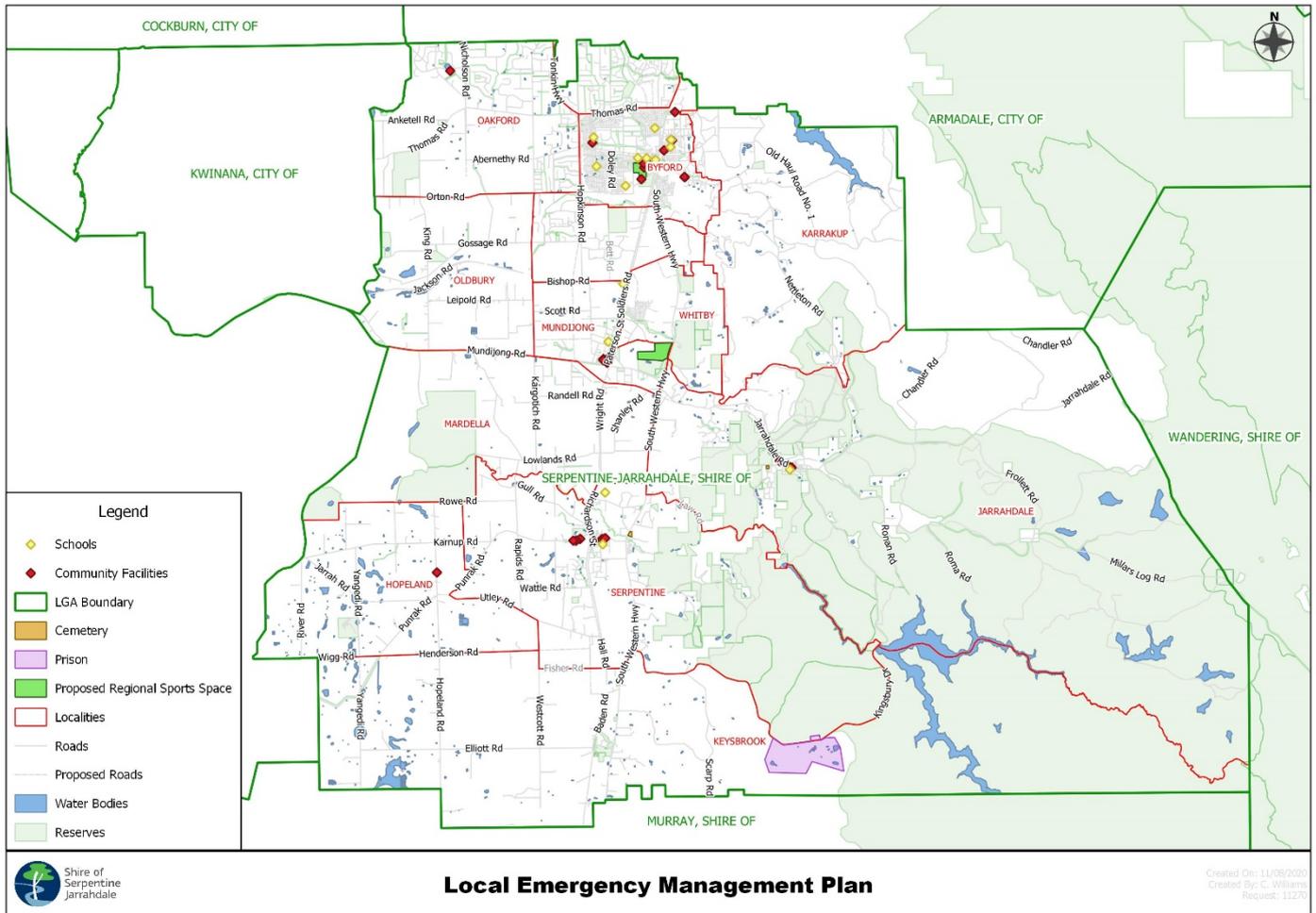
Glossary of Terms and Acronyms

Refer **Appendix 1**

# SHIRE OF SERPENTINE JARRAHDALE OVERVIEW

## Area covered

The Shire of Serpentine Jarrahdale is a predominantly rural Local Government Area, located on the southern fringe of metropolitan Perth, in the foothills of the Darling Scarp and approximately 45km south of the Perth CBD. Its area of 905 km<sup>2</sup> (90,534ha) makes it Western Australia's second largest metropolitan Council encompassing seventeen localities, with the Shire's seat of government located in the town of Mundijong.



Boundaries are shared with the Shires of Murray and Boddington to the south, Wandering to the east, the City of Armadale to the north and the City of Rockingham and the City of Kwinana to the west.



## Suburbs

|            |               |          |
|------------|---------------|----------|
| Byford     | Cardup        | Mardella |
| Mundijong  | Whitby        | Hopeland |
| Serpentine | Keysbrook     | Karrakup |
| Jarrahdale | Darling Downs | Oldbury  |
| Oakford    |               |          |

Refer Maps **Appendix 10**

## Transport

Arterially served by the Albany Highway, South Western Highway, Tonkin Highway and the Perth-Bunbury railway line. Access to Perth Airport is via Tonkin Highway.

## Major Features

|                                       |  |
|---------------------------------------|--|
| Serpentine National Park              | Cardup Nature Reserve  |
| Serpentine River                      | Quarry Farm  |
| Serpentine Falls                      | Jandakot Regional Park   |
| Gooralong Park                        | Langford Park (Recreational, Mountain Bike and Equestrian Facilities)                |
| Serpentine Dams                       | Modong Nature Reserve  |
| Wungong Reservoir                     | Watkins Road Transfer Station  |
| Jarrahdale Heritage Park              | Bibbulman Track  |
| Byford Trotting Complex               | Munda Bididi Trail   |
| Mundijong Equine Training Track       | Mundlimup Track  |
| Serpentine & Districts Golf Course    | Manjedal Scout Camp  |
| Peel Metropolitan Horse and Pony Club | Serpentine Sports Reserve (Serpentine Horse & Pony Club / Foothills Polocrosse Club) |
| Alcoa's Bauxite Mine                  | Karnet Prison  |
| Vacant Crown Land (Bush land)         | Various State Forests  |

Refer Maps **Appendix 10**

## Population

The Shire has an estimated population of 34,523 (ABS Est. resident population, 2020) As Perth expands southwards, population in the Shire is expected to grow significantly with an estimation of 63,336 residents by 2036.

## EMERGENCY MANAGEMENT PLANNING

### Aim and purpose

The aim of this plan is to minimise the effects of, ensure a coordinated response to, and provide an effective recovery from an emergency affecting the Shire of Serpentine Jarrahdale (Shire).

The purpose of this plan is to maximise the safety and ensure sound recovery of the Serpentine Jarrahdale communities, preserving lives, livelihoods and the environment in the event of an emergency.

### 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 in paragraph

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 (s.41(2) of the Emergency Management Act (2005)

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

### 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.

Furthermore, this document:

Applies to the local government district of the Shire

Covers areas where the Shire 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 the Shire's responsibilities in relation to recovery management

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

## Related Documents and Arrangements

### Local Emergency Management Policies

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

### Existing Plans and Arrangements

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

Copies of relevant state plans including State Hazard Plans (WESTPLANS) 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.

State:

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

Local:

- The Shire's Local Emergency Management Arrangements;
- The Shire's Risk Register and Treatment Schedule;
- The Shire's Local Recovery Plan;
- The Shire's Emergency Animal Welfare Plan;
- The Shire's Contact and Resource Directory;
- The Shire's Facilities/Asset Directory;
- The Shire's Local Emergency Management Plan for Provision of Welfare Support Armadale District

### Agreements Understandings and Commitments

| Parties to the Agreement       |  | Summary of the Agreement   |
|--------------------------------|--|--|
| Shire of Serpentine Jarrahdale | Department of Fire and Emergency Services Perth South East               | Operational Bushfire Mutual Aid & Support Arrangement - Mutual Aid for bush fire support                                       |
| Shire of Serpentine Jarrahdale | City of Mandurah, City of Rockingham, Shire of Murray, Shire of Waroona  | Mutual Aid during emergencies and during post-incident recovery which affects one or more of the partnering local governments. |
| Shire of Serpentine Jarrahdale | Department of Community Services<br>City of Gosnells<br>City of Armadale | The Local Emergency Management Plan for the Provision of Welfare and Support (2020).   |

## After-hours weekends and public holidays contact

Business hours of the Shire Administration and Operations are Monday to Friday 8.30am – 5pm. In order to contact Shire Officers and services after hours or during weekends/public holidays access to relevant emergency phone numbers required and located on the Shire Website:

<https://www.sishire.wa.gov.au/contact-us.aspx>

## Special Threats/Risks Considerations

| Description                                | Time          | Impacts  |
|--|---------------|--|
| Bush Fire                                  | October - May | Rural areas, residential areas subject to ember attack |
| Severe storm                               | May - Sept    | Shire wide. Residential and environment                |
| Flooding                                   | May - Sept    |  |
| Public Health Emergency                    | All year      |  |
| Agri Bio-disease risks                     | All year      | Rural economy  |
| Poultry Farm                               | All year      | Extensive economic risk                                |
| Karnet Prison                              | All year      | Large prisoner population                              |
| Three major dams                           | All year      | Dam burst  |
| Kabatic Winds (Easterlies)                 | Sept – Apr    |  |
| Serpentine Pipehead Dam Treatment Facility | All year      |  |
| Airfields                                  | All year      | Yangedi Rd, Kargotich Rd, Parry Rd & Fisher Rd         |
| Livestock Export Facility                  | Sept - May    |  |

## Contacts and Resources Directory

Refer **Appendix 4** for the Shire's Contacts and Resources Directory information (confidential).

The Control Agency is responsible for the determination of resources required for their specific hazards and operations. Resources within the community and Shire of Serpentine Jarrahdale Assets have been identified in the Shire 'Welfare Centres Facilities and Assets Directory (Refer **Appendix 7**) Where possible, Shire resources will be made available upon request.

## **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. The Chief Executive Officer should be approached immediately where an emergency event requiring resourcing by the Shire occurs, to ensure the desired level of support is achieved.

## LOCAL EMERGENCY MANAGEMENT COMMITTEE

### Introduction

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

LEMC is not an operational committee but rather a working group established by the Shire to assist in developing local emergency management arrangements and coordination of its emergency management partners/stakeholders within its district.

### LEMC Role

Performs a vital role in assisting the Shire communities become more prepared for major emergencies by:

Developing, enhancing and testing preparedness planning from a multi-agency perspective having local knowledge of hazards, demographic and geographic issues

Providing advice to HMA'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

### LEMC Procedures

The LEMC shall meet quarterly or as required (minimum of 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 process

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

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

## Membership

LEMC membership includes the Shire's local government representative's and the Local Emergency Coordinator (OIC Mundijong WAPF). Relevant government agencies and other statutory authorities will nominate their representatives to be members of the LEMC.

| Shire LEMC Role        | Description of Responsibilities   |
|------------------------|---|
| LEMC Chair             | <b>Chair - The Shire President</b>  |
|                        | 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, Mundijong Police Station  |
| LEMC Executive Officer | <b>Executive Officer</b>  |
|                        | Provide secretariat support including:  |
|                        | 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  |

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

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

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

This includes Hazard Management Agencies (HMA's), Combat Agencies (CA), and Support Organisations (SO'S). (Refer **Appendix 3**)

## MANAGING RISK

### Emergency Risk Management & Risk Register

The Emergency Risk Assessment can be accessed at **Appendix 2**.

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 its LEMC partner agencies to work together to implement treatments to mitigate risks to the community.

### Risks discovered

The 6 greatest risks presented were:

|                                 |
|---------------------------------|
| 1. Fire (Bushland)              |
| 2. Road Transport Emergencies   |
| 3. Storm/Flood                  |
| 4. Plant and Animal Biosecurity |
| 5. Rail/Freight Emergencies     |
| 6. Human Pandemic               |

The controlling Agency is responsible for the above risks and will develop, test, review appropriate emergency planning for their designated hazard.

It is recognised that responsible agencies may require Shire resources and assistance in emergency management. Requests for assistance /support and resources will normally be channelled through the Incident Support Group (ISG) established by the HMA/CA.



## RESPONSE & COORDINATION EMERGENCY OPERATIONS

### Incident Support Group (ISG)

Incident Support Group (ISG) provides support to the incident management team (IMT). ISG is a group of people represented by the different agencies who may be 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 is achieved through clear identification of priorities by agencies sharing information and resources

HMA and combat agencies may require 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.

### Triggers for ISG

Defined in the *State Emergency Management Policy* statement 5.2.2 and [State Emergency Management Plan section 5.1](#) being:

When an incident has the potential to escalate to an emergency Level 2 or Level 3 incident

On the establishment of an ISG or OASG

The incident is a significant threat to the community

An emergency situation or state of emergency has been declared.

### ISG Membership

Made up of agencies' representatives that provide support to the CA. Emergency Management Agencies may be called on to provide liaison officers on ISG. The Shire Local Recovery Coordinator should be a member of the ISG from the onset, ensuring consistency of information flow, situational awareness and handover to recovery.

Representation on ISG may change regularly depending upon the nature of 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.

### ISG Meeting location and frequency

**Frequency** of meetings is determined by IC depending on 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).

## 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 instructions in order to be aware of the emergency to take appropriate actions to safeguard life and property.

The provision of this information is the responsibility of the 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

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

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

Must relate to the 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

### Shire of Serpentine Jarrahdale Media Release

Any information for release to media or public must be forwarded through the Shire Communications Manager (Shire Media and Public Information Officer) and approved by the Chief Executive Officer and Shire President. Statements to the press on behalf of the Shire shall be made by Shire President or the CEO only.

### Public Warning Systems

#### Local Systems

The Shire presently utilises local ABC radio station, Shire website, Shire Facebook page 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).

## Local Alarms

Millbrook residents – use of emergency fire siren

Bodhinyana Monastery (Kingsbury Drive) – use of emergency fire siren

## Standard Emergency Warning Signal

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.

## DFES Public Information Line

|                                |  |
|--------------------------------|--|
| DFES recorded information line | 1300 657 209   |
| Emergency WA website           | <a href="http://www.emergency.wa.gov.au">www.emergency.wa.gov.au</a> |
| DFES website                   | <a href="http://www.dfes.wa.gov.au">www.dfes.wa.gov.au</a>           |
| SES assistance                 | 132 500  |

## ABC Radio

Local ABC Radio – Call sign 6WF, frequency 720AM Perth.

## 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.***

An additional tool used to alert people in a specific location where there is 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 a HMA in emergency situations. (Refer to DFES Standard Operating Procedure 70 for activation).

## ACTIONS

- Public information and media management is critical in times of emergency
- HMA/CA IC responsible for information and media releases in response phase of incident
- The Shire media release coordinated by the Shire's Communications Manager and approved by CEO
- Public statements to media only by the Shire's CEO or Shire President
- Public warning systems shall be utilised when necessary under HMA/CA IC authority

# EVACUATION

## Evacuation Management

### Decision

Decision to evacuate will be 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 or when it is evident that loss of life or injury is imminent.

### Timeliness

Alternatives such as, **shelter in place** or, “**prepare, stay and defend**”, should be considered. Decision to evacuate or recommend evacuation should be made as early as is practical as late evacuation may compound the risk by potentially exposing communities to greater levels of risk.

### Combat Agency for Evacuation

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

### Evacuation Centres

WAPF 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 Local Government 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. See **Appendix 6**

### Vulnerable Groups

Agencies responsible for the overall support of vulnerable and special needs groups should make every effort to make emergency plans to effectively assist those groups. DC prioritises its response in line with its operational capacity so relies on agencies responsible to ensure suitable planning, and response capabilities are supporting those special needs clients.

### Evacuation Routes and Maps

Owing to the variation complexity within different emergencies strategic evacuation routes will be determined by the IC HMA/CA and WAPF at the time. Particularly in regard to timeliness of the evacuation. Extensive mapping information can be sourced from the Shire website, Google Maps and Agencies such as Department of Biodiversity Conservation and Attractions.

## 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 as per [Western Australian Community Evacuation in Emergencies Guideline](#) Refer to **Appendix 5**

## ACTION

- Decision to evacuate made by HMA/CA IC
- LEMC and the Shire assist by pre-planning for evacuation
- Consider all alternatives
- Decision to evacuate made as soon as possible
- Vulnerable and special needs groups need to be considered
- Routes and maps to be sourced via internet or partner agencies
- Ensure Welfare Centre protocols and procedures are enacted.

## 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, emergency accommodation, financial assistance, registration and inquiry services, and personal requisites and emergency catering.

The Local Welfare Emergency Management Plan has been developed for the Shire by DC and can be referred at **Appendix 5**

### Department of Communities - Local Welfare Coordinator

Appointed Local District DC Officer, refer **Appendix 3** – Roles and Responsibilities - Welfare.

### Shire of Serpentine Jarrahdale Local Welfare Liaison Officer

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

### 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.

### Welfare Centres

The Shire in conjunction with DC has identified suitable facilities within the Shire. These centres have been assessed providing extensive information within the Welfare Centres Register available for activation as required by the HMA IC. See **Appendix 7**.

### Animals (including assistance animals)

The Shire Rangers work in close consultation with other stakeholders on animal welfare matters arising from evacuation emergency and welfare centres and shall agree on the distribution of duties, depending on resources available in each instance. Refer **Appendix 8 Emergency Animal Welfare Plan & Welfare Centres**.

## ACTION

- DC responsible for managing welfare
- DC develops and maintains and enacts the Shire’s Local Emergency Management Welfare Plan
- The Shire’s Manager Community Activation is Local Welfare Liaison Officer
- Register Unite Find responsibility actioned by DC. ARC undertakes process
- Identified Welfare Centres refer Welfare Centre Directory

## RECOVERY

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

A complete and comprehensive Local Recovery Plan can be viewed at ***Appendix 12***

In accordance with EM Act (section 41(4), the appointed Local Recovery Coordinator for the Shire is the Deputy CEO/Director Community and Organisational Development.

## EXERCISING REVIEW AND REPORTING

### Exercising

The aim of conducting an exercise is:

Test effectiveness of local arrangements

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

### Frequency

In accordance with State EM Policy, Plans, Procedures outlines arrangements for exercising. It is a requirement that for LEMC to conduct at least one exercise annually.

### Exercise Reporting

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

### Review of Local Emergency Management Arrangements

The Local Emergency Management Arrangements shall 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

### Reporting

Annual reporting on the Shire's LEMC is to be completed and submitted to the District Emergency Management Committee within two weeks of the end of the financial year for which the annual report is prepared. The Shire's LEMC will submit a signed hard copy, on template provided by SEMC, of the annual report to the Executive Officer of the East District Emergency Management Committee.



## APPENDIXES

| Appendix Number | Appendix Title   |
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| 1               | Glossary of Terms and Acronyms   |
| 2               | Emergency Risk Assessment & Risk Register  |
| 3               | Roles and Responsibilities   |
| 4               | Emergency Contact & Resource Directory   |
| 5               | WA Community Evacuation Emergencies Guidelines (web link)  |
| 6               | Special Needs Groups   |
| 7               | Shire Emergency Welfare Centres Facilities and Resources Directory   |
| 8A / 8B         | Emergency Animal Welfare Plan and Animal Welfare Resource Directory  |
| 9               | State Emergency Welfare Plan (web link)  |
| 10              | Shire Specialty Maps: <ul style="list-style-type: none"> <li>➤ Shire Suburbs and localities Map</li> <li>➤ Shire Major Features locations Map</li> <li>➤ Shire Special Needs Groups locations Map</li> </ul> |
| 11              | District Councils MOU and Shire Council Policies for emergency management  |
| 12              | Local Recovery Plan  |



# Appendices

## **Local Emergency Management Arrangements**

Draft 2020



## Appendix Contents

| Appendix Number | Appendix Title   |
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| 1               | Glossary of Terms and Acronyms   |
| 2               | Emergency Risk Assessment & Risk Register  |
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| 4               | Emergency Contact & Resource Directory   |
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| 11              | District Councils MOU and Shire Council Policies for emergency management  |
| 12              | Local Recovery Plan  |

## Appendix 1 – Glossary of Terms and 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  |
|--|--|
| <b>AIIMS</b>                               | 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.   |
| <b>COMBAT</b>                              | To take steps to eliminate or reduce the effects of a hazard on the community.   |
| <b>COMBAT AGENCY</b>                       | 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.  |
| <b>COMMUNITY EMERGENCY RISK MANAGEMENT</b> | A systematic process that produces a range of measures, which contribute to the wellbeing of communities and the environment. (See also – RISK MANAGEMENT).  |
| <b>COMMAND</b>                             | The direction of members and resources of an organisation in the performance of the organisation's role and tasks. Authority to command is established in legislation or by agreement with an organisation. Command relates to organisations and operates vertically within an organisation. (See also – CONTROL and COORDINATION).  |
| <b>CONTROL</b>                             | 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.                                  |
| <b>CONTROLLING AGENCY (CA)</b>             | The agency nominated to control the response activities to a specified type of emergency.  |
| <b>COORDINATION</b>                        | 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.  |
| <b>DISASTER</b>                                       | see EMERGENCY   |
| <b>DISTRICT</b>                                       | 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> .  |
| <b>DISTRICT EMERGENCY COORDINATOR (DEC)</b>           | 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. |
| <b>DISTRICT EMERGENCY MANAGEMENT COMMITTEE (DEMC)</b> | 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.  |
| <b>EMERGENCY</b>                                      | 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 which requires the coordination of a number of significant emergency management activities.<br>The term "emergency" is used on the understanding that it also includes any meaning of the word "disaster".  |
| <b>EMERGENCY MANAGEMENT</b>                           | 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.   |
| <b>“FUNCTION” SUPPORT COORDINATOR</b>                 | 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.  |
| <b>HAZARD</b>   | A situation or condition with potential for loss or harm to the community or the environment.   |
| <b>HAZARD MANAGEMENT AGENCY (HMA)</b>                 | 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.                               |
| <b>INCIDENT</b>                                       | 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.   |
| <b>INCIDENT AREA</b>                               | The area, defined by the <i>Incident Manager</i> , incorporating the <u>localised</u> community or geographical area impacted by an <i>Incident</i> .  |
| <b>INCIDENT CONTROLLER (IC)</b>                    | The person designated by the relevant <i>Hazard Management Agency</i> , responsible for the overall management and <i>control</i> of an <i>incident</i> and the tasking of agencies in accordance with the needs of the situation.   |
| <b>INCIDENT MANAGEMENT TEAM (IMT)</b>              | 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.   |
| <b>INCIDENT SUPPORT GROUP (ISG)</b>                | The group that may be convened by an <i>Incident Manager</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.  |
| <b>LIFELINES</b>                                   | Systems or networks that provide for the circulation of people, goods, services and information upon which health, safety, comfort and economic activity depend.   |
| <b>LOCAL EMERGENCY COORDINATOR (LEC)</b>           | 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. |
| <b>LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)</b> | 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.   |
| <b>MUNICIPALITY</b>                                | Means the district of the local government.  |
| <b>OPERATION</b>                                   | 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.  |
| <b>OPERATIONS AREA</b>                             | 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> .  |
| <b>OPERATIONS AREA MANAGER</b>                     | 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 Manager(s)</i> in accordance with the needs of the situation.  |
| <b>OPERATIONS AREA SUPPORT GROUP (OASG)</b>      | 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 OASG includes representation from key agencies involved in the response.  |
| <b>PREVENTION</b>                                | Measures to eliminate or reduce the incidence or severity of emergencies, usually intrinsically entwined with Risk Management.   |
| <b>PREPAREDNESS</b>                              | 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.  |
| <b>RESPONSE</b>                                  | Actions taken in anticipation of, during, and immediately after an emergency to ensure that people affected are given immediate relief and support.  |
| <b>RECOVERY</b>                                  | The coordinated process of supporting emergency effected communities in reconstruction of the physical infrastructure and social, economic and physical wellbeing.   |
| <b>RISK</b>                                      | A concept used to describe the likelihood of harmful consequences, arising from the interaction of hazards, communities and the environment.   |
| <b>RISK MANAGEMENT</b>                           | The systematic application of management policies, procedures and practices to the task of identifying, analysing, evaluating, treating and monitoring risk. Refer to AS/NZS Standard 4360:1999 (Risk Management).   |
| <b>RISK REGISTER</b>                             | A register of the risks within the local government, identified through the Community Emergency Risk Management process.   |
| <b>RISK STATEMENT</b>                            | A statement identifying the hazard, element at risk and source of risk.  |
| <b>STATE EMERGENCY COORDINATION GROUP (SECG)</b> | A group that may be established at State level, by the State Emergency Coordinator, at the request of, or in consultation with, the Hazard Management Agency, to <u>assist</u> in the provision of a coordinated multi-agency response to and recovery from the emergency. It is the operational arm of the State Emergency Management Committee and includes representation, at State level, from key agencies involved in the response and recovery for the emergency. |

|  |  |
|--|--|
| <b>STATE EMERGENCY MANAGEMENT COMMITTEE (SEMC)</b> | Chaired by the Commissioner of Police, as State Emergency Coordinator, with the Chief Executive Officer of the Fire and Emergency Services Authority as deputy Chair. The Executive Director, DFES Emergency Management Services, is the SEMC Executive Officer. The SEMC is comprised of an executive and four functional groups whose membership includes those organisations essential to the State's emergency management arrangements. The chair of each of the functional groups is also a member of the SEMC Executive group. |
| <b>SUPPORT ORGANISATION</b>                        | 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   |
| <b>TELECOMMUNICATIONS</b>                          | the transmission of information by electrical or electromagnetic means including, but not restricted to, fixed telephones, mobile phones, satellite phones, e-mail and radio.  |
| <b>TREATMENT OPTIONS</b>                           | A range of options identified through the emergency risk management process, to select appropriate strategies' which minimise the potential harm to the community.   |
| <b>VULNERABILITY</b>                               | 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   |
|---------------|---|
| <b>ABS</b>    | Australian Bureau of Statistics                           |
| <b>AIIMS</b>  | Australasian Interagency Incident Management System       |
| <b>BFS</b>    | Bush Fire Service   |
| <b>BRMS</b>   | Bushfire Risk Management Statement                        |
| <b>CEO</b>    | Chief Executive Officer                                   |
| <b>COMCEN</b> | DFES Communications Centre                                |
| <b>DBCA</b>   | Department of Biodiversity Conservation and Attractions   |
| <b>DC</b>     | Department of Community Services                          |
| <b>DPRIRD</b> | Department of Primary Industries and Regional Development |



|                |   |
|----------------|---|
| <b>DEMC</b>    | District Emergency Management Committee                     |
| <b>DFES</b>    | Department of Fire and Emergency Services                   |
| <b>DoH</b>     | Department of Housing                                       |
| <b>ECC</b>     | Emergency Coordination Centre                               |
| <b>EM</b>      | Emergency Management  |
| <b>FRS</b>     | Fire and Rescue Service                                     |
| <b>HAZMAT</b>  | Hazardous Materials   |
| <b>HMA</b>     | Hazard Management Agency                                    |
| <b>IC</b>      | Incident Controller   |
| <b>IMT</b>     | Incident Management Team                                    |
| <b>ISG</b>     | Incident Support Group                                      |
| <b>LEMA</b>    | Local Emergency Management Arrangements                     |
| <b>LEMC</b>    | Local Emergency Management Committee                        |
| <b>LGA</b>     | Local Government Authority                                  |
| <b>LRC</b>     | Local Recovery Coordinator                                  |
| <b>LRG</b>     | Local Recovery Group  |
| <b>OASG</b>    | Operations Area Support Group                               |
| <b>OIC</b>     | Officer in Charge   |
| <b>PTA</b>     | Public Transport Authority                                  |
| <b>RSPCA</b>   | Royal Society for the Protection of Cruelty against Animals |
| <b>SEC</b>     | State Emergency Coordinator                                 |
| <b>SECG</b>    | State Emergency Coordination Group                          |
| <b>SEMC</b>    | State Emergency Management Committee                        |
| <b>SES</b>     | State Emergency Service                                     |
| <b>SHIRE</b>   | Shire of Serpentine Jarrahdale                              |
| <b>SEWS</b>    | Standard Emergency Warning Signal                           |
| <b>SITREPS</b> | Situation Reports   |
| <b>SOP</b>     | Standard Operating Procedures                               |
| <b>VBFS</b>    | Volunteer Bush Fire Service                                 |
| <b>VFRS</b>    | Volunteer Fire and Rescue Service                           |

|                 |  |
|-----------------|--|
| <b>WAPF</b>     | Western Australian Police Force              |
| <b>WESTPLAN</b> | Western Australian Emergency Management Plan |



## **Appendix 2 – Emergency Risk Assessment & Risk Register**

State Risk Project being currently being undertaken.



## Appendix 3 - Roles and Responsibilities Local Government

| Local role                          | Description of responsibilities   |
|-------------------------------------|---|
| Local Government                    | <p>The responsibilities of the Shire are defined in Section 36 of <a href="#">EM Act</a>:</p> <ul style="list-style-type: none"> <li>➤ Ensure that effective local emergency management arrangements are prepared and maintained for its district</li> <li>➤ Manage recovery following an emergency affecting the community in its district</li> <li>➤ Perform other functions given to local government under the Act</li> <li>➤ The Shire also accepts responsibility for management of its resources</li> <li>➤ The responsibility for coordination of community support to counter effects of an emergency during both response to and recovery from emergencies</li> </ul>   |
| Local Emergency Coordinator         | <p>The responsibilities of LEC are defined in Section 36 of <a href="#">the EM Act</a><br/>For the Shire, the position of Local Emergency Coordinator is held by the WA Police, South East Metropolitan District – Mundijong Station Officer in Charge and has the following functions:</p> <ul style="list-style-type: none"> <li>➤ to provide advice and support to the Local Emergency Management Committee for the district in development and maintenance of emergency management arrangements for the district</li> <li>➤ to assist Hazard Management Agencies in the provision of a coordinated response during an emergency in the district</li> <li>➤ to carry out other emergency management activities in accordance with directions of State Emergency Coordinator</li> </ul> |
| 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.</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>   |

| Local role                             | Description of responsibilities  |
|--|--|
| Local Government – Incident Management | ➤ Where an identified evacuation centre is a building owned and operated by the local government, provide a liaison officer to support DC.     |
|  | ➤ 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 the Shire’s 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’s Chief Executive Officer  |
|  | ➤ Shire’s Local Recovery Coordinator   |
|  | ➤ Shire’s Council Representatives  |
|  | ➤ Shire’s Manager Health & Building  |
|  | ➤ Shire’s Coordinator Community Safety   |
|  | ➤ Shire’s Chief Bush Fire Control Officer  |
|  | ➤ Shire’s State Emergency Services Unit Manager  |

### Roles and responsibilities of Operational Agencies

| AGENCY   | DESCRIPTION OF RESPONSIBILITIES   |
|--|---|
| Controlling Agency   | An agency nominated to control the response activities to a specified type of emergency                       |
|  | <i>Functions:</i>   |
|  | ➤ 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 by LG |   |

| AGENCY                   | DESCRIPTION OF RESPONSIBILITIES  |
|--------------------------|--|
| Hazard Management Agency | <p>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]</p> <p><i>Functions:</i></p> <ul style="list-style-type: none"> <li>➤ Undertake responsibilities where prescribed for these aspects [EM Regs]</li> <li>➤ Appointment of Hazard Management Officers [s. 55 of the Act]</li> <li>➤ Declare / Revoke Emergency Situation [s. 50 &amp; 53 of the Act]</li> <li>➤ Coordinate the development of the WESTPLAN for that hazard [SEMP 2.2]</li> <li>➤ Ensure effective transition to recovery by Local Government</li> </ul>   |
| Combat Agency            | <p>A Combat Agency 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</p>  |
| Support Agency           | <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</p> <p><i>Functions:</i></p> <ul style="list-style-type: none"> <li>➤ Restoring essential services affected by the emergency</li> <li>➤ Providing "function" support as part of the tactical plan, e.g. Department of Communities to provide welfare services</li> <li>➤ Managing their resources and those given to them in support of their specific function</li> <li>➤ Providing progress reports to the designated Incident Manager or Operations Area Manager</li> <li>➤ Providing progress reports to the higher levels of their organisation</li> <li>➤ Provide an Agency Liaison Officer to participate as part of the Incident Management Group upon request of the HMA</li> <li>➤ Attend post incident debriefs</li> <li>➤ Contributing a post operations report or post incident analysis</li> </ul> |

## Welfare

| AGENCY                                | DESCRIPTION OF RESPONSIBILITIES  |
|---------------------------------------|--|
| Department of Communities             | ➤ 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's Local Welfare Liaison Officer | ➤ Coordinate welfare response on behalf of the 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   |
| ➤ Opening and closing establishments  |  |
| Australian Red Cross                  | ➤ Undertake process recording displaced persons for National Register  |
|                                       | ➤ In partnership with the Shire and DC undertake outreach in affected areas  |
| Shire's Community Safety              | ➤ Assist with Animal Management in affected areas and at Welfare Centres   |

## Appendix 4 – Emergency Contacts & Resource Directory

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### Distribution

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This document is NOT for public access, is commercial in confidence and is only to be used by emergency management personnel and for emergency management purposes only.

This register requires updating a minimum of every year to ensure the accuracy of the information contained within.

### Introduction

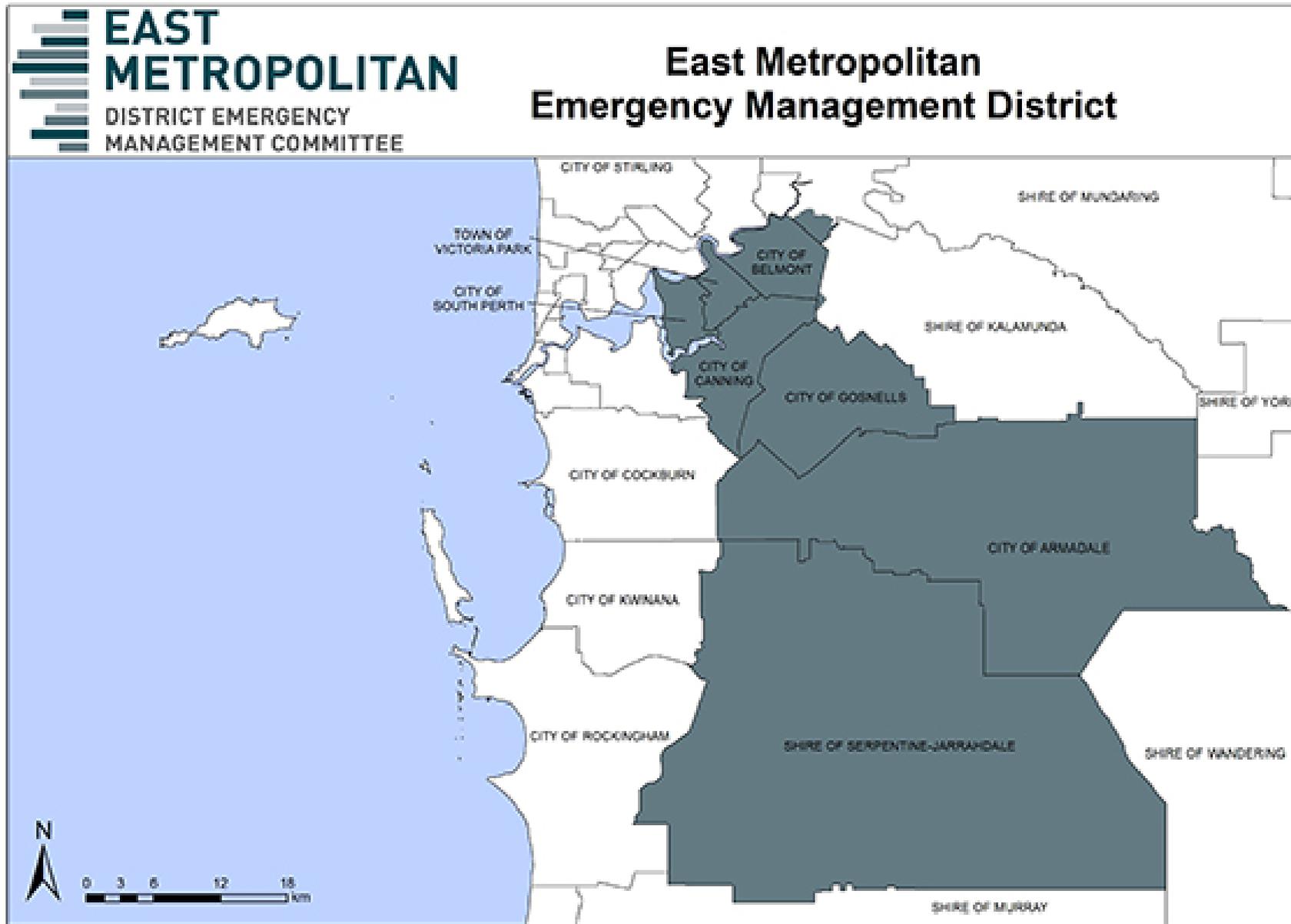
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This directory has been developed to assist emergency services organisations and emergency service personal to contact relevant personal and organisations in a timely manner during an emergency.

This directory is a supporting document to and to be used in conjunction with relevant emergency management documents such as the Shire of Serpentine Jarrahdale Local Emergency Management Arrangements and Local Recovery Plan.

The directory will be updated as contact information is altered and a total review will occur every two years from the date last endorsed by LEMC.







## Appendix 5 – WA Community Evacuation Emergencies Guidelines

<https://semc.wa.gov.au/emergency-management/guidelines/Documents/WACommunityEvacuationinEmergenciesGuideline.pdf>

## Appendix 6 – Special Needs Groups

E20/6294

## Appendix 7 – Shire Emergency Welfare Centres Facilities and Resources Directory

### REFER TO SEPARATE PLANS

|   |                  |   |
|---|------------------|---|
| 1 | <b>PRIMARY</b>   | SERPENTINE JARRAHDAL COMMUNITY RECREATION CENTRE (E20/9970) |
| 2 | <b>PRIMARY</b>   | BRUNO GIANETTI HALL (E20/9976)                              |
| 3 | <b>PRIMARY</b>   | CLEM KENTISH HALL (E20/9984)                                |
| 4 | <b>PRIMARY</b>   | BRIGGS PARK SPORTS PAVILION (E20/9986)                      |
| 5 | <b>SECONDARY</b> | BYFORD HALL (E20/9990)                                      |
| 6 | <b>SECONDARY</b> | MUNDIJONG SPORTS PAVILION (E20/10756)                       |
| 7 | <b>SECONDARY</b> | OAKFORD COMMUNITY CENTRE (E20/10757)                        |
| 8 | <b>SECONDARY</b> | ERIC SENIOR PAVILION (E20/10758)                            |

# Shire of Serpentine Jarrahdale

## Emergency Animal Welfare Plan

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## Abbreviations and Definitions

|                              |   |
|------------------------------|---|
| <b>AEC</b>                   | Animal Evacuation Coordinator   |
| <b>Animal</b>                | Will include all animal and bird species  |
| <b>APS</b>                   | Animal Protection Society   |
| <b>AWC</b>                   | Animal Welfare Coordinator  |
| <b>AWT</b>                   | Animal Welfare Team   |
| <b>DAFF</b>                  | Department of Agriculture and Food  |
| <b>DFES</b>                  | Department of Fire & Emergency Services   |
| <b>IC</b>                    | Incident Controller   |
| <b>ICC</b>                   | Incident Control Centre   |
| <b>HMA</b>                   | Hazard Management Agency  |
| <b>IMT</b>                   | Incident Management team  |
| <b>Intensive Agriculture</b> | A recognized agricultural activity when a substantial number of animals are kept in a limited or confined area.   |
| <b>LAS</b>                   | Livestock Animal Shelter  |
| <b>LGA</b>                   | The Local Government Authority, being the Shire of Serpentine Jarrahdale  |
| <b>LEMC</b>                  | The Local Emergency Management Committee of the Shire of Serpentine Jarrahdale  |
| <b>LEMA</b>                  | Local Emergency Management Arrangements   |
| <b>Livestock</b>             | 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. |
| <b>PAS</b>                   | Pet Animal Shelter  |
| <b>Pets</b>                  | Small domesticated animals who are portable and would normally accompany the family when they leave the property. Includes: dogs, cats, rabbits, rodents, fish, and tame birds.   |
| <b>RSPCA (WA)</b>            | Royal Society for the Prevention of Cruelty to Animals  |
| <b>WESTPLAN</b>              | State Emergency Management Plans  |
| <b>Wildlife</b>              | Will include all native species of animals and birds  |



## PART 1 - INTRODUCTION

### 1.1 Aim and Objectives

The aim of this plan is to:

Detail emergency management arrangements relating to the Welfare of Animals during emergencies throughout the Shire of Serpentine Jarrahdale.

The objectives of this plan are to:

- Detail actions, roles and responsibilities for preventative, preparedness, response and recovery arrangements within the Shire of Serpentine Jarrahdale;
- Identify emergency management arrangements between stakeholders to ensure an adequate and effective response to and recovery from an emergency incident within the Shire of Serpentine Jarrahdale;
- Provide an interface to enable integration with other emergency plans within the Shire of Serpentine Jarrahdale and the State; and
- Provide a reference for those required to respond to Emergency Incidents within the Shire of Serpentine Jarrahdale.

### 1.1 Scope

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

### 1.2 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.

### 1.3 Authority to Plan

This Plan has been prepared at the direction of the Local Emergency Management Committee (LEMC) acting under the relevant provisions of the Emergency Management Act 2005.

### 1.4 Plan Responsibilities

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

## 1.5 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.

| <b>Agency / Authority</b>                                   | <b>Roles/ Responsibilities</b>   |
|---|--|
| Department of Fire and Emergency Services (DFES)            | (i) Hazard Management Authority<br>(ii) Animal Evacuation Coordination (SES – Mounted Section)<br>(iii) Support Agency |
| Department of Agriculture and Food, WA (DAFWA)              | (i) Livestock Authority<br>(ii) Drought Management<br>(iii) Disease Management<br>(iv) Animal Welfare                  |
| Western Australia Police (WAPOL)                            | (i) Hazard Management Authority<br>(ii) Traffic Management<br>(iii) Investigation and Enforcement                      |
| Department of Parks and Wildlife                            | (i) Hazard Management Authority<br>(ii) Wildlife Management  |
| Shire of Serpentine Jarrahdale (Local Government Authority) | (i) Hazard Management Authority<br>(ii) Support Agency<br>(iii) Information Technology                                 |
| RSPCA (WA)  | (i) Animal Welfare<br>(ii) Support Agency  |
| Dept of Health WA   | Lead agency in relation to Human Health & Disease Management.  |
| Main Roads WA   | (i) Road Closures<br>(ii) Traffic Management Support<br>(iii) Vehicle Permits  |
| Bureau of Meteorology                                       | Information Technology   |
| Australian Red Cross & Salvation Army                       | (i) Support agency<br>(ii) Key Welfare Agencies<br>(iii) Counselling Services  |
| Water Corporation of WA                                     | (i) Water Supply Management<br>(ii) Support Agency   |
| Western Power   | Electrical Supply Management   |
| Department of Health WA HMA                                 | WESTPLAN Human Epidemic  |

## PART 2 - PREVENTION AND MITIGATION

### 2.1 Responsibility for Prevention, Mitigation and Prevention Strategies

The responsibility for threat or hazard reduction and prevention, and the threat or hazard mitigation and strategies are covered in relevant threat or hazard plan within:

- The content of the Local Emergency Management Plan, Westplan and other relevant Agency and Authority Plans,
- Various State and Federal statutes and legislation as defined by the nature of the hazard or threat.

### 2.2 Legislation and Codes

There are various Acts and Statutes which relate to specific hazards and threats, which 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

## PART 3 - PREPAREDNESS

### 3.1 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: Local Emergency Management Committee and the Shire of Serpentine Jarrahdale**

- Conduct a public information session to launch 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 the property or premises

## 3.2 Planning for Evacuation

### 3.2.1 Local Government responsibilities:

The responsibilities of the Shire of Serpentine Jarrahdale 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, and,
- Identify and document required and available resources required to enable structured and safe evacuation of animals from areas under threat.

### 3.2.2 Animal Owner responsibilities:

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 should be identified, such as those most at risk and those that are difficult to manage or dangerous, and a procedure should be established for dealing with them in an emergency.

An effective evacuation plan will also take into account:

- the availability of safe evacuation routes, considering the surrounding vegetation, fire fuel loadings, topography, watercourses and the possibility of road closures;
- the proximity of and anticipated response times by local emergency agencies;
- the 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 during a night-time evacuation;
- Owners' requirements for effective internal and external emergency communications; and
- the need for additional assistance in handling of your animals in an emergency.

The animal owner will need to consider what handling equipment will be needed for moving animals and where it should be stored for emergency use.

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

If assistance to evacuate animals is required, owners need to plan to notify emergency agencies early with details of:

- the location of animals;
- type and number of animals;
- handling facilities and equipment, leads, halters, etc.;
- problem animals that may be hard to manage or need special care or medication;
- a contact person (short and long term);
- whether owners are able to transport some of the animals to a designated safe area or refuge;
- whether owners have alternative accommodation for their animals after the immediate danger period or evacuation; and
- alternative contact information.

### 3.3 Arrangements for Assistance

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

## PART 4 - RESPONSE

### 4.1 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 using all available threat information and predictions. The Incident Controller will appoint an Animal Welfare Coordinator to oversee the aspects of this Plan.

### 4.2 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 Animal Welfare Coordinator.

### 4.3 Levels of Response

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

### 4.4 Intensive Agriculture Activities - response aspects of this plan

There are considerable "Intensive Agricultural" activities located throughout the Shire. These include:

- Large sheep and cattle feedlots located on Mundijong and Lightbody Roads, Mundijong;
- Large poultry facilities located on Hopeland and Henderson Roads Hopeland, Tunney, Casuarina, King Road and Tuart Roads Oakford, South Western Hwy Byford, Manning and Punrak Roads Serpentine;
- A large piggery on Utlely Road Serpentine;
- Several dairy farms located throughout the Shire; and
- Small Animal Quarantine Facility on Nettleton Road, Byford.

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.

## 4.5 Evacuation Arrangements

### 4.5.1 Incident Management responsibilities:

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

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

### 4.5.2 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; and
- Ensure that all animals are identifiable.

## 4.6 Traffic Management and Road Closures

Will be coordinated through the Incident Management Centre.

## 4.7 Financial Arrangements for Response

All financial arrangements will be coordinated by the Incident Management 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.

## PART 5 - RECOVERY

### 5.1 Responsibility for Recovery

The responsibility for the:

- Declaration of the “recovery phase” will be made by the Incident Controller once the “Response Phase” of the Incident is under control or at a time determined by the Incident Controller.
- Implementation of the “recovery phase” of an incident will be the responsibility of the “Recovery Controller” as detailed by the respective Hazard Management Authority.

### 5.2 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 fire safe, which will include, but is not limited to:

- Hot spots which may flare up without warning;
- downed power lines and burnt-out trees;
- Partially burned structures and trees may be unstable;
- Falling limbs from fire affected trees; and
- Surrounds need to be checked for hazards such as ash pits and dangerous debris.

After a flood, safety precautions need to be adopted to prevent further damage or injury, these include, but are not limited to:

- Before entering buildings check for structural damage, make sure the power is turned off and try not to use any electricity until checked for safety;
- Check any animals that may have been standing in mud or water for extended periods as they can develop health problems and or diseases; and
- Be wary of venomous snakes or wildlife that may be trapped inside buildings or disturbed by the flood.

#### **In general:**

- Before animals are returned to a facility or property ensure all perimeter fences are intact and
- 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.

**And always remember: Animals may also be traumatised and stressed from a significant incident or a major change in their environment.**



**ANNEXURE 1 – CONTACT LIST**

|                            |  |              |
|----------------------------|--|--------------|
| Vet (All animals)          | Armadale/Byford                        | 9399 4299    |
|                            | Baldivis                               | 9524 1466    |
|                            | Lark Hill                              | 9525 3838    |
|                            | Serpentine                             | 9525 2197    |
|                            | Silverson                              | 0407 774 595 |
| Vet (Horse)                | Oakford                                | 9397 1114    |
| Animal Health SES          | Department of Agriculture (Diseases)   | 1800 084 881 |
| Animal Welfare             | RSPCA                                  | 9209 9300    |
|                            | Department of Agriculture              | 9368 3333    |
| Slaughterman               | Southdale (Byford)                     | 9399 1146    |
|                            | Yangedi (Serpentine)                   | 9525 2522    |
|                            | Tappers                                | 9525 1126    |
|                            | Talloman                               | 9274 3755    |
|                            | Southdale                              | 9399 1146    |
| Wildlife                   | Wildcare                               | 9474 9055    |
|                            | Parks and Wildlife (Wildlife Section)  | 9334 0333    |
| Public Transport Authority | Rail                                   | 9220 9999    |
| Main Roads WA              | Road Hazards                           | 1800 013 314 |
| Main Roads WA              | Road Permits (Heavy Vehicle)           | 9311 8450    |
| Electrical Supply          | Western Power                          | 131 351      |
| Rail                       | Emergency                              | 9326 2111    |
| Rail                       | Security                               | 9326 2067    |
| Rail                       | Train Control                          | 9326 2067    |
| Environmental              | Environmental Protection Authority     | 9222 7000    |
| Department of Environment  | Pollution Emergency                    | 1300 784 782 |
| Department of Agriculture  |  | 9368 3333    |
| Parks & Wildlife           | National Parks and Wildlife management | 9334 0333    |

|                      |   |           |
|----------------------|---|-----------|
| Department of Health | On call duty officer Disaster Preparedness and Management Unit (24/7) | 9328 0553 |
|----------------------|---|-----------|

## ANNEXURE 2 – ANIMAL RESCUE FORM



|                         |  |
|-------------------------|--|
| <b>Name of Incident</b> |  |
| <b>Rescue ID</b>        |  |
| <b>Incident Number</b>  |  |

| Emergency Rescue Information |                        |                 |  |
|------------------------------|------------------------|-----------------|--|
| <b>Date/Time:</b>            |                        | <b>Hazard:</b>  | D Fire D Flood D Storm<br>D Other..... |
| <b>Rescue Location:</b>      |                        | <b>Officer:</b> |  |
| <b>Holding Location:</b>     | D PAS D LAS<br>D Other | <b>Agency:</b>  |  |
| <b>PEN N<sup>o</sup>:</b>    |                        | <b>Reason:</b>  | D Evacuated D Roaming                  |

| Animal Description |                                       |                         |                         |
|--------------------|---------------------------------------|-------------------------|-------------------------|
| <b>Species:</b>    | D Dog D Cat<br>D Other .....          | <b>Sex:</b>             | D Male D Female         |
| <b>Breed:</b>      |                                       | <b>Sterilised:</b>      | D Yes D No<br>D Unknown |
| <b>Colour:</b>     |                                       | <b>Microchip:</b>       | D Yes D No<br>D Unknown |
| <b>Markings:</b>   |                                       | <b>Vaccination:</b>     | D Yes D No<br>D Unknown |
| <b>Age:</b>        | D <6mths<br>D 6mths – 3yrs<br>D 3yrs+ | <b>ID/Registration:</b> | D Yes D No              |
|                    |                                       | <b>Number:</b>          | <b>Council:</b>         |
|                    |                                       | <b>Collar:</b>          | D Yes D No              |

| Owner Information    |                |              |  |
|----------------------|----------------|--------------|--|
| <b>Name:</b>         |                |              |  |
| <b>Address:</b>      |                |              |  |
| <b>Phone (Home):</b> | <b>Mobile:</b> | <b>Work:</b> |  |
| <b>Email:</b>        |                |              |  |



## ANNEXURE 3 – ANIMAL WELFARE COORDINATOR (AWC) ROLES

|                         |  |
|-------------------------|--|
| <b>Name of Incident</b> |  |
| <b>Incident Number</b>  |  |

| Considerations  | Date/Time | Signature |
|---|-----------|-----------|
| What is the threat:   |           |           |
| Who is the AWC:   |           |           |
| AWC appointed by:                      Date/Time:   |           |           |
| Is AOC required: D Yes      D No  |           |           |
| Does this event cross council boundaries:<br>D Yes      D No                                  |           |           |
| Where is the nominated AOC:   |           |           |
| Is an AWT required:<br>D Yes                      D No  |           |           |
| Members of the AWT first 24 hours:<br><b>Name</b><br><b>Agency</b><br><b>In</b><br><b>Out</b> |           |           |
| Priority or high risk residents?  |           |           |
| Prepare written brief on daily operations of<br>AWT/PAS/LAS                                   |           |           |
| Prepare written report on financial expenditure<br>during emergency                           |           |           |
| Debrief conducted   |           |           |

## ANNEXURE 4 – ANIMAL WELFARE TEAM (AWT) FORM

|                         |  |
|-------------------------|--|
| <b>Name of Incident</b> |  |
| <b>Incident Number</b>  |  |

| <b>AWT Considerations</b><br>(to be completed within the first 24 hours) | Date/Time | Signature |
|--|-----------|-----------|
| What is the threat:  |           |           |
| Who is the AWC:  |           |           |
| Location of primary PAS:   |           |           |
| Location of LAS (if required):   |           |           |
| Members of the AWT first 24 hours:                                       |           |           |
| <b>Name</b>  |           |           |
| <b>Agency</b>  |           |           |
| <b>In</b>  |           |           |
| <b>Out</b>   |           |           |
| Number of dogs rescued/assisted:   |           |           |
| Number of cats rescued/assisted:   |           |           |
| Number of livestock and other rescued/assisted:                          |           |           |
| Notes to AWC:  |           |           |
|  |           |           |
|  |           |           |
|  |           |           |
|  |           |           |
|  |           |           |
|  |           |           |
|  |           |           |

## ANNEXURE 5 – FUNCTION OF 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 the 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 Serpentine Jarrahdale |        |

## ANNEXURE 6 – FUNCTIONS OF LAS

| Functions of PAS  | Signed |
|---|--------|
| Are livestock involved: D Yes D No  |        |
| Is a LAS required: D Yes D 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:   |        |

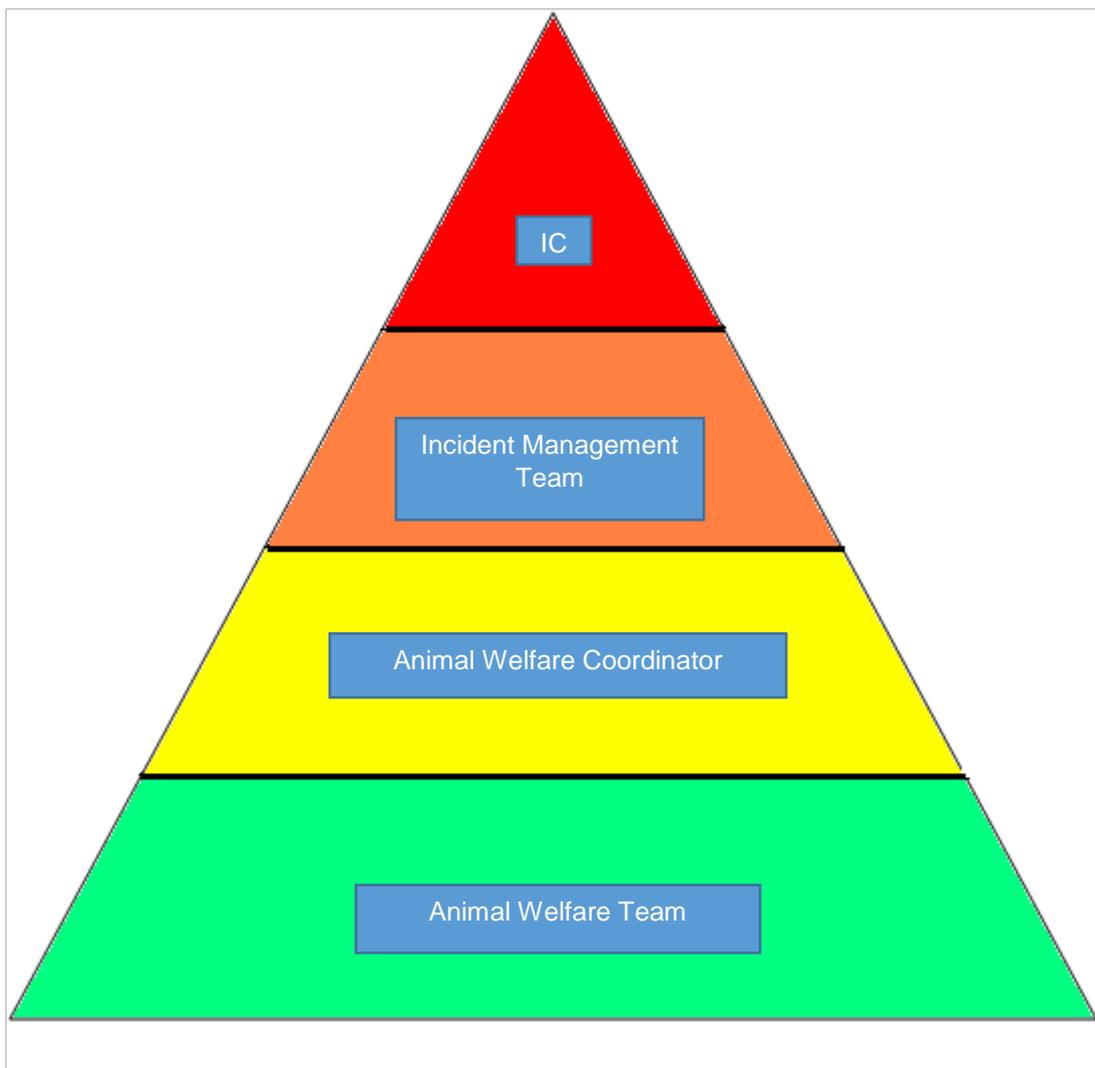








## ANNEXURE 10 – FLOW OF AUTHORITY IN AN ANIMAL EMERGENCY IN THE SHIRE OF SERPENTINE JARRAHDAL



## Appendix 8B – Animal Welfare Resources Directory

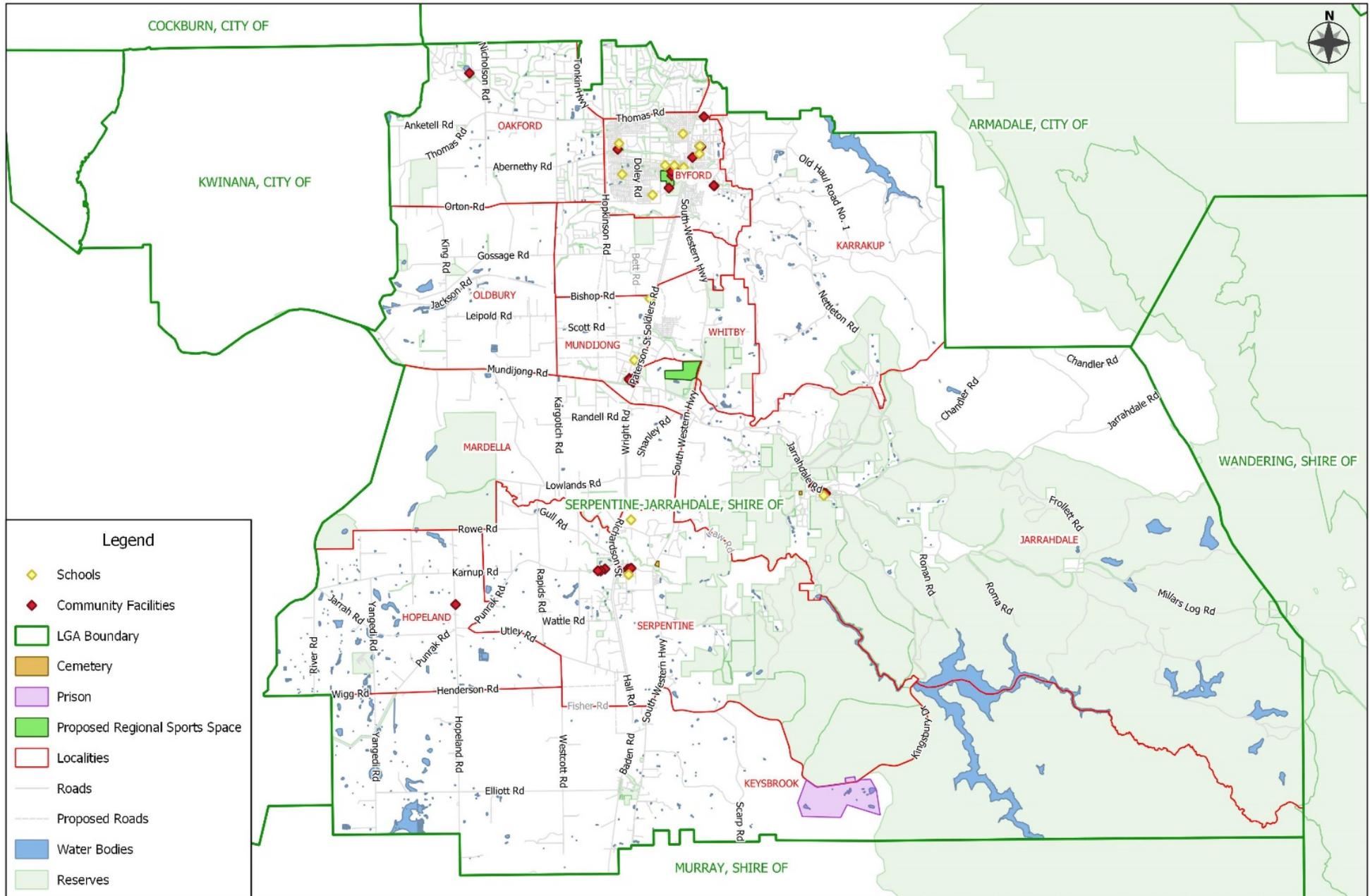
E20/6297



## Appendix 9 – State Emergency Welfare Plan

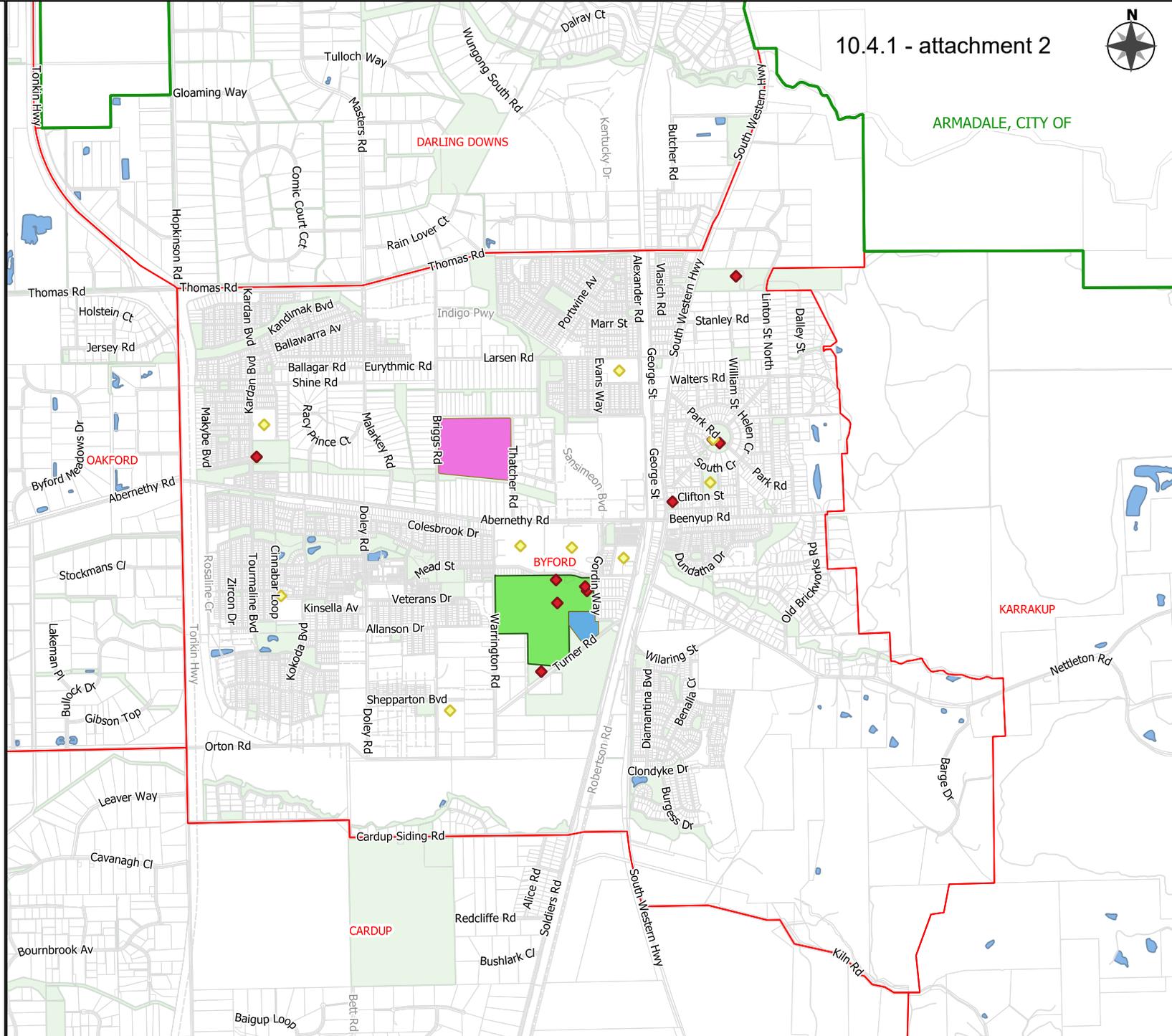
<https://semc.wa.gov.au/emergency-management/plans/state-support-plans/Documents/StateSupportPlanEmergencyWelfareInterim.pdf>

# Appendix 10 – Shire Major Features



Legend

- Byford Trotting and Training Complex
- Graceford Aged Care and Independent Living Units
- Schools
- Community Facilities
- LGA Boundary
- Proposed Regional Sports Space
- Localities
- Roads
- Proposed Roads
- Cadastre
- Water Bodies
- Reserves



10.4.1 - attachment 2



ARMADALE, CITY OF

**Local Emergency Management Plan**  
**Byford**

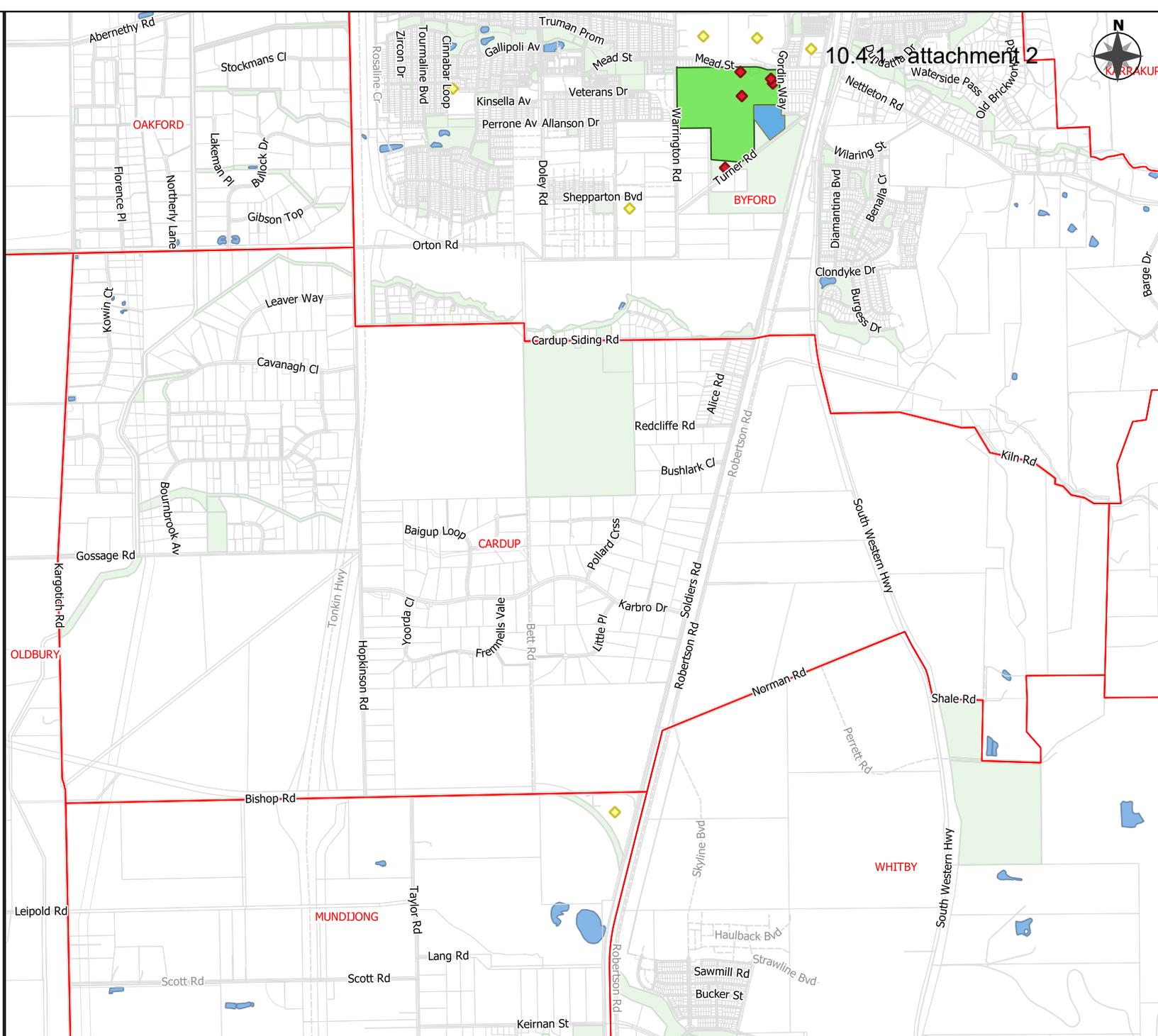
Ordinary Council Meeting - 14 December 2020  
Created On: 16/09/2020  
Created By: C. Williams  
Request: 13585





Legend

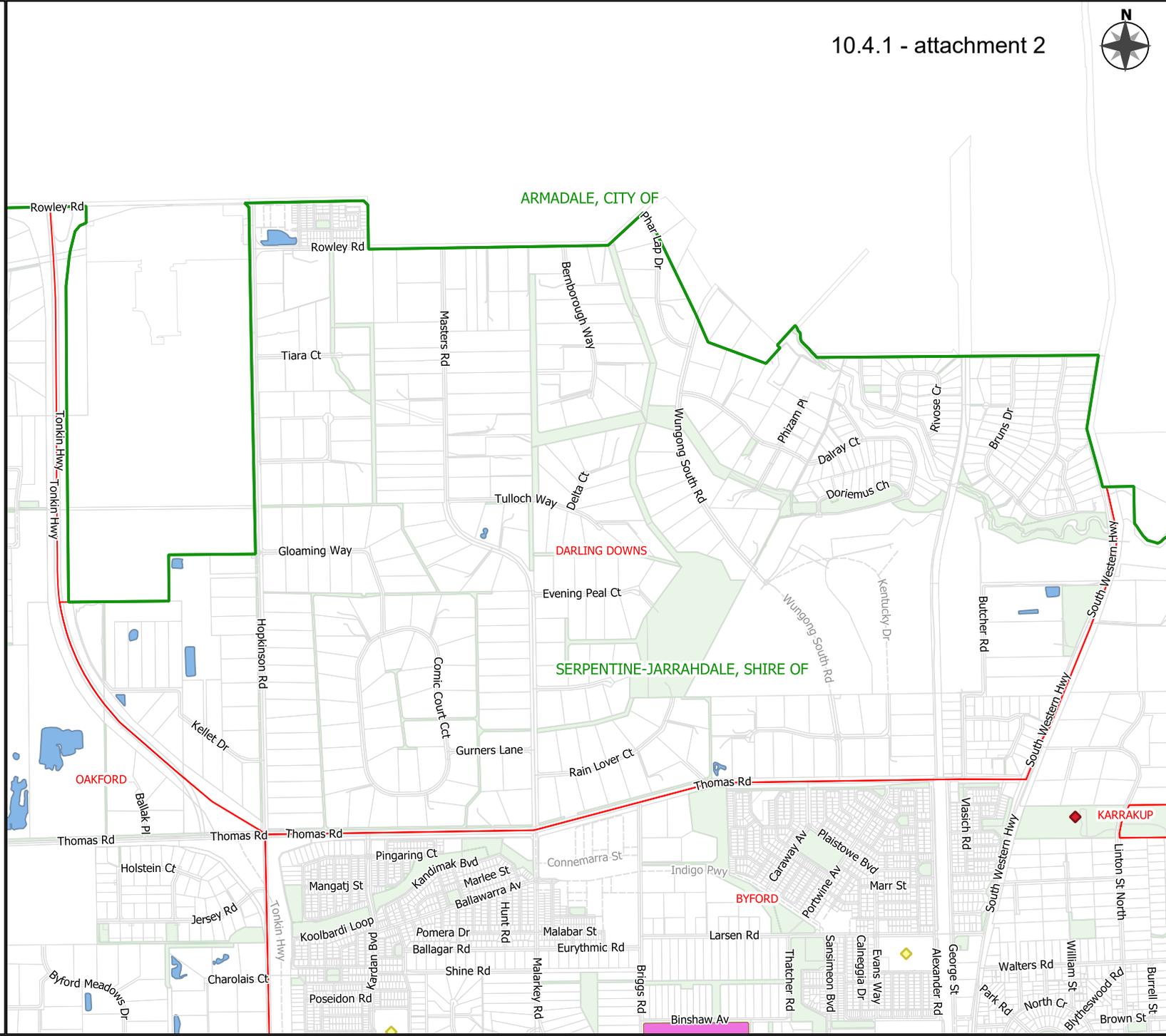
-  LGA Boundary
-  Localities
-  Roads
-  Proposed Roads
-  Cadastre
-  Water Bodies
-  Reserves





Legend

- LGA Boundary
- Localities
- Roads
- Proposed Roads
- Cadastre
- Water Bodies
- Reserves



# Local Emergency Management Plan

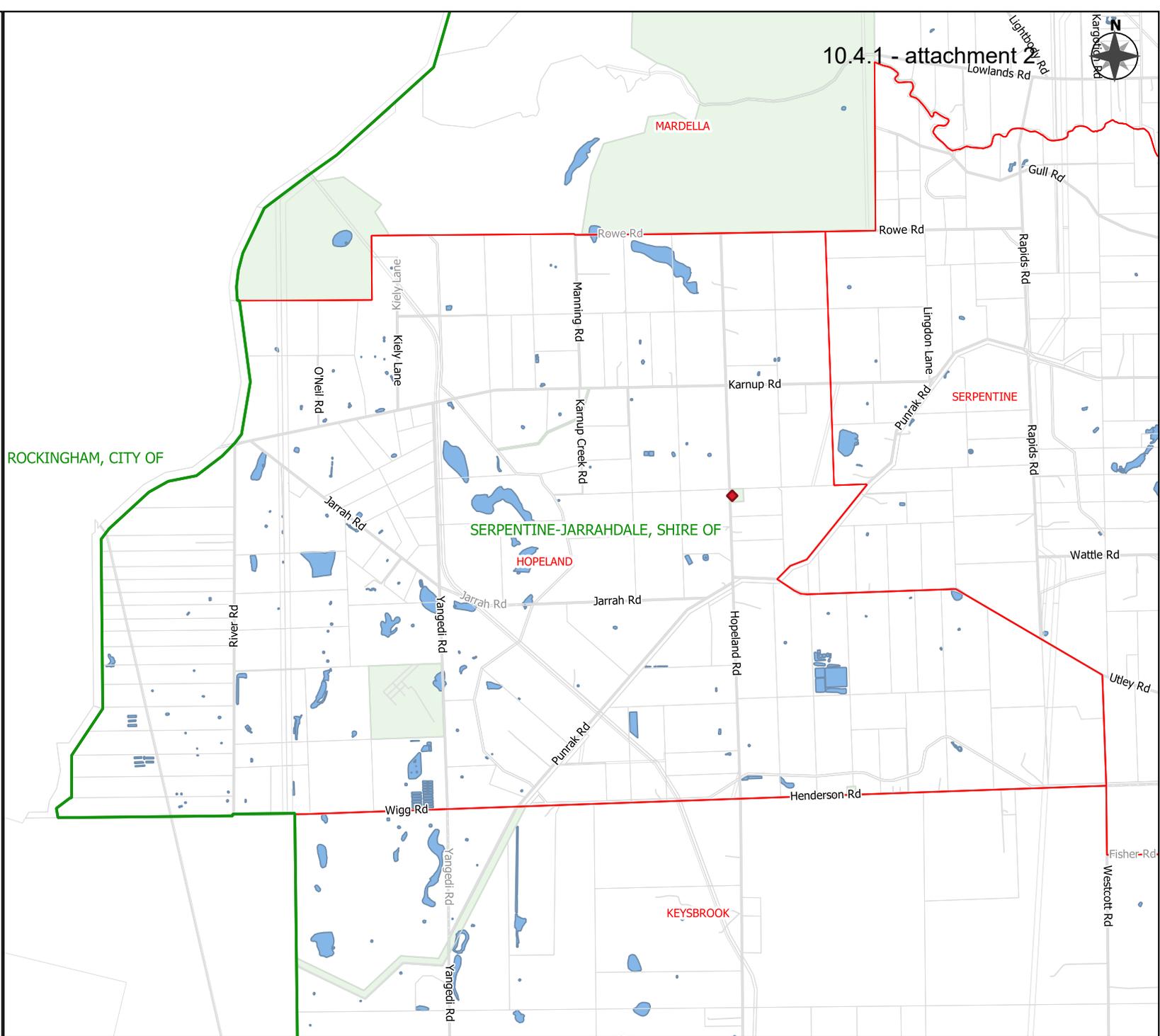
## Darling Downs

Ordinary Council Meeting - 14 December 2020

Created On: 16/09/2020  
 Created By: C. Williams  
 Request: 13585

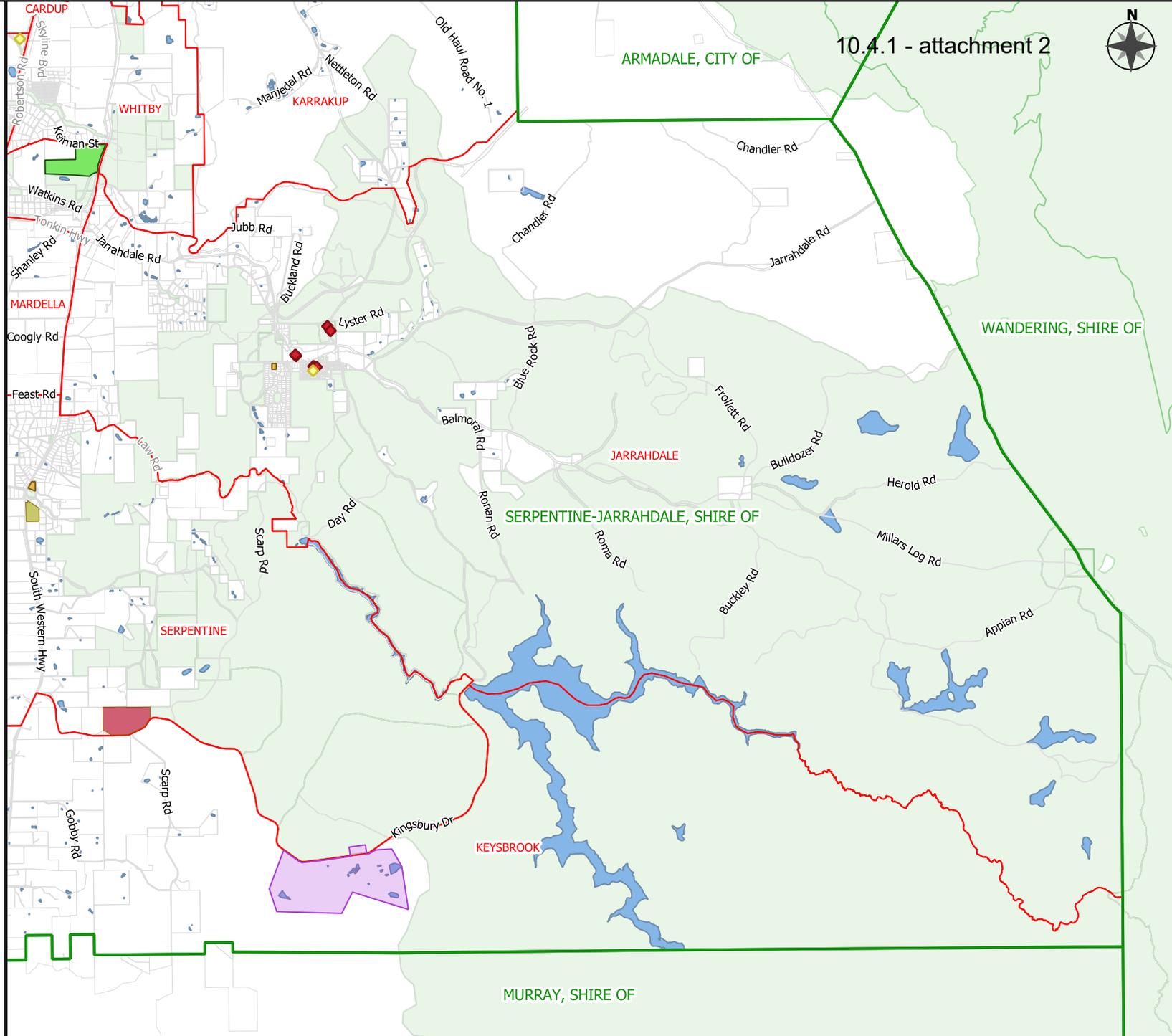
Legend

- ◆ Community Facilities
- LGA Boundary
- Localities
- Roads
- Proposed Roads
- Cadastre
- Water Bodies
- Reserves



Legend

-  Schools
-  Community Facilities
-  LGA Boundary
-  Cemetery
-  Localities
-  Roads
-  Proposed Roads
-  Cadastre
-  Water Bodies
-  Reserves



10.4.1 - attachment 2

**Local Emergency Management Plan**  
**Jarrahdale**

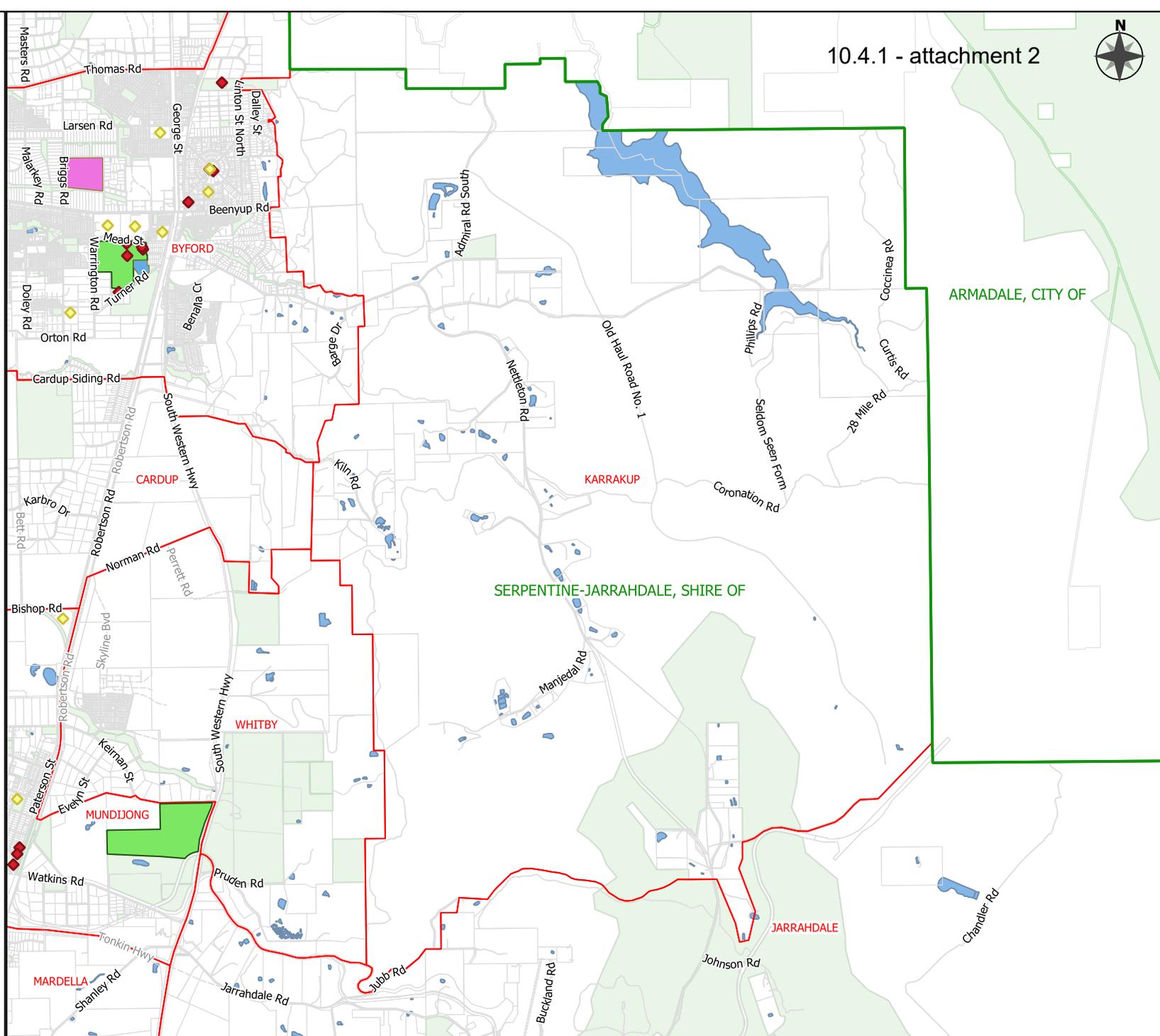
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Created By: C. Williams  
Request: 13585





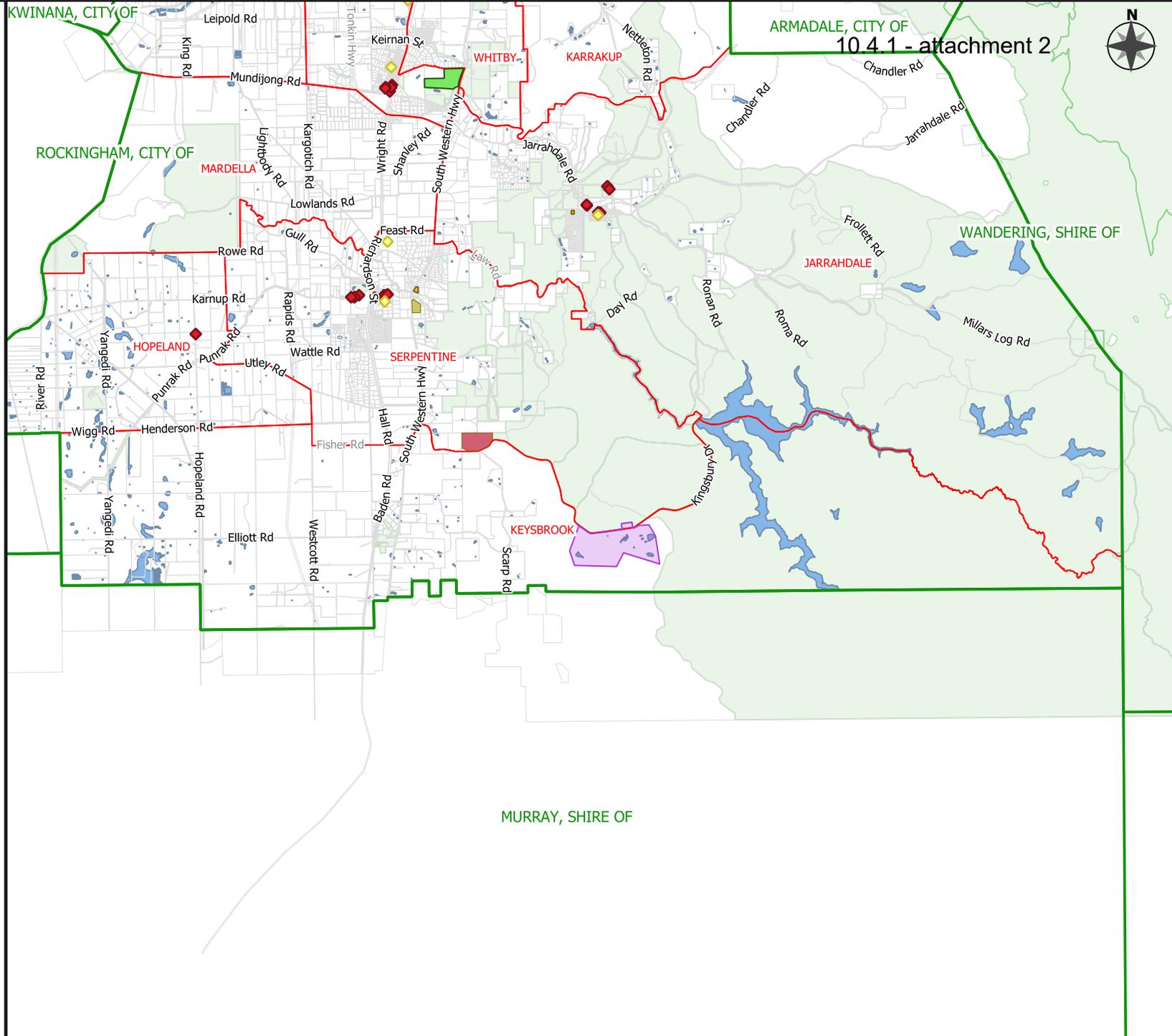
Legend

-  LGA Boundary
-  Localities
-  Roads
-  Proposed Roads
-  Cadastre
-  Water Bodies
-  Reserves



Legend

-  LGA Boundary
-  Prison
-  Localities
-  Roads
-  Proposed Roads
-  Cadastre
-  Water Bodies
-  Reserves





Legend

-  Schools
-  Community Facilities
-  LGA Boundary
-  Proposed Regional Sports Space
-  Localities
-  Roads
-  Proposed Roads
-  Cadastre
-  Water Bodies
-  Reserves



10.4.1 - attachment 2



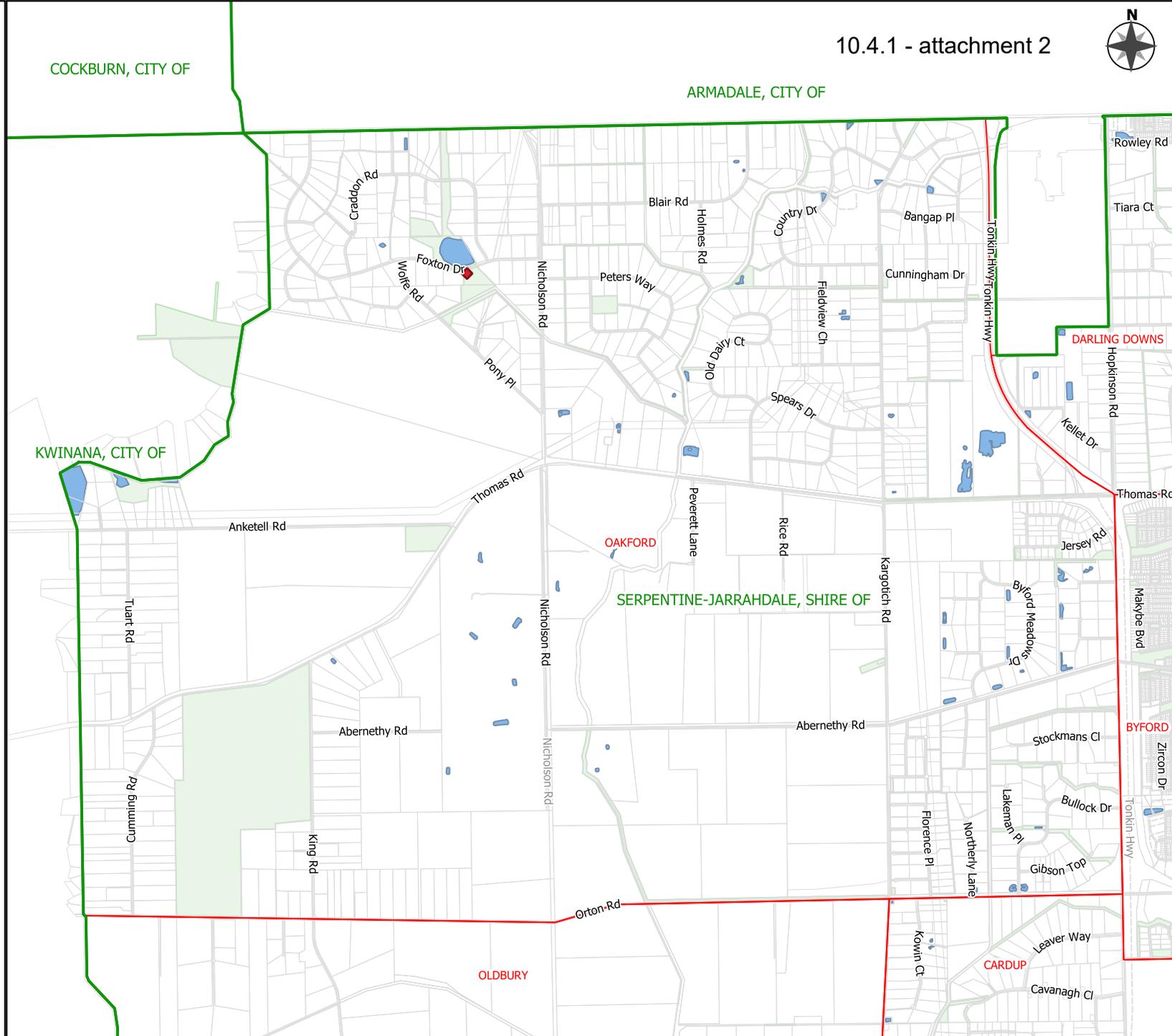
**Local Emergency Management Plan**  
**Mundijong**

Ordinary Council Meeting - 14 December 2020  
Created On: 16/09/2020  
Created By: C. Williams  
Request: 13585



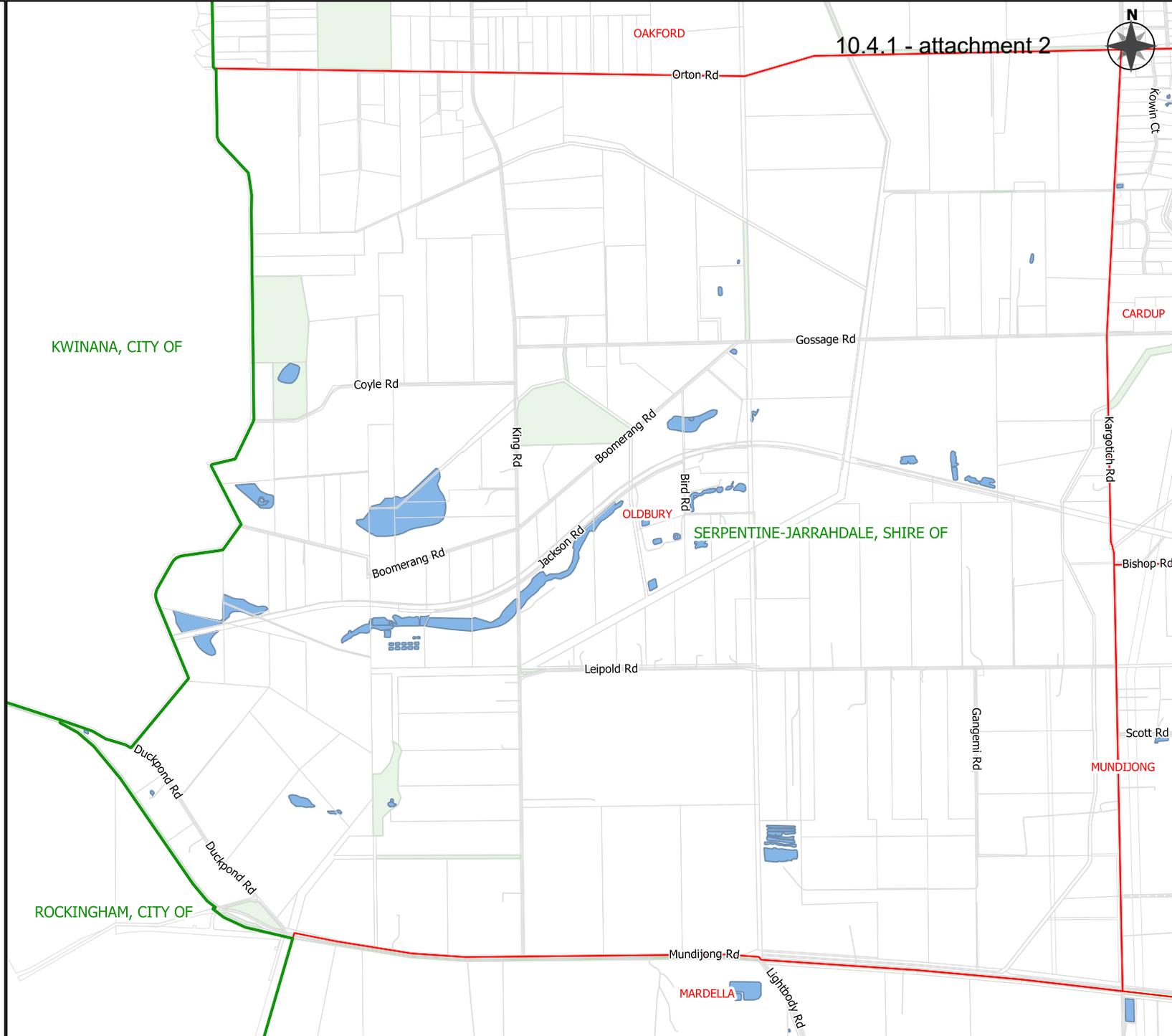
Legend

- ◆ Community Facilities
- LGA Boundary
- Localities
- Roads
- Proposed Roads
- Cadastre
- Water Bodies
- Reserves



Legend

-  LGA Boundary
-  Localities
-  Roads
-  Proposed Roads
-  Cadastre
-  Water Bodies
-  Reserves



10.4.1 - attachment 2

# Local Emergency Management Plan

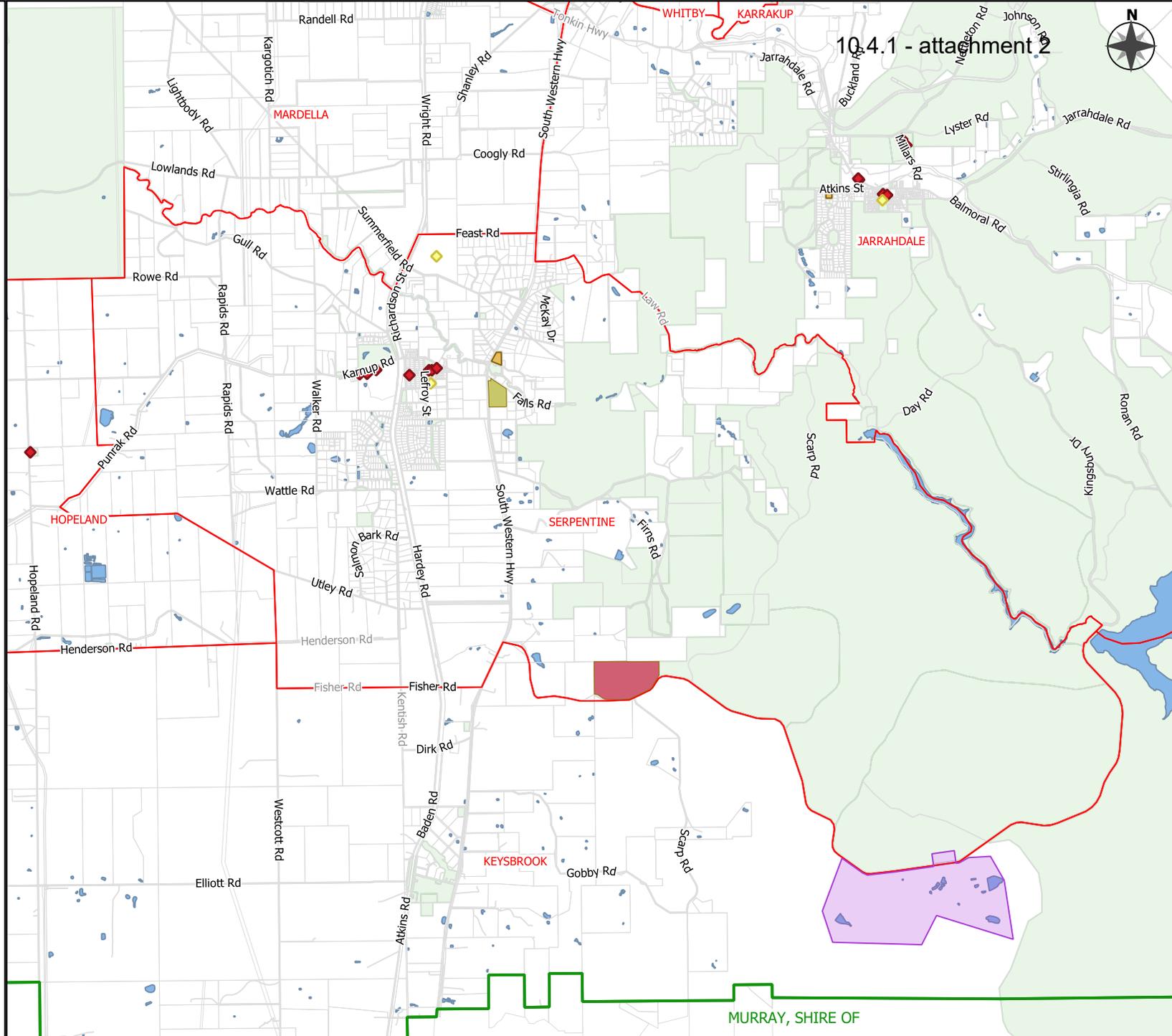
## Oldbury

Ordinary Council Meeting - 14 December 2020  
Created On: 16/09/2020  
Created By: C. Williams  
Request: 13585



Legend

- Bodhinyana Monastery
- Serpentine Park Home & Tourist Village
- Schools
- Community Facilities
- LGA Boundary
- Cemetery
- Prison
- Localities
- Roads
- Proposed Roads
- Cadastre
- Water Bodies
- Reserves



10.4.1 - attachment 2



# Local Emergency Management Plan Serpentine

Ordinary Council Meeting - 14 December 2020

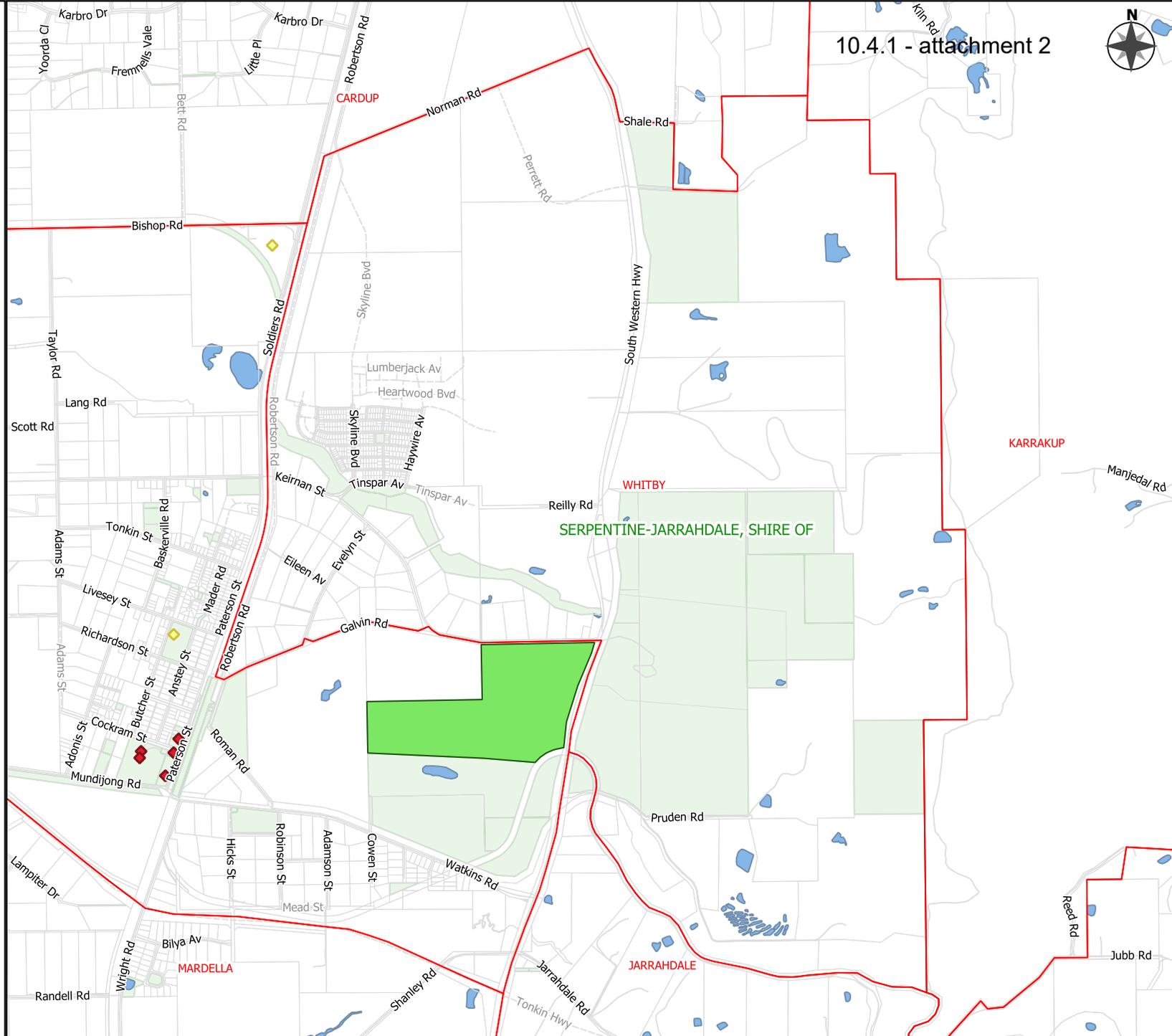
Created On: 16/09/2020  
Created By: C. Williams  
Request: 13585



MURRAY, SHIRE OF

Legend

-  LGA Boundary
-  Localities
-  Roads
-  Proposed Roads
-  Cadastre
-  Water Bodies
-  Reserves



**Local Emergency Management Plan**  
**Whitby**

Ordinary Council Meeting - 14 December 2020  
 Created On: 16/09/2020  
 Created By: C. Williams  
 Request: 13585

## Appendix 11 – District Councils MOU and Shire Council Policies

| Parties to the Agreement       |  | Summary of the Agreement   | Reference   |
|--------------------------------|--|--|---|
| Shire of Serpentine Jarrahdale | Department of Fire and Emergency Services Perth South East                       | Operational Bushfire Mutual Aid & Support Arrangement - Mutual Aid for bush fire support                                       | E20/12063   |
| Shire of Serpentine Jarrahdale | City of Mandurah,<br>City of Rockingham,<br>Shire of Murray,<br>Shire of Waroona | Mutual Aid during emergencies and during post-incident recovery which affects one or more of the partnering local governments. | E20/12264   |
| Shire of Serpentine Jarrahdale | Department of Community Services<br><br>City of Gosnells<br><br>City of Armadale | The Local Emergency Management Plan for the Provision of Welfare and Support.  | IN20/2120<br>(Jan 2020)<br><br>November 2020 under review |



## Appendix 12 – Local Recovery Plan

E20/6597