

Gale Pocock
PO Box 274
Nannup WA 6275

Robert Jennings
CEO Nannup Shire
Adam Street
Nannup WA 6275

13th October 2014

Re '*Rest a While*' Memorial Rose Garden

Dear Robert and Councillors

The Nannup Cancer Support Network have been working with Council over the last two years to identify a suitable location for a memorial rose garden. With the current upgrading of the Recreation Centre we would like to propose that the garden is situated within this new precinct.

The Nannup Cancer Support Group has made a donation to Council of \$1656.45 towards the establishment of the garden and will be continuing to do fundraising for any other materials needed.

The Group would like to propose that once the garden is established that the Shire be responsible for the maintenance of the garden as it will form part of the new Recreation Centre precinct gardens.

The proposed garden has wide community support and would be very beneficial to the community and visitors to Nannup as a quiet place to relax and take time out to remember lost ones and those suffering from cancer.

We hope that Council will give its support to this worthwhile proposal.

Kind regards



M. Longmore, Secretary
PP. Gale Pocock Chair Nannup Cancer Support Network

22 AUG 2014



Senator the Hon. Michael Ronaldson

Minister for Veterans' Affairs

Minister Assisting the Prime Minister for the Centenary of ANZAC

Special Minister of State

Mrs Louise Stokes
Community Development Officer
Shire of Nannup
PO Box 11
NANNUP WA 6275

SHIRE OF NANNUP			
Ref: FNC 6		No: 2014/296	
28 AUG 2014			
CEO MCS WM MDS	AO EO CFO CMT	LS PUB	FMO YO RO

Louise
Dear Mrs Stokes,

I am pleased to advise that I have approved a grant of \$5,593 under the Anzac Centenary Local Grants Program to the Shire of Nannup for the creation of an Avenue of Honour to commemorate fallen servicemen of the First World War from the local community.

The Anzac Centenary Local Grants Program is a key element in the Australian Government's Anzac Centenary program through which funding of up to \$125,000 is available for each Federal Member of Parliament to support projects in their electorate commemorating the First World War.

The Department of Veterans' Affairs (DVA) will send the relevant documentation shortly, for you to complete to formally accept this offer and to acquit the grant.

If you would like to clarify any aspects of this offer, please contact the Commemorative Grants Section in DVA's Canberra office on freecall 1800 026 185 (quoting 197135).

I wish you every success with your planned commemorations for the Anzac Centenary.

Yours sincerely,

Michael Ronaldson
SENATOR THE HON. MICHAEL RONALDSON



Shire of
Nannup
rest • connect • grow

Local Emergency Management Arrangements Part A

Preparedness & Prevention Plan



Effective From:	July 2014
Expires on:	
Next Review:	August 2016
Adopted by Council:	12 May 2012

SHIRE OF NANNUP
LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

These Arrangements have been produced and issued under the authority of S. 41(1) of the EM Act 2005, endorsed by the Shire of Nannup Local Emergency Management Committee (LEMC), and will be tabled with the District Emergency Management Committee (DEMC). An electronic copy will be forwarded to the Secretary of the State Emergency Management Committee (SEMC) by the Regional Community Emergency Management Officer (CEMO).

.....
Chairperson
Shire of Nannup LEMC

.....
Date

.....
Endorsed by Council
Shire President

.....
Date

RECORD OF AMENDMENTS

Amendment		Details of Amendment	Amended by *Initial/Date
No.	Date		

Table of Contents

Record Of Amendments.....	2
Introduction	5
AUTHORITY	5
COMMUNITY CONSULTATION	5
PHYSICAL AND SOCIAL GEOGRAPHY	5
POPULATION	5
ANNUAL EVENTS	6
SIGNIFICANT RISKS.....	6
Purpose	7
SCOPE	7
AGREEMENTS, UNDERSTANDINGS & COMMITMENTS	7
RESOURCES	7
FINANCIAL ARRANGEMENTS.....	8
EMERGENCY RISK MANAGEMENT PROCESS.....	8
Planning	9
LEMC MEMBERSHIP	9
Response.....	9
RISKS – EMERGENCIES LIKELY TO OCCUR.....	9
ACTIVATION OF LOCAL EMERGENCY ARRANGEMENTS	10
Exercising And Reviewing	10
The Aim Of Exercising	10
Frequency Of Exercises	11
Types Of Exercises	11
Reporting Of Exercises	11
Review Of Local Emergency Management Arrangements	11
Risk Register Likelihood & Consequences	12
Shire Of Nannup Risk Register	12
Risk Treatment Plan No 1 – Rural Fire	18
Risk Treatment Plan No 2 – Flood	21
Risk Treatment Plan No 3 – Major Storm.....	23
Risk Treatment Plan No 4 –Urban Fire.....	25
Risk Treatment Plan No 5 – Major Road Accident.....	27
Risk Treatment Plan No 6– Hazardous Material	29
Risk Treatment Plan No 7 – Animal And Plant Biosecurity.....	32
Risk Treatment Plan No 8 – Dambreak	35
INUNDATION RESULTING FROM DAM BREAK AT WATER TREATMENT PLANT	37
NANNUP FLOOD PLAIN	38
FLOOD RESULTING FROM DAM BREAK – TANJANNERUP DAM.....	39
WATER CORPORATION SUPPLEMENTARY INFORMATION	39

Risk Treatment Plan No 9 – Human Epidemic.....	40
Risk Treatment Plan No 10 – Marine Search & Rescue	43
Risk Treatment Plan No 11 – Earthquake.....	45
Risk Treatment Plan No 12 – Air Transport Accident.....	48
Risk Treatment Plan – Generic (Applies To Multiple Risks).....	50
Appendix 1: Map Of Local Governments In Region	51
Appendix 2. Responsibilities Of Hazard Management Agencies.....	52
COMMISSIONER OF POLICE.....	52
DFES	52
WACHS-SW REGIONAL	52
STATE HUMAN EPIDEMIC CONTROLLER.....	53
BROOKFIELD RAIL PTY LIMITED	53
STATE HEALTH COORDINATOR	53
BUREAU OF METEOROLOGY (BOM).....	53
OTHER SUPPORT ORGANISATIONS	54

Disclaimer

This report has been prepared on behalf of the Shire of Nannup. The information is derived from sources believed to be reliable and accurate at the time of publication. However, use of the information is at your own risk. Accordingly, all interested parties should make their own enquiries to verify all representation, statements and information, and it is the responsibility of users to satisfy themselves in all respects. Each user waives and releases the author, Wendy Trow, and the Shire of Nannup to the full extent permitted by law from all and any claims relating to the use of the material in this document.

Wendy Trow
PO Box 32
Balingup 6253 brookview@wn.com.au

DISTRIBUTION LIST

ADDRESSEE
Shire of Nannup CEO
Shire Officers (held in Emergency Plans bookcase in main office).
DEMC
Dept for Child Protection and Family Support, Busselton Office
OIC Nannup Police Station
Chairperson Shire of Nannup LEMC
LEMC Committee

INTRODUCTION

Authority

These Arrangements have been prepared in accordance with the *Emergency Management Act 2005*, endorsed by the Shire of Nannup Local Emergency Management Committee and approved by the Shire of Nannup.

Community Consultation

A community survey was carried out in December 2009 and letters were sent to all residents inviting input. Consultation also included key stakeholders and Hazard Management Agencies. Emergency Management Arrangements for the Shire were developed as result of the information provided from these sources.

Physical and Social Geography

The area covered by this Plan is the geographic area covered by the Shire of Nannup under the Local Government Act 1995.

Nannup townsite is located at the junction of the Vasse and Brockman Highways about 70 kilometres due south of Bunbury (110 kilometres by road) and 65 kilometres from the coast at Busselton. The Shire is the second largest Shire in the South West region, with approximately 160 km of sealed roads and 380 km of unsealed roads. District map Appendix 1.

The Shire covers an area of 2953 square km and embraces the localities of Nannup, East Nannup, Donnelly River, Bidellia/Peerabeeup, Carlotta, Cundinup, Jalbarragup, Tanjanerup, Scott River East, Lake Jasper, Darradup, and Barrabup. There are a number of settlements that are surrounded by State forest that present a significant fire danger during summer – these include Jalbarragup, Cockatoo Valley and North Nannup. 85% of the Shire is currently forested.

The Blackwood River borders the western and northern edges of the town and the Central Business District, situated at the northern end of the town, is close to the river. Residential areas extend up to approximately two kilometres south of the Blackwood River. The land adjacent to the River, along the western side of town is relatively flat and areas are within the 1:100 year flood level.

The town has an annual rainfall of approximately 1,000 mm per year, which is greater than the Perth metropolitan area. The Blackwood River periodically floods (1955, 1963, 1964 and 1982) and the 1982 flood caused extensive damage in the townsite and properties adjacent to the Blackwood River.

Population

The population of the Shire of Nannup in the 2011 Census was:

• Aged 0 – 14 yrs	235
• Aged 15 – 29yrs	116
• Aged 30 – 54 yrs	454
• Aged 55 – 74yrs	396
• Aged more than 75 yrs	191
TOTAL	1392

In general, the population is spread throughout the Shire, with about half the population living in the Nannup townsite.

Annual Events

A number of annual major events occur in the Shire including (approximate number of visitors shown):

• Nannup Music Festival	-	March	(8,000)
• Quit Forest Rally	-	April/May	(1,000)
• Nannup Cup River Boat Race	-	June	(200)
• Nannup Flower & Garden Festival	-	August	(6,000)
• Blackwood River Classic Power boat race	-	October	(200)
• Downhill Mountain Bike Event	-	October	(200)
• Nannup Art Festival	-	October	(1000)

Special consideration is required for visitors, especially non-English speaking tourists, who may not know the area.

The Shire is served by a Volunteer SES Group, nine Volunteer Bush Fire Brigades, one Volunteer Fire and Rescue Service, a hospital and two Ambulance Units.

Significant Risks

With the diversity of the Shire, there are several considerations that will have an impact on the implementation of these Arrangements in times of emergency:

- Bush fire season – December to April.
- Winter storm season – June to September.
- Flooding of low lying areas in the Shire or dam burst – winter season.

PURPOSE

The purpose of this document is to detail:

- The Shire of Nannup's policies for emergency management;
- The roles and responsibilities of public authorities and other persons involved in emergency management in the district;
- Procedures for the coordination of emergency management operations and activities;
- A description of emergencies that could occur in the Shire of Nannup; and
- Strategies and priorities for emergency management in the Shire of Nannup.

Scope

These Arrangements apply to all areas where the Shire of Nannup provides support to Hazard Management Agencies (HMAs) and other agencies in an emergency. This document details the Shire's capacity to provide those resources.

These Arrangements will guide the response to, and recovery from, a local emergency. An emergency that graduates beyond this level will require management at a regional or state level.

Agreements, Understandings & Commitments

The Shire of Nannup is a signatory to a Memorandum of Understanding (MOU) signed by all 12 local governments in the South West District in March 2011. This group, known as the South West Local Government Emergency Management Alliance (SWLGEMA) has signed an MOU that defines the provision of assistance during times of need.

The objectives of this alliance are:

1. To collate and coordinate complex risk treatment strategies which are beyond the capacity of individual Local Governments or which have a regional impact and elevate to State level for determination and resolution.
2. To inform a range of partners of regional emergency management strategies.
3. To promote an integrated emergency management capability within the South West Region of Western Australia through networks, shared forums planning initiatives, processes, information and resources.
4. To raise issues and provide collective solutions to emergency management problems.
5. To promote and facilitate the integration of comprehensive emergency management planning into whole-of-government agencies strategic, operational and financial planning processes.

Resources

The Hazard Management Agency (HMA) is responsible for the determination of resources required to combat the hazards for which they have responsibility. The Shire of Nannup has conducted an analysis of resources available within this local government area and these

details are included in Part B of these Arrangements. For the responsibilities of hazard management agencies, see appendix 2.

Financial Arrangements

In accordance with State Emergency Management Policy No 4.2, the organisation with operational control of any resources is responsible for payment of all related expenses associated with its operation during an emergency unless other arrangements are established. Detailed information in relation to the financial responsibilities is outlined in SEMP 4.2 – Funding for Emergencies.

When an agency assumes control they will be responsible for all costs above normal operational agency costs. Recovery of costs for local government will be approved by the Hazard management Agency on each occasion.

The Shire is committed to spending such necessary funds as required to ensure the safety of the Shire's residents and visitors. Further funding can be sourced from other sources including the Natural Disaster Resilience Program (NDRP). NDRP is a national initiative and its purpose is to provide funding assistance to eligible organisations (including local governments) for projects such as:

- Reducing community vulnerability to natural hazards.
- Supporting community stakeholders to build community resilience and increase community self reliance.
- Promoting innovation through a focus on partnerships, supporting volunteering.
- Construction of new fire breaks or trails.
- Erection of signage to identify fire breaks or trails.
- Turn around bays on fire breaks, provision and upgrade of water points on breaks.

The NDRP will not provide funding for the maintenance of existing fire breaks or trails. To address the minimum \$10,000 funding requirement, applicants are encouraged to build strategic partnerships with other stakeholders.

Emergency Risk Management Process

The Emergency Risk Management (ERM) process forms the foundation of local emergency management arrangements. Emergencies cause great damage to property and cause even greater economic loss through damage to infrastructure, crops and livestock. ERM is an essential part of a community's ability to identify what risks exist within the community and how these risks should be dealt with to minimise future harm to the community.

The Shire of Nannup has established the following community risk evaluation criteria:

- Any loss of life is unacceptable.
- Serious injury is unacceptable.
- Loss of property (5 or more) is unacceptable.
- Loss of medical facility, school, emergency services and other government services is unacceptable. Disruption to telecommunications, power and water supply for more than 24 hours.
- Loss or damage to road access and bridges is unacceptable.
- Loss of fuel supply is unacceptable.

- Loss or damage to the environment, Blackwood River (assisting streams), flora, fauna, erosion or air pollution is unacceptable.
- Loss of livestock, industry infrastructure, tourism, agriculture, timber and winery is unacceptable/ economic loss.
- Evacuation of elderly residents/ people without access to transport
- Damage to heritage and ecological sites
- Legal and social justice implications.

PLANNING

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

LEMC Membership

A comprehensive list of LEMC Members and contact details, can be found Part B of these Arrangements.

The LEMC shall meet every three (3) months and as required (SEMP No 2.5 para 21).

RESPONSE

Risks – Emergencies Likely to Occur

The following risks have been identified as emergencies that may occur within this Local Government area.

Hazard	Prevention	Preparedness	Response	Hazard Management Agency
Rural Fire			✓	VBFB
Flood		✓	✓	DFES
Storm, cyclone		✓	✓	DFES
Urban Fire			✓	DFES
Major Road Accident		✓	✓	WAPOL
Hazardous Material Incident – Chemical		✓	✓	FESA
Hazardous Material Incident – Radiation	✓			Dept of Health
		✓	✓	DFES
Hazardous Material Incident – Biological	✓	✓	✓	Dept of Health
Animal & Plant Biosecurity		✓	✓	Dept of Agriculture
Dambreak	✓	✓	✓	Water Corporation (Proposed)
Earthquake		✓	✓	DFES
Human Epidemic	✓	✓	✓	Dept of Health
Air Crash		✓	✓	WAPOL
Marine Search & Rescue		✓	✓	WAPOL

It is recognised that the HMAs may require Shire of Nannup resources and assistance in emergency management. The Shire is committed to providing assistance/support if the required resources are available through the Incident Support Group when and if formed.

Activation of Local Emergency Arrangements

The Hazard Management Agency (HMA) or the Local Emergency Coordinator (LEC) in consultation with the HMA, is responsible for the implementation of the Emergency Arrangements and for activating the required organisations in accordance with these Arrangements. The LEC may choose to delegate this responsibility to the Shire of Nannup Chief Executive Officer, President and/or CESO.

EXERCISING AND REVIEWING

The Aim of Exercising

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

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

Exercising the emergency management arrangements will allow the LEMC to:

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

Frequency of Exercises

The SEMC Policy No 2.5 – *Emergency Management in Local Government Districts*, requires the LEMC to exercise their arrangements on an annual basis. Notification of, and invitation to intended exercises, should be provided to emergency response agencies.

Types of Exercises

Some examples of exercises types include:

- Desktop/Discussion
- A phone tree recall exercise
- Opening and closing procedures for evacuation centres or any facilities that might be operating in an emergency
- Operating procedures of a Emergency Coordination Centre
- Locating and activating resources on the Emergency Resources Register

Reporting of Exercises

Exercises shall be reported to the DEMC via the LEMC Annual Report using the format as detailed in SEMC Policy No 2.6 – *Annual Reporting*.

Review of Local Emergency Management Arrangements

The Local Emergency Management Arrangements (LEMA) shall be reviewed and amended in accordance with SEMC Policy No 2.5 – *Emergency Management in Local Government Districts* and replaced whenever the local government considers it appropriate (S.42 of the EM Act). This policy states that the LEMA (including recovery plans) are to be reviewed and amended as follows:

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

RISK REGISTER LIKELIHOOD & CONSEQUENCES

The Shire of Nannup has undertaken risk analysis based on the Australian/New Zealand Standard for Risk Management ISO 31000:2009 (formerly AS/NZS ISO 4360:2004).

SHIRE OF NANNUP RISK REGISTER

RISK STATEMENT	Likelihood	Consequence	Risk Level	Priority
1. RURAL FIRE There is a risk that a rural fire will cause: <ul style="list-style-type: none"> • loss of life or serious injury • substantial property damage to 5 homes or more • the evacuation of a town/settlement/locality in the Shire • loss of essential services for periods greater than 24 hours • significant property damage to commercial properties eg orchards, vineyards, sheds etc • permanent property damage to community infrastructure and lifestyles • medium, long term, or permanent damage to the environment, or • property damage to commercial industry, leading to closure of business for periods of 12 hours or more. 	C C B A C C B B	4 3 3 4 3 4 4 4	E H H E H E E E	1
2. FLOOD There is a risk that a flood will cause: <ul style="list-style-type: none"> • Loss of life or serious injury • substantial property damage to 5 homes or more • the evacuation of a town/settlement/locality in the Shire • relocation of large numbers of residents from risk areas for periods of 12 hours or more • disruption of essential services for periods of 12 hours or more • isolations due to damage to major infrastructure; eg major roads and/or bridges • commercial and industrial property damage that may result in closure of business for periods of 24 	D A B A A B A	4 4 4 4 4 4 4	E E E E E E E	3

RISK STATEMENT	Likelihood	Consequence	Risk Level	Priority
hours or more				
3. SEVERE STORM / CYCLONE There is a risk that a major storm will cause: <ul style="list-style-type: none"> • loss of life or serious injury • significant damage to property • serious disruption to essential services for periods of 12 hours or more • commercial and industry damage that may result in closure of business for periods of 24 hours or more • partial evacuation of areas 	C B A C B	3 4 4 3 4	H E E H E	2
4. URBAN FIRE There is a risk that an urban fire may cause: <ul style="list-style-type: none"> • loss of life or serious injury • commercial and industrial property damage that may result in closure of business for periods of 24 hours or more. 	C C	3 3	H H	5
5. ROAD TRANSPORT EMERGENCY There is a risk that a major road accident will cause: <ul style="list-style-type: none"> • loss of life or serious injury • significant damage to property • closure of a major highway for periods of 6 hours or more • closure of a major highway to emergency vehicles eg ambulances etc There is a risk that a passenger vehicle, overladen heavy haulage vehicle or bus will be involved in a major traffic accident.	A D A C	4 2 2 4	E L H E	4
6. HAZARDOUS MATERIAL There is a risk that a hazardous material/ chemical spill may: <ul style="list-style-type: none"> • cause loss of life or serious injury as a result of a spill on a major highway, or at an industry site. 	C	3	H	7

RISK STATEMENT	Likeli- hood	Conseq- uence	Risk Level	Priority
<ul style="list-style-type: none"> close a highway for periods of 6 hours or more. cause fires in bulk tyre storage areas that may create a hazard due to the release of toxic gases, thick smoke and heavy oils. spill into local waterways. <p>There is a risk that a radiation or biological hazard may cause loss of life or serious injury.</p>	A D A	3 3 3	E M E	
7. EXOTIC ANIMAL & PLANT DISEASE <p>There is a risk:</p> <ul style="list-style-type: none"> of an outbreak of an emergency plant disease in the Shire. of an outbreak of emergency animal disease in the Shire. that an outbreak of disease outside the Shire may affect the movement of animals and plants within the Shire. that diseases, toxins, pests or organisms affecting or carried by animals or plants may affect human health and recreation or the environment within the Shire. of a declared organism having an adverse effect on humans, animals, plants, agriculture, environment and recreation. of adverse climatic conditions affecting animal welfare and plant biosecurity. 	D D D D D D	3 3 3 3 3 3	M M M M M M	10
8. DAM BREAK (Not included in our plans) <p>There is a risk</p> <ul style="list-style-type: none"> that a dam break will cause loss of life or serious injury that a dam break may cause significant damage to property of loss of water supply. 	C C B	3 3 3	H H H	8
9. HUMAN EPIDEMIC <p>There is a risk that more cases of an infectious or transmissible disease than would be expected, may occur in the Shire.</p>	C	4	E	9

10. MARINE SEARCH & RESCUE There is the risk of: <ul style="list-style-type: none"> vessels in distress requiring marine search and rescue. persons in distress on or from pleasure craft and fishing vessels. loss of life or serious injury caused by drowning or shark attack. persons swept into difficulties from the shore. 	D D C C	3 3 4 4	M M E E	6
11. EARTHQUAKE There is a risk that earthquake may cause: <ul style="list-style-type: none"> catastrophic property damage to five homes or more in the Shire or cause the partial or full evacuation of one or more towns, settlements or localities. loss of life or serious injury. disruption to, and/or total destruction of, key infrastructure. 	B C B	3 3 3	H H H	11
12. AIR TRANSPORT ACCIDENT There is the risk of: <ul style="list-style-type: none"> an air transport accident in the Shire. loss of life, or injury to persons or animals. multiple casualties. destruction of, or damage to, property and the environment. a helicopter responding to a road crash being involved in an accident. 	D D D D D	4 4 5 4 4	H H E H H	12

RISK MATRIX

Risk likelihood indicator:

Chance	Rating	Description
Almost Certain	A	Incident is expected to occur in most circumstances. May occur once every year or more.
Likely	B	Incident will probably occur in most circumstances. May occur once every 5 years.
Possible	C	Incident may occur at some time. May occur once every 20 years.
Unlikely	D	Incident is not expected to occur. May occur once every one hundred years.
Rare	E	Incident may occur in exceptional circumstances. May occur once every five hundred or more years.

Risk consequence indicator:

Outcome	Description
Insignificant	<ul style="list-style-type: none"> • No injuries or fatalities. • Small number (or nil) people displaced and for short durations. • Inconsequential or no damage. • No measurable impact on the environment. • Little or no financial loss
Minor	<ul style="list-style-type: none"> • Small number of injuries or fatalities. First aid treatment required. • Some displacement of people (less than 24 hrs). • Inconsequential or no damage. • Small impact on the environment. • Some financial loss
Moderate	<ul style="list-style-type: none"> • Medical treatment required but no fatalities. Some hospitalization. • Some displacement of people (less than 24 hrs). Personal support met through local arrangements. • Localised damage. Normal community functioning with some inconvenience. • Some impact on the environment but no long-term effects. • Significant financial loss
Major	<ul style="list-style-type: none"> • Extensive injuries, significant hospitalization. Fatalities. • Large displacement of people (more than 24 hrs). External resources needed for personal support. • Significant damage. Community only partially functioning, some services available. • Some impact with long-term effects. • Significant financial loss - financial assistance required.
Catastrophic	<ul style="list-style-type: none"> • Large number of severe injuries. Large numbers need hospitalization. Significant fatalities. • Widespread displacement of people for extended duration. Extensive personal support needed. • Extensive damage. Community unable to function. • Significant impact and/or permanent damage.

Likelihood	Consequence				
	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	H	H	E	E	E
Likely	M	H	H	E	E
Possible	L	M	H	E	E
Unlikely	L	L	M	H	E
Rare	L	L	M	H	H

Overall risk assessment indicator:

Likelihood	Consequence				
	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	H	H	E	E	E
Likely	M	H	H	E	E
Possible	L	M	H	E	E
Unlikely	L	L	M	H	E
Rare	L	L	M	H	H

Management process indicators:

Key	Risk Assessment	Action
E	Extreme Risk	Immediate action required
H	High Risk	Senior management attention needed
M	Moderate Risk	Management responsibility must be specified
L	Low Risk	Manage by routine procedures

RISK TREATMENT PLAN No 1 – Rural Fire

Risk: RURAL FIRE	Level of Risk Rating: MAJOR	Date Developed: August 2011
RISK STATEMENT: There is a risk that a rural fire will cause: <ul style="list-style-type: none"> • loss of life or serious injury • substantial property damage to 5 homes or more • the evacuation of a town/settlement/locality in the Shire • loss of essential services for periods greater than 24 hours • significant property damage to commercial properties eg orchards, vineyards, sheds etc • permanent property damage to community infrastructure and lifestyles • medium, long term, or permanent damage to the environment, or • property damage to commercial industry, leading to closure of business for periods of 12 hours or more. 		
RISK ANALYSIS Vulnerability: Residents living in close proximity to State Forest, especially in the townsites of Nannup, Donnelly River, Bidellia/Peerabeelup, Carlotta, Cundinup, Scott River, Lake Jasper, Darradup and Barrabup, Balingup-Nannup Road, Cockatoo Valley. Source and Elements of Risk: <ul style="list-style-type: none"> • Build up of fuel loadings in close proximity to homes. • Failure to heed early warnings. • No early warning system in place. • Failure to undertake adequate seasonal precautionary measures. • Ember attack from nearby bushland. • Fire Service personnel and equipment unable to access properties. • Arson 		
RESPONSIBLE AGENCY / INDIVIDUAL HMA – DFES CONTROLLING AGENCY - DPaW (DPaW land), Shire of Nannup (Shire land or private property), DFES (when emergency escalates beyond capacity of DPaW and Shire. SUPPORT AGENCIES: Shire of Nannup, DPaW (Crown Land), private property owners, plantation timber owners, Bushfire Brigades, St John Ambulance, WAPOL, Nannup Fire & Rescue, Nannup, CPFS, Nannup Hospital.		
PRIORITY STATUS – 1		
IMPLEMENTATION SCHEDULE All Shire Treatment Actions are to be either: <ul style="list-style-type: none"> • Included as Action Items in the Shire Strategic Plan and reviewed annually as part of that process, or • Included in the Shire Policy Manual. 		
BUDGET CONSIDERATIONS All recommendation of treatment actions will be carried out within the constraints of Council's Annual Budget and Strategic Plan where appropriate.		

RECOMMENDATION OF TREATMENT ACTIONS – Rural Fire

RECOMMENDATION OF TREATMENT ACTIONS	SHIRE ACTION	Responsible Office	Forward Plan/ Other reference
<p>Integrated hazard reduction programs for fuel removal and/or modification by manual and prescribed burning methods:</p> <ul style="list-style-type: none"> • Unallocated Crown land (UCL) and unmanaged reserves (UMR) within all townships. (DFES responsibility) • DPaW managed land, UCL & UMR outside of townships (DPaW responsibility). • All Shire owned land. • All private land within the LGA (enforcement of land owners). 	<p>In conjunction with local Bushfire Brigades, plan and implement hazard reduction programs by manual and prescribed burning methods on:</p> <ul style="list-style-type: none"> • All Shire owned land. • All private land within the LGA (enforcement of land owners). 	<p>Shire – CESO Shire – CESO</p>	<p>Part B Fire Break Orders Part B</p>
<p>Appointment of Bushfire Advisory Committee.</p>	<p>Develop and maintain burn plan for Shire lands. Develop and maintain township protections plan.</p>	<p>Shire – CESO DFES, Shire & DPaW</p>	<p>Part B</p>
<p>Define bushfire prone areas and setting land subdivision and building standards in line with DFES and Planning Commission (WAPC) policy.</p>	<p>Provide administrative support to Bushfire Advisory Committee.</p>	<p>Shire – CESO</p>	<p>Part B</p>
<p>Define bushfire prone areas and setting land subdivision and building standards in line with DFES and Planning Commission (WAPC) policy.</p>	<p>Development of incident management personnel. Define bushfire prone areas and set land subdivision and building standards in line with FESA and Planning Commission (WAPC) policy.</p>	<p>Shire - CESO Shire – MCS</p>	<p>SON Local Planning Scheme No 3</p>
<p>Compliance with BF Act Section 33 (Firebreak Order” or “Hazard Reduction Order” under the BF Act, including applicable fuel management, firebreak standards and enforcement program. Including:</p>	<p>Issue Firebreak Order with rates, annually Enforce programs including:</p> <ul style="list-style-type: none"> • Fuel reduction buffer zones adjacent to residential areas (20 metres). 20 metres building zone • Construction of fire breaks around Rural & 	<p>Shire - CEO</p>	<p>Fire Break Order</p>

<ul style="list-style-type: none"> • Fuel reduction buffer zones adjacent to residential areas (20 metres). • Construction of fire breaks around rural properties. • Strict enforcement of Local Laws pertaining to lighting of fires and fuel reduction. 	<p>Special Rural properties in the Darradup, Nannup Brook, North Nannup Brigade areas.</p> <ul style="list-style-type: none"> • Strict enforcement of Local Laws pertaining to lighting of fires and fuel reduction. • Construction of fire breaks around plantations and tourist accommodation properties. 		
<p>Initiate community engagement strategy:</p> <ul style="list-style-type: none"> • Bushfire Ready group • Locally developed community education program. 	<p>Establish and maintain Nannup Community Information network. Pilot project commenced August 2011 - subject to community support.</p>	Shire - CESO	N/A
<p>Maintenance of Sentinel Alert "all hazards" early warning system in the Shire.</p>	<p>Maintain Sentinel Alert "all hazards" early warning system in Jalbarragup and Darradup. (Note, this is a pilot program – extension of system to other areas to be confirmed after trial period).</p>	Shire CESO	N/A
<p>Ensure appropriate training and equipment is available for Shire BFBs and that SOPs are up to date.</p>	<p>Ensure appropriate training and equipment is available for Shire BFBs and that SOPs are up to date.</p>	Shire - CESO	SON Bush Fire Plan Part B
<p>Imposition of harvest and movement of vehicle bans.</p>	<p>Impose harvest and movement of vehicle bans.</p>	Shire - CEO	Part B Bushfire Act 1954 Section 27
<p>Arson prevention strategies in conjunction with WAPOL and DFES. Shire activities include ensuring possible arson incidents are investigated, erecting signs at potential arson sites. etc.</p>	<p>Work with WAPOL to ensure that possible arson incidents are investigated. Erect signs at potential arson sites etc.</p>	Shire - CESO	Part B

RISK TREATMENT PLAN No 2 - Flood

Risk: FLOOD	Level of Risk Rating: MAJOR	Date Developed: August 2011
RISK STATEMENT: There is a risk that a flood will cause: <ul style="list-style-type: none"> • loss of life or serious injury • substantial property damage to 5 homes or more • evacuation of a town or settlements in the Shire • relocation of large numbers of residents from risk areas for periods of 12 hours or more • disruption of essential services for periods of 12 hours or more • isolations due to damage to major infrastructure eg major roads and/or bridges. • commercial and industrial property damage that may result in closure of business for periods of 24 hours or more. 		
RISK ANALYSIS Vulnerability: Residents living in close proximity to: <ul style="list-style-type: none"> • Low lying areas along Blackwood River eg Town/CBD/ settlements. • Infrastructure (particularly bridges and road network). • Downstream of Tanjanerup Dam. • Properties situated adjacent to and downstream of major gully and private dams. Source and Elements of Risk: <ul style="list-style-type: none"> • Blocked roadside drains causing water runoff to build up. • Rivers and creeks blocked with weeds and overgrowth. • Poor building regulations allowing homes to be erected on areas at risk. • Buildings in Nannup townsite built before building standards introduced. • Nannup sewerage scheme (pump station in Grange Rd & holding ponds south east of townsite). • Heavy rainfall. 		
RESPONSIBLE AGENCY / INDIVIDUAL HMA – DFES CONTROLLING AGENCY – DFES-SES SUPPORT AGENCIES: Shire of Nannup, DPaW (Crown Land), CPFS, private property owners, Department of Water, BOM, Water Corporation, St John Ambulance, WAPOL, Bushfire Brigades, Nannup Fire & Rescue, Nannup CWA, Nannup Hospital.		
PRIORITY STATUS – 3		
IMPLEMENTATION SCHEDULE All Shire Treatment Actions are to be either: <ul style="list-style-type: none"> • Included as Action Items in the Shire Strategic Plan and reviewed annually as part of that process, or • Included in the Shire Policy Manual. 		
BUDGET CONSIDERATIONS All recommendation of treatment actions will be carried out within the constraints of Council's Annual Budget and Strategic Plan where appropriate.		

RECOMMENDATION OF TREATMENT ACTIONS - Flood

RECOMMENDATION OF TREATMENT ACTIONS	SHIRE ACTION	Responsible Office	Forward Plan/ Other reference
Enforce legislative requirements and consider engineering solutions in flood prone areas.	Enforce legislative requirements and consider engineering solutions in flood prone areas (for legislation which is within the scope of the LGA).	Shire – CEO	Local Planning Scheme No 3 Policy LPP 011
Enforcement of Building Codes of Australia and informed land use planning for vulnerable areas. Building design to elevate floor or pad levels above known flood levels.	Enforcement of Building Codes of Australia and informed land use planning for vulnerable areas. Building design to elevate floor or pad levels above known flood levels.	Shire – CEO	Policy LPP 011
Develop resilience in the community and minimise vulnerability.	Establish and maintain Nannup Community Information network. Pilot project commenced August 2011 - subject to community support.	Shire - CEO	N/A
Encourage relocation of structures out of the floodplain.	Encourage future structures (including buildings which need to be replaced after events) be located out of the flood plain.	Shire – CEO	Local Planning Scheme No 3
Develop and maintain maps and plans showing critical facilities and other key data (DFES).	Obtain copy of DFES, Water Corporation, Department of Water and DPaW maps and plans showing critical facilities and other key data. Update annually.	Shire CEO	Part B

RISK TREATMENT PLAN No 3 – Major Storm

Risk: STORM	Level of Risk Rating: MAJOR	Date Developed: August 2011
RISK STATEMENT: There is a risk that a major storm will cause: <ul style="list-style-type: none"> • loss of life or serious injury • significant damage to property • serious disruption to essential services for periods of 12 hours or more • commercial and industry damage that may result in closure of business for periods of 24 hours or more • partial evacuation of areas 		
RISK ANALYSIS Vulnerability: All residents and properties the Shire. Source and Elements of Risk: <ul style="list-style-type: none"> • Failure to keep gutters and roofs clear of debris (flooded eaves / ceilings). • Buildings built within flood prone areas. • Loose debris left lying around homes / buildings. • Trees too close to power lines and homes. • Failure to undertake adequate seasonal precautionary measures. • Poor maintenance of homes / buildings. • Non-native trees with shallow root systems. 		
RESPONSIBLE AGENCY / INDIVIDUAL HMA – DFES CONTROLLING AGENCY: DFES-SES SUPPORT AGENCIES: Shire of Nannup, DPaW (Crown Land), CPFS, BOM, Water Corporation, St John Ambulance, WAPOL, Bushfire Brigades, Nannup Fire & Rescue, Nannup Hospital.		
PRIORITY STATUS – 2		
IMPLEMENTATION SCHEDULE All Shire Treatment Actions are to be either: <ul style="list-style-type: none"> • Included as Action Items in the Shire Strategic Plan and reviewed annually as part of that process, or • Included in the Shire Policy Manual. 		
BUDGET CONSIDERATIONS All recommendation of treatment actions will be carried out within the constraints of Council's Annual Budget and Strategic Plan where appropriate.		

RECOMMENDATION OF TREATMENT ACTIONS - Storm

RECOMMENDATION OF TREATMENT ACTIONS	SHIRE ACTION	Responsible Office	Strategic Plan/ Other reference
Enforcement of building codes, local laws and control of building envelopes.	Enforcement of building codes, local laws and control of building envelopes.	Shire - MCS	Local Planning Scheme No 3
Maintain list of resources (eg tarpaulins, sandbags, generators, lighting and personnel). Note: DFES is responsible for provision of all resources required to physically combat a storm.	Update Part B of LEMC Arrangements annually	Shire – CESO/MI	
Tree Maintenance	Have in place an effective tree maintenance program.	Shire – MI	Policy WRK 5
Public building inspection	Have in place an effective public building inspection program.	Shire - MI	
Ensure that roadside drains are adequately maintained	Check and maintain drainage networks prior to winter each year.	Shire - MI	
Ensure that community is actively involved in the planning process. Encourage voluntary organisations to become involved in clean up campaigns.	Support involvement of community groups in Clean Up Australia & Tidy Towns campaigns.	Shire- CEO	N/A
Ensure that processes are in place for good communication and sharing of data, information and knowledge.		DFES	N/A

RISK TREATMENT PLAN No 4 –Urban Fire

Risk: URBAN FIRE	Level of Risk Rating: MODERATE	Date Developed: August 2011
RISK STATEMENT: There is a risk that an urban fire may cause: <ul style="list-style-type: none"> • loss of life or serious injury • commercial and industrial property damage that may result in closure of business for periods of 24 hours or more. 		
RISK ANALYSIS Vulnerability: All residents and properties the Shire. Source and Elements of Risk: <ul style="list-style-type: none"> • Poor electrical maintenance. • Poor housekeeping • Poor safety in the homes (e.g. candles, overloading power points, dryers, irons, microwave). • Use of slow combustion heaters. • No working smoke alarms. 		
RESPONSIBLE AGENCY / INDIVIDUAL HMA – DFES CONTROLLING AGENCY: DFES - FRS SUPPORT AGENCIES: St John Ambulance, CPFS, WAPOL, Bushfire Brigades, Nannup Fire & Rescue, Nannup Hospital.		
PRIORITY STATUS – 5		
IMPLEMENTATION SCHEDULE All Treatment Actions are to be as per Agency Standard Operating Procedures.		
BUDGET CONSIDERATIONS All recommendation of treatment actions will be carried out within the constraints of Council's Annual Budget and Strategic Plan where appropriate.		

RECOMMENDATION OF TREATMENT ACTIONS – Urban Fire

RECOMMENDATION OF TREATMENT ACTIONS	SHIRE ACTION	Responsible Office	Strategic Plan/ Other reference
<p>DFES to ensure that public buildings are built and maintained to strict fire safety standards:</p> <ul style="list-style-type: none"> • Carry out regular inspections of high risk properties. • Promote fire safety in seniors/disabled accommodation 	Support DFES program to inspect high risk properties, including seniors/disabled accommodation.	Shire CEO/ DFES	
<p>DFES to run public awareness campaigns including:</p> <ul style="list-style-type: none"> • school and community education programs • smoke alarms • juvenile and family fire awareness • Community FireGuard 	Support DFES program to run public awareness campaigns when requested. Shire to provide facilities and promote the events.	Shire CEO/ DFES	
<p>DFES to maintain and inspect hydrants to ensure availability of adequate water and foam resources.</p>		DFES	N/A
<p>Ensure availability of plans showing drains, water and sewerage systems.</p>	Ensure availability of plans showing local stormwater drains.	Shire	Sewerage map on file, drain system on file.
<p>Inspection of townsites for flammable material build up etc</p>	Conduct inspection of townsites for flammable material build up in December each year.	Firebreak Inspector	

RISK TREATMENT PLAN No 5 – Major Road Accident

Risk: MAJOR ROAD ACCIDENT	Level of Risk Rating: MAJOR	Date Developed: August 2011
RISK STATEMENT: There is a risk that a major road accident will cause: <ul style="list-style-type: none"> • loss of life or serious injury • significant damage to property • closure of a major highway for periods of 6 hours or more • closure of a major highway to emergency vehicles eg ambulances etc There is a risk that a passenger vehicle, overladen heavy haulage vehicle or bus will be involved in a major traffic accident.		
RISK ANALYSIS Vulnerability: Major roads that run through the Shire are subject to use by heavy vehicles hauling logs, wood chips and general freight. There is therefore a risk that any motorist using these roads may be involved in a major traffic accident. Elements of the community at greater risk are: <ul style="list-style-type: none"> • Residents living in outlying areas. • Tourists travelling through the Shire. • Drivers of heavy haulage vehicles and buses. • Any person using these roads to go about their normal daily activities. • Pedestrians crossing Warren Road. Source and Elements of Risk: <ul style="list-style-type: none"> • Lack of suitable signage along roads. • Inappropriate speed limits for unsafe sections of the roads. • Speeding vehicles. • Unsafe / unroadworthy vehicles. • Overladen vehicles. • Unsafe road verges / shoulders. • Young drivers with little experience. • Wildlife. • Fallen trees. • Driver fatigue 		
RESPONSIBLE AGENCY / INDIVIDUAL HMA – WA Police CONTROLLING AGENCY – WA Police SUPPORT AGENCIES: DFES, St John Ambulance, Nannup Hospital, MRWA, RFDS, CPFS.		
PRIORITY STATUS – 4		
IMPLEMENTATION SCHEDULE All Shire Treatment Actions are to be either: <ul style="list-style-type: none"> • Included as Action Items in the Shire Strategic Plan and reviewed annually as part of that process, or • Included in the Shire Policy Manual. 		
BUDGET CONSIDERATIONS All recommendation of treatment actions will be carried out within the constraints of Council's Annual Budget and Strategic Plan where appropriate.		

RECOMMENDATION OF TREATMENT ACTIONS – Major Road Accident

RECOMMENDATION OF TREATMENT ACTIONS	SHIRE ACTION	Responsible Office	Strategic Plan/ Other reference
Adequate signage & marking of roads.	Ensure adequate signage & marking of local roads. (MRWA responsible for major roads).	Shire – CEO & MRWA	MI
Correct speed limits for all sections of the road	Ensure correct speed limits for all sections of local roads. (MRWA responsible for all roads).	MRWA	N/A
Strict enforcement of road rules	Enforce Road Policing Strategy (enforce traffic laws, target unsafe road user behaviour, build road policing capability.)	WAPOL.	WAPOL Nannup
Funding to improve state of local roads	Apply for funding to improve the quality of local roads.	Shire - CEO	
Maintenance of road verges and shoulders.	Apply for Black Spot funding to improve safety of known crash risk areas (based on accident data provided by MRWA). Adequately resource and fund program to maintain road verges and shoulders.	Shire - CEO	Policy WRK5 WRK11
Public Awareness campaigns on road safety (responsibility of Office of Road Safety).	Support WAPOL & Office of Road Safety to run public awareness campaigns. Shire to provide facilities and promote events.	Shire CEO	Part B
Trees on minor roads pruned or removed to prevent them growing too close to intersection	Adequately resource and fund program to ensure trees on minor roads are pruned or removed to prevent them growing too close to intersections.	Shire – CEO	Policy WRK5

RISK TREATMENT PLAN No 6- Hazardous Material

Risk: HAZARDOUS MATERIAL	Level of Risk Rating: MODERATE	Date Developed: August 2011
RISK STATEMENT: There is a risk that a hazardous material/chemical spill may: <ul style="list-style-type: none"> • cause loss of life or serious injury as a result of a spill on a major highway, or at an industry site. • close a major highway for periods of 6 hours or more. • cause fires in bulk tyre storage areas that may create a hazard due to the release of toxic gases, thick smoke and heavy oils. • spill into local waterways. There is a risk that a radiation or biological hazard may cause loss of life or serious injury.		
RISK ANALYSIS Vulnerability: <ul style="list-style-type: none"> • Residents and employees residing in proximity to the incident. • First responders. • Town water supply. • Waterways and local environment. • First responders affected by "off gassing" from person who ingested chemical agent Source and Elements of Risk: <ul style="list-style-type: none"> • Accident involving vehicles carrying hazardous materials/dangerous goods (including radiation or biological material). • Accidental or deliberate act of chemical ingestion. • Failure to comply with Dangerous Goods code. • Spill/escape at industrial site/local business. • Complacency of end users. • Nannup Refuse & Disposal Site. • Nannup drinking water supplies (chemical storage at the holding tank on Dunnet Rd and Tanjanerup Dam). • Nannup Houghtons Winery. • Nannup sewerage scheme (pump station in Grange Rd & holding ponds south east of townsite). 		
RESPONSIBLE AGENCY / INDIVIDUAL HMA – DFES (chemical) and Department of Health (biological and radiation). CONTROLLING AGENCY – DFES or Department of Health. SUPPORT AGENCIES: Shire of Nannup, WAPOL, St John Ambulance, Nannup Hospital, Department of Water, Water Authority, Chemistry Centre (WA), DPaW, DoH, DOCEP (Worksafe), Heavy Vehicle operators, local BFBs, MRWA, CPFS		
PRIORITY STATUS – 7		
IMPLEMENTATION SCHEDULE All Treatment Actions are to be as per Agency Standard Operating Procedures.		
BUDGET CONSIDERATIONS		

All recommendation of treatment actions will be carried out within the constraints of Council's Annual Budget and Strategic Plan where appropriate.

DRAFT

RECOMMENDATION OF TREATMENT ACTIONS - Hazmat

RECOMMENDATION OF TREATMENT ACTIONS	SHIRE ACTION	Responsible Office	Forward Plan/ Other reference
Conduct systematic inspection programs based on identified risks.		DFES, DMP, DPAW, DoH, DoC, Water Corporation	N/A
Conduct community awareness programs: <ul style="list-style-type: none"> • how to prevent HAZMAT emergencies • how to respond to emergency. 	Support DFES to run public awareness campaigns. Shire to provide facilities and promote events.	DFES	Part B
Maintain list of hazardous materials moving through the Shire.		DFES -FRS	N/A
Maintain a list of businesses that store dangerous goods and carry out periodic inspections to ensure that they comply with licensing and storage legislation.		DFES-FRS & DOCEP	N/A
Identify areas of high risk and maintain Operational Pre-plans.		DFES-FRS & DOCEP	N/A
Discuss areas of high risk and treatment options/evacuation plans.		DFES-FRS/WAPOL/ DoH	N/A
Conduct random vehicle checks on trucks passing through the Shire to ensure that they comply with dangerous goods licensing and transport legislation.		Department of Transport/ WAPOL	N/A
Maintain list/maps of drains, water and sewerage systems.	Ensure availability of plans showing stormwater drains.	Shire – CEO	Sewer plans and Townsite water system on file in Shire.
DFES to maintain list of approved clean-up contractors and ensure that all DFES front line staff are trained and properly equipped.	Shire to maintain local list of clean-up contractors.	Shire - CEO DFES	Part B
Ensure that Water Corporation water treatment plant is constructed and maintained using sound engineering practice.		Water Corporation	N/A

RISK TREATMENT PLAN No 7 – Animal and Plant Biosecurity

Risk: ANIMAL AND PLANT PESTS & DISEASES.	Level of Risk Rating: MODERATE	Date Developed: August 2011
RISK STATEMENT: There is a risk: <ul style="list-style-type: none"> • of an outbreak of an emergency plant disease in the Shire. • of an outbreak of emergency animal disease in the Shire. • that an outbreak of disease outside the shire may affect the movement of animals and plants within the shire. • that diseases, toxins, pests or organisms affecting or carried by animals or plants may affect human health and recreation or the environment within the shire. • of a declared organism having an adverse effect on humans, animals, plants, agriculture, environment and recreation. • of adverse climatic conditions affecting animal welfare and plant Biosecurity. 		
RISK ANALYSIS Vulnerability: <ul style="list-style-type: none"> • There is a risk that disease might cause serious harm to the health of animals and humans (anthrax, mad cow, foot & mouth, swine flu, avian influenza and other diseases listed in AUSVETPLAN). • There is a risk that significant crop losses might be incurred. (e.g starlings) • There is a risk for human health from the introduction of exotic insects (eg European wasp, Imported Fire Ant) • There is a risk that the local economy might be seriously affected by movement restrictions. (Livestock Standstill eg Equine Influenza) • There is risk to the native forest industry posed by imported pests and diseases (eg Asian Gypsy Moth) Source and Elements of Risk: <ul style="list-style-type: none"> • Failure of quarantine/ border control. • Introduction or release of a declared pest/ prohibited organism. • Emergence of disease from a wildlife reservoir. • Adverse climatic conditions (fire, flood, famine) 		
RESPONSIBLE AGENCY / INDIVIDUAL HMA – Department of Agriculture and Food (DAFWA) The BAM Act refers to declared pests as a prohibited organism. CONTROLLING AGENCY: DAFWA SUPPORT AGENCIES: Shire of Nannup, DPaW, DFES, CPFS, Department of Health, Water Corp, WAPOL, MRWA, Department of Agriculture, Fisheries & Food (DAFF).		
PRIORITY STATUS – 10		
IMPLEMENTATION SCHEDULE All Shire Treatment Actions are to be either: <ul style="list-style-type: none"> • Included as Action Items in the Shire Strategic Plan and reviewed annually as part of that process, or 		

- Included in the Shire Policy Manual.

BUDGET CONSIDERATIONS

All recommendation of treatment actions will be carried out within the constraints of Council's Annual Budget and Strategic Plan where appropriate.

DRAFT

RECOMMENDATION OF TREATMENT ACTIONS – Animal & Plant Pest & Diseases

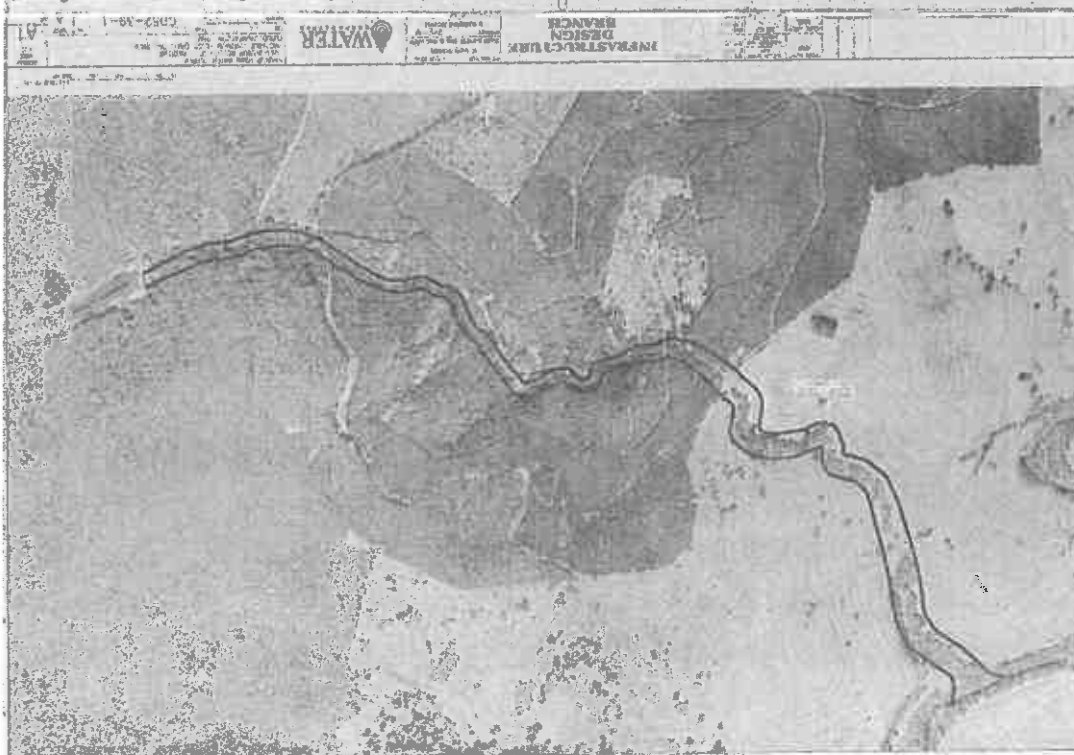
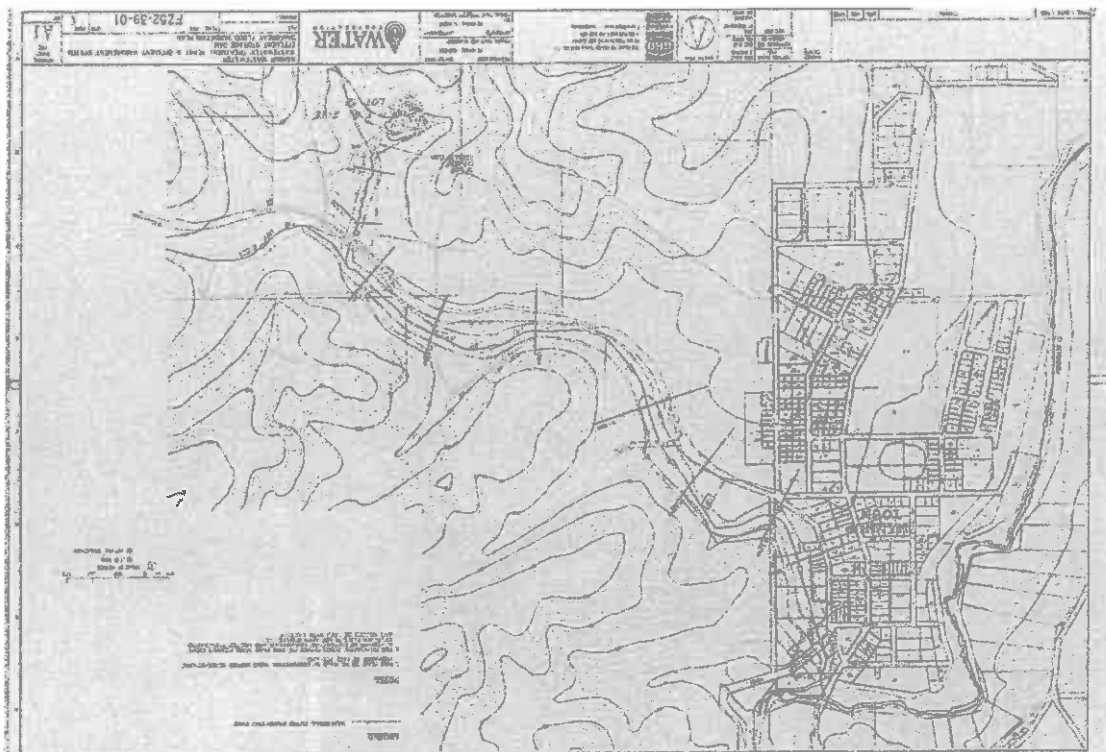
RECOMMENDATION OF TREATMENT ACTIONS	SHIRE ACTION	Responsible Office	Strategic Plan/ Other reference
<p>Prevention strategies through:</p> <ul style="list-style-type: none"> Quarantine and control services Animal disease surveillance and controls Livestock identification, brands and movement control. Plant quarantine. 		Quarantine WA. DAFWA	Health Officer SoN
<p>Plans in place for:</p> <ul style="list-style-type: none"> Containment of outbreak through rigid quarantine & movement controls. Prompt slaughter, destruction or treatment of animals, crops or declared organism. Destruction of causal agent/organism through decontamination. Control/eradication of feral or insect vectors which might spread disease. Facilities/location designated for disposal site of animals/affected & affected plant material. 		DAFWA	Health Officer SoN
Regular community information awareness provided to plant and livestock industry.	Support DAFWA to run public awareness campaigns. Shire to provide facilities and promote events.	Shire - CEO DAFWA	Part B
Be prepared to assist HMA with controls. Ensure plans in place to assist with roadblocks/ monitoring vehicles.	Be prepared to assist HMA with controls. Ensure plans in place to assist with roadblocks/ monitoring vehicles.	Shire- CEO WAPOL	N/A
Maintain list of property details and owners.	Maintain list of property details and owners.	Shire - CEO	Rates database.

RISK TREATMENT PLAN No 8 – Dambreak

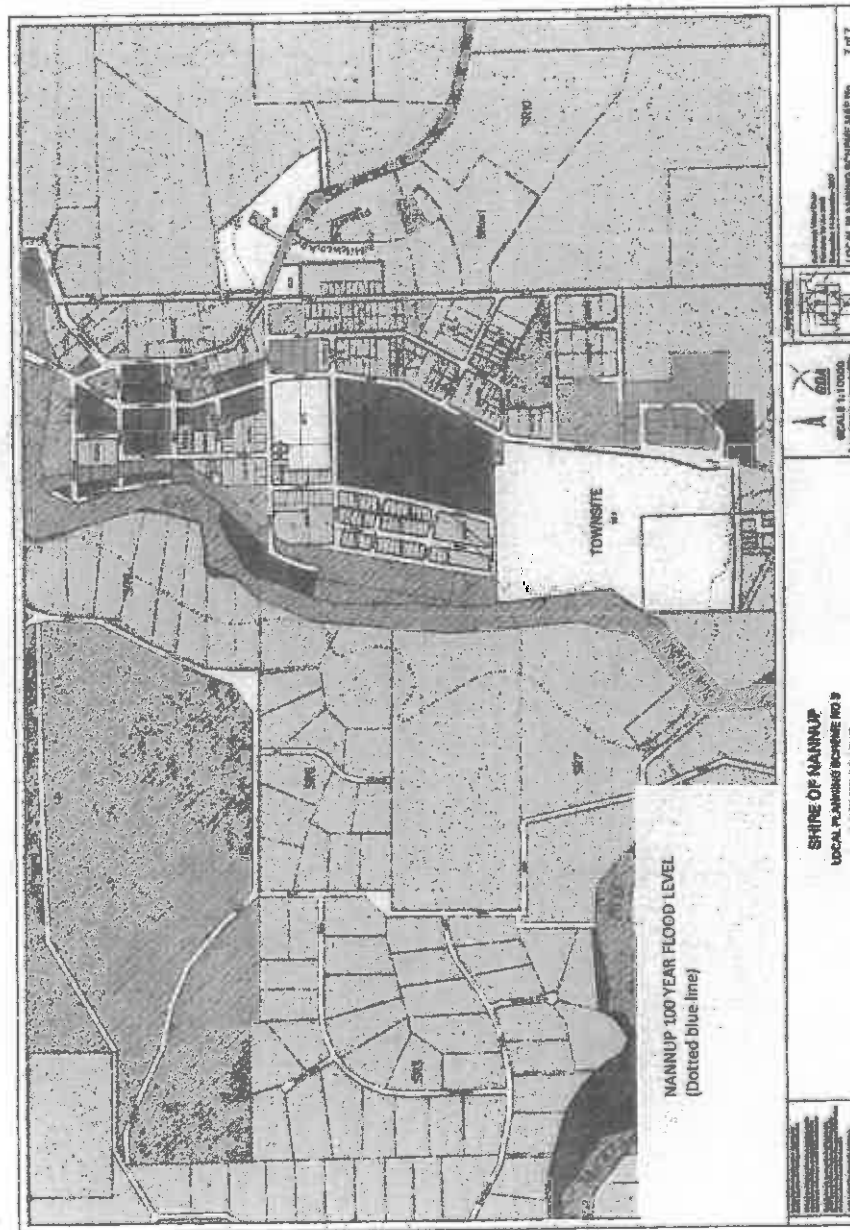
Risk: DAMBREAK	Level of Risk Rating: MODERATE	Date Developed: August 2011
RISK STATEMENT: <ul style="list-style-type: none"> – There is a risk that dam-break will cause loss of life or serious injury. – There is a risk that dam-break may cause significant damage to property. – There is a risk of loss of water supply. 		
RISK ANALYSIS Vulnerability: <ul style="list-style-type: none"> • People, properties, stock and crops situated downstream of major gully dams. • Roads, bridges and other infrastructure Source and Elements of Risk: <ul style="list-style-type: none"> • Poor dam design and/or construction. • Flash flood. • Earthquake resulting in an actual break in the body of the dam. • Collapse/blockage of spillway. 		
RESPONSIBLE AGENCY / INDIVIDUAL HMA Public Dams – Water Corporation HMA Private Dams – None. Private property owners are responsible for managing their own dams. <i>Where a flood emergency occurs however, DFES will activate – Flood and assume the role of HMA for the flood.</i> CONTROLLING AGENCIES – Water Corporation (Public Dams - Proposed), DFES SUPPORT AGENCIES – Shire of Nannup, DFES, private property owners, Department of Water, DPAW, WAPOL, Department of Health, Main Roads, CPFS, Western Power.		
PRIORITY STATUS – 8		
IMPLEMENTATION SCHEDULE All Shire Treatment Actions are to be either: <ul style="list-style-type: none"> • Included as Action Items in the Shire Strategic Plan and reviewed annually as part of that process, or • Included in the Shire Policy Manual 		
BUDGET CONSIDERATIONS All recommendation of treatment actions will be carried out within the constraints of Council's Annual Budget and Strategic Plan where appropriate.		

RECOMMENDATION OF TREATMENT ACTIONS - Dam Break

RECOMMENDATION OF TREATMENT ACTIONS	SHIRE ACTION	Responsible Office	Strategic Plan/ Other reference
Co-operate with DFES and Water Corp in providing education programs.	Support Water Corp and DFES to run public awareness campaigns. Shire to provide facilities and promote events. Include private dams in awareness campaigns.	Shire CEO	Part B
Public awareness and education programs (public and private dams).		DFES & Water Corp	
Ensure that Water Corporation dams and waste water treatment plants are constructed and maintained using sound engineering practice.		Water Corp	N/A
Have input at the planning stage of new public dams to ensure the safety and other interests of the community are recognised.	Have input at the planning stage of new public dams to ensure the safety and other interests of the community are recognised.	Shire CEO	Local Planning Scheme No 3
Have input in emergency planning to confirm response arrangements and be informed of the potential downstream flood inundation area.	Through the LEMC process, confirm response arrangements and stay informed of the potential downstream flood inundation area.	Shire CEO	
Identify essential facilities within the potential flood inundation area.	Conduct an audit, annually to identify essential facilities within the potential flood inundation area.	Shire CEO	
Ensure appropriate land use within the potential flood inundation area.	Ensure existing local planning policy is enforced.	Shire CEO	Local Planning Scheme No 3 Policy LPP011
Ensure Water Corp (Dambreak) and DFES (Flood) HMA plans are in place and responsibilities that rest with the LGA are within capability of Shire of Nannup.	Review HMA Plan to confirm that LGA responsibilities are within the capability of Shire of Nannup, when - Dam break is reviewed and amended.	Shire CEO	N/A



Nannup Flood Plain



Flood Resulting from Dam Break – Tanjannerup Dam

Water Corporation Supplementary Information

- For a sunny day failure, the Blackwood River can contain the flow resulting from a dam break.
- In the event of a dam failure resulting from a flood, the Blackwood River can cope, provided it is not already in flood. It is anticipated that a Tanjanerup flood would occur long before the Blackwood floods because it has a small local catchment compared to the massive Blackwood catchment area.
- If there is a large flood on the Blackwood at Nannup, a break in the Tanjanerup dam would have only limited effect.
- The only scenario that could be a problem is for a small Blackwood River flow (full bank) followed by a failure of Tanjanerup dam. This is considered to be unlikely and its effect is impossible to quantify.

DRAFT

RISK TREATMENT PLAN No 9 – Human Epidemic

Risk: Human Epidemic	Level of Risk Rating: MAJOR	Date Developed: August 2011
RISK STATEMENT: There is a risk that more cases of an infectious or transmissible disease than would be expected, may occur in the Shire. Reference A: Human Epidemic October 2008		
RISK ANALYSIS Vulnerability: <ul style="list-style-type: none"> • Communicable disease might cause serious harm to the health of humans. • Overwhelming numbers could occur rapidly. • Impact on workforce (could be reduced by at least one third as a result of sickness and/or closure of childcare centres and schools). • The local hospital caters for low to moderate dependency patients and does not have capacity for inpatient care for those with communicable disease. Source and Elements of Risk: <ul style="list-style-type: none"> • Poor quarantine/ border control. • Transmission through air, water, animals and insects. • Visitors from overseas unknowingly spreading disease. • Health services unable to contain the risk. • Health resources overstretched 		
RESPONSIBLE AGENCY / INDIVIDUAL HMA – Department of Health CONTROLLING AGENCY - Department of Health SUPPORT AGENCIES: Shire of Nannup, DFES, Water Corp, WA Police, MRWA, Communicable Disease Network Australia, Hospitals, St John Ambulance, Red Cross, Medical Practitioners, DCPFS, Nannup Hospital.		
PRIORITY STATUS – 9		
IMPLEMENTATION SCHEDULE All Shire Treatment Actions are to be either: <ul style="list-style-type: none"> • Included as Action Items in the Shire Strategic Plan and reviewed annually as part of that process, or • Included in the Shire Policy Manual. 		
BUDGET CONSIDERATIONS All recommendation of treatment actions will be carried out within the constraints of Council's Annual Budget and Strategic Plan where appropriate.		

RECOMMENDATION OF TREATMENT ACTIONS – Human Epidemic

RECOMMENDATION OF TREATMENT ACTIONS	SHIRE ACTION	Responsible Office	Strategic Plan/ Other reference
Border control, immigration and health checks.		WA Chief Quarantine Officer	N/A
Routine prevention and control programs to minimise the risk of a human epidemic.		DoH	N/A
Plans in place for: <ul style="list-style-type: none"> Containment of the outbreak through rigid quarantine, isolation and movement controls. Provision of treatment and prophylaxis as appropriate to the particular disease and outbreak. 		DoH with assistance from WAPOL DoH	N/A
Maintain preparedness for human epidemic.		Regional Population Health Unit.	N/A
Provide community education program (eg hygiene, infection control and vaccination).		Shire - CEO	Part B
DoH to maintain arrangements which provide for evacuation and/or containment of persons from an area as required.	Support DoH to run public awareness campaigns. Shire to provide facilities and promote events.	DoH	N/A
Provide local environmental health services to control any exposure sources and activities which constitute a public health hazard.	Provide local environmental health services to control any exposure sources and activities which constitute a public health hazard.	Shire - MCS	
Have plans in place to assist with: <ul style="list-style-type: none"> investigation of human epidemics, education of community members/ information brochures at Shire offices, access to information by population type eg backpackers monitoring of foods safety, 		DoH	N/A

<ul style="list-style-type: none"> • safe disposal of contaminated waste • monitoring control of vermin or insect infestations, including reservoir elimination programs. 			
---	--	--	--

RISK TREATMENT PLAN No 10 – Marine Search & Rescue

Risk: MARINE SEARCH & RESCUE	Level of Risk Rating: MODERATE	Date Developed: August 2011
RISK STATEMENT: There is the risk of: <ul style="list-style-type: none"> • vessels in distress requiring marine search and rescue. • persons in distress on or from pleasure craft and fishing vessels. • loss of life or serious injury caused by drowning or shark attack. • persons swept into difficulties from the shore. 		
RISK ANALYSIS Vulnerability: <ul style="list-style-type: none"> • Foreign visitors. • Tourists who are not familiar with local conditions (especially seniors). • Campers. • Amateur fishermen. • Local residents. Source and Elements of Risk: <ul style="list-style-type: none"> • Lack of suitable signage. • Poor maintenance of coastal paths. • Lack of rescue equipment. • Lack of telecommunications. • Prevailing weather conditions. 		
RESPONSIBLE AGENCY / INDIVIDUAL HMA – WAPOL CONTROLLING AGENCY – WAPOL & Water Police SUPPORT AGENCIES – DFES, Water Police, St John Ambulance, CPFS, Nannup Hospital, Volunteer Marine Rescue Service (Augusta).		
PRIORITY STATUS – 6		
IMPLEMENTATION SCHEDULE All Shire Treatment Actions are to be either: <ul style="list-style-type: none"> • Included as Action Items in the Shire Strategic Plan and reviewed annually as part of that process, or • Included in the Shire Policy Manual. 		
BUDGET CONSIDERATIONS All recommendation of treatment actions will be carried out within the constraints of Council's Annual Budget and Strategic Plan where appropriate.		

RECOMMENDATION OF TREATMENT ACTIONS – Marine Search & Rescue

RECOMMENDATION OF TREATMENT ACTIONS	SHIRE ACTION	Responsible Office	Strategic Plan/ Other reference
Ensure WAPOL local MARSAR plan is in place and up to date.	<p>Respond to any requests for assistance as/when requested by WAPOL.</p> <p>Ensure appropriate signage in place at access points on coastline (reinforced by pictures).</p>	<p>Shire – CEO</p> <p>Shire – CEO & DEC</p>	

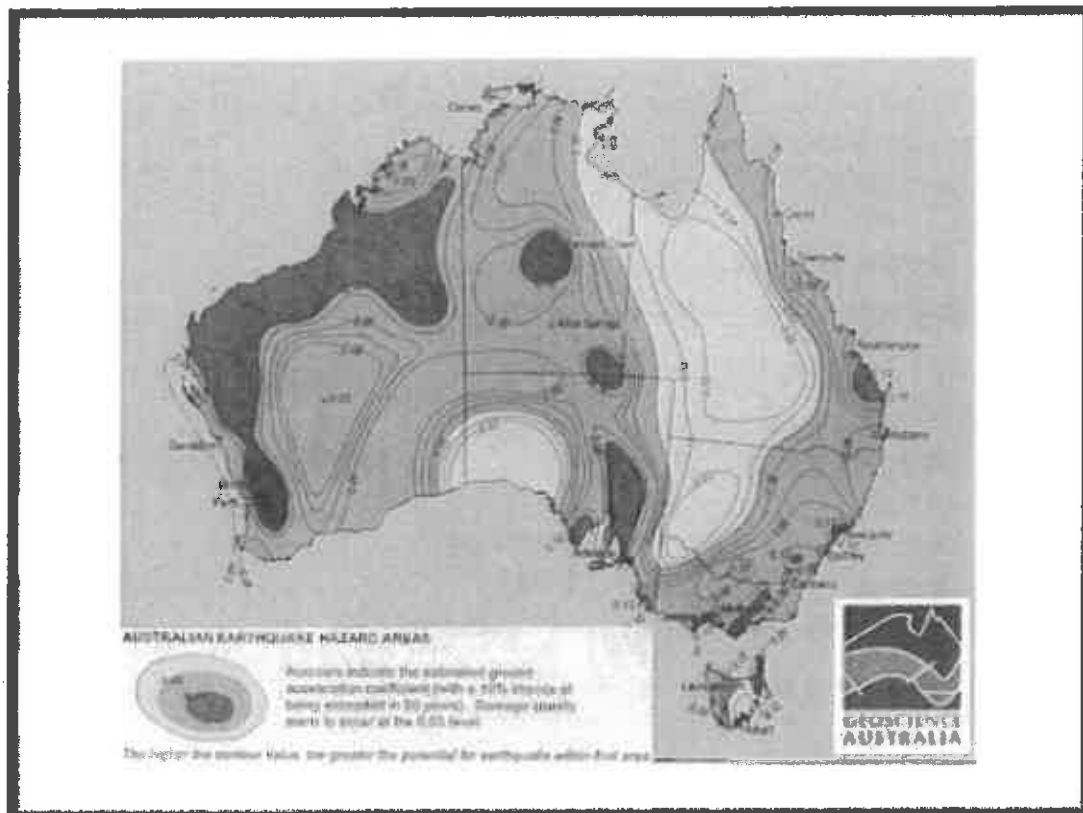
RISK TREATMENT PLAN No 11 – Earthquake

Risk: EARTHQUAKE	Level of Risk Rating: MODERATE	Date Developed: August 2011
RISK STATEMENT: There is a risk that earthquake may cause: <ul style="list-style-type: none"> • loss of life or serious injury. • catastrophic property damage to five homes or more in the Shire or cause the partial or full evacuation of one or more towns, settlements or localities. • disruption to, and/or total destruction of, key infrastructure. 		
RISK ANALYSIS Vulnerability: <ul style="list-style-type: none"> • within the Shire property damage and/or total destruction of buildings. • Within the Shire impact on residents, stock and crops, visitors/tourists/businesses. • First responders. • Destruction of critical infrastructure. Source and Elements of Risk: <ul style="list-style-type: none"> • Sudden movements within the earth's crust resulting in release of energy. • Susceptibility of soil or rock through which the earthquake waves move resulting in landslides. • Falling buildings, trees, awnings and other structures. • Insufficient resources to respond (manpower and equipment). • Buildings in Nannup townsite built before building standards introduced. 		
RESPONSIBLE AGENCY / INDIVIDUAL HMA – DFES CONTROLLING AGENCY: DFES SUPPORT AGENCIES – Shire of Nannup, private property owners and local businesses, St John Ambulance, MRWA, Water Corp, Western Power, WAPOL, Telstra, BOM, DCPFS, Dept of Health, Dept of Water, DPaW, Department of Defence, Bushfire Brigades, Nannup Fire & Rescue, Nannup CWA, Nannup Hospital.		
PRIORITY STATUS – 11		
IMPLEMENTATION SCHEDULE All Shire Treatment Actions are to be either: <ul style="list-style-type: none"> • Included as Action Items in the Shire Strategic Plan and reviewed annually as part of that process, or • Included in the Shire Policy Manual. 		
BUDGET CONSIDERATIONS All recommendation of treatment actions will be carried out within the constraints of Council's Annual Budget and Strategic Plan where appropriate.		

RECOMMENDATION OF TREATMENT ACTIONS - Earthquake

RECOMMENDATION OF TREATMENT ACTIONS	SHIRE ACTION	Responsible Office	Strategic Plan/ Other reference
Enforce legislative requirements and consider engineering solutions.	Enforce legislative requirements and consider engineering solutions.	Shire – MCS	
Enforcement of Building Codes of Australia. Building Codes of Australia Volume 1 Class 2-9 to be complied with.	Enforcement of Building Codes of Australia. Building Codes of Australia Volume 1 Class 2-9 to be complied with.	Shire – MCS	
Develop resilience in the community and minimise vulnerability.	Establish and maintain Nannup Community Information Network. Pilot project commenced August 2011 - subject to community support.	Shire – CESO	N/A
Develop and maintain maps and plans showing critical facilities and other key data (FESA responsibility).	Obtain copy of FESA maps and plans showing critical facilities and other key data.	Shire - CESO	Part B
Informed land use planning for vulnerable areas.	Informed land use planning for vulnerable areas (eg maintain records of landslip/other incidents and record on Assessment files).	Shire - MCS	Local Planning Scheme No 3
Ensure location and construction of buildings designated as Welfare Centres are suitable for use in this role.	Review location and construction of buildings designated as Welfare Centres to ensure they are suitable for use in this role.	Shire - MCS	Part B
Maintenance of large trees in public spaces.	Have in place, an effective tree maintenance program.	Shire - MI	Policy WRK 5 WRK 11

EARTHQUAKE ZONES – AUSTRALIA
EXTRACTED FROM WESTPLAN – EARTHQUAKE MAY 2011



Earthquakes in Western Australia

Earthquakes of Magnitude 4.0 or more are relatively common in Western Australia with one occurring approximately every five years in the Southwest Seismic Zone. There is documentary evidence of a long history of earthquakes in Western Australia. More recent earthquakes include:

- a magnitude ML 7.3 earthquake at Meeberrie Station (approximately 160 km north of Mullewa) on 29 April 1941. This is the largest known onshore Australian earthquake.
- a magnitude 5.7 earthquake near Yallingup in 1946 and a magnitude 5.0 earthquake near Busselton in 1959.
- 1968 Meckering. Magnitude of 6.8 and an epicenter 2.5 km from Meckering. Caused total loss to all major buildings and sixty of the town's seventy five houses.
- 1979 Cadoux. ML 6.2 occurred 180 km to the northeast of Perth and caused extensive damage to the town of Cadoux.
- 2000-2001 Burakin. 200 km NE of Perth. In the 6 months from Sept 2002, there were four earthquakes of magnitude 5.0 or more, and approximately 18000 smaller events.
- 2010 Kalgoorlie-Boulder. ML 5.0 in the vicinity of Kalgoorlie caused considerable damage to buildings.

RISK TREATMENT PLAN No 12 – Air Transport Accident

Risk: AIR TRANSPORT ACCIDENT	Level of Risk Rating: MAJOR	Date Developed: August 2011
RISK STATEMENT: There is the risk of: <ul style="list-style-type: none"> • an air transport accident in the Shire. • loss of life, or injury to persons or animals. • multiple casualties. • destruction of, or damage to, property and the environment. • a helicopter responding to a road crash being involved in an accident. 		
RISK ANALYSIS Vulnerability: <ul style="list-style-type: none"> • Residents living in the flight path (includes the townsite) • Passengers and crew of the aircraft. Source and Elements of Risk: <ul style="list-style-type: none"> • Poorly maintained runway. • Poorly maintained aircraft. • Prevailing weather conditions. • Pilot error. • Fire – poor visibility. • Power lines. 		
RESPONSIBLE AGENCY / INDIVIDUAL HMA – WAPOL CONTROLLING AGENCY – WAPOL SUPPORT AGENCIES – Department of Health, CPFS, DFES, Airservices Australia, Civil Aviation Safety Authority, Australian Transport Safety Bureau, Rescue Coordination Centre Australia, Department of Infrastructure – Regional Development, Shire of Nannup, DFES, BFB, St John Ambulance, Nannup Hospital.		
PRIORITY STATUS – 12		
IMPLEMENTATION SCHEDULE All Shire Treatment Actions are to be either: <ul style="list-style-type: none"> • Included as Action Items in the Shire Strategic Plan and reviewed annually as part of that process, or • Included in the Shire Policy Manual. 		
BUDGET CONSIDERATIONS All recommendation of treatment actions will be carried out within the constraints of Council's Annual Budget and Strategic Plan where appropriate.		

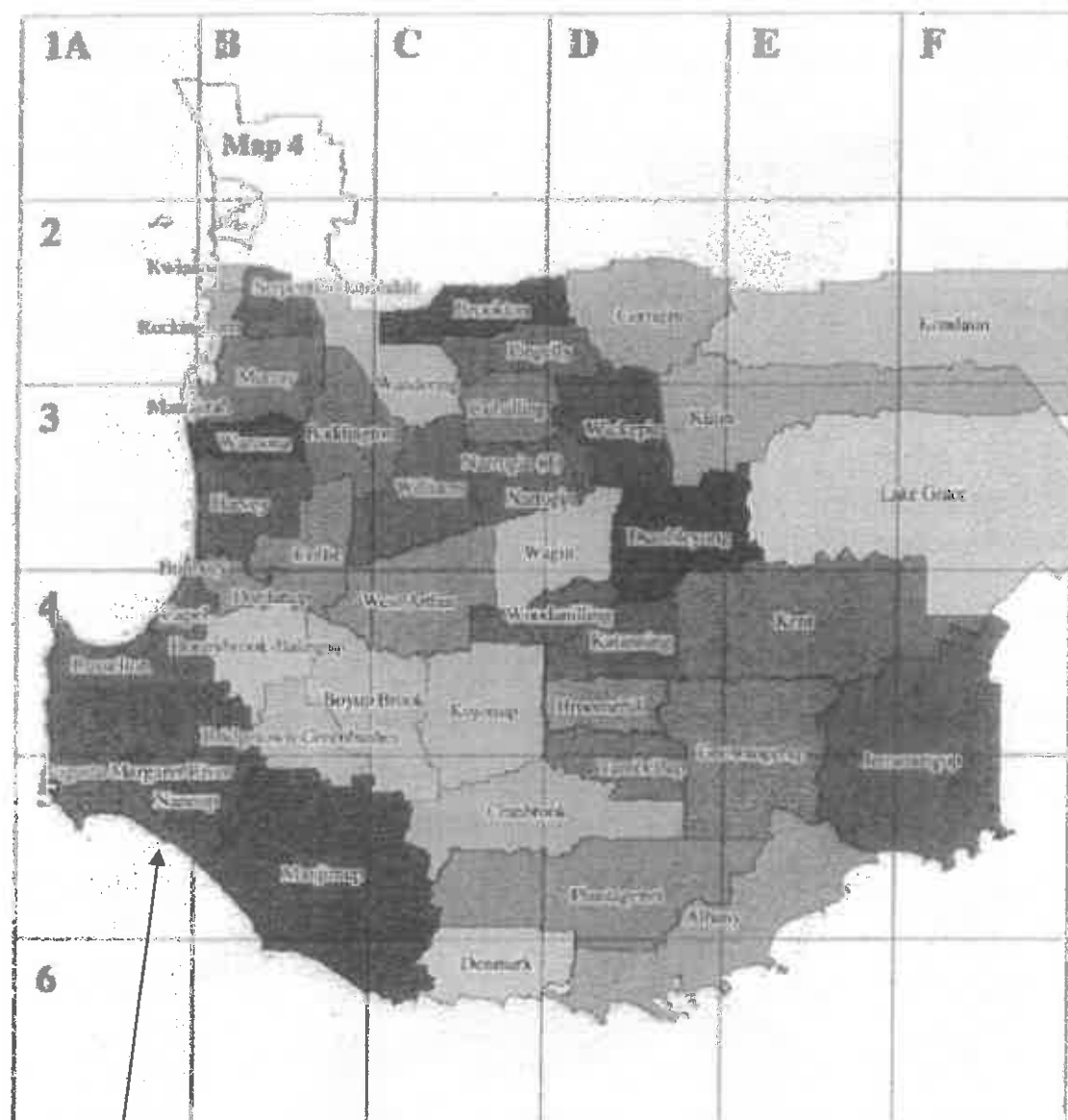
RECOMMENDATION OF TREATMENT ACTIONS – Air Transport Accident

RECOMMENDATION OF TREATMENT ACTIONS	SHIRE ACTION	Responsible Office	Strategic Plan/ Other reference
Ensure WAPOL Local Air Crash Hazard Plan is in place and responsibilities that rest with the LGA are within capability of Shire of Nannup.	Respond to any requests for assistance as/when requested by WAPOL.	WAPOL	N/A

RISK TREATMENT PLAN – GENERIC (Applies to Multiple Risks)

RECOMMENDATION OF TREATMENT ACTIONS	/ Other reference	SHIRE ACTION	Responsible Office	Strategic Plan/ Other reference
Employment of Community Emergency Services Manager (CESO).	Multiple	Employ Community Emergency Services Manager (CESO). Funded primarily by DFES.	DFES & Shire CEO	
Specific awareness/preparedness campaigns for Shire residents utilizing DFES programs tailored to suit local needs.	Multiple	Work with DFES to run one community awareness day per year. Shire to provide facilities and promote the event.	Shire – CESO & DFES	Part B
Ensure LEMC arrangements in place and up to date. Maintain resource and contacts lists – make available in each operations centre. Lists to also include: <ul style="list-style-type: none"> • suitable facilities at which ISGs may operate • Welfare Centres • special needs and at risk groups 	Multiple	Ensure LEMC arrangements are in place and up to date. All plans to be updated annually	LEMC & LEC	N/A
Ensure HMA plans are in place and up to date.	Multiple		All HMA's	N/A
Ensure warning & communication systems between HMA, Shire of Nannup and community at risk are efficient and effective.	Multiple	Maintain Sentinel Alert System in Jalbarragup and Darradup. Establish and maintain Community Information Points in other communities / settlements (subject to community support).	DFES & Shire CEO	
Nominate an "on call" Liaison Officer to work with HMA.	Multiple	Updated annually, CEO to advise HMA's of his contact details. To act as an "on call" Liaison Officer.	Shire - CEO	Part B

Appendix 1: Map of Local Governments in Region



Shire of Nannup

Appendix 2. RESPONSIBILITIES OF HAZARD MANAGEMENT AGENCIES

Commissioner of Police

The Commissioner of Police is the hazard management agency for the emergency management aspects of the following hazards:

- (a) air crash;
- (b) road crash;
- (c) persons lost or in distress on land, requiring significant coordination of search operations;
- (d) persons lost or in distress on inland waterways within the limits of a port or in a fishing vessel or pleasure craft within the limits of a port or at sea;
- (e) radiation escape from nuclear powered warship;
- (f) space re-entry debris;
- (g) a terrorist act as defined in *The Criminal Code* section 100.1 set out in the Schedule to the *Criminal Code Act 1995* of the Commonwealth.

DFES

DFES is the hazard management agency for the emergency management aspects of the following hazards:

- (a) injury or threat to life of persons trapped by the collapse of a structure or landform;
- (b) cyclone;
- (c) earthquake;
- (d) flood;
- (e) storm;
- (f) tsunami;
- (g) actual or impending spillage, release or escape of a chemical, radiological or other substance that is capable of causing loss of life, injury to a person or damage to the health of a person, property or the environment.

WACHS-SW Regional

The WACHS-SW Population Health Unit is the HMA for South West and is headed by:

- Regional Health Disaster Coordinator
- The Director Population Health
- The Population Health Physician

The SW Human Epidemic Controller liaises with the State Human Epidemic Controller and will guide and direct the ISG and Shire of Nannup.

State Human Epidemic Controller

The State Human Epidemic Controller, Department of Health, is the hazard management agency of the hazard of human epidemic:

- (a) for the emergency management aspects of preparedness, prevention and response; and
- (b) for the whole of the State.

Brookfield Rail Pty Limited

Brookfield Rail Limited is the hazard management agency for freight rail crashes :

- (a) for emergency management; and
- (b) for that area of the State comprising any parcel of land or corridor land on which railway infrastructure operated, maintained or managed by Brookfield Rail is situated.

State Health Coordinator

The State Health Coordinator, Department of Health, is the hazard management agency of the hazard of actual or impending spillage, release or escape of a biological substance that is capable of causing loss of life, injury to a person or damage to the health of a person, property or the environment.

Bureau of Meteorology (BOM)

The overall mission of the Bureau is to observe and understand Australian weather and climate and provide meteorological, hydrological and oceanographic services in support of Australia's national needs and international obligations. This overall mission involves four separate basic missions:

- monitoring - observation and data collection to meet the needs of future generations for reliable homogeneous national climatological data;
- research - research directed to the advancement of meteorological science and the development of a comprehensive description and scientific understanding of Australia's weather and climate;
- services - provision of meteorological and related data, information, forecast, warning, investigation and advisory services on a national basis; and
- international - coordination of Australia's involvement in international meteorology.

Other Support Organisations

Details of the roles and responsibilities of the following agencies can be found in the Shire of Nannup Local Welfare Plan 2010 (Appendix 3):

- Department for Child Protection & Family Support
- DFES
- Department of Human Services (Centelink)
- Red Cross
- Service groups
- Salvation Army
- St John Ambulance
- Department of Education and Training
- Department of Health
- Disability Services Commission
- Nannup Community Care.
- Anglican, Uniting & Catholic Church Parishes
- Country Women's Association
- Down South Aboriginal Health
- Department of Fire and Emergency Services Community Liaison Unit
- Volunteer South West
- Nannup Volunteers
- WA Police



RECOVERY PLAN



Effective From:	
Expires on:	
Next Review:	
Adopted by Council:	

INTRODUCTION

This handbook is intended for use before, during and after an emergency event.

The tasks of planning, management and recovery are far greater than the basics covered in this handbook, the full documents are endorsed by Council and available in the red folder under the radios in the Shire offices.

The purpose of this document is to detail the arrangements and processes established to restore, as quickly as possible, the quality of life in an affected community so that they can continue to function as part of the wider community.

The scope of recovery Arrangements is limited to the boundaries of the Shire of Nannup. It details the recovery arrangements for the community and does not in any way detail how individual organisations will conduct recovery activities within their core business areas.

These Arrangements are a guide to recovery management at a local level. An emergency situation may arise which requires coordination at a state level.

DRAFT

Contents

INTRODUCTION	2
KEY OUTCOMES.....	4
DEFINITIONS	5
KEY MESSAGES FOR RECOVERY.....	5
RECOVERY IN THE PLANNING STAGES	5
RECOVERY IN THE RESPONSE PHASE	6
Membership:	7
ANIMAL WELFARE PLAN.....	7
INFRASTRUCTURE.....	8
PHYSICAL INFRASTRUCTURE	9
RESIDENTIAL PROPERTIES	9
DISPOSAL OF FOOD AND BUILDING WASTE.....	9
COMMERCIAL PROPERTIES	10
Banks and Financial Institutions.....	10
Supermarkets	10
Fuel Outlets	10
Other.....	10
Community Services and Facilities.....	10
RECOVERY OF POWER.....	11
COMMUNITY INVOLVEMENT	13
FINANCIAL RECOVERY	14
Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA)	14
What is the assistance for?	14
What this assistance does not cover.....	14
Natural Disaster Recovery Arrangements (Commonwealth).....	15
Lord Mayor's Distress Relief Fund	15
Appeals and Donations.....	15
Donations of Cash	15
Donations of Service and Labour	15
MEDIA.....	16
COMMUNITY INFORMATION POINTS	17
PUBLIC MEETINGS	17
DEBRIEFING	19
ORGANISATIONAL RESPONSIBILITIES.....	24

Section 1: Incident details	26
Impact Assessment.....	27

KEY OUTCOMES

Key outcomes provide a benchmark for the effective implementation of community development in recovery. By addressing the outcomes in the context of the specific event, community development programs will contribute substantially to the empowerment of affected individuals and communities.

- **Informed Community:** A community that is informed and aware through provision of timely and accurate information
- **Access to Services and Facilities:** Community members and groups have access to appropriate services, facilities and resources.
- **Sense of Community Safety:** A community in which people feel safe in the pursuit of their daily lives.
- **Healthy Community:** A community which lives and promotes healthy lifestyles, through its primary health care system, preventative health measures and environmental practices.
- **Participation in Community Life:** A community where the development of cooperative partnerships is encouraged and actively promoted.
- **Sense of Belonging:** Pride, care and involvement in the unique, distinct physical, social and cultural characteristics of a community.
- **Community Cohesion:** The capacity of a community to work together with respect for differences among people.
- **Community Identity:** Expression of the life and character of a community through elements of tradition and history.
- **Economic Recovery:** Development of a community's economic capacity.

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

For the plan to be effective, members of the LEMC, the Local Recovery Coordinating Committee (LRCC), relevant Shire staff and the community require an understanding of the recovery process. LEMC members, LRCC members and Shire staff, who participate in recovery training and familiarize themselves with the relevant policies and procedures, will benefit highly.

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

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

DEFINITIONS

CEO	Chief Executive Officer
CPFS	Child Protection & Family Services (Department of)
DFES	Department of Fire & Emergency Services
DOT	Department of Transport
DPAW	Department of Parks & Wildlife
HMA	Hazard Management Agency
IC	Incident Controller
LEMC	Local Emergency Management Committee
LRC	Local Recovery Coordinator
LRCC	Local Recovery Coordinating Committee
LG	Local Government
OIC	Officer in Charge
SON	Shire of Nannup
SRCC	State Recovery Coordinating Committee

KEY MESSAGES FOR RECOVERY

- Deliver a consistent message ideally with a single spokesperson.
- Brief key stakeholders and staff.
- Primary concern is for affected persons and their welfare.
- Avoid blame.
- Assess damage and loss and be honest about it.
- Tell the truth but stress positives.
- Maintain regular contact with stakeholders, affected property owners, staff, government agencies, the broader community and the media.
- Seek and welcome help from neighbouring communities.
- It is not your role to do everything, facilitate agencies and organisations to do the work.
- Plan and develop a timetable for recovery, including anniversary events etc. Ensure the affected community are part of this conversation.
- Document everything that you do.
- Take time for yourself and ask for help, (especially if you get overwhelmed).

RECOVERY IN THE PLANNING STAGES

- Ensure the Recovery plans are updated annually. Forward a copy to the relevant agencies and lodge with the LEMC.
- Develop a communications plan - articulating key channels and modes of communication.

- Participate in regional LEMC exercises.

RECOVERY IN THE RESPONSE PHASE

- Activate the Recovery Committee
- Prepare key media statements and appoint spokesperson (Shire President)
- Commence impact assessment process. Take business cards and check if affected property owners need essential items such as bread, milk, bottled water, fuel etc. Gather information including names and ages of affected persons, contact details etc.
- Advise property owners to contact their Insurer and to commence documenting losses.
- Check if any animals have perished.
- Establish business recovery hub if scale of event warrants.
- Monitor and capture political commitments and pledges.

LOCAL RECOVERY COORDINATING COMMITTEE (LRCC)

To coordinate and support local management of the recovery process within the community subsequent to a major emergency in accordance with State Emergency Management Policy and the Local Recovery Plan by;

- Appointment of key positions within the committee
- Establishing sub committees as required
- Assessing requirements for recovery activities relating to the psychological, physical and economic and environmental wellbeing of the community with the assistance of the HMAs
- Developing a recovery plan to coordinate a recovery process that;
 - Takes account of the Shire of Nannup's long term planning and goals
 - Includes an assessment of the recovery needs and determines which recovery functions are still required
 - Develops a timetable and identifies responsibilities for completing the major functions
 - Considers the needs of youth, the aged, the disabled, and culturally and linguistically diverse people
 - Allows full community participation and access and
 - Allows monitoring of the recovery process
- Facilitating the provision of services, public information, information exchange and resource acquisition
- Negotiating the most effective use of available resources including the support of State and Commonwealth Agencies
- Monitoring the progress of recovery, and receive periodic reports from recovery agencies
- Ensuring a coordinated multi- agency approach to community recovery
- Making appropriate recommendations, based on lessons learnt, to the LEMC to improve the community's recovery preparedness.

Membership:

The LRCC will preferably be chaired by the SON President, the SON CEO, or their nominee and have relevant community leaders as its members, including appropriate State Government Agency representatives. Where a LRCC is established a core group of key stakeholders will be represented on the committee supported by other organisations seconded as required. The membership of the LRCC is dynamic and will change with the needs of the community at various stages during the recovery process.

Where a LRCC is established to manage the local recovery process, the following structure will be implemented as appropriate to the situation.

- Chairperson (if not the SON President, or the SON CEO, then preferably a SON Councillor);
- Local Recovery Coordinator (should be different to Chairperson);
- Secretary (normally provided by LGA);
- Local Emergency Coordinator (OIC Police);
- Local Government Officers;
- Hazard Management Agency;
- Department of Health and or Local Environmental Health Officer;
- Child Protection & Family Support (Department for)
- Western Australian Police Service;
- Community Representative/s; and if established
- Chairpersons of Sub-committees.
- Department of Agriculture and Food;
- Department of Parks & Wildlife;
- Lifelines (power, water, gas, etc);
- Main Roads;
- Department of Water;
- Regional Development Commission;
- Education/school representative;
- Community Groups;
- Chamber of Commerce;
- St John's Ambulance;
- Insurance representative;
- Finance Officer;
- Building and Planning Officer
- Other persons/organisations as identified.

ANIMAL WELFARE PLAN

- Coordinate the agistment of animals if required.

- Distribute information to animal owners.
- Liaise with the Department of Agriculture to undertake humane destruction and disposal of animals and pets.

INFRASTRUCTURE

The extent of damage to infrastructure is frequently large and may disrupt both the commercial and social life of the community. The cost of this disruption is often hard to establish and may be difficult to quantify in dollar terms. Damage to industrial and commercial facilities can cause loss of production, and damage to housing and infrastructure can cause personnel shortages as workers attend to their losses.

Damage may be measured in number of ways, depending on data requirements.

- The number of buildings or services affected: useful information for planning immediate restitution work or provision of tarpaulins etc for temporary protection of property;
- The cost of damage: of interest to governments, relief agencies and insurance companies, as this indicates the scale of the operation that must be undertaken to reinstate the status quo to the affected community.

Road	Responsibility
Vasse Highway (To Busselton, Pemberton)	Main Roads
Brockman Highway (To Augusta)	Main Roads
Stewart Rd	Main Roads
Sues Rd	Main Roads
All other roads	Shire of Nannup

Shire Offices, Adam St	Recreation Centre, Warren Rd
Nannup Town Hall, Warren Rd	Nannup Health Service, Carey St
Nannup District High School, Bishop St	Nannup Caravan Park, Brockman St
Airstrip (DPaW responsibility)	Tanjanerup Water Supply Dam
FROGS Early Learning Centre, Grange Rd	Nannup Community Resource Centre, Warren Rd
Telstra Phone Tower & Exchange behind Newsagency, Warren Rd	Carlotta Phone Tower
Northern & Southern Traffic Bridges, Warren Rd	Water Corporation Transfer Station, Grange Rd
Shire Depot, Kearney St	Nannup Timber Processing
Danjangerup Cottages	Water Corporation Water Tanks, Dunnet Rd
Old Railway Bridge, Brockman St	Tower Rd Radio repeaters

PHYSICAL INFRASTRUCTURE

These are the lifelines of the community which may be privately run or owned and operated by government organisations. The loss of lifelines will cause widespread inconvenience with restoration being potentially slow as infrastructure is checked, repaired and reinstated.

- Power supply and distribution networks;
- food spoils in fridges and freezers;
- food preparation by electric ovens will be affected;
- water supplies may fail as pumps stop;
- sewerage systems may back up due to pump failure
- computers inoperable;
- communication networks and systems inoperable
- fuel cannot be pumped in service stations;
- industry will cease;
- lack of lighting may cause security issues and reduce recovery operations;
- loss of traffic lights and rail signals which could compromise transportation;
- Loss of heating and cooling.

RESIDENTIAL PROPERTIES

Residential losses will significantly contribute to community disruption.

The damage sustained will vary and may be a combination of:

- Structural damage rendering the residence dangerous for entry. Occupants will not be able to enter the residence to retrieve personal items which may cause security issues and resentment from the occupier;
- Structural damage allowing access but preventing occupation. Possessions will be retrievable but occupation is not permissible;
- Repairable structural damage: In some cases the residence may be able to be occupied though reconstruction may take time and inconvenience and resentment may occur due to the slowness of the residence's return to normality;
- Non-structural damage: In some cases the residence may be able to be occupied though reconstruction may take time and inconvenience and resentment may occur due to the slowness of the residence's return to normality;
- Contents damage: contents may be personal items, electronics, soft furnishings, etc. The loss of personal items may be more stressful than damage to the structure itself.

DISPOSAL OF FOOD AND BUILDING WASTE

Quick restoration of basic sanitary facilities may reduce risk of infectious disease outbreak or spread. (Bodies rarely pose a health threat.) Disposal of waste is an important activity after many hazards and includes:

Disposal of food waste and wasted food. After power loss, refrigerators must be emptied. This can be complicated by:

- Access to the building. Where the owner or operator is not available, it may be difficult to gain entry to remove food;
- Access to the food. Partial building collapse may make it difficult to open the refrigerator;

- Disposal of contaminated materials. Contamination from the rotting food may have also affected soft furnishings, papers, and even building materials. All of this must be disposed of as though it was rotting food;
- Staff to perform the work. Disposing of rotting food is a particularly unpleasant job. It can only be sustained for short periods; and
- Disposal areas. The disposal of food can be by burning or burial. This requires an appropriate area where the smell is not a problem, where supervision is provided to prevent food removal by rodents or feral animals, and where equipment is available to cover the remains;
- Disposal of building waste. Building waste is generally benign and can be put into landfill quite close to residential or commercial areas. It requires equipment to compact the materials and cover them;
- Disposal of water, pond effluent and backed-up storm water. Pond liquids can harbor insects that can act as vectors for disease. The liquids can either be removed, or the vectors killed by use of various insecticides.

COMMERCIAL PROPERTIES

Employment, everyday goods and other products may be significantly disrupted with supplies potentially stopping altogether if commercial facilities are damaged.

Banks and Financial Institutions

These are a necessary part of the money cycle and without banks, currency shortages may occur. Increased credit applications may occur and can be a problem if employment has contracted after the incident.

Supermarkets

Food supplies can be in short supply in the food supply chain is disrupted. The loss of power can cause extensive perishable goods losses and data management issues. Damage to structures could extend the food shortage with reconstruction being dependant on the building size and extent of damage. Insurance issues may also hinder the re-establishment of food supplies. Prices may also be affected, particularly if the business affected is not a larger establishment.

Fuel Outlets

Power failure to service stations and fuel depots can cause major disruptions, particularly during prolonged disruptions. Transportation restrictions due to closed roads or supplier unavailability can further increase the shortage and can cause panic-buying. Generators used to supplement electricity shortages may be affected and flooding can cause fuel storage tank contamination which also increases the potential for fuel to escape and cause environmental contamination.

Other

- Hardware and Building Supply Outlets
- Chemists and Suppliers of controlled substances;
- Newsagencies;
- Specialist stores;
- Tourism destinations.

Community Services and Facilities

Damage and loss sustained to community facilities can affect community recovery and may include:

- Community centres;
- Schools;
- Kindergartens;
- Churches;
- Sporting clubs;
- Cultural centres;
- Entertainment venues; and
- Restaurants and cafes.

Each of the facilities can help considerably during the recovery process, but if damaged would be unable to perform their community function.

RECOVERY OF POWER

Restoration of reticulated power is quite complex and involves a number of steps including:

- generation;
- transmission;
- distribution; and
- consumer safety.

Assigning priority for restoration of the distribution network can be very sensitive. The process of restoring power to the grid is a significant commercial undertaking, but will not necessarily lead to community satisfaction. The electrical safety of premises must be checked before the connection of consumers can be completed. The personnel required for this task must also be factored into recovery operations.

- Prior to the restoration of a full and reliable power service, there may be use of portable electricity generators with implications for the recovery operations.
- Portable generators will place added pressure on fuel reserves.
- The use of these raises issues of fuel and motor safety. There may be a need for some education on safe re-fuelling practices for small engines, and on provision of adequate ventilation around engines and for exhaust gases.
- The issues of electrical safety are compounded in the unregulated environment of portable power generation. Appliances must be checked prior to connection to any power source, and portable generators must not be used to energise building wiring without checks and supervision by a suitably qualified person.

Timely restoration of power is important in the recovery of:

- water;
- sewerage systems;
- commercial activity; and
- normal accommodation functions.

Communication networks;

- Towers for repeaters, mobile phone/computer networks, base stations and transmitters can be damaged;
- Handsets may be affected by lack of power and mobile phone batteries could run low;

- Partially damaged systems may overload due to increased communication traffic;
- Cabling may be damaged;

Water;

- Water pipe or tank ruptures may affect water supplies;
- Drinking water may require importing;
- Water treatment may be required (e.g. chlorine tablets);
- Loss of cleaning, bathing, toilet flushing, etc can lead to sanitation/health problems;
- Emergency services may be affected by loss of water (e.g. fire fighting);

Sewerage;

- Overflows could occur if pumps stop due to power shortages;
- Sewer lines may rupture;
- Inoperative sewers may cause back-flow into house, spill into public places or contaminate waterways;

Drainage;

- Blockages may cause localised flooding and contamination;
- Storm drains may be contaminated by toxins or industrial liquids;

Transportation networks.

- Damage to bridges, road surfaces and rail lines may render them unpassable;
- Debris from trees and buildings, downed powerlines, chemical contamination, flooding and smoke from fires may cause short or prolonged road closures;
- These are the services and support networks that are operated from the public and private sectors. The support infrastructure networks depend heavily on the physical infrastructure with restitution directly affecting the operational status of the support infrastructure.

Food and merchandise distribution systems:

- Markets;
- Wholesalers;
- Retailers;
- Building:
- Insurers;
- Builders;
- sub-contractors;
- suppliers;
- Health-care:
- Health insurance;
- Medical practitioners;
- Pharmacists;
- Hospitals;
- Education and training;

COMMUNITY INVOLVEMENT

To assist in strategic direction and restitution prioritisation, community consultation in the early stages of recovery is necessary to establish the context of restitution. The community should be invited to assist in the prioritisation process to empower the community in its own recovery. For example, the re-establishment of power is something eagerly awaited by everyone. Dependant on the extent of the damage, the community should have a say on the reconnection strategy, e.g. the hospital first, followed by the shopping centre, etc.

DRAFT

FINANCIAL RECOVERY

As recovery is the responsibility of the Local Government it is essential that the financial cost is considered and the cost to Council is minimised. It is essential to determine if another Agency will cover the costs of recovery and to receive in writing this authority, parameters of the agreement and payment processes. State and National relief programs include:

- Western Australian Natural Disaster Relief and Recovery Arrangements (WANDRRA)
- Commonwealth Natural Disaster Relief and Recovery Arrangements (NDRRA)
- Centrelink
- Lord Mayors Distress Relief Fund

Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA)

The State Government has established the Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA), providing a range of eligible assistance measures designed to help those within disaster affected communities.

Assistance is NOT provided as compensation for damage/losses sustained, or as a disincentive to self-help by way of commercial insurance and/or other appropriate strategies of disaster mitigation. Insurable assets such as houses, buildings and vehicles will **not** be eligible under the WANDRRA. Before any WANDRRA relief or recovery measures can be accessed, an event must be assessed as an eligible natural disaster, in accordance with the criteria specified under the WANDRRA.

The WANDRRA criteria for the activation of assistance measures for an *eligible disaster* are as follows:

1. Must be an *eligible event*; and
2. The anticipated cost to the State of *eligible measures* must exceed the small disaster criterion, being the amount of \$240,000.

What is the assistance for?

To provide assistance for the recovery of communities. This assistance is delivered through a range of eligible measures that are offered on a needs basis. The arrangements provide for assistance to:

- individuals and families
- small business
- primary producers and
- local governments and state government agencies.

What this assistance does not cover

The WA Natural Disaster Relief and Recovery Arrangements DO NOT:

- provide compensation for losses suffered
- generally provide assistance where adequate insurance could have been obtained
- provide assistance for the following which are not natural disasters for the purposes of the WANDRRA –
 - o drought
 - o frost
 - o heatwave
 - o epidemic
 - o events where human activity is a significant contributing cause (for example, poor environmental planning, commercial development, personal intervention (other than arson), or accident.

Natural Disaster Recovery Arrangements (Commonwealth)

The primary objectives of the Natural Disaster Relief and Recovery Arrangements (NDRRA) are to relieve the financial burden on states and territories of natural disaster relief and recovery efforts and to facilitate the early provision of a comprehensive range of relief and recovery measures to disaster affected communities.

The NDRRA are prescribed by determination made by the Commonwealth Minister for Local Government Territories and Roads. The determination sets the terms and conditions for the provision of assistance, which is provided by means of a partial reimbursement of state or territory eligible relief and recovery expenditures.

The NDRRA Determination defines eligible disaster events and addresses the Commonwealth/ State cost-sharing mechanism, generic criteria for eligible relief measures and administrative procedures, as well as prescribing the general intent of the program and conditions of assistance. However, implementation of measures, means tests limits and the dollar value of assistance are determined by the states within those parameters.

Lord Mayor's Distress Relief Fund

In Western Australia the Lord Mayor's Distress Relief Fund has been initiated for public appeals that have national or special interest or widespread impact and that are considered to be beyond the capacity of one local authority to manage.

Experience shows that there is a need to have procedures for handling public appeal funds available for use in the event of significant disasters occurring within Australia.

Once an appeal has been established as per SEMC OP 19, the relevant forms can be downloaded via the internet at www.appealswa.org.wa.

Note that no forms are available unless an appeal has been launched

Appeals and Donations

Where possible, donations of goods and services should be discouraged as they are difficult to manage. Donations of cash are more practicable to manage and provide the opportunity to utilise local services which in turn assists with the recovery of local business.

Donations of Cash

The Local Recovery Committee will encourage the use of the Lord Mayor's Distress Relief Fund for people wanting to make cash donations, although if deemed necessary will open a separate account specifically for cash donations.

Donations of Service and Labour

Any donations of services or labour to assist with the recovery from an emergency should be administered by the affected Local Government or if established the Local Recovery Committee. Where the State Government level recovery coordination arrangements are activated under WESTPLAN – RECOVERY COORDINATION the Recovery Services Sub Committee may arrange the administration of donations of services and labour.

MEDIA

During emergencies the media have a legitimate interest in obtaining prompt and accurate information. If media access to accurate information is restricted, rumour and speculation may be substituted for fact. Consequently, there is nothing to be gained by attempting to restrict media access. The media are also a vital link between recovery agencies and the public, and provide an effective means of disseminating information. It is recommended that regular and scheduled media briefings be negotiated to suit the publishing and broadcasting timetables of the media.

Due to the fact that the recovery process will generally involve a range of different organisations, there is a need for coordination of information to the media to avoid confusion or conflict. The most effective means of dealing with this issue is through the nomination of a media liaison officer to represent the overall recovery process.

All media releases prepared by the Recovery Sub-committee will be forwarded to the LRCC for release by the Chairperson.

Visiting VIPs

In addition to the level of media interest, there is also likely to be a number of visits to the affected area and a high level of interest in the recovery process from VIPs from government and a range of other agencies.

There are a number of issues that need to be considered by the recovery manager involved with, or responsible for hosting, such visits.

Effective briefings should be provided. These should include accurate and up-to-date information about estimated losses, assistance programs and financial assistance packages. This will ensure that any information relayed to the affected community or the media is accurate, reducing the risk of falsely raising expectations regarding such things as assistance measures, and reducing the risk of embarrassment. Some pre-visit briefing is also desirable to ensure that the visitor is well informed of the necessary information prior to arrival.

- Briefing of any visitors should also include details about the current state of the community, including the various emotions they may be experiencing as a result of the event, as well as identification of any existing sensitivities.
- Visitors should have a clear understanding of emergency management arrangements and protocols.
- Visitors should also be clearly briefed on the potential impact of their visit and their subsequent role in the recovery process. In particular, it should be emphasised that any information provided must be accurate, as the effects of inaccurate or ill-founded information on an affected community may reinforce the impact of the event.
- In the case of a disaster affecting more than one geographic area, care should be taken to ensure that communities are treated impartially and visits are arranged accordingly.

Visits by Commonwealth and State Parliamentarians (including Ministers) should be discussed in advance with the LRCC to ensure the visits are the most effective for both the community and the Member of Parliament.

COMMUNITY INFORMATION POINTS

The community recovery information services provided to affected people aim to lower anxiety levels and to restore a sense of predictability through accurate and credible information. Information services must be made available to assist and hasten recovery as well as the means of accessing those services.

The information provided should advise:

- the support, psychological, development and resource services available;
- where, when and how to access those services; and
- The psychological reactions commonly experienced by affected people.
- The information should be provided at a "One Stop Shop" set up in a location to be determined and be available as soon as possible and provided and repeated through a range of information means. The means commonly used are:
 - o leaflets;
 - o posters;
 - o newsletters;
 - o information centres;
 - o recovery centres;
 - o community agencies;
 - o radio;
 - o newspapers;
 - o television;
 - o outreach visitation; and
 - o Public meetings.
- The accessibility of the information to the people affected by the emergency is a major issue and actions need to ensure it is available to:
 - o the whole of the affected area;
 - o non-English speaking people;
 - o special needs groups and or individuals;
 - o isolated people and communities; and
 - o Secondary victims.

Locations of community information points are detailed in Plan B

PUBLIC MEETINGS

Various forms of public meetings provide an important part of the recovery process. Public meetings may be held during or soon after an emergency has taken place as a means of communicating information to an affected community regarding such things as the extent of the damage caused by the event and the services available through the range of recovery agencies. Representation of the various recovery agencies at a public meeting also gives the affected

community an opportunity to identify those agencies providing services and to clarify important issues. Further public meetings may be held throughout the recovery process as the need arises.

Public meetings also provide the opportunity for members of an affected community to meet together and for rumours, which are inevitable in the early part of the recovery process, to be dispelled. However, given the volatility that may be evident immediately following an emergency, it is critical that public meetings be carefully timed and managed by a facilitator skilled in dealing with any problems which may arise.

Public forums may also be organised to provide practical advice and discussion on a range of issues from personal needs to housing and rebuilding issues. The need for such forums is best identified by workers who have a direct understanding of emerging needs within a community.

Community recovery committees also provide an affected community with a mechanism to have an input into the management of the recovery process. These committees provide an important forum, ensuring local participation in the management of the recovery process.

Public Information Continuity

The public information function should continue after the emergency response is over, lives are no longer at risk, and the state of emergency is over. The focus might change but the purpose of maintaining the flow of information to the impacted community and the community at large remains

Points to Consider

- Only the Shire President and/or CEO liaise with the media
- Manage public information during the transition from response to recovery when handover completed from HMA
- Identify priority information needs
- Develop a comprehensive media/communication strategy
- Coordinate public information through:
 - joint information centres
 - spokesperson/s
 - identifying and adopting key message priorities
 - using a single publicised website for all press releases
- Develop processes for:
 - media liaison and management (all forms e.g. print, and electronic)
 - briefing politicians
 - alternative means of communication e.g. public meetings, mailbox fliers, advertising
 - communicating with community groups
 - meeting specialist needs
 - formatting press releases
 - developing and maintaining a website
 - ensuring feedback is sought, integrated and acknowledged
- Monitor print and broadcast media, and counter misinformation.

DEBRIEFING

The LRC will arrange for the debriefing of all participants and organisations as soon as possible after stand-down and will prepare and table a report to the LEMC for review and update of this Plan. A copy of the report will also be forwarded to the HMA and the Chairman of the SEMC Recovery Services Sub-committee and the DEMC.

Transition From Response:		OK
IC shall include the LRC in critical response briefings		
LRCC shall ensure the Incident Controller aware of recovery requirements and tasks prior to the termination of the emergency		
LRCC shall ensure that agencies with response and recovery obligations are aware of their continuing role		
LRCC to confirm whether the event has been proclaimed an eligible natural disaster under the WA Natural Disaster Relief and Recovery Arrangements and if so what assistance measures are available		
LRC shall initiate key recovery arrangements and ensure formalisation of handover takes place		
Management Structure (the LRCC Shall):		
Ensure the appointment of an LRC has occurred		
Activate a recovery coordination centre if required		
Facilitate representative sub-committees to coordinate and action recovery tasks and disseminate decisions, as required		
Ensure and facilitate the completion of the impact assessment		
Assume public information responsibilities from response agency and provide information to the impacted area and to public and media		
Facilitate and advise on State/Federal disaster relief funding, facilitate and advise on private aid and funding		
Prepare oral and written financial and non-financial reports and briefs		

Promote Community Involvement (the LRCC shall):	
Work within existing community organizations	
Recruit representatives of the affected community into recovery planning	
Establish strategies for uniting the community behind agreed objectives	
Provide information centres for advice, information and assistance during the recovery period	
Establish mechanisms for sharing information and reporting local initiatives (e.g. regular community meetings and local newsletters)	
Impact Assessment - managerial issues (the LRCC shall):	
Use intelligence/planning information from the response operation, and set up a recovery liaison person in the EOC/ECC	
Confirm the total area of impact for determination of survey focus	
Set out the immediate information needs: infrastructure problems & status, damage impact and pattern, and welfare issues	
Link with parallel data-gathering work	
Identify and close information gaps (establish the "big picture")	
Assess the financial and insurance requirements of affected parties	
Gather evidence to support requests for government assistance	
Ensure all relevant information is strictly confidential to avoid use for commercial gain	
Inspections and Needs Assessments - technical focus (the LRCC shall):	
Establish and define the purpose of inspection/assessment and expected outcomes	
Consistently apply agreed criteria (requiring a common understanding by the people undertaking the survey process)	
Collect and analyse data	
Maintain confidentiality and privacy of assessment data	
Select and brief staff	
Establish a method/process to determine the type of information needed for this recovery operation, defining: <ul style="list-style-type: none"> ➤ how and who will gather the information (single comprehensive survey) ➤ how information will be shared ➤ how information will be processed and analysed ➤ how the data will be verified (accuracy, currency and relevance) 	
Manage the process to minimise calling back	

Data Management (the LRCC shall):	
Define who is responsible for which part of the data management task and ensure proper process of relevant data transfer	
Create templates for impact assessment and for tracking assistance provided.	
State Government Involvement (the LRCC shall):	
Establish strong relationships with key regional government agency representatives, and appoint them to appropriate ERC Sub-committees, as appropriate	
Gain familiarity with the recovery claim process, Relief Fund applications, and reduction plan proposals	
Establish a system for recording all expenditure during recovery, in line with the requirements of the Local Recovery Plan (includes logging expenditure, keeping receipts and providing timesheets for paid labour)	
Answer requests for information from government agencies	
Public Information (the LRCC shall):	
Appoint spokespeople to deal with the media	
Manage public information following the handover from response to recovery by the HMA	
Identify priority information needs	
Develop a comprehensive media/communication strategy	
Coordinate public information through: <ul style="list-style-type: none"> ➤ Recovery Coordination centre ➤ spokesperson/s ➤ identifying and adopting key message priorities ➤ using a single publicised website for all press releases 	
Develop processes for: <ul style="list-style-type: none"> ➤ media liaison and management (all forms e.g. print, and electronic) ➤ briefing politicians ➤ alternative means of communication e.g. public meetings, mailbox fliers, advertising ➤ communicating with community groups ➤ meeting specialist needs ➤ formatting press releases ➤ developing and maintaining a website ➤ ensuring feedback is sought, integrated and acknowledged 	
Monitor print and broadcast media, and counter misinformation	
Rehabilitation and Assistance LRCC Shall:	

Establish a mechanism for receiving expert technical advice from lifeline groups	
Monitor and assist rehabilitation of critical infrastructure	
Prioritise recovery assistance	
Prioritise public health to restore health services and infrastructure	
Assist and liaise with businesses to re-establish and reopen	
Restore community and cultural infrastructure (including education facilities)	
Restore basic community amenities for meetings and entertainment	
Facilitate emergency financial assistance through the Department for Child protection	
Adjust capital works and maintenance programs.	
Implement a "back in business" campaign	
Implementation of Reduction Measures LRC shall plan to:	
Take the opportunity, while doing the hazard analysis, to: <ul style="list-style-type: none"> ➤ identify essential services and facilities in high-risk areas ➤ consider the restoration options in the event of their becoming dysfunctional 	
Identify options based on research and consultation	
Undertake urgent hazard reassessment based on new (event) information adhere to an ERM Plan	
Financial Management LRCC shall to:	
Review financial strategies	
Communicate with financial agencies, including insurance companies	
Keep financial processes transparent	
Reporting LRCC Shall Plan to:	
Provide a simple, flexible and succinct reporting system	
Provide adequate administrative support	
Managed Withdrawal LRCC Shall Plan to:	
Continually review the recovery management process with a view to withdrawing as the community takes over	
Identify long term recovery activities and agency responsible for management	
Establish arrangements for ongoing public information and communications including avenue for reporting and management of unresolved community recovery issues	

Stage a public event of acknowledgement and community closure	
Conduct a debrief of participants with community input to identify lessons learnt and strategies for enhancing community recovery arrangements and processes for future events	

DRAFT

ORGANISATIONAL RESPONSIBILITIES

Local Government	<ul style="list-style-type: none"> ➤ Ensure that a Local Recovery Plan for its district is prepared, maintained and tested as per Section 41(4) of the EM Act. ➤ Appoint a LRC(s) as per Section 41(4) of the EM Act. ➤ Chair the LRCC as per Section 36(b) of the EM Act. ➤ Provide secretariat and administrative support to the LRCC, as required. ➤ Provide other representatives to the LRCC or its sub-committees, as appropriate to the emergency (e.g. Building Surveyor, Environmental Health Officer, and Community Services). ➤ Ensure the restoration/reconstruction of services/facilities normally provided by the LGA. ➤ Identify community needs and resource availability. ➤ Liaise, consult and negotiate of behalf of the effected community.
Department for Child Protection and Family Support	<ul style="list-style-type: none"> ➤ Provide a representative to the LRCC. ➤ Coordinate emergency welfare services as part of the recovery process as required by the WESTPLAN – Welfare. ➤ Manage the provision of the Personal Hardship and Distress measures under the WANDRA, including counselling, emergency assistance and temporary accommodation.
Department of Agriculture	<ul style="list-style-type: none"> ➤ Provide a representative to the LRCC (co-opted as required). ➤ Manage the provision of assistance to farmers, particularly in relation to the Primary Producer Package under the WANDRRA.
Main Roads Western Australia	<ul style="list-style-type: none"> ➤ Provide a representative to the LRCC (co-opted as required). ➤ Assess and report on damage to State/Federal road infrastructure that may impact on the community. ➤ In conjunction with the LGA assist with the assessment of damage to local roads and give advice on roads closure and alternate transport routes. ➤ Assist the local government with the reopening and restoration of damage to local roads including providing access to funding where available through the MRWA Flood Damage to Local Roads Special Funding Assistance

	Program and/or the WANDRRA.
Lifeline Agencies (including power, water and gas)	<ul style="list-style-type: none"> ➤ Provide a representative to the LRCC (co-opted as required). ➤ Assess and report on damage to lifeline services and progress of restoration of services. ➤ Facilitate restoration of priority services as requested by the LRCC.
Regional Development Commission	<ul style="list-style-type: none"> ➤ Provide a representative to the LRCC (co-opted as required). ➤ Assist with the assessment of the impact of the emergency on small business. ➤ Provide advice on and facilitate access to available business support services/funding support, e.g. WANDRRA small business support measures.
Department of Education and Training (or local school representative)	<ul style="list-style-type: none"> ➤ Provide a representative to the LRCC (co-opted as required). ➤ Advice on issues affecting normal operation of schools, e.g. restrictions on student access or damage to school premises.
Local Health Services Provider (Department of Health or Local Health Officer)	<ul style="list-style-type: none"> ➤ Provide a representative to the LRCC (co-opted as required). ➤ Advise on health issues arising from the emergency. ➤ Coordinate the local health components of the recovery process.
Lord Mayor's Distress Relief Fund	<ul style="list-style-type: none"> ➤ Liaise with the LRCC to assess the requirement for public donations and if required initiate — Calls for Public Donations in accordance with SEMC PS 16. ➤ As required set up a local appeals committee in conjunction with the LRCC. ➤ Provide advice to the LRCC on criteria for, and assessment of, requests for financial assistance.

Section 1: Incident details

Incident/Emergency Name:	
Incident/Emergency Number:	
Incident Controller Name & Contact:	
Hazard Management Agency:	
Local Recovery Coordinator Name & Contact:	
Date and Time of Handover Meeting:	
Description of Affected Area:	
Map Attached:	Y / N
Other Local Government Areas Affected:	

Notes:

Impact Assessment

1. Has any **residential** property been damaged or destroyed?

Yes Go to question 1a

No Go to question 2

1a. Record any available information about damage or losses to residential properties.

Number of Residential Properties Damaged:	
Notes:	

Number of Residential Properties Destroyed:	
Notes:	

Include an attachment of any additional damage

2. Has any **commercial or industrial** property been damaged or destroyed?

Yes Go to question 2a

No Go to question 3

2a. Record any available information about damage or losses to commercial or industrial properties.

Number of Commercial or Industrial Properties Damaged:	
Notes:	

Number of Commercial or Industrial Properties Destroyed:	
Notes:	

Include an attachment of any additional damage

3. Has any **rural, pastoral or primary producer** properties been damaged or destroyed?

Yes Go to question 3a

No Go to question 4

3a. Record any available information about damage or losses to rural, pastoral or primary producer properties.

Number of Rural, Pastoral or Primary Producer Properties Damaged:	
Notes:	

Number of Rural, Pastoral or Primary Producer Properties Destroyed:	
Notes:	

Include an attachment of any additional damage

4. Have any **essential services** been disrupted?

Yes Go to question 4a

No Go to question 5

4a. Record any available information about damage or losses to essential services.

Service Type	Location	Contact person	Estimated restoration time
Power			
Water			
Roads			
Phone			
Commercial			
Other			

5. Are there any road blocks in place?

6. Is there any other relevant information regarding the disruption of essential services or damage/losses in general?

Notes:

DRAFT



Management Arrangements

Animal Emergency Plan

Effective From:	
Expires on:	
Next Review:	
Adopted by Council:	

CONTENTS

<i>INTRODUCTION</i>	3
DISTRIBUTION LIST	4
DEFINITIONS	4
AUTHORITY	4
AIM	5
SCOPE	5
OBJECTIVES.....	5
INTERFACE WITH OTHER PLANS.....	6
KEY TASKS AND RESPONSIBILITIES	6
OPERATIONS & PLANNING	6
LIVESTOCK	6
EXOTIC DISEASES	6
PUBLIC INFORMATION	7
FINANCIAL MANAGEMENT.....	7
INSURANCE.....	7
MANAGED WITHDRAWAL	7
DEBRIEF/FINAL REPORTING	7
MEMBER AGENCIES.....	8
CONTACT LIST	8

INTRODUCTION

Animals are an integral part of community life in the Shire of Nannup both as companions and as a source of income.

When emergencies occur, animal owners are often reluctant to leave their homes because of concern for their pets. Animal owners may need assistance from the community to temporarily house their animals, rescue their animals or reunite them with straying animals.

Animal owners are responsible for the care of their pets and livestock at all times, and the Shire of Nannup encourages residents to have mechanisms in place to ensure their pets and livestock are considered during an emergency.

Pets and animals are not the responsibility of The Shire of Nannup- animals are the responsibility of their owners during an emergency. However, the following information may assist owners in catering for their pets and animals. Evacuation centres will not accept pets other than Guide dogs, registered Hearing Dogs and registered Disability Aid Dogs. Owners must cover all costs associated with their pets and animals welfare.

Exotic diseases are a constant threat to the livestock industry in Australia. The Shire of Nannup contains large parcels of rural land containing livestock. Disease outbreak can threaten the viability of livestock industries, have a financial impact on our rural community and potentially cause harm to human health. Exotic diseases can spread rapidly and are highly contagious. Once identified, urgent action must be taken to reduce the spread of disease and limit impact on the community.

DISTRIBUTION LIST

Organisation	Number of copies
Shire of Nannup Emergency Management file	1
Shire of Nannup Manager Infrastructure	1
Shire of Nannup Finance	1
Shire of Nannup Ranger Services	1
WA Police: Nannup	1
DFES SW District Office	1
Shire of Busselton	1
RSPCA SW Inspector	1
RSPCA Perth Office	1
Dept of Parks & Wildlife, Busselton	1
Dept of Parks & Wildlife, Kirup	1
Dept Food & Agriculture	1
Nannup GeoVet	1
Saving Animals from Euthanasia (SAFE) Busselton	1
Fostering & Assistance for Wildlife Needing Aid Inc (FAWNA) Busselton	1
Nancy Tang	1

DEFINITIONS

AEG	Animal Emergency Group
AGWA	Dept of Agriculture
AWC	Animal Welfare Coordinator
AWT	Animal Welfare Team
CPFS	Child Protection & Family Support (Dept of)
DFES	Fire and Emergency Services Authority
DPaW	Dept Parks & Wildlife
ECC	Emergency Coordination Centre
FAWNA	Fostering & Assistance for Wildlife Needing Aid Inc
HMA	Hazard Management Agency
IC	Incident Controller
IMG	Incident Management Group
LEMC	Local Emergency Management Committee
LG	Local Government
SON	Shire of Nannup
WARA	WA Rangers Association

AUTHORITY

These arrangements have been prepared and endorsed by the Shire of Nannup Local Emergency Management Committee (LEMC) and the Shire of Nannup.

AIM

The aim of the Nannup Animal Emergency Plan is to define roles and responsibilities of the community in responding to animal welfare emergencies and outbreaks of animal disease.

SCOPE

The scope of this plan will take into account the following functions:

- Activation mechanisms,
- Responsibilities and tasks,
- Recovery services,
- Resourcing arrangements, and
- Management structures and processes.

The plan addresses emergency arrangements for pets and livestock animals in the Shire of Nannup. The geographical area covered by these arrangements in the Shire of Nannup municipal boundaries.

This plan addresses emergency arrangements for native and introduced wildlife in consultation with the Department of Parks and Wildlife (DPaW) and community organisations.

Human life and safety will take precedence over animal welfare.

OBJECTIVES

- Identify and support HMAs responsible for various aspects of animal welfare and management,
- Identify trigger(s) for the activation of these arrangements,
- Coordinate the function of animal rescue and shelter during an emergency,
- Facilitate community awareness to encourage self planning for their animals during an emergency,
- Increase community confidence during an emergency that animal welfare will be considered,
- Identify and prioritise risk groups requirements during emergencies,
- Reunite owners with lost animals during and after emergencies and re-unite unidentified/unclaimed animals,
- Facilitate hygienic management of dead animal and animal waste disposal during and after emergencies,
- Enlist support of community members with animal handling skills,
- Identify and support agencies responsible for various aspects of animal welfare and management and
- Liaise with DPaW and FAWNA for rescue and rehabilitation of wildlife

INTERFACE WITH OTHER PLANS

The Shire of Nannup Animal Emergency Plan is a sub-plan of the Shire of Nannup Emergency Management Arrangements and as such should not be read in isolation to these plans and arrangements.

KEY TASKS AND RESPONSIBILITIES

The decision to implement the plan will be determined by the Incident Controller (IC) of the relevant Hazard Management Agency (HMA).

The IC shall notify the Manager Infrastructure of the need to activate the plan.

Once notified, the Manager Infrastructure will contact the Animal Welfare Coordinator (AWC) to implement the plan. At this point it must be confirmed how the finances will be covered for the welfare of animals (HMA or community responsibility)

OPERATIONS & PLANNING

- Activate and coordinate services delivery,
- Request assistance from any person or organisation with skills in animal care for the Animal Welfare Team,
- Establish Animal Welfare Centre (AWC) in conjunction with FAWNA,
- In a large emergency, the RSPCA and WARA will be notified if use of the Animal Emergency Group (AEG) and trailer or other assistance is required from Perth.
- In the Animal Welfare Centre it is responsibility of personnel to:
 - Record and register all requests for assistance,
 - Log all personnel and resources in the field; and
 - Record a register of rescued animals

LIVESTOCK

Livestock are at risk to themselves in emergencies, but also cause a serious hazard to others if uncontained. It is the livestock owner's responsibility to care for livestock in an incident and if unable to evacuate, the closest safe paddock should be used to temporarily hold livestock. As soon as possible, water and feed need to be provided for stock.

EXOTIC DISEASES

Outbreaks in exotic animal diseases an ongoing risk to animal and human health. The HMA for exotic animal disease is the Dept of Agriculture and Food.

The WA State Exotic Animal Disease Controller shall be the AGWA Chief Veterinary Officer and shall coordinate the following procedures as per their AUSTVETPLAN.

The AUSTVETPLAN addresses issues such as:

- Identification of disease;
- Quarantine of stock and property;

- Euthanasia and disposal of stock; and
- Movement or standstill of stock, machinery, farm produce and people.

The Shire of Nannup may be requested by the WA State Exotic Disease Controller to assist in operations implemented once an exotic disease has been confirmed.

PUBLIC INFORMATION

Provision of information to the public regarding animals in emergencies must be deliberate, planned and sustained. Educational material promoted to the community prior to an incident assists to ensure increased resilience of individuals in activating their individual emergency plan that incorporates animal welfare.

Public information in an incident is to be coordinated and released through the Incident Controller via the Public Information Officer. Printed and electronic media can be used to reunite owners and animals

FINANCIAL MANAGEMENT

Prior to establishing the Animal Welfare Centre it should be identified who shall be responsible for authorising expenditure for animal supplies, veterinary expenses and other necessary requirements for animal welfare. These expenditures shall be recorded in the Animal Emergency Expenditure form

INSURANCE

Under the Emergency Management ACT 2005, liability insurance shall be provided by the HMA for the event of all workers and volunteers working in the IMG structure and under direction of the IC of the HMA.

MANAGED WITHDRAWAL

The Animal Welfare Centre shall be notified by the IC of the HMA when the emergency has ended. Organisational arrangements must be scaled down and responsibility for completion of outstanding tasks and actions assigned and acknowledged. The recovery phase may still involve actions from the Animal Welfare Centre restoring the community to the point where normal scale and economic activity may resume.

DEBRIEF/FINAL REPORTING

The Animal Welfare Centre shall facilitate a debriefing session for all workers and volunteers after each enactment of this plan. The Animal Welfare Centre shall prepare a report on the event, including a debrief report for LEMC.

MEMBER AGENCIES

ORGANISATION	DEPARTMENT/POSITION
Shire of Nannup	Manager Infrastructure
RSPCA	Local inspector Chief inspector Perth
Department of Parks & Wildlife	Nature Conservation Officer Perth Senior Wildlife Officer Perth
DFES	South West Office
Department of Agriculture and Food	District Veterinarian Officer
WA Police	OIC Local Emergency Coordinator
Department of Child Protection & Family Support	Local and Regional Emergency Services Coordinators
Fauna & Wildlife Network Association	
Convenor, Animal Welfare Plan Nancy Tang	nancy@blackwoodrapture.com.au 9756 0669

Annexure 1 - CONTACT LIST

Shire of Nannup

Organisation	Contact	Phone	Details
Manager Infrastructure	Chris Wade	9756 1018	(Emergency Management)
Corporate Services Officer	Tracie Bishop	9756 1018	Initial contact for Ranger

Local Governments

Shire of Busselton	Ranger Services	9781 0444	

State Government Agencies

DFES	John Tillman	P: 97716801	M: 0427 323 610
DFES District Manager	Leon Gardiner	9771 6800 Office 9771 6805 Direct	0408 412 608
Department of Agriculture and Food (DAF)	District Veterinary Officer Tom Hollingsworth	97806280	0429107760
DAF Exotic Animal Disease	Hotline	1800 675 888	

DAF Pest & Disease Information Service	Hotline	1800 084 881	
Dept. Of Parks & Wildlife	Regional Conservation Officer	Jennifer Harrison	97255966 0427255909
Dept. Of Parks & Wildlife	Regional Compliance Officer	Peter Lambert	933402289 0419945428

Veterinarians

Nannup Geo Vet	Ann Williams		97560422
Busselton Vet	Narelle Kiough		97544422

Animal Welfare Organisations

RSPCA	S.W. Region Perth	Sara Garven -	9795 9814 9209 9300
RSPCA	Chief Inspector Perth	Christine Jones	92099300
RSPCA	Visiting Inspector	David Vickery Jones	0427079379
SW Animal Rescue	Tanya Adams	0424139284	0407 184 274
SAFE South West (Bunbury)	Deeann Nikki	0400 505 380 0414449045	
FAWNA	Jeff Falkoner	97548256	0438 526 660

Animal Accommodation/Boarding

Marlee Country Kennels	Dogs	4814 Jalbarragup Road, Busselton	08 9753 1351
Southern Meadows		357 Glendon Rd, Busselton WA 6280	97532163
Bridgetown Boarding Kennels	Dogs and cats	Glenda	97611751 0427 611 751

Livestock Contacts

Elders	Auctioneer	97910955	
Landmark	Auctioneer	97260372	

Horse Stables

--	--	--	--

Dead Animal Disposal Services

Shire of Nannup			

Pet/Animal Food Suppliers

Nannup Hardware	Geoff Wishart	97561154
Nannup GeoVet	Ann Williams	97560422

2014

Resources available within the community including horse floats, trucks, cages etc

Name	Address	Contact Number	Mobile Number	Resource	Details

2014
Property owners who can temporarily house domestic animals or livestock

Name	Address	Contact Number	Mobile Number	Details

2014
Individuals who can assist with the care of animals during an incident at the Animal Welfare Centre.

Name	Address	Contact Number	Mobile Number	Training/Membership details

