

# Shire of Chapman Valley



## LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

2019

## Local Emergency Management Arrangements

### SHIRE OF CHAPMAN VALLEY 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 Batavia Local Emergency Management Committee (LEMC), and has been to be tabled with the District Emergency Management Committee (DEMC) and an electronic copy forwarded to the Secretary of the State Emergency Management Committee (SEMC).

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CEO Chapman Valley  
Batavia LEMC Rep

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Date

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Endorsed by Council  
Shire President

.....

Date

## Local Emergency Management Arrangements

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## Local Emergency Management Arrangements

### DISTRIBUTION LIST

<u>Organisation</u>	<u>Location/Officer</u>	No of Copies
<b>SHIRE OF CHAPMAN VALLEY</b>		
Shire of Chapman Valley	CEO	1
Shire of Chapman Valley	Deputy CEO	1
Shire of Chapman Valley	Manager Works & Services	1
Shire of Chapman Valley	Senior Ranger	1
<b>LOCAL EMERGENCY MANAGEMENT COMMITTEE</b>		
LEMC	Chairperson	1
WA Police	Northampton Police Station	1
Department of Communities	Geraldton	1
Water Corporation	Geraldton	1
St John Ambulance	Nabawa Volunteers	1
Bush Fire Services	Nabawa Volunteers	1
Chapman Valley Primary School	Chapman Valley	1
Yuna Primary School	Yuna	1
CWA	Nabawa	1
DFES Regional Office	Geraldton	1
<b>ADJOINING SHIRES</b>		
City of Greater Geraldton	LEMC	1
Shire of Northampton	LEMC	1
<b>DISTRICT EMERGENCY MANAGEMENT COMMITTEE</b>		
<b>STATE EMERGENCY MANAGEMENT COMMITTEE</b>		

The distribution list is included to enable amendments to be distributed at later dates.

**Contact addresses at Appendix 7.**

## RECORD OF AMENDMENTS

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

Feedback can include:

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- Out of date information or practices;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

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

Shire of Chapman Valley  
PO Box 1  
NABAWA WA 6532

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

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

<u>Amendment</u>		<u>Details of Amendment</u>	<u>Amended by</u>
<u>No.</u>	<u>Date</u>		<u>*Initial/Date</u>
1	2012	Developing Arrangements	Stuart Billingham
2	08/05/2014	Amendments to Arrangements	Maurice Battilana 08/05/2014
3	23/5/2014	Updating Arrangements	Karen McKay 23/05/2014
4	17/11/2016	Updating Arrangements	Maurice Battilana 17/11/2016
5	12/08/2019	Update of Arrangements	B. Wilson (DFES)

NOTE - \*The person receiving the amendments should be responsible for replacing the pages as appropriate and also for completing the amendment record.



### GLOSSARY OF TERMS

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

**AUSTRALASIAN INTERSERVICE INCIDENT MANAGEMENT SYSTEM (AIIMS)** – A nationally adopted structure to formalize a coordinated approach to emergency incident management.

**AIIMS STRUCTURE** – The combination of facilities, equipment, personnel, procedures and communications operating within a common organizational structure with responsibility for the management of allocated resources to effectively accomplish stated objectives relating to an incident (AIIMS)

**COMBAT** - take steps to eliminate or reduce the effects of a hazard on the community.

**COMBAT AGENCY** – A combat agency prescribed under subsection (1) of the Emergency Management Act 2005 is to be a public authority or other person who or which, because of the agency's functions under any written law or specialized knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.

**COMMAND** – The direction of members and resources of an organisation in the performance of the organisation's role and tasks. Authority to command is established in legislation or by agreement with an organisation. Command relates to organisations and operates vertically within an organisation. See also **COMMAND** and **COORDINATION**.

**CONTROL** – The overall direction of emergency management activities in an emergency situation. Authority for control is established in legislation or in an emergency plan and carries with it the responsibility for tasking and coordinating other organisations in accordance with the needs of the situation. Control relates to situations and operates horizontally across organisations. See also **COMMAND** and **COORDINATION**.

**CONTROLLING AGENCY** – An agency nominated to control the response activities to a specified type of emergency.

**COORDINATION** – The bringing together of organisations and elements to ensure an effective response, primarily concerned with the systematic acquisition and application of resources (organisation, manpower and equipment) in accordance with the requirements imposed by the threat or impact of an emergency. Coordination relates primarily to resources, and operates, vertically, within an organisation, as a function of the authority to command, and horizontally, across organisations, as a function of the authority to control. See also **CONTROL** and **COMMAND**.

**DISTRICT** – means the municipality of the Shire of Chapman Valley.

**EMERGENCY** – An event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which requires a significant and coordinated response.

**EMERGENCY MANAGEMENT** – The management of the adverse effects of an emergency including:

**Prevention** – the mitigation or prevention of the probability of the occurrence of and the potential adverse effects of an emergency.

**Preparedness** – preparation for response to an emergency

**Response** – the combating of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage and help to speed recovery and

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**Recovery** – the support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.

**EMERGENCY MANAGEMENT AGENCY** – A hazard management agency (HMA), a combat agency or a support organisation.

**EMERGENCY RISK MANAGEMENT** – A systematic process that produces a range of measures which contribute to the well-being of communities and the environment.

**HAZARD** - An event, situation or condition that is capable of causing or resulting in loss of life, prejudice to the safety, or harm to the health of persons or animals; or destruction of, or damage to property or any part of the environment and is defined in the Emergency Management Act 2005 or prescribed in the Emergency Management Regulations 2006.

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

**INCIDENT** – the occurrence or imminent occurrence of a hazard.

**INCIDENT AREA (IA)** – The area defined by the Incident Controller for which they have responsibility for the overall management and control of an incident.

**INCIDENT CONTROLLER** – The person designated by the relevant Controlling Agency, to be responsible for the overall management and control of an incident within an incident area and the tasking of agencies in accordance with the needs of the situation.

**INCIDENT MANAGER** – See **INCIDENT CONTROLLER**

**INCIDENT MANAGEMENT TEAM (IMT)** – A group of incident management personnel comprising the incident controller, and the personnel he or she appoints to be responsible for the functions of operations, planning and logistics. The team headed by the incident controller which is responsible for the overall control of the incident.

**INCIDENT SUPPORT GROUP (ISG)** – A group of agency/organisation liaison officers convened and chaired by the Incident Controller to provide agency specific expert advice and support in relation to operational response to the incident.

**LG** – Local Government meaning the Shire of Chapman Valley.

**LOCAL EMERGENCY COORDINATOR (LEC)** - The person appointed by the State Emergency Coordinator to provide advice and support to their local emergency management committee in the development and maintenance of emergency management arrangements, assist hazard management agencies in the provision of a coordinated response during an emergency in the district and carry out other emergency management functions under the direction of the State Emergency Coordinator.

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

**MUNICIPALITY** – Means the district of the Shire of Chapman Valley.

**OPERATIONS** – The direction, supervision and implementation of tactics in accordance with the Incident Action Plan.

**OPERATIONAL AREA (OA)** – The area defined by the Operational Area Manager for which they have overall responsibility for the strategic management of an emergency. This area may include one or more Incident Areas.

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**PREVENTION** – the mitigation or prevention of the probability of the occurrence of, and the potential adverse effects of, an emergency.

**PREPAREDNESS** – preparation for response to an emergency.

**RESPONSE** – the combatting of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage, and help to speed recovery.

**RECOVERY** – The coordinated process of supporting emergency-affected communities in reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical well-being.

**RISK** – A concept used to describe the likelihood of harmful consequences arising from the interaction of hazards, communities and the environment.

The chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood.

A measure of harm, taking into account the consequences of an event and its likelihood. For example, it may be expressed as the likelihood of death to an exposed individual over a given period.

Expected losses (of lives, persons injured, property damaged, and economic activity disrupted) due to a particular hazard for a given area and reference period. Based on mathematical calculations, risk is the product of hazard and vulnerability

**RISK MANAGEMENT** – The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, evaluating, treating and monitoring risk.

**RISK REGISTER** – A register of the risks within the local government, identified through the Community Emergency Risk Management process.

**RISK STATEMENT** – A statement identifying the hazard, element at risk and source of risk.

**SUPPORT ORGANISATION** – A public authority or other person who or which, because of the agency's functions under any written law or specialized knowledge, expertise and resources is responsible for providing support functions in relation to that agency.

**VULNERABILITY** – The degree of susceptibility and resilience of the community and environment to hazards. \*The degree of loss to a given element at risk or set of such elements resulting from the occurrence of a phenomenon of a given magnitude and expressed on a scale of 0 (no damage) to 1 (total loss).

**WELFARE CENTRE** – Location where temporary accommodation is actually available for emergency affected persons containing the usual amenities necessary for living and other welfare services as appropriate.

## GENERAL ACRONYMS USED IN THESE ARRANGEMENTS

<b>BFS</b>	Bush Fire Service
<b>CEO</b>	Chief Executive Officer
<b>DCPFS</b>	Department of Child Protection and Family
<b>DEC</b>	Department of Environment and Conservation
<b>DEMC</b>	District Emergency Management Committee
<b>DFES</b>	Department of Fire & Emergency Services
<b>ECC</b>	Emergency Coordination Centre
<b>DFES</b>	Fire and Emergency Services Authority
<b>FRS</b>	Fire and Rescue Service
<b>HMA</b>	Hazard Management Agency
<b>ISG</b>	Incident Support Group
<b>LEC</b>	Local Emergency Coordinator
<b>LEMA</b>	Local Emergency Management Arrangements
<b>LEMC</b>	Local Emergency Management Committee
<b>LRC</b>	Local Recovery Coordinator
<b>LRCC</b>	Local Recovery Coordinating Committee
<b>SEC</b>	State Emergency Coordinator
<b>SEMC</b>	State Emergency Management Committee
<b>SES</b>	State Emergency Service
<b>SEWS</b>	Standard Emergency Warning Signal
<b>SOP</b>	Standard Operating Procedures
<b>VFRS</b>	Volunteer Fire & Rescue Service
<b>VMR</b>	Volunteer Marine Rescue

### Part 1: INTRODUCTION

#### 1.1 Authority for Preparation

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

#### 1.2 Community Consultation

The community has been consulted through forums and through the LEMC committee members.

#### 1.3 Documentation Availability

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

- Shire's Administration Office  
3270 Chapman Valley Road  
NABAWA WA 6532
- Shire's Website in PDF format
- Stakeholder and LEMC agencies and organisations
- Related committees
- DFES Regional Office
- District Emergency Management Committee
- State Emergency Management Committee (Secretary) – electronic format

#### 1.4 Physical and Social Geography

The Shire of Chapman Valley is a Local Government Area located in the Mid-West region of Western Australia, approximately thirty minutes northeast of Geraldton and about 440kms north of Perth. The Shire covers an area of approximately 4,007 sq. /mms. The economy is reliant on a range of agricultural pursuits including intensive farming, grain production and wool growing.

Established as the Upper Chapman Road Board in 1901, it was not until 1960 (as a result of the Local Government Act) that the Board became known as the Shire of Chapman Valley. Over the past years the Shire of Chapman Valley has developed townscape plans for Nanson and Yuna in order to improve social, environmental and economic benefits to our communities.

Improvements to our communities have included the development of sporting and recreation venues, such as a public oval and playground at Yuna, and the Nanson playground. The upgrade of Coronation Beach has also been an award winning success, enabling the successful integration of recreation users and environmental protection.

Developments such as these have become popular with our local communities and visitors alike and we are consistently working towards continued improvements within the Shire to meet the unique needs of our rural communities.

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The Council consists of eight elected members who bring with them knowledge from each section of the rural community, from Parkfalls, near the coast to 'God's Own Country' outback, Yuna. Parkfalls is located in the south west corner of the Shire, is the fastest growing area within the Shire, offering people the opportunity to live a semi-rural lifestyle close to the ocean and city facilities.

The picturesque Chapman Valley extends from the coasts at Coronation Beach, eastward to the Greenough River, north to the Rabbit Proof Fence and south to the East Chapman River. The Valley is renowned for its magnificent flat-topped Moresby Ranges, its pristine coastline and beautiful array of wildflowers from July through to October each year.

### **1.5 Purpose of the Arrangements**

The purpose of this document is to detail:

- The Shire of Chapman Valley'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 Chapman Valley;
- Strategies and priorities for emergency management in the Shire of Chapman Valley;
- Other matters about emergency management in the Shire of Chapman Valley prescribed by the regulations; and
- Other matters about emergency management in the Shire of Chapman Valley the local government considers appropriate. [s41(2) of the EM Act 2005]

### **1.6 Scope of the Arrangements**

These arrangements are to ensure there are suitable plans in place to deal with the identified emergencies should they arise. It is not the intent of this document to detail the procedures for Hazard Management Agencies (HMA's) in dealing with an emergency. These should be detailed in the HMA's individual plan.

Furthermore:

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

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### 1.7 Related Documents and Arrangements

#### 1.7.1 Formal Local Emergency Management Policies

The Shire of Chapman Valley currently does not have any policies specifically relating to emergency management unique to this local government area.

#### 1.7.2 Existing Plans and Arrangements

##### Local Plans

Document	Owner	Location	Date
Evacuation Plan	Chapman Valley Primary School	Nabawa	December 2012
Evacuation Plan	Yuna Primary School	Yuna	January 2014

Table 1.7.2

#### 1.7.3 Agreements, Understandings & Commitments

Currently there are no formal agreements or MOUs between the Shire of Chapman Valley and other local governments, organisations or industries in relation to the provision of assistance during times of need are in place.

Parties to the Agreement	Summary of the Agreement	Special Considerations

Table 1.7.3

### 1.8 Special Considerations

Factors that need to be considered in relation to emergency operations include:

- Major influxes of tourists during Wildflower season (Jul-Oct)
- Large public events such as Chapman Valley Show – Sept (annually)
- Seasonal conditions incl.
  - Bushfire season (Oct-Mar), and
  - Cyclones (typically Nov – Apr)

### 1.9 Availability of 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 Chapman Valley has conducted a broad analysis of resources available within the Shire of Chapman Valley including the pastoral properties and collated these in the Shire of Chapman Valley Emergency Resources Register at **Appendix 1.**

### 1.10 Roles and Responsibilities

#### 1.10.1 Local Emergency Coordinator

The Local Emergency Coordinator (LEC) for a local government district is appointed by the State Emergency Coordinator (Commissioner of Police) and has the following functions [s. 37(4) of the EM Act 2005]:

- to provide advice and support to the LEMC for the district in the development and maintenance of emergency management arrangements for the district;
- to assist hazard management agencies in the provision of a coordinated response during an emergency in the district; and
- to carry out other emergency management activities in accordance with the directions of the State Emergency Coordinator.

#### 1.10.2 Chairperson Local Emergency Management Committee

The Chairperson of the LEMC is appointed by the local government (s. 38 of the EM Act 2005). Refer to **Appendix 7** for details.

The Chairperson of the LEMC has the following roles in relation to the operation of the meeting:

- Chair the Local Emergency Management Committee;
- Manage the development and maintenance of the Local Emergency Managements Arrangement within the district;
- Ensure the development of the committees reporting requirements in accordance with legislative and policy requirements; and
- Ensure the effective operation of the committee in accordance with legislation.

The Chairperson is responsible for the **process** of the meeting and usually works closely with the Executive Officer (XO) on the organisation of the agenda and contents of the notes.

The Chairperson ensures that the meeting is running smoothly and invites the participation of the participants.

The Chairperson undertakes the following tasks:

- Oversees the preparation of the agenda in consultation with the XO;
- Opens the meeting;
- Welcomes and introduces members and guests;
- Keeps individuals focused on the topics being discussed;
- Makes sure that members are aware of decisions that are made;
- Keeps track of the time; and
- Closes the meeting.

The Deputy Chairperson of the LEMC has the following roles:

- Acts as Chairperson to the committee in the absence of the Chairperson;
- Provides such assistance and advice as requested by the Chairperson;



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- Undertake the role of Chairperson to committee working groups, as required;
- Facilitate the provision of relevant emergency management advice to the Chairperson and committee, as required;
- Provide support and direction to the XO, as required; and
- Understudy the roles and responsibilities of the Chairperson.

### 1.10.3 LEMC Executive Officer

The LEMC Executive Officer (XO) is responsible for taking notes and writing the record of the meeting and works closely with the Chairperson. The XO may delegate the taking of notes and record meeting details to a support officer. The XO focuses on the **content** of the meeting while the Chairperson is concerned with the **process**.

The XO also takes responsibility for communicating with members outside meetings through the distribution of the agenda and the circulation of the meeting notes. At times there may be out-of-session matters that have to be addressed, and the XO contacts members in such instances.

The Executive Officer typically undertakes the following tasks:

- Calls for agenda items prior to the meeting allowing sufficient time for members to respond;
- Prepares and writes the agenda, a joint responsibility with the Chairperson;
- Distributes the agenda and papers prior to the meeting allowing adequate time for members to read them;
- Organises catering arrangements and acts on instructions about equipment that may be required for the meeting;
- Takes notes at the meeting;
- Prepares draft Minutes from the notes taken;
- Finalises the Minutes in consultation with the Chairperson;
- Circulates the Minutes;
- Keeps a complete record of meetings and documentation; and
- Develops a system of archiving notes and documents.

### 1.10.4 Local Emergency Management Committee

The Shire of Chapman Valley has established a Local Emergency Management Committee (LEMC) to oversee, plan and test the local emergency management arrangements (s. 39 of the EM Act 2005).

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

The LEMC is not an operational committee but rather the organisation established by the local government to ensure that local emergency management arrangements are written and placed into effect for its district.

The LEMC membership must include at least one local government representative and the identified Local Emergency Coordinator (LEC). Relevant government agencies and

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other statutory authorities will nominate their representatives to be members of the LEMC.

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

### **1.10.5 The Function of the LEMC**

It is the function of the LEMC to (s. 39 of the EM Act 2005):

- to advise and assist the local government in establishing local emergency managements for the district;
- to liaise with public authorities and other persons in the development, review and testing of the local emergency management arrangements; and
- to carry out other emergency management activities as directed by SEMC or prescribed by regulations.

Various State Hazard Plans and State Emergency Management Policies (SEMP) place responsibilities on LEMC's. The below identified functions relate to areas not covered in other areas of these arrangements:

- The LEMC may provide advice and assistance to the SES and DFES to develop a Local Tropical Cyclone Emergency Plan. (State Hazard Plans – *Cyclone, Flood and Tsunami*)

### **1.10.6 Local Government**

It is a function of a local government —

- subject to the Emergency Management Act is to ensure that effective local emergency management arrangements are prepared and maintained for its district;
- to manage recovery following an emergency affecting the community in its district; and
- to perform other functions given to the local government under the Emergency Management Act.

### **1.10.7 Controlling Agency**

A Controlling Agency is an agency nominated to control the response activities to a specified type of emergency.

The function of a Controlling Agency is to:

- to undertake all responsibilities as prescribed in Agency specific legislation for Prevention and Preparedness;
- to control all aspects of the response to an incident; and
- during Recovery the Controlling Agency will ensure effective transition to Recovery by Local Government.

### **1.10.8 Hazard Management Agency**

## Local Emergency Management Arrangements

The functions of the HMAs are to:

- Undertake responsibilities where prescribed in the *Emergency Management Regulations 2006* for these aspects.
- Appointment of Hazard Management Officers (s.55 of the EM Act 2005)
- Declare / Revoke Emergency Situation (s.50 and 53 of the EM Act 2005)
- Coordinate the development of the WESTPLAN for that hazard SEMP No 2.2 *Development and Review of State Emergency Management Plans*
- Ensure effective transition to recovery by Local Government

### **1.10.9 Combat Agencies**

A combat agency is *'to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for performing an emergency management activity by the regulations in relation to that agency.'* (EMWA Glossary)

### **1.10.10 Support Organisation**

A support organisation is *'to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for providing support functions in relations to that agency.'* (EMWA Glossary) An example may be the Salvation Army providing meals to welfare centre.

### **1.10.11 Public Authorities and Others**

The roles and responsibilities of public authorities and other persons involved in emergency management in the local government district' [EM Act 2005 s 41(2) (b)].

The allocation of roles and responsibilities to Public Authorities should, as far as possible, follow the State Emergency Management Arrangements.

As the Department of Communities (DoC), who do not have a permanent presence in the town, therefore in the case of an emergency incident, where welfare is required, the Shire of Chapman Valley will provide the welfare role until DoC arrives.

### Part 2: PLANNING

The Shire of Chapman Valley, under s. 38 of the *Emergency Management Act 2005*, has established a Local Emergency Management Committee (LEMC) to plan, manage and exercise the local emergency arrangements. Membership of the LEMC is a representative of agencies, community groups, non-government organisations and expertise relevant to the identification of community hazards and emergency management arrangements.

#### 2.1 Planning (LEMC Administration)

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

#### 2.2 LEMC Membership

The Shire of Chapman Valley is a member LG of the Batavia LEMC; and is comprised of (and is reflective of) the community:

- A Chairperson, as appointed by the Batavia LEMC
- The Local Emergency Coordinator (LEC), as appointed by the State Emergency Coordinator (SEC)
- Local Recovery Coordinator
- At least one local government representative
- Representatives from local emergency management agencies located in the Shire of Chapman Valley
- Welfare support agencies
- State Government agencies
- Local Industry representatives
- Local Indigenous or CALD representatives
- Special needs Group representatives
- Other representatives as determined by the Shire of Chapman Valley (e.g. community champions)
- Secretarial and administration support will be provided by the Batavia LEMC member LGs.

A comprehensive list of LEMC Members and contact details can be found at **Appendix 7.**

#### 2.3 Meeting Schedule

The LEMC shall meet every three (3) months and as required (State EM Procedure Sect. 7).

#### 2.4 LEMC Constitution and Procedures

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

##### 2.4.1 Every Meeting:

- Confirmation of LEMA Contact Details and Key Stakeholders;
- Review any of Post-Incident Reports and Post Exercise Reports generated since last meeting;
- Progress of ERM process;

## **Local Emergency Management Arrangements**

- Progress of Treatment Strategies arising from ERM process;
- Progress of development or review of LEMA; and
- Other matters as determined by the Local Government.

### **2.4.2 First Calendar Quarter:**

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

### **2.4.3 Second Calendar Quarter:**

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

### **2.4.4 Third Calendar Quarter:**

- Identify emergency management projects for possible grant funding.

### **2.4.5 Fourth Calendar Quarter:**

- National and State funding nominations.

The LEMC shall determine other procedures as it considers necessary.

## **2.5 LEMC Annual Report**

An Annual Report for the Shire of Chapman Valley' LEMC shall be completed and submitted to the Executive Officer of the Midwest-Gascoyne DEMC within (2) weeks of the end of the financial year for which the annual report is prepared.

The LEMC Annual Report is to contain, for the reporting period:

- a description of the area covered by the LEMC,
- a description of activities undertaken by it, including;
  - the number of LEMC meetings and the number of meetings each member, or their deputy, attended,
  - a description of emergencies within the area covered by the LEMC involving the activation of an Incident Support Group (ISG),
  - a description of exercises that exercised the local emergency management arrangements for the area covered by the LEMC,
  - the level of development of the local emergency management arrangements for the area covered by the LEMC (e.g. draft, approved 2007, under review, last reviewed 2007),
  - the level of development of the local recovery plan for the area covered by the LEMC,
  - the progress of establishing a risk register for the area covered by the LEMC, and

## **Local Emergency Management Arrangements**

- a description of major achievements against the LEMC Annual Business Plan.
- the text of any direction given to it by:
- the local government that established it.
- the major objectives of the Annual Business Plan of the LEMC for the next financial year

### **2.6 Annual Business Plan**

State Emergency Management Procedure 7. states that each LEMC will complete and submit to the DEMC, an annual report at the end of each financial year. One of the requirements of the Annual Report is to have a Business Plan.

From time to time the SEMC will establish a template for the Annual Business Plan that can be used by LEMC's.

### **2.7 Emergency Risk Management**

The Emergency Risk Management (ERM) process forms the foundation of local emergency management arrangements. The ERM process supports the negotiation and development of shared responsibilities necessary for the establishment of effective arrangements within local government.

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.

As part of the ERM process it is essential that community stakeholders are consulted when developing measures that reflect the ERM project being conducted. Through the development of related mitigation initiatives, the community is then able to work towards reducing the likelihood and/or consequence of further emergencies order to develop a more sustainable community.

One of the ERM outputs should be to identify critical infrastructure in the community and its vulnerability to hazards.

### **Appendix 2 is allocated as the Risk Register.**

The Shire of Chapman Valley is actively participating in State Risk Project – Local risk workshops, which will identify and develop this risk register during FY2019-20.

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### Part 3: SUPPORT TO RESPONSE

#### 3.1 Risks – Emergencies Likely to Occur

The following is a table of emergencies that are likely to occur within the Local Government area which have been derived through the Emergency Risk Management process:

Hazard	HMA	Local Combat Role	Local Support Role	WESTPLAN / State Hazard Plan	Local Plan Date
Air Transport Emergencies	WA Police	Northampton Police		Crash Emergency (2018)	
Animal and Plant Biosecurity	Dept. Primary Industries & Regional Development			Animal and Plant Biosecurity (2018)	
Bushfire (LG)	LG/DFES	BFB's	Western Power	Fire (2018)	
Bushfire (DEC Lands)	DEC	DEC and BFB's		Fire (2018)	
Earthquake	DFES	Geraldton-Greenough SES	Western Power Water Corp	Earthquake (2016)	
Fire Urban	DFES	Geraldton FRS	Western Power	Fire (2018)	
Flood	DFES	Geraldton-Greenough SES	Western Power Water Corp	Flood (2016)	
Hazardous Materials Incident	DFES	Geraldton FRS		HAZMAT (2018)	
Human Epidemic	Department of Health			Human Biosecurity (2019)	
Land Search	WA Police	Northampton Police, Geraldton-Greenough SES		SAR Emergency (2019)	
Road Transport Emergency	WA Police	Northampton Police	Main Roads (WA)	Crash Emergency (2018)	
Storm	DFES	Geraldton-Greenough SES	Western Power	Storm (2016)	

**Table 3.1**

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

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

## **Local Emergency Management Arrangements**

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

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

The ISG is convened by the HMA or the Local Emergency Coordinator, in consultation with the HMA, to assist in the overall coordination of services and information during a major incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources.

#### **3.2.1 Role of the ISG**

The role of the ISG is to provide support to the incident management team. The ISG is a group of people represented by the different agencies who may have involvement in the incident.

#### **3.2.2 Triggers for the Activation of an ISG**

The activation of an ISG should be considered when the incident escalates to an operational **Level 2** which is when one or more of the following occur:

- Requires multi-agency response;
- Protracted duration;
- Requires coordination multi-agency resources;
- Resources required from outside the local area;
- Some impact on critical infrastructure;
- Has a medium level of complexity;
- Has a medium impact on the routine functioning of the community;
- Has potential to be declaration of an “Emergency Situation”; and/or
- Consists of multiple hazards.

#### **3.2.3 Membership of an ISG**

The ISG is made up of agencies/representatives that provide support to the HMA. As a general rule, the Local Recovery Coordinator (LRC) should be a member of the ISG from the onset, to ensure consistency of information flow and transition into recovery.

The representation on this group may change regularly depending upon the nature of the incident, agencies involved, and the consequences caused by the emergency.

Agencies supplying staff for the ISG must ensure that the representative(s) have the authority to commit resources and/or direct tasks.

#### **3.2.4 Frequency of ISG Meetings**

Frequency of meetings will be determined by the Incident Controller and will generally depend on the nature and complexity of the incident. As a minimum, there should be



## Local Emergency Management Arrangements

at least one meeting per incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources.

### 3.2.5 Locations for ISG Meetings

The Incident Support Group meets during an emergency and provides a focal point for a coordinated approach of all available resources to an emergency. The following table identifies suitable locations and contact details for opening where the ISG can meet within the Local Government District.

**Location One:** Shire of Chapman Valley  
**Address:** 3270 Chapman Valley Road.  
Nabawa

	Name	Phone	Mobile Phone
1 <sup>st</sup> Contact	CEO	9920 5011	0429 205 011
2 <sup>nd</sup> Contact	Deputy CEO	9920 5011	0429 085 028

**Location Two:** Yuna Memorial Hall  
**Address:** Yuna – Tenindewa Road  
Yuna

	Name	Phone	Mobile Phone
1 <sup>st</sup> Contact	CEO	9920 5011	0429 205 011
2 <sup>nd</sup> Contact	Deputy CEO	9920 5011	0429 085 028

**Location Three:** Transportable Building – Showgrounds  
**Address:** Chapman Valley Road  
Nanson

	Name	Phone	Mobile Phone
1 <sup>st</sup> Contact	CEO	9920 5011	0429 205 011
2 <sup>nd</sup> Contact	Deputy CEO	9920 5011	0429 085 028

## 3.5 Media Management and Public Information

## **Local Emergency Management Arrangements**

Communities threatened or impacted by emergencies have an urgent and vital need for information and direction. Such communities require adequate, timely information and instructions in order to be aware of the emergency and to take appropriate actions to safeguard life and property. The provision of this information is the responsibility of the HMA however at the time of handover; the responsibility of sign-off of communication material is handed over to the Local Recovery Coordinator.

### **3.6 Critical Infrastructure**

During the emergency risk management assessment process, local government will identify critical infrastructure within the local government area that if affected by a hazard would have a negative and prolonged impact on the community. Refer to **Appendix 4** for details.

### Part 4: EVACUATION

#### 4.1 Evacuation

Evacuation is a risk management strategy which may need to be implemented, particularly in regard to cyclones, flooding and bush fires. The decision to evacuate will be based on an assessment of the nature and extent of the hazard, the anticipated speed of onset, the number and category of people to be evacuated, evacuation priorities and the availability of resources.

These considerations should focus on providing all the needs of those being evacuated to ensure their safety and on-going welfare.

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

#### 4.2 Evacuation Planning Principles

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

Under the *Emergency Management Act 2005* (S 67), a hazard management officer or authorised officer during an emergency situation or state of emergency may do all or any of the following:

- Direct or by direction prohibit the movement of persons, animals and vehicles within, into, out of or around an emergency area or any part of the emergency area;
- Direct the evacuation and removal of persons or animals from the emergency area or any part of the emergency area;
- Close any road, access route or area of water in, or leading to the emergency area.

The evacuation plan will rely heavily on effective communication with the community. It will be essential to involve community representatives in the planning process, so they are aware of and are informed about what they might face during an evacuation.

Community members should have an understanding of the local community's evacuation principles and procedures. Community awareness and education are critical to the successful implementation of an evacuation plan.

Depending on the risk, the need for long or short-term evacuation and immediate or planned evacuation may be necessary. The general policy of the State's emergency management organisation is that:

- Community members should be involved in the decision to stay or evacuate when threatened by an emergency, as much as practicable; and
- The decision to evacuate will only be made by a HMA or an authorised officer when the members of the community at risk do not have the capability to make an informed decision or when it is evident that loss of life or injury is imminent

## Local Emergency Management Arrangements

- In consultation with the community and the DoC, the HMA is responsible for ensuring arrangements are in place for the care of evacuees until such time as they can return.

**State Emergency Management Policy 5.7 – *Community Evacuation* should be consulted when planning evacuation.**

### 4.3 Evacuation Management

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

Schools, hospitals, nursing homes, child care facilities etc. should each have separate emergency evacuation plans, which show where their populations will assemble for transportation. It is important that this information is captured for an overall understanding of where people will be congregating in an emergency.

In most cases the WA Police may be the 'combat agency' for carrying out the evacuation and they may use the assistance of other agencies such as the SES.

**Whenever evacuation is being considered the Department of Communities (DoC) must be consulted during the planning stages.** This is because DoC have responsibility under state arrangements to maintain the welfare of evacuees under the State Emergency Welfare Plan.

### 4.4 Special Needs Groups

This section lists 'at risk' groups within the community and the purpose behind this is so that a Controlling Agency planning for an evacuation will be able to identify locations that require special attention or resources.

For details of Special Need Groups refer to **Appendix 5.**

### 4.5 Evacuation / Welfare Centre's

For a detailed list of evacuation / welfare centres refer to **Appendix 3.**

### 4.6 Refuge Sites

A refuge site may be identified in advance for specific hazards (such as fire which are fast moving) in areas the community identify as high risk. This may be due to single access etc.

### 4.7 Routes and Maps

The main routes through the Shire of Chapman Valley are as follows:

- North West Coastal Highway
- Chapman Valley Road – direct access from Geraldton to Nabawa
- Yuna – Tenindewa Road – access from Mt Magnet-Geraldton Road to Yuna and then onto Nabawa
- Northampton – Nabawa Road – access from Northampton/NWCH to Nabawa

## **Local Emergency Management Arrangements**

- Nanson – Howatharra Road – access from Nanson to NWCH through Howatharra
- Coronation beach Road – access into Coronation Beach from NWCH
- Morrell Road – access from Mt Magnet-Geraldton Road via Moonyoonooka
- Chapman Road – East – access east off Morrell Road into the Chapman Valley
- Valentine Road (formed gravel road) – access north/south off Mt Magnet-Geraldton Road into Chapman Valley
- Nabawa Road – East (formed gravel road) – access east off Chapman Valley Road to Yuna and into the Chapman Valley

Refer to **Appendix 6**. This section provides a map of the locality and identifies any issues and local land marks.

## **Part 5: WELFARE**

### **5.1 Welfare Management**

In emergency management terminology, Welfare is defined as providing immediate and ongoing supportive services to alleviate as far as practicable the effects on persons affected by an emergency.

The role of managing welfare function during an emergency has been delegated to the Department of Communities (DoC). DoC will develop a Local Welfare Emergency Support Management Plan that will be used to coordinate the management of the welfare centre(s) for the Chapman Valley LEMC.

### **5.2 Local Welfare Coordinator**

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

- establish, chair and manage the activities of the Local Welfare Emergency Committee (LWEC), where determined appropriate by the DoC District Director;
- prepare, promulgate, test and maintain the Local Welfare Plans;
- represent the department and the emergency welfare function on the LEMC and the Local Recovery Committee;
- establish and maintain the Local Welfare Emergency Coordination Centre;
- ensure personnel and organisations are trained and exercised in their welfare responsibilities;
- coordinate the provision of emergency welfare services during response and recovery phases of an emergency; and
- represent the department on the Incident Management Group when required

Nominated in Contacts Register, refer to **Appendix 7.**

### **5.3 Local Welfare Liaison Officer**

Local Government shall appoint a Local Welfare Liaison Officer who has the role to provide support and assistance to the Local Evacuation / Welfare Centre, including the management of emergency evacuation centres such as building opening, closing, security and maintenance.

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

Nominated in Contacts Register, refer to **Appendix 7.**

### **5.4 State and National Registration and Enquiry**

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

**5.5 Animals (including assistance animals)**

The Shire Ranger(s) will arrange appropriate animal welfare through local resources and relevant organizations.

**5.6 Evacuation / Welfare Centre's**

For a detail list of evacuation / welfare centres refer to **Appendix 3.**

## Part 6: RECOVERY

### 6.1 The Recovery Process

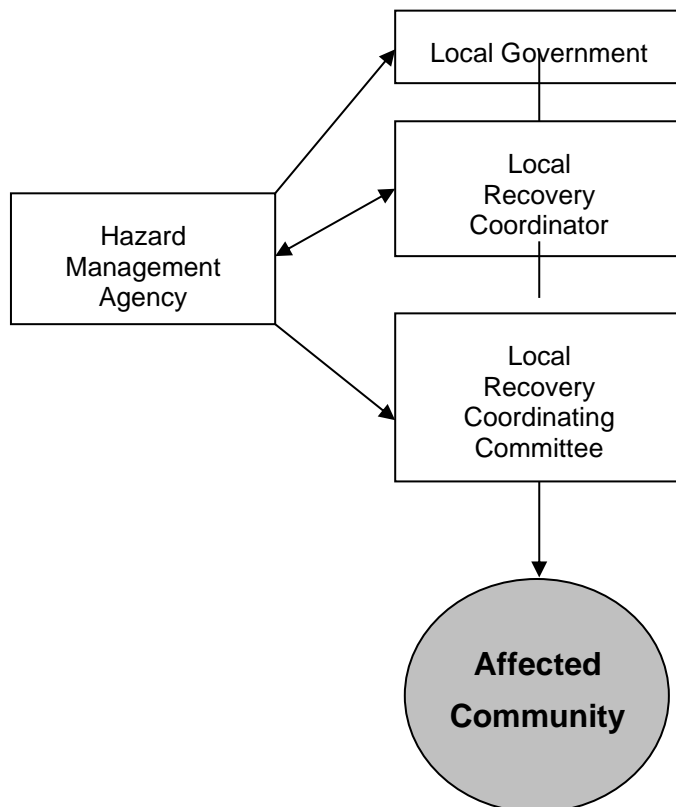
Recovery is defined as the coordinated support given to emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.

The recovery process will be detailed in the Shire of Chapman Valley Local Recovery Plan which will be in support of this document.

The purpose of this plan is to ensure recovery is managed and planned for in a structured manner. 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, familiarize themselves with the relevant SEMC Policies and read the EMA's Recovery Manual No. 10, will benefit highly with their overall contribution to the recovery process. This will ultimately result in a higher level of awareness and knowledge in the community

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

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





### 6.2 Aim of Recovery

The aim of providing recovery services is to assist the affected community towards management of its own recovery. It is recognised that where a community experiences a significant emergency there is a need to supplement the personal, family and community structures which have been disrupted.

### 6.3 Principles of Recovery

Recovery from emergencies is most effective when:

- Recovery from an emergency is an enabling and supportive process, which allows individuals, families and communities to attain a proper level of functioning through the provision of information, specialist services and resources.
- Agreed plans and management arrangements, which are accepted and understood by recovery agencies, combat agencies and the community, have been established.
- Recovery arrangements recognise the complex, dynamic and protracted nature of recovery processes and the changing needs of affected individuals, families and groups within the community over time.
- Human service agencies play a major role in all levels of key decision-making which may influence the well-being and recovery of the affected community.
- The recovery process begins from the moment the emergency impacts.
- Planning and management arrangements are supported by training programs and exercises which ensure that recovery agencies and personnel are properly prepared for their role.

Recovery management arrangements provide a comprehensive and integrated framework for managing all potential emergencies and disasters and where assistance measures are provided in a timely, fair and equitable manner and are sufficiently flexible to respond to a diversity of community needs.

### 6.4 Recovery Concepts

Recovery management principles are supported by the following concepts which provide a basis for effective recovery management.

- Community Involvement: Recovery processes are most effective when affected communities actively participate in their own recovery.
- Local Level Management: Recovery services should be managed to the extent possible at the local level.
- Affected Community: The identification of the affected community needs to include all those who are affected in any significant way whether defined by geographical location or as a dispersed population.
- Differing Effects: The ability of individuals, families and communities to recover depends upon capacity, specific circumstances of the event and its effects.

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- Empowerment: Recovery services should empower communities to manage their own recovery through support and maintenance of identity, dignity and autonomy.
- Resourcefulness: Recognition needs to be given to the level of resourcefulness evident within an affected community and self-help should be encouraged
- Responsiveness, Flexibility, Adaptability and Accountability: Recovery services need to be responsive, flexible and adaptable to meet the rapidly changing environment, as well as being accountable
- Integrated Services: Integration of recovery service agencies, as well as with response agencies, is essential to avoid overlapping services and resource wastage.
- Coordination: Recovery services are most effective when coordinated by a single agency.
- Planned Withdrawal: Planned and managed withdrawal of external services is essential to avoid gaps in service delivery and the prevention of leaving before the task has been completed.

### 6.5 Transition from Response to Recovery

Response and recovery activities will overlap and may compete for the same limited resources. Such instances should normally be resolved through negotiation between the Hazard Management Agency's Incident Manager (IM), Local Recovery Coordinator (LRC) and the Local Emergency Coordinator (LEC). However, where an agreement cannot be achieved, preference is to be given to the response requirements.

The decision to announce that emergency response is over is just as important as determining whether an issue or incident constitutes an emergency in the first place. The decision to formally announce that the emergency is over will send an important message to all stakeholders and will trigger the commencement of recovery operations by government, community and private sector business.

The effect of prematurely announcing that an emergency is over may create the perception among stakeholders that the Shire of Chapman Valley is being insensitive to, or is unaware of the broader issues, which may reflect poorly on the Shire. The LRC and the Shire of Chapman Valley CEO should jointly determine when the emergency response is over in consultation with Emergency Services and field response operations.

### 6.6 Local Recovery Coordinator

Nominated in Contacts Register, refer to **Appendix 7.**

### 6.7 Local Recovery Coordinator Roles and Responsibilities

The responsibilities of the LRC(s) may include any or all of the following:

- Prepare, maintain and test the Local Recovery Plan;
- Assess the community recovery requirements for each event, in consultation with the HMA, LEC and other responsible agencies, for;

## **Local Emergency Management Arrangements**

- Advice to the Shire President/CEO on the requirement to activate the plan and convene the LRCC; and
- Initial advice to the LRCC, if convened.

Undertake the functions of the Executive Officer (XO) to the LRCC;

- Assess the LRCC requirements for the restoration of services and facilities with the assistance of the responsible agencies where appropriate, including determination of the resources required for the recovery process in consultation with the HMA during the initial stages of recovery implementation;
- Coordinate local recovery activities for a particular event, in accordance with plans, strategies and policies determined by the LRCC;
- Monitor the progress of recovery and provide periodic reports to the LRCC;
- Liaise with the District Emergency Management Advisor (DEMA) where State level support is required or where there are problems with services from government agencies locally;
- Ensure that regular reports are made to the State (via the DEMA) on the progress of recovery; and
- Arrange for the conduct of a debriefing of all participating agencies and organisations as soon as possible after stand down.

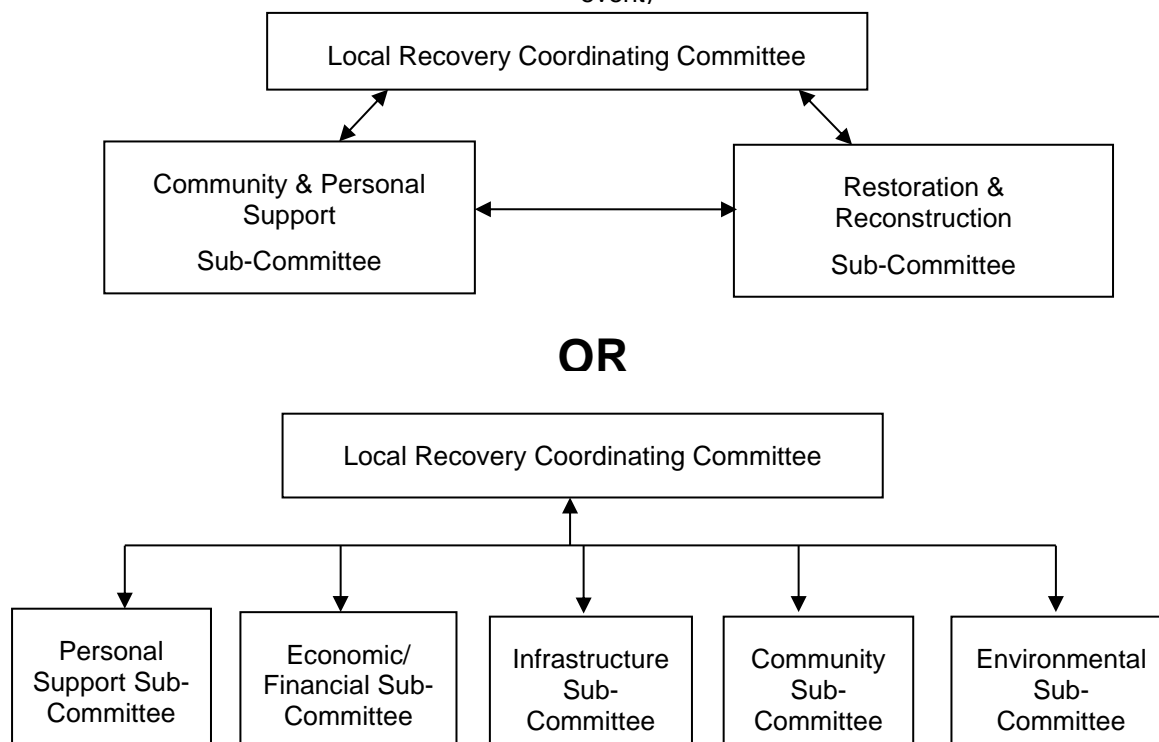
### **6.8 Recovery Committee**

The Local Recovery Coordinating Committee (LRCC) can expand or contract as the emergency management process requires. When forming the LRCC, the LRC will organise the team based on the nature, location and severity of the event as well as considering the availability of designated members. The LRC will also ensure that the LRCC has the technical expertise and operational knowledge required to respond to the situation.

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### Recovery Committee Structures

*Following handover from HMA to LRC (depending upon community impact and complexity of event)*



## 6.9 Composition of the Recovery Committee

Position	Suggested Representative
Chairperson	Shire of Chapman Valley President, Deputy or Councilor
Local Recovery Coordinator	CEO Shire of Chapman Valley
Secretary/Executive Officer	Shire of Chapman Valley
Committee Members	Technical and operational expertise knowledge required to respond to the situation from Local Government and relevant State Government Departments

**Table 6.9**

## 6.10 Role and Responsibilities of the Recovery Committee

The LRCC has the role to coordinate and support the local management of the recovery processes within the community subsequent to a major emergency in accordance with SEMC Policies, local plans and arrangements.

The LRCC responsibilities may include any or all of the following:

## **Local Emergency Management Arrangements**

- Appointment of key positions within the committee and, when established, the sub-committees;
- Establishing sub-committees, as required and appointing appropriate chairpersons for those sub-committees;
- Assessing the requirements for recovery activities with the assistance of the responsible agencies, where appropriate;
- Develop strategic plans for the coordination of recovery processes;
- Activation and coordination of the ECC, if required;
- Negotiating the most effective use of available resources;
- Ensuring a coordinated multi-agency approach to community recovery; and
- Making appropriate recommendations, based on lessons learned, the LEMC to improve the community's recovery preparedness.

### **6.11 Priorities for Recovery**

The priorities for the LRCC during the period of recovery management are:

1. Health and safety of individuals and the Community
2. Social recovery
3. Economic recovery
4. Physical recovery

### **6.12 Financial Management in Recovery**

Funding is not available for Recovery planning however there are funding arrangements for recovery assistance following an emergency. The primary responsibility for safeguarding and restoring public and private assets affected by an emergency rests with the owner. However, government recognises that communities and individuals do not always have the resources to provide for their own recovery and financial assistance is available in some circumstances.

Relief programs include:

- Disaster Recovery Funding Arrangements - Western Australian (DRFA-WA)
- Commonwealth Natural Disaster Relief Arrangements (NDRA)
- Centrelink
- Lord Mayor's Distress Relief Fund (LMDRF)

Information on these relief arrangements can be found in the State Emergency Management Plan Sect. 6.10

## **Part 7: EXERCISING AND REVIEWING**

### **7.1 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.

### **7.2 Frequency of Exercises**

The State EM Policy Sect. 4.8.8 – *Exercising* requires the LEMC to exercise their arrangements on an annual basis.

### **7.3 Types of Exercises**

Some examples of exercises types include:

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

### **7.4 Reporting of Exercises**

Exercises shall be reported to the DEMC as noted in State EM Policy Sect. 4.11

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

The Local Emergency Management Arrangements (LEMA) shall be reviewed and amended in accordance with State EM Policy Sect. 2.5 – Local Arrangements and replaced whenever the local government considers it appropriate (S.42 of the EM Act).

## **Local Emergency Management Arrangements**

According to State EM Policy Sect. 2.5 – *Local Arrangements*, the LEMA (including recovery plans) are to be reviewed and amended as follows:

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

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

The Shire of Chapman Valley in consultation with parent organisation of members shall determine the term and composition of LEMC positions.

### **7.7 Review of Resources Register**

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

**Appendix 1.**  
**To Chapman Valley LEMA**

**Resource Register**

**Name of Organisation**                      **Shire of Chapman Valley**

**Location:**                                      **Chapman Valley**

**Plant and Equipment Resources:**

Contact	Position	Phone/Mobile
Esky Kelly	Manager of Works & Services	0429 109 816

Item Description	Size	No of Items
6 Wheel Water Truck	9,000Lts	1
6 Wheel Side Tipper with Side Tipping Dog Trailer		1
Prime Mover with Two Side Tipping Dog Trailers		1
Prime Mover with Water Tankers	26,000Lts	
Graders – 2 with 14ft blades, 1 with 12ft blades		3
950 Cat Loader		1
L90 Loader		1
Komatsu Backhoe		1
Cat Skid Steer Loader		1
Tip Truck	2.5	1
Generators	5kva	2
Water Pumps Trailer mounted	4"	2
Portable Water Pumps	3"	2
Petrol Water Pump - Portable	2"	1



**Appendix 2.**  
**To Chapman Valley LEMA**

**Risk Register Schedule**

**Refer to page 23**

**Evacuation / Welfare Centre Information**

	Details
Establishment/Facility:	<b>Chapman Valley Community Centre</b>
Physical Address	Chapman Valley Road, Nabawa
General Description of the Complex	A large Community Centre with two main areas – there is the Main Hall which has a stage and doors that open out onto a grassed area at the rear. The other area is the Lessor Hall
Site Limitations	No showers in this facility however there are showers in the adjoining sports facility
Telephone No	
Fax No	
Email Address	

**Contacts**

Name	Position	Work Contact	A/Hrs. Contact
Shire of Chapman Valley	Reception	9920 5011	0429 205 011



## Local Emergency Management Arrangements

### **Access Details**

	Details
Keys	Shire Admin Building
Alarm	No
Security	No
Universal Access	Limited

### **Accommodation Numbers** – as per Health Regulations

	Details
Sitting / Standing	Main Hall – 375 Lessor Hall - 30
Sleeping	100
Duration	Limited due lack of showers, however the change rooms in the adjoining Clubrooms could be accessed for showers

### **Ablution Amenities** – These can be accessed from the outside as well from the Community Centre

Item	Yes/No	Notes
<b><u>Male Toilets:</u></b>		
Toilets	Yes	2 x standard pans
Urinal	Yes	3m SS stall
Shower	No	
Hand Basins	Yes	2 off
<b><u>Female Toilets:</u></b>		
Toilets	Yes	5 x standard pan 1 x sanitary bin
Shower	No	
Hand Basin	Yes	2 off
Baby Change Table	No	

### Local Emergency Management Arrangements

<b><u>Disabled Toilet:</u></b>		
Toilet	Yes	1 x disabled pan
Hand Basin	Yes	1 off

### **General Amenities**

Item	Yes/No	Notes
<b><u>Kitchen Facilities:</u></b>		
Stoves (types)	Yes	5 x burner w/oven electric semi-commercial
Refrigeration	Yes	2 x glass door commercial unit
Urn	Yes	1 off
Ceiling Fans	Yes	2 off
Servery Point	Yes	There are two servery points – one to the Main Hall and one to the Lessor Hall
<b><u>Dining Facilities:</u></b>		
Tables	Yes	12 x tables 4 x persons per table
Chairs	Yes	120
Cutlery and Crockery	Yes	Approx. 100 settings
<b><u>General Facilities:</u></b>		
Rooms		
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	
Air Conditioning (type)	No	
Heating	No	
Ceiling Fans	No	

### Local Emergency Management Arrangements

Lighting (internal)	Yes	
Lighting (external)	Yes	
Telephone Lines	Yes	
Internet Access		Could be set up if required?
Water Cooler	No	
Hot Water System (type)		Electric
Bins	Yes	
Septic	Yes	
<b><u>Amenities Areas:</u></b>		
Enclosed Covered Areas	No	
Outside Children's Play Area	No	Could the Pre-School playground be accessed??
Recreation Rooms	No	
BBQs	No	
Conference Rooms	No	
Meeting Rooms	No	
Swimming Pool	No	
Oval	Yes	2 x ovals
Netball/Basketball Court	No	
Tennis Court	No	
<b><u>External Facilities:</u></b>		
Power Outlets	No	
Water	Yes	
Parking	Yes	Plenty
Area for Tents	Yes	On the ovals
Toilets	Yes	External/public access to the toilets of the facility
Caravan/Articulated Vehicles	Yes	Plenty, however power will be problem

## Local Emergency Management Arrangements

<b>Other:</b>		
Mobile Phone Coverage	Yes	
Storage	No	
Pet friendly		Shire prerogative
Main Electrical Board Location	Yes	Located on the foyer
Water Stop Cock Location		
Surrounded by Bush	No	
Built on a Flood Plain	No	
Positioned on Coast	No	
Site Access	Yes	Very good
Timeframe before pumping out of septic		Needs monitoring

## Local Emergency Management Arrangements

	Details
Establishment/Facility:	<b>Transportable Building – Nanson Showgrounds</b>
Physical Address	Chapman Valley Road, Nanson
General Description of the Complex	An ex-mine site transportable dinning facility
Site Limitations	Limited use as an evacuation centre as there are limited toilets and no showers.  Would be suitable as a meeting facility i.e. Operational Centre, ISG meetings, Recovery Centre  Plenty of parking
Telephone No	
Fax No	
Email Address	

### **Contacts**

Name	Position	Work Contact	A/Hrs. Contact
Anthony Abbott	Building Surveyor	9920 5011	0438 961 918
Showground Committee – Peter Elliott Lockhart	Committee member	9920 5038	0427 884 980



**Transportable Building at Showgrounds at Nanson, looking from the East**

## Local Emergency Management Arrangements

### **Access Details**

	Details
Keys	Shire
Alarm	No
Security	No
Universal Access	Very limited

### **Accommodation Numbers** – as per Health Regulations

	Details
Sitting / Standing	50
Sleeping	50
Duration	24 hours

### **Ablution Amenities**

Item	Yes/No	Notes
<b><u>Male Toilets:</u></b>		
Toilets	Yes	1x standard pan
Urinal	Yes	1m SS stall
Shower	No	
Hand Basins	Yes	1 off
<b><u>Female Toilets:</u></b>		
Toilets	Yes	1 x standard pan
Shower	No	
Hand Basin	Yes	1 off
Baby Change Table	no	



## Local Emergency Management Arrangements

<b><u>Disabled Toilet:</u></b>		
Toilet	No	
Hand Basin	No	
<b><u>Male Change room:</u></b>		
Showers	No	

### **General Amenities**

Item	Yes/No	Notes
<b><u>Kitchen Facilities:</u></b> Kitchen Servery opens to the Main area		
Stoves (types)	Yes	4 x burner domestic LPG (no gas bottles)
Refrigeration	Yes	2 x glass door commercial
Microwave	Yes	1 x domestic
HWS	Yes	3 phase instantaneous
<b><u>Dining Facilities:</u></b>		
Tables	Yes	8 x tables – seat 10 9 x tables – seat 6
Chairs	No	
Cutlery and Crockery	No	
<b><u>General Facilities:</u></b>		
Rooms		Main area, 2 x small meeting rooms (one in the north/east corner and the other in the south/east corner), an open area off the Main area to the north and the same off to the south
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	
Air Conditioning (type)		RAC through the wall in the kitchen and a reverse cycle wall air-conditioning in the main area – could be faulty??

### Local Emergency Management Arrangements

Heating	No	
Ceiling Fans	No	
Lighting (internal)	Yes	
Lighting (external)	Yes	Limited
Telephone Lines	No	
Internet Access	No	
Water Cooler	No	
Hot Water System (type)		See kitchen
Bins	Yes	
Septic	Yes	
<b><u>Amenities Areas:</u></b>		
Enclosed Covered Areas	No	
Outside Children's Play Area	No	
Recreation Rooms	No	
BBQs	No	
Conference Rooms	No	
Meeting Rooms		See room details above
Swimming Pool	No	
Oval	Yes	Not in good condition
Netball/Basketball Court	No	
Tennis Court	No	
<b><u>External Facilities:</u></b>		
Power Outlets	No	
Water	Yes	
Parking	Yes	Plenty
Area for Tents	Yes	
Toilets	Yes	
Caravan/Articulated Vehicles	Yes	Plenty

### Local Emergency Management Arrangements

<b>Other:</b>		
Mobile Phone Coverage	Yes	
Storage	No	
Pet friendly		Shire prerogative
Main Electrical Board Location		South/east corner of Main area
Water Stop Cock Location	??	
Surrounded by Bush	No	
Built on a Flood Plain	No	
Positioned on Coast	No	
Site Access		Very good
Timeframe before pumping out of septic		Requires monitoring

## Local Emergency Management Arrangements

	Details
Establishment/Facility:	<b>Yuna Memorial Hall</b>
Physical Address	Yuna – Tenindewa Road
General Description of the Complex	There is a small annex off to the east elevation of the building that is a small Shire Library – Yuna School do not have a key for this facility
Site Limitations	Isolated  No showers  Asbestos – the external of the building has material containing asbestos, the wall has some cement sheeting and because of the age of the building and type of material, it would indicate that the material contains asbestos). The wall sheet is painted, and the roof is not.
Telephone No	
Fax No	
Email Address	

### **Contacts**

Name	Position	Work Contact	A/Hrs Contact
Anthony Abbott	Building Surveyor	9920 5011	0438 961 918



**Yuna Hall Looking from the North/West**

## Local Emergency Management Arrangements

### **Access Details**

	Details
Keys	Yuna Primary School – access is through the kitchen at the rear Shire
Alarm	No
Security	No
Universal Access	No

### **Accommodation Numbers** – as per Health Regulations

	Details
Sitting / Standing	200 licenced
Sleeping	120
Duration	24 to 48 hours – lack of showers

**Ablution Amenities:** Located external of the building, at the rear (south) and are public facilities.

Item	Yes/No	Notes
<b><u>Male Toilets:</u></b>		
Toilets	Yes	1 x standard pan
Urinal	Yes	1.5 SS stall
Shower	No	
Hand Basins	Yes	1 off
<b><u>Female Toilets:</u></b>		
Toilets	Yes	2 x standard pans
Shower	No	
Hand Basin	Yes	1 off
Baby Change Table	Yes	Small fixed shelf could be used

## Local Emergency Management Arrangements

<b><u>Disabled Toilet:</u></b>		
Toilet	Yes	1 x disabled pan
Hand Basin	Yes	1 off
<b><u>Male Change room:</u></b>		
Showers		

### **General Amenities**

Item	Yes/No	Notes
<b><u>Kitchen Facilities:</u></b>		
Stoves (types)	Yes	LPG 4 x burner w/oven semi-commercial
		LPG 5 x burner w/oven commercial
Refrigeration	Yes	2 x glass door commercial
		310ltr domestic fridge
HWS	Yes	Electric
Urn	Yes	
Microwave	Yes	Domestic
<b><u>Dining Facilities:</u></b>		
Tables	Yes	15 x to seat 6
Chairs	Yes	120 off
Cutlery and Crockery	Yes	Approx. 50 – 60 peoples
<b><u>General Facilities:</u></b>		
Rooms		Room off the Main Hall on the eastern side would be suitable for a dining room
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	
Air Conditioning (type)	No	
Heating	No	

### Local Emergency Management Arrangements

Ceiling Fans		Large wall mounted fan on west wall
Lighting (internal)	Yes	
Lighting (external)	Yes	
Telephone Lines	No	
Internet Access	No	
Water Cooler	No	
Hot Water System (type)	Yes	Electric in kitchen
Bins	Yes	
Septic	Yes	
<b><u>Amenities Areas:</u></b>		
Enclosed Covered Areas	No	
Outside Children's Play Area	Yes	To the west of building a small community park
Recreation Rooms	No	
BBQs	No	
Conference Rooms	No	
Meeting Rooms	No	
Swimming Pool		Community pool at the Primary School
Oval	Yes	Small oval outside the School
Netball/Basketball Court	Yes	North/East of the School
Tennis Court	Yes	North/East of the School
<b><u>External Facilities:</u></b>		
Power Outlets	Yes	1 x 10amp
Water	Yes	
Parking	Yes	Plenty
Area for Tents	Yes	On School Oval
Toilets	Yes	External/south of the building
Caravan/Articulated Vehicles	Yes	Plenty
<b><u>Other:</u></b>		
Mobile Phone Coverage	Yes	
Storage	No	

### Local Emergency Management Arrangements

Pet friendly		Shire prerogative
Main Electrical Board Location		In main hall in north/west corner adjacent to "main entry"
Water Stop Cock Location		
Surrounded by Bush	No	
Built on a Flood Plain	No	
Positioned on Coast	No	
Site Access		Very good
Timeframe before pumping out of septic		Will require monitoring



## Local Emergency Management Arrangements

	Details
Establishment/Facility:	<b>Yuna Multipurpose Community Centre</b>
Physical Address	Yuna – Tenindewa Road
General Description of the Complex	Multipurpose facility with hall area, kitchen ablution (including shower).
Site Limitations	Isolated Shower Airconditioned Rammed earth walls with metal sheet roof. Generation plug-in facility in the event mains power is lost.
Telephone No	
Fax No	
Email Address	

### **Contacts**

Name	Position	Work Contact	A/Hrs Contact
Anthony Abbott	Building Surveyor	9920 5011	0438 961 918



**Yuna Multipurpose Community Center – Looking from the East**

## Local Emergency Management Arrangements

### **Access Details**

	Details
Keys	Shire Office Nabawa
Alarm	No
Security	No
Universal Access	No

### **Accommodation Numbers** – as per Health Regulations

	Details
Sitting / Standing	100 licenced
Sleeping	75
Duration	24 to 48 hours – Only one shower

**Ablution Amenities:** Located external of the building, at the rear (south) and are public facilities.

Item	Yes/No	Notes
<b><u>Male Toilets (with Disabled Access):</u></b>		
Toilets	Yes	1 x standard pan
Urinal	Yes	1.5 SS stall
Shower	No	
Hand Basins	Yes	1 off
<b><u>Female Toilets (with Disabled Access)</u></b>		
Toilets	Yes	2 x standard pans
Shower	No	
Hand Basin	Yes	1 off
Baby Change Table	Yes	Yes

## Local Emergency Management Arrangements

<b><u>Public Toilet ( under building roof &amp; with Disabled Access):</u></b>		
Toilet	Yes	1 x disabled pan
Hand Basin	Yes	1 only
Shower	Yes	1 only

### **General Amenities**

Item	Yes/No	Notes
<b><u>Kitchen Facilities:</u></b>		
Stoves (types)	Yes	Commercial Standard
Refrigeration	Yes	Double Door
HWS	Yes	Solar Storage with Booster
Urn	Yes	1 only
Microwave	Yes	2
<b><u>Dining Facilities:</u></b>		
Tables	Yes	15 x to seat 6
Chairs	Yes	120 off
Cutlery and Crockery	Yes	Approx. 50 – 60 peoples
<b><u>General Facilities:</u></b>		
Rooms		1 x Large hall 1 x smaller committee room 1 x small office
RCD Protected	Yes	
Power Points	Yes	
Generator Port	Yes	
Fire Equipment	Yes	
Air Conditioning (type)	Yes	
Heating	Yes	
Ceiling Fans	No	
Lighting (internal)	Yes	

### Local Emergency Management Arrangements

Lighting (external)	Yes	
Telephone Lines	No	
Internet Access	No	
Water Cooler	No	
Hot Water System (type)	Yes	Solar with electric booster
Bins	Yes	
Septic	Yes	
<b><u>Amenities Areas:</u></b>		
Enclosed Covered Areas	No	
Outside Children's Play Area	Yes	To the west of building
Recreation Rooms	No	
BBQs	No	
Conference Rooms	Yes	
Meeting Rooms	Yes	
Swimming Pool		Community pool at the Primary School
Oval	Yes	Small oval outside the School
Netball/Basketball Court	Yes	North/East of the School
Tennis Court	Yes	North/East of the School
<b><u>External Facilities:</u></b>		
Power Outlets	Yes	1 x 10amp
Water	Yes	Scheme
Parking	Yes	Plenty
Area for Tents	Yes	On School Oval
Toilets	Yes	Internal
Caravan/Articulated Vehicles	Yes	Plenty
<b><u>Other:</u></b>		
Mobile Phone Coverage	Yes	
Storage	No	
Pet friendly		Shire prerogative
Main Electrical Board Location		East wall

### Local Emergency Management Arrangements

Water Stop Cock Location		
Surrounded by Bush	No	
Built on a Flood Plain	No	
Positioned on Coast	No	
Site Access		Very good
Timeframe before pumping out of septic		Will require monitoring

## Local Emergency Management Arrangements

	Details
Establishment/Facility:	<b>Bill Hemsley Park Community Centre</b>
Physical Address	Redcliffe Concourse, Parkfalls Estate, White Peak
General Description of the Complex	Community Centre facility with conference are and small office
Site Limitations	
Telephone No	
Fax No	
Email Address	

### **Contacts**

Name	Position	Work Contact	A/Hrs. Contact
Shire of Chapman Valley	Reception	9920 5011	0429 205 011



## Local Emergency Management Arrangements

### **Access Details**

	Details
Keys	Shire Admin Building, Nabawa
Alarm	Yes
Security	No
Universal Access	Limited

### **Accommodation Numbers** – as per Health Regulations

	Details
Sitting / Standing	Conference area - 100
Sleeping	35
Duration	No Shower facilities so duration limited

### **Ablution Amenities** – These can be accessed from the outside as well from the Community Centre

Item	Yes/No	Notes
<b><u>Male Toilets (with Disabled access):</u></b>		
Toilets	Yes	1
Urinal	Yes	1
Shower	No	
Hand Basins	Yes	1 off
<b><u>Female Toilets (with Disabled access):</u></b>		
Toilets	Yes	1
Shower	No	
Hand Basin	Yes	1 off
Baby Change Table	No	

## Local Emergency Management Arrangements

<b><u>Public Disabled Toilet:</u></b>		
Toilet	Yes	1
Hand Basin	Yes	1
Baby Change Table	Yes	1

### **General Amenities**

Item	Yes/No	Notes
<b><u>Kitchen Facilities:</u></b>		
Stoves (types)	Yes	1 x electric semi-commercial
Refrigeration	Yes	2 x glass door commercial unit
Urn	Yes	1 off
Ceiling Fans	Yes	2 off
Servery Point	Yes	There is one servery points from kitchen to east verandah area
<b><u>Dining Facilities:</u></b>		
Tables	Yes	8 x tables 4 x persons per table
Chairs	Yes	25
Cutlery and Crockery	Yes	Approx. 100 settings
<b><u>General Facilities:</u></b>		
Rooms	2	Conference area and small office.
RCD Protected	Yes	
Power Points	Yes	
Generator Port	Yes	
Fire Equipment	Yes	
Air Conditioning (type)	Yes	
Heating	Yes	
Ceiling Fans	Yes	
Lighting (internal)	Yes	



### Local Emergency Management Arrangements

Lighting (external)	Yes	
Telephone Lines	No	
Internet Access	Yes	
Water Cooler	No	
Hot Water System (type)	Yes	Solar with Electric Booster & under sink electric
Bins	Yes	
Septic	Yes	
<b><u>Amenities Areas:</u></b>		
Enclosed Covered Areas	No	
Outside Children's Play Area	Yes	Grassed area & Nature Playground
Recreation Rooms	No	
BBQs	Yes	
Conference Rooms	Yes	
Meeting Rooms	Yes	
Swimming Pool	No	
Oval	Yes	Grassed area to north
Netball/Basketball Court	Yes	Half Court Area
Tennis Court	No	
<b><u>External Facilities:</u></b>		
Power Outlets	Yes	
Water	Yes	Scheme
Parking	Yes	Plenty
Area for Tents	Yes	
Toilets	Yes	External/public access to the toilets of the facility
Caravan/Articulated Vehicles	Yes	Plenty, however power will be problem

### Local Emergency Management Arrangements

<b>Other:</b>		
Mobile Phone Coverage	Yes	
Storage	No	
Pet friendly		Shire prerogative
Main Electrical Board Location	Yes	Located on south side of building
Water Stop Cock Location		
Surrounded by Bush	No	
Built on a Flood Plain	No	
Positioned on Coast	No	
Site Access	Yes	Very good
Timeframe before pumping out of septic		Needs monitoring

**Appendix 4.**  
**To Chapman Valley LEMA**

**Critical Infrastructure**

The infrastructure scheduled below is those that the community considers to be critical within the Shire of Chapman Valley and therefore should be treated as such in an emergency:

INFRASTRUCTURE	AGENCY RESPONSIBLE
• Power Generation	Western Power
• Power Reticulation	Western Power
• Bitumen Roads	Main Roads
• Formed Gravel Roads	Shire
• Chapman Valley Primary School	Dept of Education
• Yuna Primary School	Dept of Education
• Water Reticulation	Water Corporation
• Communication Towers	Various providers
• Evacuation Centre's	Shire/Education
• Shire Administration Centre	Shire

## Local Emergency Management Arrangements

### Appendix 5. To Chapman Valley LEMA

#### Special Need Groups

Name	Address	Contact 1	Contact 2	No People	Have they got an evacuation plan?
Chapman Valley Primary School	3310 Chapman Valley Road, Nabawa WA 6532	Mrs Jo Luxton Principal 9920 5032 0429 977 603	Deb Keeffe 0429 611 082 Kristy Blanke 0409 173 553 9920 5032	35	Yes
Yuna Primary School	25 Main Street, Yuna WA 6532	Mrs Roseanne Ullrich 9920 1021 0407 440 912	Jenna Williamson 9920 1021 0448 201 056	28	Yes
Chrissy Philippa 0498 999 766	St John Ambulance	Chrissy Philippa 0498 999 766	Gerard Williamson – President 0428 648 494	unknown	St John Ambulance

**Appendix 6.**  
**To Chapman Valley LEMA**

**Local District Maps**



**Nabawa Townsite**

## Local Emergency Management Arrangements

### Appendix 7. To Chapman Valley LEMA

#### **LEMC Membership and Contact Details** **(RESTRICTED)**

Position	Name	Organisation	Email Address	Phone (w)	Phone (mobile)
Chairperson	Cr Anthony Farrell	Shire of Chapman Valley	<a href="mailto:CrFarrell@chapmanvalley.wa.gov.au">CrFarrell@chapmanvalley.wa.gov.au</a>		0429 311 033
Shire CEO	Maurice Battilana	Shire of Chapman Valley	<a href="mailto:ceo@chapmanvalley.wa.gov.au">ceo@chapmanvalley.wa.gov.au</a>	9920 5011	0429 205 011
Deputy Chair/Local Emergency Coordinator	Sgt Matt Donkin	OIC Northampton Police Station	<a href="mailto:northampton.police.station@police.wa.gov.au">northampton.police.station@police.wa.gov.au</a>	9934 7600	
Local Recovery Coordinator	Maurice Battilana	Shire of Chapman Valley	<a href="mailto:ceo@chapmanvalley.wa.gov.au">ceo@chapmanvalley.wa.gov.au</a>	9920 5011	0429 205 011
Local Welfare Coordinator	TBA by DoC at time of an emergency	Department of Communities (DoC)	<a href="mailto:keith.shaw@communities.wa.gov.au">keith.shaw@communities.wa.gov.au</a>	9965 9500	0429 102 148
District Emergency Services Officer	Keith Shaw	DoC - Geraldton	<a href="mailto:keith.shaw@communities.wa.gov.au">keith.shaw@communities.wa.gov.au</a>	9965 9500	0429 102 148

### Local Emergency Management Arrangements

Local Welfare Liaison Officer	TBA at time of an emergency	Shire of Chapman Valley			
District Emergency Management Advisor (Observer)	Brendan Wilson	DFES	<a href="mailto:brendan.wilson@dfes.wa.gov.au">brendan.wilson@dfes.wa.gov.au</a>	9956 6014	0408 843 907
Observer	Nathan Boothman	DFES District Officer	<a href="mailto:Nathan.Boothman@dfes.wa.gov.au">Nathan.Boothman@dfes.wa.gov.au</a>	9956 6003	0437 247 987
Member	Gerard Williamson	Chapman Valley St John Ambulance	<a href="mailto:gekkas23@bigpond.com.au">gekkas23@bigpond.com.au</a>	99311018	0428 648 494
Member	Jo Luxton	Chapman Valley Primary School	<a href="mailto:Joanne.Luxton@education.wa.edu.au">Joanne.Luxton@education.wa.edu.au</a>	99205032	0429 977 603
Member	Roseanne Ullrich	Yuna Primary School	<a href="mailto:Roseanne.Ullrich@education.wa.edu.au">Roseanne.Ullrich@education.wa.edu.au</a>	99201021	0407 440 912
Member	Earl O'Donnell	Bushfire Prevention Officer	<a href="mailto:ranger@chapmanvalley.wa.gov.au">ranger@chapmanvalley.wa.gov.au</a>	99205011	0428 948 073
Member	Cr Pauline Forrester	Shire of Chapman Valley	<a href="mailto:CrForrester@chapmanvalley.wa.gov.au">CrForrester@chapmanvalley.wa.gov.au</a>	9920 1063	0429 311 033
Member	Cr Peter Humphrey	Shire of Chapman Valley	<a href="mailto:CrHumphrey@chapmanvalley.wa.gov.au">CrHumphrey@chapmanvalley.wa.gov.au</a>	9938 3430	0427 301 195
Member	Andrew Vlahov	Shire of Chapman Valley CBFCO	<a href="mailto:jayneandy@hamboursat.com.au">jayneandy@hamboursat.com.au</a>	9920 5144	0427 205 144
Member	Dezi Webb	CWA	<a href="mailto:deziw@activ8.net.au">deziw@activ8.net.au</a>	9920 3041	0448 852 470

### Local Emergency Management Arrangements

Member	Nic Chadbourne	St John Ambulance	<a href="mailto:nic.chadbourne@stjohnambulance.com.au">nic.chadbourne@stjohnambulance.com.au</a>	9938 0900	0437 912 694
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# Coronation Beach Nature Based Camping Ground & Other Coastal Nodes

## Hazard Management Plan 2016



This document is a sub-plan of the Shire of Chapman Valley Local Emergency Management Arrangements

Adopted – December 2014;

Reviewed: November 2016



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## 1. Introduction

Pre-emergency hazard management planning is an integral part of the emergency management planning process to be considered by the Local Emergency Management Committee (LEMC). The Shire of Chapman Valley considers the locality of Coronation Beach, due to its popularity as a recreational destination, an area where there may be a high likelihood of the need for hazard management during an emergency event. Following a desktop evacuation exercise conducted at the Shire of Chapman Valley LEMC a decision was made that the Shire's other coastal nodes of South Coronation Beach and Buller River should also be given due consideration during emergencies or in the lead up period. These areas are predominantly accessed by four wheel drive vehicle from either Coronation Beach or Drummond Cove and may present a problem for emergency services personnel during an emergency. A comprehensive Hazard Management Plan for the area was considered to be of great value to Incident Controllers as a sub-plan of the local arrangements.

In preparing the scope of this plan, the Shire has considered hazards that may present a high likelihood of impact on the Shire's beach areas and a comprehensive risk matrix forms part of this plan.

In preparing this plan and testing it with a practical exercise in September 2016, the Shire considered the following:

- Community demographics;
- Geography of the area of Coronation Beach;
- Location in relation to impediments to evacuation;
- Distance from the site to regional centres and evacuation centres; and
- Organisational capacity of member agencies.
- Consideration on whether to "evacuate" or to stay and "shelter in place".

## 2. Reference Documents

- Emergency Management Act 2005
- Emergency Management Regulations 2006
- WESTPLAN – Welfare
- WESTPLAN – Registration and Reunification
- State Emergency Management Policy (SEMP) 4.4 State Recovery Coordination
- SEMP 4.7 Community Evacuation
- State Emergency Management Manual OP7 Community Evacuation
- Batavia Regional Local Emergency Management Arrangements
- Batavia LEMC Local Recovery Plan
- DCP Local Emergency Management Plan for the provision of welfare support
- Local Welfare Emergency Management Support – welfare sub centre plan

### 3. Area description

The subject of this hazard management plan is the coastal area, which includes the Coronation Beach Nature Based Camping Ground, south Coronation Beach and Buller River mouth. The area geographically known as Coronation Beach is a curving then straight 2 km long sheltered beach with a 100 m wide intertidal platform attached to the southern foreland and the shore parallel reefs continuing north 300-400 m offshore. The reefs create a relatively calm 'lagoon' between the reef and shore. The only ingress and egress route is via a 7 km sealed road from the North West Coastal Highway. The relatively steep beach is used to launch boats in the 'lagoon' and some boats are moored off the beach. There is an informal camping area at the southern end and 4WD access to the beach. This is a popular surfing and fishing location with a range of breaks out on the southern reef. The northern half of the beach continues straight in lee of the reef to the southern foreland of the Oakabella Creek mouth.

In addition to the Coronation Beach Nature Based Camping Reserve, South Coronation beach and Buller River mouth are both popular surfing areas accessible from Coronation Beach or Drummond Cove. The majority of people accessing these more remote areas do so for fishing, surfing and camping. In the lead-up to or during an emergency event consideration should be given to closing access to these locations.

The Coronation Beach Development Plan is available by reference to [Appendix D](#)

The Coronation Beach Location Plan is available by reference to [Appendix E](#)

### 4. Hazard and risk analysis

The practical exercise held in September 2016 identified the option to evacuate the area identified in this Plan needs to be carefully considered as it may well be safer to stay at the reserve in a fire hazard event, rather than evacuation.

The practical exercise debrief recommended evacuation should not be considered the only option in a fire event and each fire event needs to determine best possible action (i.e. stay in place or evacuate).

However, an Incident Controller's decision to recommend or direct an evacuation will reflect a consideration of relative risk. The following risk management factors may influence the decision whether or not to evacuate Coronation Beach Nature Based Camping Ground or other areas of the coast under the management of the Shire of Chapman Valley:

- The nature and probability of the threat presented by the hazard having a direct or highly likely impact on the community or interest;
- Any other risk management strategies that may be in place (e.g. community or asset preparedness);
- The potential consequences of evacuation compared with shelter in place (Building characteristics, defendability, community vulnerability);
- Engagement with other key stakeholders (E.g. those who may be required to assist);
- The potential consequences of making a decision to evacuate too early or too late (e.g. determine trigger points)
- Community groups/ individuals that may require special consideration;

- Likely loss of infrastructure that will affect the community's capacity to remain;
- The risks involved in sheltering;
- Whether a full, partial or no evacuation is required;
- Time constraints (e.g. time of the day or night);
- The anticipated time to impact of the hazard; and
- Whether there is sufficient time to evacuate.

The Shire of Chapman Valley has considered the hazards likely to impact people recreating at the Coronation Beach Nature Based Camping Ground. The Risk matrix is at [Appendix C](#).

## 5. Community at risk descriptor

The Coronation Beach Nature Based Camping Ground is a well-known tourist stop over operated by the Shire of Chapman Valley. The camping ground has a resident caretaker and fees for entry and registrations are deposited by park users on a voluntary basis via a drop box system. The camping ground is utilised by traveller during all parts of the year and there is no way of knowing exactly how many persons may be resident at any one time. In addition the beach is the centre for the annual Long Board Carnival.

Emergency responders must be aware of the following factors when emergency events may impact on the area of Coronation Beach.

Risk Factor	Descriptor
The number of persons reasonably expected on site	Facility capacity <ul style="list-style-type: none"> <li>• 27 caravans including 2 sites for long vehicles</li> <li>• Most campervans at peak period (during summer sailing season) 54 vans, approximate 2 persons per van =104 campers maximum.</li> <li>• during winter 27 caravans, approx. 2 persons per caravan = 54</li> </ul>
Long Board Festival	The Long Board Festival is conducted in June annually
Power	No power is available on-site
Potable water	No potable water is available on-site
Telecommunications	Mobile phone signal may be periodically available from the lookout (c) Appendix D with the exception of the on-site caretaker who is contactable 24/7 via mobile phone. Signs to be located around Reserve directing people to best location for mobile phone signal.
Ingress/egress	Access to the site is via Coronation Beach Road a sealed two way carriageway. Entry to Coronation Beach Road from North West Coastal Highway.
Sea access	Access to the beach from the ocean is difficult due to existing close inshore reefs allowing access to small boats only.

People using this site are to be considered self-sufficient and highly mobile. Should sufficient warning regarding an impending impact by a hazard be given, most people could depart the site within a short space of time. Warnings to this community would need to be made in person due to the lack of communication as described in the above matrix or via direct mobile phone contact with the on-site caretaker. (Refer contacts list page 8)

The practical exercise in September 2016 identified the task to communicate with the community during a hazard was too onerous for one person (e.g. Caretaker) and additional assistance and alternative communication mechanisms need to be implemented e.g.

- Additional human resources to assist Caretaker during an event;
- Siren and/or loud speaker to be installed at Caretaker residence to advise community to gather at a specific muster point for the communication to be given to a collective group, rather than one at a time;
- Shire Rangers vehicle to be fitted with a loud speaker to assist in communications.

It may be more practical for the Caretaker to not be involved in the evacuation/communication process as this person will need to commence arrangement to de-camp their site in readiness for evacuation. In this situation the IC should allocate the community communication process to someone other than the Caretaker.

## 6. HMA and Controlling Agencies Responsibilities

Hazard	HMA	Controlling Agency Responsibilities	Supporting Agencies Responsibilities
Bush Fire	DFES	Response and mitigation on UCL reserves	CPFS Community support WAPOL – Assist with early warning and assist evacuation
		Shire of Chapman Valley Volunteer Bushfire Brigades Bushfire - Response (level 1 fires) and early warning	
		Shire of Chapman Valley - Community recovery	
Cyclone	DFES	DFES (SES) -Response	CPFS - Community support WAPOL – Assist with early warning and assist evacuation
		Shire of Chapman Valley – Community recovery	
Tsunami	DFES	DFES (SES) - Response	CPFS – Community support WAPOL – Early warning and assist evacuation
		Shire of Chapman Valley – Community recovery	
Severe storm	DFES	DFES (SES) - Response	CPFS – Community support WAPOL – Early warning and assist evacuation
		Shire of Chapman Valley - Community recovery	

## 7. The evacuation process

In the event evacuation is considered the preferred option the process encompasses five stages (decision, warning, withdrawal, shelter and return. These stages and the requirements for each are outlined below.



## 8. Decision to evacuate

Decisions relating to evacuation during an emergency rest with the Controlling Agency's Incident Controller who should be cognisant of:

- The threat of the hazard;
- Community preparedness (self-evacuation, asset preparedness);
- Community vulnerability (evacuation vs. protect in place)
- Time available to conduct evacuation safely;



- e) Safety of persons conducting evacuation;
- f) Local emergency management arrangements and other plans in place (including the identification of evacuation /welfare centres, refuge sites and safer places) to support the evacuation;
- g) Safer alternatives (protect/shelter in place);
- h) Identification of safest corridors for egress;
- i) Availability of effective public communication resources;
- j) The number of people, capability and demographics of groups to be evacuated;
- k) Method of evacuation including transport requirements;
- l) Any legislative provisions;
- m) Requirement to manage welfare of domestic pets of evacuees.

The Incident Controller may decide to recommend an evacuation (which is voluntary), direct and evacuation (compulsory), depending on the circumstances or safer and shelter in place.

THE DECISION TO DIRECT AN EVACUATION WILL ONLY BE MADE BY A CONTROLLING AGENCY OR A DULY APPOINTED HAZARD MANAGEMENT OFFICER WHEN THE MEMBERS OF THE COMMUNITY AT RISK DO NOT HAVE THE CAPABILITY TO MAKE AN INFORMED DECISION OR WHEN IT IS EVIDENT THAT LOSS OF LIFE OR INJURY IS IMMINENT.

## 9. Warning

The Shire of Chapman Valley has placed Public Information Warning Signs ([Refer to Appendix F](#)) at the entrance to the Coronation Beach Nature Based Camping Ground and at strategic locations around the camping ground. The signs are specifically targeted at persons wishing to avail themselves of the caravan park facilities. In addition to the signs, the Shire provides flyers for the information of visitors.

### 9.1. Local community information

When the need to evacuate the Coronation Beach Nature Based Camping Ground has been made by the Incident Controller, the Incident Controller will endeavour to ensure that the occupants have sufficient time to make preparations to leave.

As far as is practicable, in the first instance contact should be made with the Shire of Chapman Valley Rangers and the on-site caretaker at the camping ground.

Contact	Contact numbers
Shire Ranger	0428 948 6073 or via VHF radio
Camping Ground on-site Caretaker	0409 708 622 (Service enabled all hours)

## **9.2. Public information strategy**

On-site public information signs provide campers with information related to:

- General hazard information;
- Natural hazard information about bushfire, severe storm and Tsunami;
- Evacuation management advice including when an evacuation may be announced and Emergency Alerts;
- Best Location(s) for Mobile Phone signal;
- Information updates via ABC radio and telephone.

## **9.3 Self-evacuation**

It is envisaged that most people will choose to self-evacuate from Coronation Beach Nature Based Camping Ground once they become aware of a potential threat, due mainly to the area being relatively remote and the fact that people will normally be expected to possess transport or have easy access to transport. It is fairly unlikely that people in the area at the time of an emergency occurring will require transport to be provided by the Controlling Agency.

Self-evacuation is the preferred option for the camping ground occupants and will be supported by the provision of timely information being communicated by the Controlling Agency as far as is practicable.

## **9.4 Area security**

The Controlling Agency should ensure, as far as practicable, the security of the area that has been evacuated and the protection of remaining persons and property. This may be undertaken by undertaking regular patrols of the area where safe and practicable to do so.

It is anticipated in the event of an evacuation the Caretaker's residence will be the most difficult and time consuming to de-camp, specifically if the Caretaker is actively involved in the evacuation process of those in the area. Therefore, it is important to ensure the Caretaker's area is secured and protected and best as it possibly can be.

# **10. Evacuation facilities**

Due to the nature of activities pursued by people recreating at Coronation Beach Nature Based Camping Ground it can be expected that there is a high degree of mobility, self-reliance and capacity to relocate at short notice. It is therefore considered appropriate that a decision to evacuate should also be followed by direction to suitable venues within the Shire able to cope with an influx of campers, as advised by the Controlling Agency, where appropriate welfare support may be coordinated by the Department of Child Protection and Family Support.

Recommended facilities and contact detail can be found at [Appendix G](#).

## 11. Hazard Management and Emergency Responsibilities

Position / Task	Responsible person / position / agency
Controlling Agency	<ul style="list-style-type: none"> <li>• Management of the emergency incident</li> <li>• Warning messages to the affected community</li> <li>• Decisions affecting the possible evacuation of locations likely to be impacted by the emergency</li> <li>• The decision to evacuate a community or portions thereof</li> <li>• Evacuation route planning and traffic management</li> <li>• Road closures during emergencies</li> <li>• Identification of evacuation centres</li> <li>• Return of the evacuated community</li> <li>• Determine appropriate resources to communicate with residents (e.g. Caretaker, of other(s))</li> </ul>
WA Police	<ul style="list-style-type: none"> <li>• Assist with evacuating the affected community</li> <li>• Assist with traffic management</li> </ul>
Shire of Chapman Valley	<ul style="list-style-type: none"> <li>• Liaise with Incident Controller</li> <li>• Participate in ISG and provide local information</li> <li>• Consider closure of Coronation Beach Nature Based Camping Ground</li> <li>• Direct the Works Manager or Ranger to close Coronation Beach Access Road at Great Northern Highway.</li> <li>• Consider closing access tracks to South Coronation Beach and Buller River Mouth</li> <li>• Provide early warnings and situational awareness to Coronation Beach Caretaker</li> <li>• Shire Ranger to assist with evacuation where required</li> </ul>

Department for Child Protection & Family Support	<ul style="list-style-type: none"> <li>Identify appropriate evacuation centres in consultation with Incident Controller and Local Government</li> <li>Receive evacuees and coordinate the provision of welfare for evacuees</li> </ul>
Support Functions	Controlling Agency assisted by:
Property security	WA Police / Shire of Chapman Valley Rangers
Traffic management	WA Police Traffic contractors as appointed by MRWA or the Shire of Chapman Valley
Welfare	Department of Child Protection and Family Support (CPFS), and Shire of Chapman Valley

## APPENDIX A: Glossary

**Assembly Areas:** A temporary safer area for a short-term evacuation or temporary stopping point Before moving evacuees to evacuation centres for alternative accommodation.

**At Risk Persons:** Anyone who may have difficulty either receiving or responding to emergency public information, e.g. those with physical or intellectual disabilities or other health related issues, children, the aged, those who are socially isolated and those from remote or culturally and linguistically diverse communities.

**Authorised Officer/Person:** A person authorised by legislation to utilise a range of powers conferred by that legislation. E.g. an Authorised Officer under *the Emergency Management Act 2005* (EM Act) applies to the State Emergency Coordinator and officers appointed under section 61 during a State of Emergency, as declared by the Minister, enabling extraordinary powers under Part 6, Division 2 of *the EM Act* (see also Hazard Management Officer). An Authorised Person under the *Bush Fires Act 1954* applies to a Bush Fire Control Officer or another person authorised to take control of all operations in relation to a fire.

**Community:** A group of people living in the same place or having a particular characteristic in common. A community evacuation may refer to all inhabitants of an area affected or likely to be affected by a hazard, or parts thereof, defined by specific location and its proximity to the hazard, personal attributes affecting level of risk, etc.

**Controlling Agency:** An agency nominated to control the response activities to a specified type of emergency (either by legislation or by agreement with the Hazard Management Agency).

**Evacuation:** A risk management strategy that may be used to mitigate the effects of an emergency on a community. It involves the movement of people to a safer location and their return.

**Immediate Evacuation:** This results from a hazard impact that forces immediate action, thereby allowing little or no warning and limited preparation time (e.g. hazardous materials emergencies, air crashes, bushfires or earthquakes).

**Pre-warned Evacuation:** This follows receipt of sufficient and reliable information that prompts a decision to evacuate ahead of a hazard impact (e.g. cyclones and storm surges).

**Controlled Evacuation:** A recommended or directed evacuation, where a Controlling Agency is undertaking specific activity to manage the withdrawal of people from an area that is at risk, or subject to the effects of, a hazard.

**Directed Evacuation:** A Controlling Agency may issue a direction for members of a community to evacuate with which they are obliged to comply in circumstances where it is believed there is an imminent and real threat to life should they remain.

**Recommended Evacuation:** A controlled evacuation whereby a Controlling Agency provides advice to members of a community that they evacuate, when the Incident Controller believes this represents the best option to mitigate the effects of an emergency on a community, based on the agency's risk assessment at that time, but where the risk is not perceived as extreme/imminent.

**Self-Evacuation:** A spontaneous type of evacuation involving the self-initiated movement of people, such as individuals, family or community groups.

**Evacuation Centres:** Temporary centres established to provide a safe and secure place to meet the basic needs of a community away from the immediate or potential effects of the emergency. The primary function is to address basic human needs and support requirements. They will normally be staffed by support organisation personnel.

**Evacuee:** A person who has withdrawn or been removed from a place of danger.

**Hazard Management Agency (HMA):** A public authority or other person, prescribed by Regulations because of that agency's functions under any written law or because of its specialised knowledge, expertise and resources, to be responsible for the emergency management of a hazard for a whole or part of the State. In most circumstances, this will also be the Controlling Agency for the emergency.

**Hazard Management Officer (HMO):** A specific term under *the EM Act* which applies to the persons appointed by the hazard management agency under section 55 during an Emergency Situation declared by the hazard management agency or State Emergency Coordinator authorising specific emergency powers under Part 6 of *the EM Act* (see also Authorised Officer).

**Immediate Sheltering:** Includes shelter in place, assembly areas and places of last resort.

**Place of Last Resort:** A place where members of a community can go/be taken at the last minute to seek shelter from an imminent threat when it is too late to evacuate. It should only be used when all other plans have failed and no other option exists. This may be a shed, area of the home, swimming pool, dam or other place appropriate to the hazard.

**Protect in Place:** May be used instead of shelter in place, but may be seen as implying that protective action is undertaken to reduce the risk of remaining in place (e.g. the issuing of personal protective equipment where there is no time to evacuate safely for a hazardous materials emergency).

**Relocation:** A term sometimes used in place of self-evacuation. It can also be used to refer to an individual's choice to move to a location of reduced risk of an emergency occurring under certain conditions even before an emergency has occurred (e.g. on a day where a catastrophic fire weather danger rating has been issued).

**Refuge Site:** A place where persons and/or animals may take shelter within the community that is suitable to the hazard that presents. This may be an open space, building or other suitable place of shelter identified by the local government and Controlling Agency. It will provide a minimum level of protection, and safety cannot be guaranteed in all circumstances. They are unlikely to have facilities or resources, and will not be staffed by agencies or services.

**Safer Place:** A preferred location where members of the community can evacuate to quickly that is safer than the location being threatened by the hazard. This may be a personal choice to go to family or friends. It may also be the only option if no official evacuation centre is opened or accessible/known to evacuees.

**Safest Route:** The route that evacuees take that presents the safest way to move away from the threat to a place of safety or 'safer place', sometimes known as the recommended egress for evacuation.

**Shelter:** A dynamic social process providing for the temporary respite of evacuees, including immediate sheltering, temporary sheltering and temporary housing.

**Shelter in Place:** An alternative to evacuation when it is considered that the risk associated with evacuation is greater than that of sheltering in place (e.g. cyclones or hazardous materials plumes or where time does not permit for a safe evacuation).

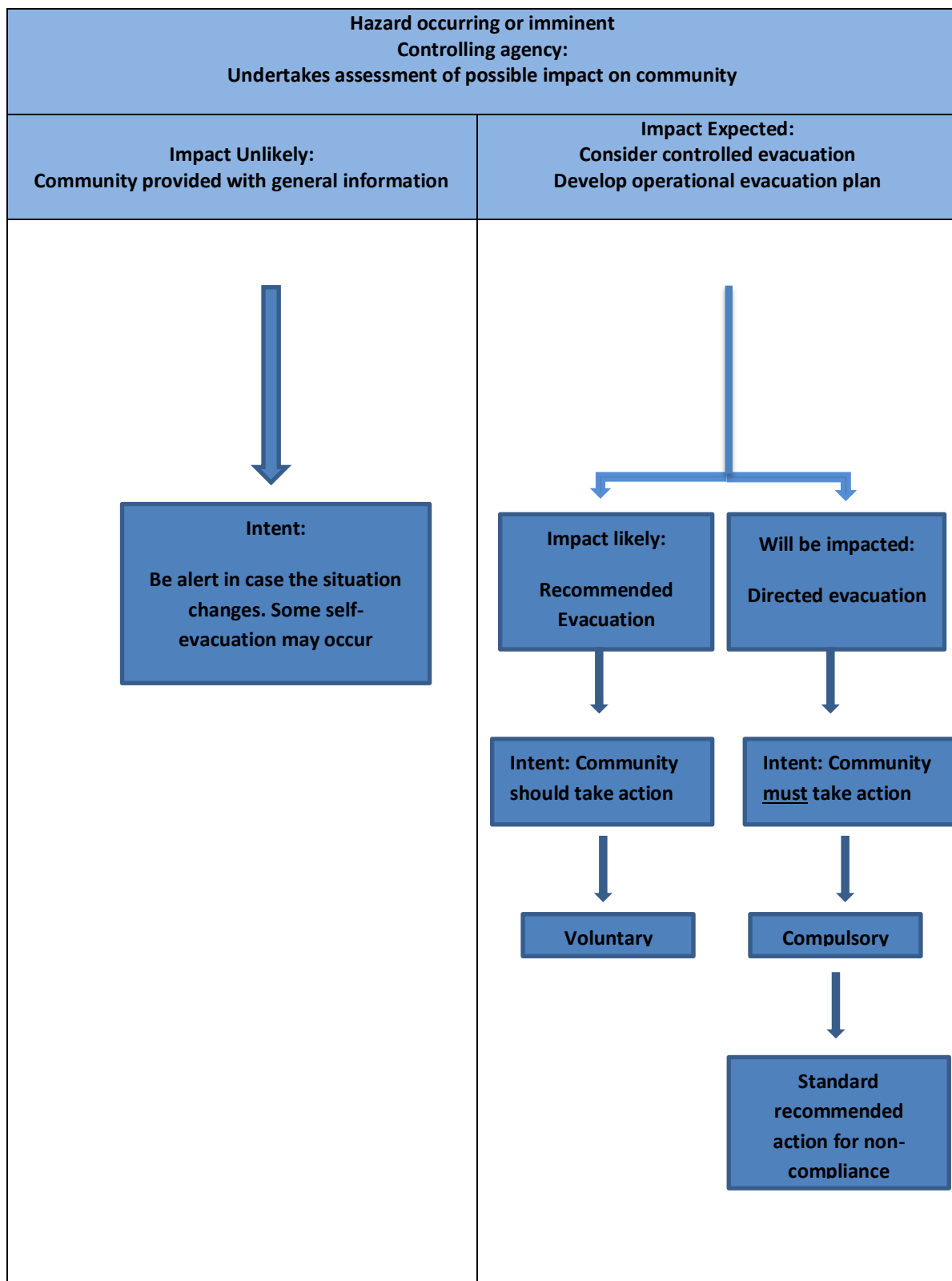
**Specialist facilities:** May be required when evacuees are unable to care for themselves or require additional care (e.g. hospitals, aged care or similar facilities, and disability care).

**Temporary housing:** Refers to ongoing recovery needs.

**Temporary sheltering:** Includes family, friends or commercial accommodation outside the impact zone, refuge sites, evacuation centres and specialist facilities.

**Warning:** the dissemination of a message signalling an imminent hazard, which may include information about protective measures (e.g. to seek further information, take shelter, activate your emergency plan and/or a recommendation or direction to evacuate).

## APPENDIX B: Types of Evacuation



## APPENDIX C: Risk Matrix

Source of Risk	Bushfire		
<b>Source of Risk Descriptor</b>	The geographical area of Coronation Beach is undulating land with relatively thick coastal heath vegetation cover. The land tenure immediately abutting the Coronation Beach Nature Based Camping Ground consists of private undeveloped land to the north and west with two parcels of Unallocated Crown land reserves to the north and south. The area of Coronation Beach and the associated camping ground would be highly vulnerable to a bushfire particularly where winds are from the southeast or north east.		
<b>Risk statements</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Level</b>
There is a risk that an out of control bushfire in the vicinity of Coronation Beach will cause multiple deaths	Likely	Minor	High
There is a risk that an out of control bushfire in the vicinity of Coronation Beach will cause life threatening or serious injuries	Likely	Moderate	High
There is a risk that an out of control bushfire in the vicinity of Coronation Beach will cause loss or damage to hard infrastructure	Almost Certain	Insignificant	Medium
Source of Risk	Cyclone		
<b>Source of Risk Descriptor</b>	Cyclones generated in the tropical north of the state can continue on a path southward and have not been uncommon in the Geraldton area. These cyclones or tropical depressions have been known to cause wide-spread damage and high rainfall. The geographical area of Coronation Beach and the associated camping ground would be highly susceptible to wind damage.		
<b>Risk statements</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Level</b>
There is a risk that if the Coronation Beach caravan park is not evacuated prior to a cyclone impacting there will be death or serious injuries	Likely	Minor	Medium
There is a risk that a cyclone will cause damage to Shire hard infrastructure	Likely	Minor	Medium



<b>Hazard</b>	<b>Tsunami</b>		
<b>Hazard Descriptor</b>	The Western Australian coastal area is within the area identified as having a high likelihood of Tsunami impact from seismic activity in the area off the Sumatra coastline. A moderate Tsunami wave would be deemed sufficient to inundate the low-lying camping ground area of Coronation Beach.		
<b>Risk Statement</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Level</b>
There is a risk that if the Coronation Beach camping ground is not evacuated prior to the impact of a tsunami there will be multiple deaths or serious injuries	Likely	Major	<b>Extreme</b>
<b>Hazard</b>	<b>Severe Storm</b>		
<b>Hazard Descriptor</b>	Severe storms often impact of the Mid-west coastline during normal winter weather patterns but have also been known to be caused following cyclonic activity in the tropical north of the state during the southern summertime. Severe storms can cause damage to hard infrastructure and private vehicles utilising the camping ground at Coronation Beach.		
<b>Risk Statements</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Level</b>
There is a risk that if a severe storm was to impact on the Coronation Beach area death or serious injuries will occur	Unlikely	Moderate	<b>Medium</b>
There is a risk that a severe storm will cause damage to hard infrastructure and private property	Likely	Moderate	<b>Medium</b>

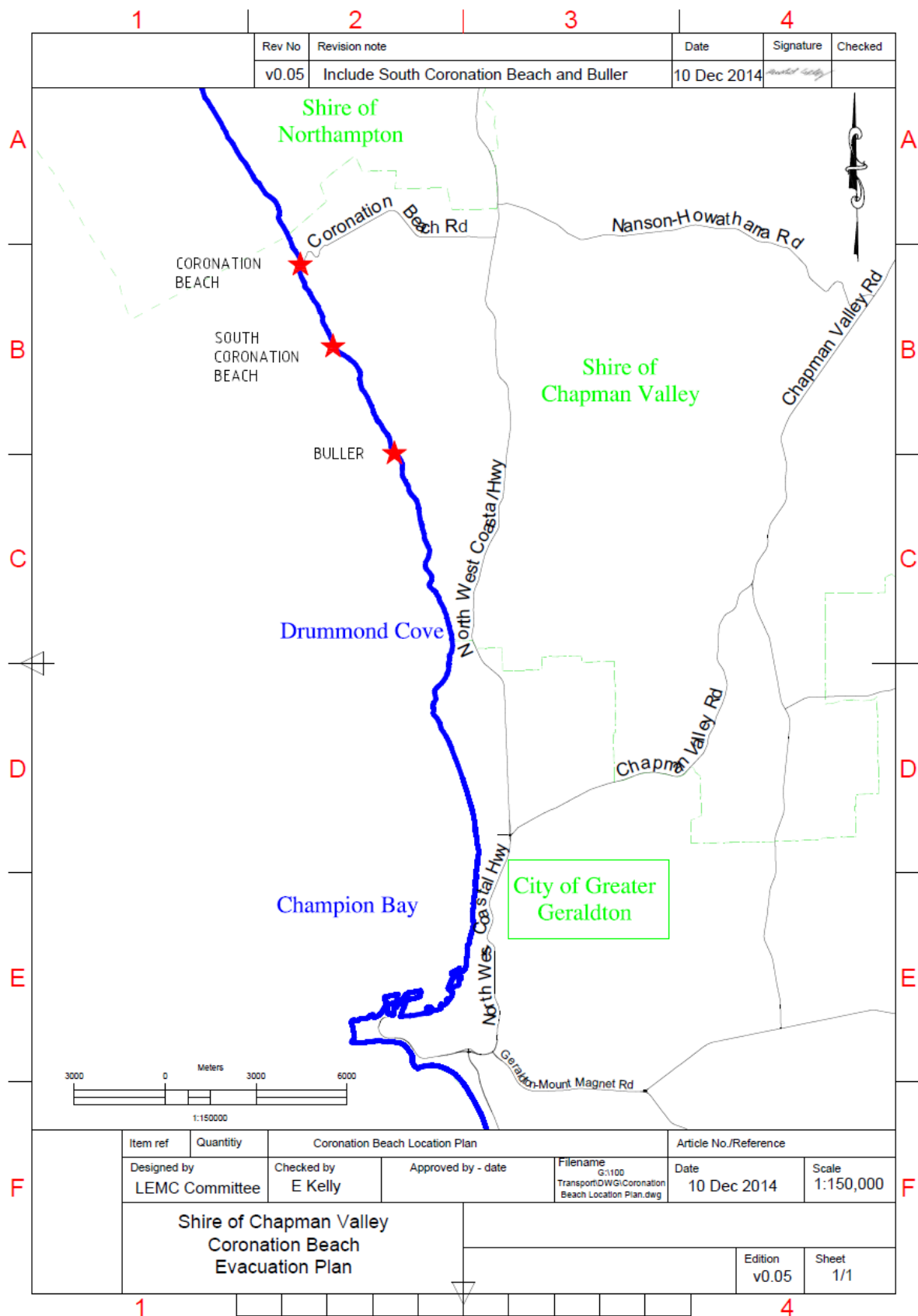
## APPENDIX D: Coronation Beach Site Plan



## Coronation Beach Hazard Management Plan



## APPENDIX E: Coronation Beach Location Plan



## APPENDIX F: Emergency Information Signage



### EMERGENCY INFORMATION



**PLEASE BE AWARE CAMP FIRES ARE STRICTLY FORBIDDEN AT ANY TIME WITHIN THIS RESERVE**

#### EMERGENCIES THAT MAY IMPACT IN THIS COASTAL AREA



This is a bushfire risk area



This is a cyclone and severe storm risk area



During storm and cyclone activities this area may be subject to tidal surges.

IN THE EVENT OF AN EMERGENCY YOU WILL BE ADVISED OF ACTIONS YOU NEED TO TAKE.

PLEASE BE AWARE THAT THE SITE MAY BE EVACUATED AND CLOSED

FOR EMERGENCY INFORMATION TUNE TO ABC RADIO CHANNEL 828 AM

Dial 000 for fire and life threatening emergencies

13 3337 for information about major emergencies (Emergency Information Line)

**IF AN EMERGENCY OCCURS, ACT IMMEDIATELY FOR YOUR OWN SAFETY.**



The Shire of Chapman Valley is working with the hazard management agencies to ensure you have a safe stay

## APPENDIX G: Alternate camping and caravan sites

Site Name	Street Address & Contact details
Drummond Cove Holiday park Caravan sites Camping sites Privately owned venue fees apply	1633 North West Coastal Hwy Drummond Cove via Geraldton (08) 9938 2524  32.9 km by road south from Coronation Beach Drive
Fig Tree Crossing Reserve 18km north-east of Geraldton on the north-western side of Chapman Valley Road Shire owned reserve \$7 per person honesty system applies Free gas BBQ No power or water available on site	1290 Chapman Valley Road Yetna WA 6532  35.3 km by road south east from Coronation Beach Drive
Nukara Farm Van sites available No power available Privately operated business, fees apply Can accommodate up to 500 persons	115 Nanson-Howatharra Road NANSON WA 6532 15.3 km East from Coronation Beach Drive
Goodie's Eco Camp Nature Based Eco Friendly camp Unpowered sites only Caravans welcome Kitchen and BBQ facilities Hot Showers & Ablution facilities Self catering	2975 North West Coastal Highway Howatharra 0400 800 661