



2017

Local Emergency Management Arrangements



SHIRE OF YORK

Local Emergency Management Arrangements

These arrangements have been produced and issued under the authority of S. 41(1) of the Emergency Management Act 2005, endorsed by the Shire of York Local Emergency Management Committee and the Council of the Shire of York. The Arrangements have been tabled for noting with the District Emergency Management Committee and State Emergency Management Committee

Chair

Date

Shire of York LEMC

Endorsed by Council

Date

<Insert resolution number>

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Shire of York – Website	1
Shire of York – Councillors	5
LEMC Members	12
York Volunteer Fire & Rescue	1
York Volunteer Emergency Services	1
Chief Bush Fire Control Officer	1
Burges Siding Volunteer Bush Fire Brigade	1
Greenhills Volunteer Bush Fire Brigade	1
Malebelling Bush Fire Brigade	1
Talbot Brook Volunteer Bush Fire Brigade	1
DFES Northam Office	1
York Police	1
York Volunteer St John Ambulance	1
York Chamber of Commerce	1
Country Women's Association	1
Shire of Armadale	1
Shire of Northam	1
Shire of Mundaring	1
Shire of Beverley	1
Shire of Quairading	1
Shire of Cunderdin	1
Shire of Kalamunda	1
Department of Communities	1
Main Roads WA (Wheat belt North)	1
York Salvation Army	1
Local Emergency Coordination Centres	1
Community Resource Centre	1
District EM Advisor (yvette.grigg@oem.wa.gov.au)	1
York Health Service	1
York District High School	1

Amendment Record

Number	Date	Amendment Details	By
1	April 2010	First Draft	GM
2	August 2011	Final Draft	MS
3	November 2011	Final Draft	JC
4	November 2016	Annual Review	TG
5	October 2017	5 yearly LEMA review	TG

Document Availability

The Shire of York Local Emergency Management Arrangements are available at the following locations during normal business hours:

- Shire of York
- Community Resource Centre

Electronic copies are also available on the Shire of York Website at www.york.wa.gov.au

Glossary of terms

For additional information in regards to the Glossary of terms, refer to the current Emergency Management Glossary for Western Australia.

Term	Definition
Australasian Interagency Incident Management System (AIIMS)	A command structure set up to systematically and, logically manage emergency incidents from small incidents to large difficult or multiple situations. It is designed to expand to ensure effective span of control at all levels.
Combat Agency	<p>A public authority, or other person, may be prescribed by the regulations to be a Combat Agency 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 [s.6(2) of the EM Act].</p> <p>A Combat Agency undertakes response tasks at the request of the Controlling Agency in accordance with their legislative responsibilities or specialised knowledge.</p>
Community Emergency Risk Management	See Risk Management
Comprehensive Approach	The development of emergency and disaster arrangements to embrace the aspects of prevention, preparedness, response, and recovery (PPRR). PPRR are aspects of emergency management, not sequential phases. Syn. 'disaster cycle', 'disaster phases' and 'PPRR'
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.
Control	The overall direction of emergency management activities in an emergency situation. Authority for control is established in legislation or in an emergency plan, and carries with it the responsibility for tasking and coordinating other organisations in accordance with the needs of the situation. Control relates to situations and operates horizontally across organisations.
Controlling Agency	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 an area of the State that is declared to be a district under section 2.1 Local Government Act 1995.
Emergency	An event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which requires a significant and coordinated response.
Emergency Management	<p>The management of the adverse effects of an emergency including:</p> <ul style="list-style-type: none"> • 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

	<ul style="list-style-type: none"> • Recovery – the support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.
Emergency Management Agency	A hazard management agency (HMA), a combat agency or a support organisation as prescribed under the provisions of the Emergency Management Act 2005.
Emergency Risk Management	A systematic process that produces a range of measures which contribute to the well-being of communities and the environment.
Essential Services	The public facilities and systems that provide basic life support services such as water, energy, sanitation, communications and transportation. Systems or networks that provide services on which the well-being of the community depends.
Hazard	<ul style="list-style-type: none"> • a cyclone, earthquake, flood, storm, tsunami or other natural event • a fire • a road, rail or air crash • a plague or an epidemic • a terrorist act as defined in The Criminal Code section 100.1 set out in the schedule to the Criminal Code 1995 of the Commonwealth • any other 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 prescribed by Emergency Management Regulations 2006
Hazard Management Agency (HMA)	A public authority or other person, prescribed by regulations because of that agency's functions under any written law or because of its specialised knowledge, expertise and resources, to be responsible for the emergency management or an aspect of emergency management of a hazard for a part or the whole of the State.
Incident	An event, accidentally or deliberately caused, which requires a response from one or more of the statutory emergency response agencies.
Incident Controller (IC)	The person designated by the relevant Hazard Management Agency, responsible for the overall management and control of an incident and the tasking of agencies in accordance with the needs of the situation.
Incident 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.
Incident Management Team (IMT)	The group of incident management personnel comprised of the Incident Controller, and the personnel appointed to be responsible for the functions of Planning, Operations and Logistic.
Local Emergency Coordinator (LEC)	That person designated by the Commissioner of Police to be the Local Emergency Coordinator with responsibility for ensuring that the roles and functions of the respective Local Emergency Management Committee are performed, and assisting the Hazard Management Agency in the provision of a coordinated multi-agency response during Incidents and Operations.
Local Emergency Management Committee (LEMC)	Means a committee established under section 38 of the Emergency Management Act 2005
Municipality	Means the district of the local government.
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.
Operations Area Management Group (OAMG)	The group that may be convened by an Operations Area Manager, in consultation with the relevant District Emergency Coordinator(s), to assist in the overall management of an Operation. The OAMG includes representation from key agencies involved in the response.
Operations Area Manager (OAM)	The person designated by the Hazard Management Agency, responsible for the overall management of an Operation and provision of strategic direction to agencies and Incident Manager(s) in accordance with the needs of the situation.

Prevention	Regulatory and physical measures to ensure that emergencies are prevented, or their effects mitigated. Measures to eliminate or reduce the incidence or severity of emergencies. See also Comprehensive Approach.
Preparedness	Arrangements to ensure that, should an emergency occur, all those resources and services which are needed to cope with the effects can be efficiently mobilised and deployed. Measures to ensure that, should an emergency occur, communities, resources and services are capable of coping with the effects. See also Comprehensive Approach.
Response	Actions taken in anticipation of, during, and immediately after an emergency to ensure that its effects are minimised and that people affected are given immediate relief and support. Measures taken in anticipation of, during and immediately after an emergency to ensure its effects are minimised. See also Comprehensive Approach.
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. See also Comprehensive Approach.
Risk	<p>A concept used to describe the likelihood of harmful consequences arising from the interaction of hazards, communities and the environment.</p> <ul style="list-style-type: none"> •The chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood. •A measure of harm, taking into account the consequences of an event and its likelihood. For example, it may be expressed as the likelihood of death to an exposed individual over a given period. •Expected losses (of lives, persons injured, property damaged, and economic activity disrupted) due to a particular hazard for a given area and reference period. Based on mathematical calculations, risk is the product of hazard and vulnerability
Risk Management	The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, evaluating, treating and monitoring risk.
Risk Register	A register of the risks within the local government, identified through the Community Emergency Risk Management process.
Risk Statement	A statement identifying the hazard, element at risk and source of risk.
State Emergency Management Committee (SEMC)	<p>Chaired by the Commissioner of Police, as State Emergency Coordinator, with the Chief Executive Officer of the Fire and Emergency Services Authority as deputy Chair. The Executive Director, FESA Emergency Management Services, is the SEMC Executive Officer. The SEMC is comprised of an executive and four functional groups whose membership includes those organisations essential to the State's emergency management arrangements. The chair of each of the functional groups is also a member of the SEMC Executive group. The functional groups are:</p> <ul style="list-style-type: none"> • Emergency Services Group • Public Information Group • Lifelines Services Group • Recovery Services Group
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.
Treatment Options	A range of options identified through the emergency risk management process, to select appropriate strategies' which minimize the potential harm to the community.
Vulnerability	The degree of susceptibility and resilience of the community and environment to hazards. *The degree of loss to a given element at risk or set of such elements resulting from the occurrence of a phenomenon of a given magnitude and expressed on a scale of 0 (no damage) to 1 (total loss).

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.
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General Acronyms used in these Arrangements

Acronym	Meaning
AIIMS	Australasian Inter-Agency Incident Management System
BFB	Bush Fire Brigade
CEO	Chief Executive Officer
DC	Department of Communities
DBCA	Department of Biodiversity Conservation & Attractions
DEMC	District Emergency Management Committee
ECC	Emergency Coordination Centre
DFES	Department of Fire and Emergency Services
FRS	Fire and Rescue Service
VFRS	Volunteer Fire and Rescue Service
HMA	Hazard Management Agency
IC	Incident Controller
IMT	Incident Management Team
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LG	Local Government
LRC	Local Recovery Coordinator
LRCC	Local Recovery Coordinating Committee
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SOP	Standard Operating Procedures
WAERN	Western Australian Emergency Radio Network

1 Part One – Introduction

1.1 Community Consultation

The Shire of York and the community through agency and emergency service representatives were involved in the Local Emergency Management Arrangement preparations. The final plan prepared and adopted by the York LEMC and Council is distributed to a variety of agencies. Service and Community Groups consulted in the process include Police, Ambulance, Health Services, DFES, VFRS, VFES, Fire Control Officers, Councillors, Ranger, Works Staff, Environmental Health Officer and Brigades.

1.2 Authority

These arrangements have been prepared and endorsed by the Shire of York Local Emergency Management Committee, pursuant to section 41(1) of the Emergency Management Act (2005). They have been tabled for information and comment with the Wheatbelt District Emergency Management Committee and endorsed by the Shire of York.

1.3 Area Covered

The Shire of York is located 97kms from Perth in the Central Wheatbelt and encompasses the towns of York and localities of Burges, Quellington, Green Hills and Talbot Brook. The Shire covers 213,519 ha, mainly agricultural, contains 1819 households and currently has a population of 3,439. (ABS 2011)

The following assets/infrastructure is included in this area –

- York Town site
- Greenhill's Town site
- Kauring Town site
- Police/Fire Communications Tower – Mt Bakewell
- Ambulance Tower – Mt Brown
- Water Corp / Telstra – Mt Brown
- Telstra Exchange – Newcastle Street
- Great Southern Highway
- York Hospital
- Avon River
- Railway Line York towards Northam & York towards Beverley
- Sky Dive Express
- Local Government infrastructure
- CBH
- Gilmac Bulk Hay Storage
- Race Course
- Water Catchment (Great Southern Highway)

1.3.1 Adjoining Local Governments

Shire of Kalamunda – to the west
 Shire of Mundaring – to the west
 Shire of Armadale – to the west
 Shire of Beverley – to the south
 Shire of Quairading – to the east
 Shire of Cunderdin – to the north east
 Shire of Northam – to the north

1.3.2 Access

The major access road to the Shire of York from Perth is the Great Southern Highway.

Other major arteries in and out of the Shire include the York-Northam Road linking York and Northam, York-Quairading Road between York and Quairading, Spencers Brook Road linking York to Spencers Brook/Clackline and Great Southern Highway to Beverley.

1.3.3 Topography

The Shire of York is made up of pockets of bushland and farmland with terrain ranging from gentle sloping to steep rocky inclines of varied aspects.

The Avon River passes through the centre of York in a north/south direction.

There are a significant number of bushland reserves within the shire that include Mt Bakewell, Mt Brown, Wambyn and Wandoo National Park. In addition to this there are a number of privately owned pockets of bushland with significant fuel loading.

1.4 Aim

The aim of the Shire of York Local Emergency Management Arrangements is to detail emergency management plans, procedures and to ensure an understanding between agencies and stakeholders involved in managing emergencies within the Shire.

1.5 Purpose

The purpose of these emergency management arrangements is to set out:

- The local government's policies for emergency management
- The roles and responsibilities of public authorities and other persons involved in emergency management in the local government district
- Provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in the above paragraph
- A description of emergencies that are likely to occur in the local government district
- Strategies and priorities for emergency management in the local government district
- Other matters about emergency management in the local government district prescribed by the regulations
- Other matters about emergency management in the local government district the local government considers appropriate". (s. 41(2) of the Act).

1.6 Objectives

The objectives of this plan are to:

- Describe risks and hazards, their likely effects;
- Promote effective liaison between all Hazard Management Agencies, emergency services and supporting agencies, which may become involved in emergency situations;
- Identify primary and secondary emergency operation centres;
- Maintain a current contact list for participating agencies and organisations;
- Provide a framework for Recovery operations;
- Provide arrangements for testing, evaluation and maintenance of these arrangements; and
- Provide a Resource and Contacts Register to assist the community in prevention, preparedness, response and recovery.

1.7 Scope

These arrangements are to ensure the community is prepared to deal with the identified emergencies should they arise. It is not the intent of this document to detail the procedures for HMAs in dealing with an Emergency. These should be detailed in the HMAs' individual plans.

Furthermore:

- This document applies to the local government district of the York
- This document covers areas where the Shire of York provides support to HMAs in the event of an incident;
- This document details the Shire of York's capacity to provide resources in support of an emergency, while still maintaining business continuity and the Shire of York responsibilities in relation to Recovery Management.

These arrangements are to serve as a Guide to be used at the local level. Incidents may arise that require action or assistance from District, State or Federal level.

1.8 Related Documents & Arrangements

These Documents, Arrangements and Plans are designed to be used in conjunction with the Local Emergency Management Arrangements.

1.8.1 Local Emergency Management Policies

There are no current Emergency Management Policies within the Shire of York

Existing Plans & Arrangements

Document	Owner	Location	Review
Bush Fire Response Plan (2017)	Shire of York	Shire Office	Annual
Local Airfield Plan (2011)	York Police	Police Station	Annual
Local Road Crash Plan (2011)	York Police	Police Station	Annual
Local Land Search & Rescue Plan (2011)	York Police	Police Station	Annual

1.9 Special Considerations

Lack of Communication in certain areas

Communication Black Spots occur using both radio and telephone communications in many areas.

The below list includes areas that may require special considerations in the event of any emergency;

- York Hospital
- York District High School
- York Day Care
- Balladong Lodge (Aged care)
- Pioneer Lodge (Aged care)
- The Palace Hotel and Terraces
- The Castle Hotel
- Imperial Hotel
- Settlers House
- York Motel
- Laurelvile Manor
- Faversham House
- Greenhill's Inn
- York Recreation & Convention Centre
- Large number of heritage buildings

In addition to these identified areas of risk, there are also specific factors such as;

Population decrease – Christmas Holidays (Dec - Jan)

Over the Christmas Holiday period, a large number of permanent residents leave the area. Although it is mainly farmers that leave for holidays post-harvest, there is also a growing trend of Townsite residents also spending holidays outside of the Shire.

Harvesting season (Oct – Jan)

Harvesting can result in an increased chance of crop fire and a decreased availability of farmer private appliance response to fires.

Bushfire Season (Oct – March)

Bushfire season can bring unfavorable weather conditions (Catastrophic Fire Danger Index, Total Fire Bans), an increase to crop/bush fire incidents and potential Harvest/Vehicle Movement/Hot Works Bans being imposed.

Tourism (Special Events)

Annual events including the York Cup Racecourse meeting, Agricultural Show, Easter Antiques Fair, York Motorcycle Festival and the York Motor Show can attract 2,000 to 5,000 additional visitors to town.

Absentee Landowners (All Year)

Currently up to 20% of properties are owned by non-Shire residents and either rented or unoccupied.

1.10 Resources

Please refer to Appendix One – Resources

1.11 Financial Resources

The Shire of York recognises State Emergency Management Policy 4.2 which outlines the Hazard Management Agency responsible for meeting costs associated with an emergency.

1.12 Roles and Responsibility**1.12.1 Local Roles and Responsibilities**

Local Roles	Description of Responsibilities
Local Government	<p>The responsibilities of the Shire of York are defined in s.36 of The Act</p> <ul style="list-style-type: none"> • Ensure planning and preparation for emergencies is undertaken • Implementing procedures that assist the community and emergency services deal with incidents • Ensuring that all personnel with emergency planning and preparation, response and recovery responsibilities are properly trained in their role • Keep appropriate records of incidents that have occurred to ensure continual improvement of the Shires' emergency response capability. • Liaise with the incident controller (provide Liaison Officer) • Participate in the ISG and provide local support • Where an identified evacuation centre is a building owned and operated by the local government, provide a liaison officer to support the DC.
Local Emergency Coordinator	<p>The Local Emergency Coordinator for a Local Government district has the following functions [s. 37(4) of the Act]:</p> <ul style="list-style-type: none"> • 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 • To carry out other emergency management activities in accordance with the directions of the State Emergency Coordinator. <p><i>The Local Emergency Coordinator is the Officer in Charge of York Police Station</i></p>
Local Recovery Coordinator	<p>To ensure the development and maintenance of effective recovery management arrangements for the local government. In conjunction with</p>

	the local recovery committee to implement a post incident recovery action plan and manage the recovery phase of the incident.
	<i>The Local Recovery Coordinator is the Executive Manager Infrastructure & Development of the Shire of York</i>
Local Government Welfare Liaison Officer	During an evacuation where a local government facility is utilised by DC provide advice, information and resources regarding the operation of the facility.
	<i>The Local Welfare Liaison is the Community Development Officer for the Shire of York</i>
Local Government Liaison Officer	During a major emergency the liaison officer attends ISG meetings to represent the local government, provides local knowledge input and provides details contained in the LEMA.
	<i>The Local Liaison Officer is the Chief Executive Officer for the Shire of York</i>

1.12.2 LEMC Roles and Responsibilities

The Shire of York has established a Local Emergency Management Committee (LEMC) under section 38(1) of the Emergency Management Act 2005 to oversee, plan and test the local emergency management arrangements. The LEMC includes representatives from agencies, organisations and community groups that are relevant to the identified risks and emergency management arrangements for the community.

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

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

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

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

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

Local Role	Description of Responsibilities
LEMC Chair	Provide leadership and support to the LEMC to ensure effective meetings and high levels of emergency management planning and preparedness for the local government district is undertaken.
LEMC Executive Officer	Provide executive support to the LEMC by: <ul style="list-style-type: none"> • Provide secretariat support including: <ul style="list-style-type: none"> ○ Meeting agenda ○ Minutes and action lists ○ Correspondence ○ Maintain committee membership contact register • Coordinate the development and submission of committee documents in accordance with legislative and policy requirements including; <ul style="list-style-type: none"> ○ Annual Report ○ Preparedness Report ○ Maintain Local Emergency Management Arrangements

	<ul style="list-style-type: none"> Facilitate the provision of relevant emergency management advice to the Chair and Committee as required Participate as a member of Sub-Committees and Working Groups as required
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1.12.3 Agency Roles and Responsibilities

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

Agency Roles	Description of Responsibilities
Controlling Agency	<p>A Controlling Agency is an agency nominated to control the response activities to a specified type of emergency.</p> <p>The function of a Controlling Agency is to</p> <ul style="list-style-type: none"> Undertake all responsibilities as prescribed in Agency specific legislation for Prevention and Preparedness. Control all aspects of the response to an incident. <p>During Recovery the Controlling Agency will ensure effective transition to recovery</p>
Hazard Management Agency (HMA)	<p>A hazard management 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 emergency management, or the prescribed emergency management aspect, in the area prescribed of the hazard for which it is prescribed.' [EM Act 2005 s4]</p> <p>The HMAs are prescribed in the Emergency Management Regulations 2006.</p> <p>Their function is to:</p> <ul style="list-style-type: none"> Undertake responsibilities where prescribed for these aspects [EM Regulations] Appointment of Hazard Management Officers [s55 Act] Declare / Revoke Emergency Situation [s 50 & 53 Act] Coordinate the development of the Westplan for that hazard [SEMP 2.2] Ensure effective transition to recovery by Local Government
Combat Agency	<p>A combat agency as prescribed under subsection (1) of the Emergency Management Act 2005 is to be a public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.</p>
Support Organisations	<p>A Public Authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources is responsible for providing support functions in relation to that agency. These can include but are not limited to:-</p>
<ul style="list-style-type: none"> Western Power Water Corporation Department of Biodiversity Conservation & Attractions (DBCA) Department of Health (DOH) Department of Communities (DC) 	<p>Responsible for managing power lines and power supply in times of emergency</p> <p>Responsible for managing water supply in times of emergency</p> <p>Responsible for managing bushfire in nature reserves and national parks in times of emergency</p> <p>Responsible for managing human epidemic and health issues in times of emergency</p> <p>Responsible for managing welfare in times of emergency</p>

• Department of Food & Agriculture WA (DAFWA)	Responsible for managing animal/plant epidemic and biosecurity in times of emergency
• Department of Transport (DOT)	Responsible for managing public transport in times of emergency
• Department of Water (DOW)	Responsible for managing natural waterways and sources in times of emergency
• Main Roads WA	Responsible for managing major arterial traffic routes in times of emergency
• Civil Aviation Safety Authority (CASA)	Responsible for investigating aircraft safety in times of emergency
• Department of Environmental Regulation (DER)	Responsible for managing pollution in times of emergency
• Telstra	Responsible for managing communication in times of emergency

2 Part Two – Planning (LEMC Administration)

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

2.1 LEMC Membership (Positions)

Chairperson/President Shire of York	Officer in Charge York Police Station
Executive Manager Infrastructure & Development Shire of York	Community Paramedic St John Ambulance
Community Emergency Services Manager Shires of Beverley & York	Principal York District High School
Area Manager Lower Wheatbelt Department Fire and Emergency Services	Health Services Manager York Hospital
District Manager Department of Agriculture & Food WA	Chief Bush Fire Control Officer Shire of York
District Manager Department of Communities	Captain York Volunteer Fire and Rescue

The term of appointment of all LEMC members shall be determined by the Local Government in consultation with the parent organisation of the members.

Refer to Appendix Two for identification and Contact Details of LEMC Members

2.1.1 Chairperson Local Emergency Management Committee

The Chairperson of the LEMC is appointed by the local government [s. 38 of the Act]
The role of the Chairperson is to direct and coordinate all meetings.

The office of Chairperson of the LEMC will be held by the York Shire President.

2.1.2 Deputy Chairperson Local Emergency Management Committee

The role of the Deputy Chairperson is to direct and coordinate all meetings where the Chairperson is unavailable to attend.

The office of Deputy Chairman of the LEMC will be held by the OIC York Police Station.

2.1.3 Executive Officer Local Emergency Management Committee

The role of the Executive Officer is to provide executive support to the LEMC by:

- Ensuring the provision of secretariat support including:
 - Meeting agenda

- Minutes and action lists
 - Correspondence
 - Maintain committee membership contact register
- Coordinate the development and submission of committee documents in accordance with legislative and policy requirements including
 - Annual Report
 - Annual Preparedness Report
 - Maintenance of Local Emergency Management Arrangement
- Facilitate the provision of relevant emergency management advice to the Chair and committee as required
- Participate as a member of sub committees and working groups as required.

The office of the Executive Officer of the LEMC will be held by the Community Emergency Services Manager.

2.2 Local Emergency Management Committee Functions

The functions of LEMC are [s. 39 of the Act]:

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

2.3 Meeting Schedule

The LEMC will meet on the first Tuesday of March, June, September and December in the Shire of York Council Chambers. Please note these days may be subject to change dependant on Committee Member availability.

2.4 Exercise Schedule

One exercise will be undertaken in each 12 month period.

2.5 LEMC Constitution and Procedures

The constitution and procedures for the LEMC have been determined by the SEMC and are in accordance with State EM Policy No. 2.5

2.6 LEMC Annual Preparedness Report

The LEMC produces an Annual Preparedness Report each financial year in accordance with State EM Policy 7.1.

3 Part Three – Managing Risk

Risk Management is a critical component of the emergency management process. Building a sound understanding of the hazards and risks likely to impact the community enable local governments and LEMCs to work together to implement treatments. This process helps to build the capacity and resilience of the community and organisations which enable them to better prepare for, respond to and recover from a major emergency.

3.1 Emergency Risk Management Plan

The Shire of York Emergency Risk Management Plan is scheduled to be initiated in 2018 in order to ascertain the five community based risks that are of the most concern the community of York.

In 2018 a series of seminars will be conducted with the Shire of York LEMC in order to ascertain the risk consequences and levels.

3.2 Description of emergencies likely to occur

The major hazards identified as possible for inclusion are

- Exotic Animal Disease

- Bush fire
- Storm
- Earthquake
- Transport Accident

3.2.1 Risk Table

Hazard	HMA	Local Combat Role	Local Support Role	WESTPLAN	Local Plan
Bush Fire	DFES	DBCA, BFB's and LG	VFRS, WAPOL, LG Staff	Bushfire (2009)	Bushfire Management Arrangements
Storm	DFES	DFES, SES and LG	VFRS, WAPOL, LG Staff	Storm (2004)	
Earthquake	DFES	DFES, SES and LG	VFRS, WAPOL, LG Staff	Earthquake (2011)	
Transport Accident	WAPOL	VFRS and LG	SES, LG Staff	Road Crash (2013)	Road Crash
Exotic Animal Disease	DAFWA	LG	LG Staff	Animal and Plant Biosecurity (2015)	

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

3.2.2 Local Emergency Management Strategies and Priorities

Priority	Strategy
Bushfire	Bushfire Response Plan

4 Coordination of Emergency Operations

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

4.1 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.

4.1.1 Role

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.

4.1.2 Triggers for the Activation of an ISG

The triggers for an incident support group are defined in State EM Policy 5. These are:

- For a level 2 incident
- Requirement for possible or actual evacuation
- A need to coordinate warning/information to community during a multi-agency event
- Where there is a perceived need relative to an impending hazard impact (Flood, fire)
- Multi agency response where there is a need for collaborative decision making/coordination of resources/information
- Where there is a need for regional support beyond that of a single agency.

4.1.3 Membership of an ISG

The Incident Support Group is made up of agencies representatives that provide support to the Controlling Agency. Emergency Management Agencies may be called on to be liaison officers on the Incident Support Group.

The Recovery Coordinator should be a member of the ISG from the outset, to ensure consistency of information flow, situational awareness and handover to 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.

4.1.4 Frequency of Meetings

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

4.1.5 Location of ISG Meetings

The Incident Support Group meets during an emergency and provides a focal point for a coordinated approach. The following table identifies suitable locations where they can meet within the District.

4.1.5.1 Location One

Shire of York Administration Centre 1 Joaquina Street York WA 6302				
Contact	Name	Phone	Mobile	Email
1 st Contact	CEO – Paul Martin	9641 2233	0417 670 047	ceo@york.wa.gov.au
2 nd Contact	EMIDS – EMIDS	9641 2233	0438 288 755	emids@york.wa.gov.au
3 rd Contact	CESM - Troy Granville	9641 2233	0427 057 719	cesm@york.wa.gov.au

4.1.5.2 Location Two

York Recreation & Convention Centre Barker St (via Forrest St)				
Contact	Name	Phone	Mobile	Email
1 st Contact	Manager - Kathryn Brown	9641 0600	0417 670 047	recreation@york.wa.gov.au
2 nd Contact	EMIDS – EMIDS	9641 2233	0438 288 755	emids@york.wa.gov.au
3 rd Contact	CESM - Troy Granville	9641 2233	0427 057 719	cesm@york.wa.gov.au

4.2 Responsibilities of Participating Organisations

The following in accordance with capabilities will be involved as Hazard Management or Combat agencies and form a portion of the ISG

4.2.1 Western Australian Police

- Provide the Local Emergency Coordinator;
- Act as the Hazard Management Agency for:
 - Aircraft crashes

- Road Transport Accidents
 - Rail Transport Accidents
 - Land Search and Rescue
 - SPRED Incidents
- Provide an Incident Control Centre, or field facility, to manage its Hazard
- Management Agency responsibilities
- Ensure the provision, staffing and management of the York Local Emergency Coordination Centre
- Carry out survey and assessment of damage caused by hazard events for which it is the Hazard management Agency and provide survey and assessment teams to assist other Hazard Management Agencies
- Manage the survey and assessment arrangements during major operations.

4.2.2 Department of Fire and Emergency Services

- Act as the Combat Agency for:
 - Fires in gazetted fire Districts
 - Hazardous materials incidents
 - Industrial accidents involving fire/explosion
- To be responsible for the following types of rescue:
 - Fire endangered rescue
 - Vehicle accident rescue
 - Hazardous materials accident rescue
 - Building rescue
- Provide a Control Centre, or field facility, to manage its Hazard management
- Agency responsibilities
- Carry out survey and assessment of damage caused by hazard events for which
- Hazard Management Agency and provide survey and assessment teams
- Assist other Hazard Management Agencies
- Provide a Liaison Officer to the Local Emergency Coordination Centre
- Provide support to the Local Emergency Coordinator as requested; and
- Provide a Specialist Rescue Coordinator if required.

4.2.3 Bush Fire Brigade

- Act as the Combat Agency for fires occurring outside of the Gazetted Fire District
- To be responsible for bush fire endangered rescue
- Provide an Incident Control Centre, or field facility, to manage its Hazard Management Agency responsibilities;
- Carryout survey and assessment of damage caused by hazard incident for which it is the Hazard Management Agency and provide survey and assessment teams to assist other Hazard Management Agencies
- Provide a Liaison Officer to the Local Emergency Coordination Centre if required
- Provide support to the Local Emergency Coordinator as requested

4.2.4 State Emergency Service

- Act as the Combat Agency for:
 - Cyclone
 - Earthquake
 - Flood
 - Storm/tempest
 - Land search
- Provide an Incident Control Centre, or field facility, to manage its Hazard Management Agency responsibilities
- Carry out survey and assessment of damage caused by hazard event for which it is the Hazard Management Agency
- Provide survey and assessment teams to assist other Hazard Management Agencies;
- Act as the Support Agency for:

- Air search
- Communications;
- Emergency Coordination Centre
- Firefighting support
- Temporary building repair
- Resource coordination support
- Emergency re-supply
- Miscellaneous support
- Provide support to the Local Emergency Coordinator as requested; and
- Provide a Specialist Rescue Coordinator if required.

4.2.5 St John Ambulance

- Provide Ambulance, First Aid and Triage Service
- Provide a Liaison Officer to the Local Emergency Coordination Centre if required
- Provide support to the Local Emergency Coordinator as requested.

4.3 Local Emergency Coordination Centres (as above)

The Local Emergency Coordination Centre is where the Incident Management Team is based during an emergency and provides a focal point for a coordinated approach.

Each LECC is required to have the following communications available:

- Phone
- Fax
- Email
- VHF Radio
- UHF Radio

Each LECC will need to have the following facilities available (as a minimum):

- Meeting Rooms
- Ablutions
- Kitchen/Food Preparation Area

4.4 Media Management and Public Information

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.

It is likely that individual agencies will want to issue media releases for their areas of responsibility (eg Water Corporation) however the release times, issues identified and content shall be coordinated through the Public Information Officer Position within the IMT to avoid conflicting messages being given to the public.

ALL SHIRE MEDIA CONTACT AND REQUESTS MUST BE DIRECTED TO THE SHIRE PRESIDENT OR CHIEF EXECUTIVE OFFICER.

4.5 Public Warning Systems

During times of an emergency one of the most critical components of managing an incident is getting information out to the public in a timely and efficient manner. This section highlights local communication strategies.

4.5.1 Local Systems

- Emergency Message SMS which is utilised for the implementation of Harvest Bans. (Please note this service can be used for notification purposes for any information necessary) (Please also note that unfortunately this service does not cover the entire Shire District due to inconsistencies within the mobile network)
- VFRS Station Siren (Extended Duration) can be used to alert town residents of an Emergency Situation.
- Harvest Ban Hotline is utilised to inform the community of any current Harvest Bans, this can also be used as a local information system.
- Roadside Message Boards can be utilised to inform the community of any upcoming events, community or emergency information. This system has a backup generator and can be used regardless of power outages
- Public notice boards are also available in front of the Shire of York Administration Building and the York Cooperative. (IGA Supermarket)
- A phone tree service would be used to inform the community (*please see attached Appendix Five*)
- An email tree service would be used to inform the community (*please see attached Appendix Five*)

4.5.2 DFES Public Info Line

Emergency alerts are only issued for major emergencies involving cyclones, fires, floods, earthquakes, tsunamis and hazardous material spills.

During a major emergency you can also find information on:

- DFES's recorded information line - 1300 657 209.
- Emergency broadcasts on your local ABC Radio Station Frequency.
- TV and radio news bulletins, print and online newspapers.
- A staffed community information line may be setup.
- A TV crawler displaying messages at the bottom of the screen may be used.

4.5.3 ABC Radio

With its network of more than 60 local radio stations throughout Australia, ABC Local Radio is uniquely placed to communicate emergency updates to communities affected by natural disasters such as bushfires.

The HMA can request that emergency announcements are broadcast on ABC Local Radio for natural disasters such as bushfire. They will use three levels of alert messages to help the public make the right choices for their own safety.

4.5.4 State Alert

StateAlert is a web-based system designed for Emergency Services to deliver community warnings regarding emergencies through:

- Recorded voice - Landline and mobile, and/or
- Text - Mobile telephone, email and RSS feed.

StateAlert is also available for use by external HMAs for situations where lives may be in danger. All requests for StateAlert messaging will be evaluated to ensure the need is commensurate with both the definition of Emergency (as defined in this SOP) and that the proposed release of StateAlert is classed as a 'Life Threatening' incident.

4.5.5 Bush Fire Warnings

When there is a bushfire, DFES will provide three levels of Bushfire warning: Advice, Watch and Act, and Emergency Warning. The Hazard Management Agency for Bushfire can request any of these three warnings in consultation with DFES staff -

4.5.5.1 Advice

The first warnings of a potential bushfire threat will be Bushfire Advice Messages. These will provide general information on bushfire developments.

4.5.5.2 Watch and Act

When a Bushfire Watch and Act Message is issued, it means a fire has started and conditions are changing. The fire danger rating will probably be very high to severe. Your life may be under threat and you need to act now to protect your family and your neighbours.

4.5.5.3 Emergency Warning

A Bushfire Emergency Warning Message is the highest level of alert, telling residents of impending danger/imminent threat. The fire danger rating will be severe, extreme or catastrophic.

To request an emergency broadcast, or the provision of emergency information contact –

ABC Geraldton

Ph: 9923 4111

SMS: 199 22 604

Fax: 9923 4199

4.6 Finance Arrangements

State Emergency Management Policy 5.12 'Funding for Emergency Responses' outlines the responsibilities for funding during multi-agency emergencies. While recognising the provisions of the State EM Policy 5.12, the Shire of York is committed to expending such necessary funds within its current budgetary constraints as required to ensure the safety of its residents and visitors. The Chief Executive Officer should be approached immediately an emergency event requiring resourcing by the Shire of York occurs to ensure the desired level of support is achieved.

5 Evacuation and Welfare

Comprehensive emergency management planning should involve planning for community evacuations. Although the actual act of evacuating a community is the responsibility of the HMA, the local government with the assistance of their LEMC have clear responsibilities to undertake Pre Emergency Evacuation planning. A comprehensive evacuation plan is of considerable value to all agencies with a role in evacuation and can be very effective in assisting the controlling agency to make timely and informed decisions.

Consideration also needs to be given to receiving evacuees from other local governments.

To assist with emergency evacuation planning SEMC has endorsed the "Western Australian Community Evacuation in Emergencies Guide" which has a section on Pre Emergency Evacuation planning for local governments and LEMCs and dot point items for consideration.

5.1 Decision to Evacuate

The HMA Incident Controller would advise residents to self-evacuate as a result of information received or as a result of consultation with informed specialists from relevant advisory authorities. The Incident Support Group should consider the appropriate Evacuation Centre that may be utilised during the emergency.

5.2 Warning

When the public are warned that they must evacuate, they should be advised:

- Why there is a need to evacuate
- How much time they have
- How long they can be expected to be away
- Which way they must travel
- Check points for registration
- Which Evacuation Centre is applicable to their location
- Transport pick-up locations
- How to obtain transport if required
- Whether there are any restrictions on what belongings they can take
- That they should advise family/friends of their intended evacuation plan

At this time, the Incident Support Group should arrange for someone to open the Evacuation Centre/s and prepare for residents to start arriving.

5.3 Withdrawal

5.3.1 Voluntary Evacuation

By private transport or provided transport (if private not available) to safe havens (as determined by evacuees) or to suitable assembly area as determined by the HMA Incident Controller.

5.3.2 Emergency Evacuation

Persons residing within the Shire may be advised to evacuate their premises at any time for any reason on order from Authorised Officers acting in accordance with an Emergency Situation Declaration. It is a WAPOL responsibility to ensure that strategic points on traffic routes are manned to facilitate a safe and effective movement of traffic.

Methods of Transport

- Private Vehicles
- Buses

Provider	Type of Transport	Disability Access	Driver Available	Capacity	Contact Person	Contact Number
Shire of York	Bus				EMIDS	0438 288 755
Smith Shell	Bus		Yes		Glen Smith	0419 411 779

5.4 Welfare

The Department of Communities (DC) has the role of managing Welfare. Please find attached Welfare Plan (Appendix Ten)

5.4.1 Local Welfare Coordinator

The Local Welfare Coordinator is appointed by the DC District Director to:

- Establish, chair and manage the activities of the Local Welfare Emergency Committee (LWEC), where determined appropriate by the District Director;
- Prepare, promulgate, test and maintain the Local Welfare Plans;
- Represent the department and the emergency welfare function on the Local Emergency Management Committee and 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 Support Group when required
- Identify and list the names in the contact lists. (This individual will be appointed by DC)

5.4.2 Local Welfare Liaison Officer

- The Local Welfare Liaison Officer is nominated by the Local Government to coordinate welfare response during emergencies and liaise with the Local Welfare Coordinator.
- Local Government should appoint a liaison officer. This role will provide assistance to the Local 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 DC to arrive.

Local Welfare Liaison Officer is the Community Development Officer of the Shire of York

5.5 Special Needs Groups

Please see Appendix Three

5.6 Welfare Centres

Please see Appendix Six

5.7 Animal Welfare

Please see Appendix Seven

6 Recovery

Managing recovery is a legislated function of local government and the Local Recovery Management Plan is a compulsory sub-plan of the LEMA.

Please find attached Local Recovery Management Arrangements Appendix Nine

6.1 Local Recovery Coordinator

Local governments are required to nominate a local recovery coordinator.

Local Recovery Coordinators are to advise and assist local government and coordinate local recovery activities as outlined in the State Emergency Management Policy 6.1

The Local Recovery Coordinator is the Executive Manager Infrastructure & Development for the Shire of York.

7 Exercising, Reviewing and Reporting

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

7.1 Frequency of Exercises

The State Emergency Management Policy 4.8 requires the LEMC to exercise their arrangements on at least an annual basis.

7.2 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

7.3 Reporting of exercises

Each LEMC reports their Exercise Schedule to the relevant DEMC by the 1st May each year for inclusion in the DEMC report to the Exercise Management Advisory Group (EMAG).

Exercise Reports are issued as per State EM Policy 4.11

7.4 Review of Local Emergency Management Arrangements

The Local Emergency Management Arrangements (LEMA) shall be reviewed in accordance with Policy No 2.5 – Emergency Management for Local Government and amended or replaced whenever the local government considers it appropriate (s.42 of the EM Act).

7.5 Review of Local Emergency Management Committee Positions

The Shire of York in consultation with the Parent Organisation of LEMC members shall determine the Term and Composition of LEMC positions.

7.6 Review of Resources Register

The Executive Officer shall have the Resources Register checked and updated on an annual basis, ongoing amendments occur at each LEMC meeting.

7.7 Annual Reporting

The Annual Preparedness Report of the LEMC is to be completed and submitted to the DEMC within 2 weeks of the end of the financial year for which the annual report is prepared.

The information provided by the LEMC annual report is collated into the SEMC and SEMC Secretariat Annual Report which is tabled in Parliament.

The SEMC issue the Annual Preparedness Report template.

8 Appendices

Appendix	Description
One	Resource listings including Agency and Community
Two	Contact Details including LEMC and Shire
Three	Vulnerable Groups
Four	Critical Infrastructure List
Five	Welfare Centres
Six	Animal Welfare
Seven	Maps (District and Local)
Eight	Local EM Plans (Links only)
Nine	Welfare Plans (Link only)
Ten	Risk Register Schedule (Tba)

8.1 Appendix One – Resources

8.1.1 Fire Appliances (LG)

Resource	Organisation	Location	Contact
York VFES 4.4R	DFES	Maxwell Street	Warrick McGregor – 0429 932 025
Talbot Brook 2.4R	LG BFB	Talbot Road	Gary Lawrence – 0417 927 465
Burges Siding 1.4R	LG BFB	Boycutty Road	Rhys Turton – 0417 412 565
Greenhills 3.4U	LG BFB	Greenhills Road Townsite	Simon Penny – 0417 990 616
Malebelling 2.4R	LG BFB	Cnr Quellington & Sees Roads	Bruce Gentle – 0417 987 054

8.1.2 Volunteer Fire and Rescue Service (York)

Resource	Organisation	Location	Contact
2.4 Urban Fire Appliance	DFES/VFRS	189 Avon Terrace	Alex Alman – 0423 940 979
Light Tanker	DFES/VFRS	189 Avon Terrace	Alex Alman – 0423 940 979
Sundry Items including Rescue Equipment, Hazmat and Breathing Apparatus	DFES/VFRS	189 Avon Terrace	Alex Alman – 0423 940 979

8.1.3 St John Ambulance (York)

Resource	Company	Location	Contact
Ambulance	SJA	Joaquina Street	Tana Burges – 0408 531 849
Ambulance	SJA	Joaquina Street	Tana Burges – 0408 531 849
Sundry Items including First Aid Equipment and Defibrillator	SJA	Joaquina Street	Tana Burges – 0408 531 849

8.1.4 Western Australia Police (York)

Resource	Company	Location	Contact
Police Vehicle	WAPOL	4 Ford Street	Sgt Luke Collins – 0447 890 736
Police Custody Vehicle	WAPOL	4 Ford Street	Sgt Luke Collins – 0447 890 736
Sundry Items including radios	WAPOL	4 Ford Street	Sgt Luke Collins – 0447 890 736

8.1.5 Local Government Resource (York)

Resource	Location	Contact
Grader x 2	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583
Trucks x 8	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583
Roller	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583
Ute x 4	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583
Community Bus	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583
Sweeper	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583

Wood Chipper	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583
Cherry Picker	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583
Trailer x 5	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583
Car Trailer	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583
Low Loader Trailer	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583
Wheeled Front End Loader	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583
Trucks	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583
Roller	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583
Ute	Shire of York Depot Maxwell St York	Peter Murray – Works Supervisor - 0429 602 583

8.1.6 Community Resources (York)

Resource	Company	Location	Contact
Document Printing & IT support	York CRC	Avon Terrace York	9641 2328
Catering and Welfare Support	York CWA	Avon Terrace York	9641 1130
Mechanical & Volunteering	York Mens Shed	Ninth Road York	9641 2867
York Hospital	Dept of Health	Trews Road York	9641 0200

8.1.7 Catering, Supplies and Emergency Support (York)

Resource	Company	Location	Contact
Catering	Granny's Kitchen	104 Avon Terrace York	9641 2553
Catering	Jules Cafe	Avon Terrace York	9641 1832
Catering	Mad Mo's	Avon Terrace York	9641 1697
Catering	TNT Pizza & Takeaway	Avon Terrace York	9641 2600
General Supplies	IGA	Avon Terrace York	9641 1006
Hardware Supplies	Home Hardware	Avon Terrace York	9641 0193
Hardware Supplies	True Value Hardware	Avon Terrace York	9641 1218
Medical Supplies	York Pharmacy	Avon Terrace York	9641 1044
Mechanical Repairs	MAL Autos	Maxwell Street York	9641 2000

8.2 Appendix Two – Contact Details

8.2.1 LEMC Membership Contact Details

Name	Organisation	Address	Telephone	Email
Cr David Wallace – Chair	Shire of York	PO Box 22 York	0427 902 987	david.wallace@york.wa.gov.au
Luke Collins - Deputy Chair	York Police	4 Ford St York	0447 890 736	luke.collins@police.wa.gov.au
Paul Martin	Shire of York	PO Box 22 York	0417 670 047	ceo@york.wa.gov.au
Troy Granville	Shire of York	PO Box 22 York	0427 057 719	cesm@york.wa.gov.au
Anne Coyne	York Health Services	PO Box 13 York		Anne.Coyne@health.wa.gov.au
Alex Alman	Fire & Rescue	189 Avon Tce	0423 940 979	almanalex67@gmail.com
Yvette Grigg	OEM	PO Box 145 Northam	0488 907 187	Yvette.Grigg@dfes.wa.gov.au
Murray McBride	DFES	PO Box 145 Northam	0427 002 698	murray.mcbride@dfes.wa.gov.au
Jo Spadaccini	DC	Northam	0429 102 614	Joanne.Spadaccini@cpfs.wa.gov.au
Warwick McGregor	York VFES	74 Newcastle St	0429 932 025	Red350@msn.com
Mark Lloyd	York & Districts Community Matters	Osborn Road	0407 278 272	yorkmatters@gmail.com
Carol Daniels	York DHS	102 Trews Road		York.DHS@education.wa.edu.au
Jeremy Marwick	CBFCO	Shire of York	0428 411 024	jtmarwick@bigpond.com
Natalie Ashworth	St John Ambulance	Scott St		nattie75@hotmail.com
Tana Burges	St John Ambulance	Burges Siding Rd	0408 531 849	tana.burgess@stjohnambulance.com.au
EMIDS	Shire of York	PO Box 22 York	0438 288 755	emids@york.wa.gov.au
John Goward	Shire of York	SOY Works Depot	0417 181 349	ranger@york.wa.gov.au
Sarah Newbon	Balladong Lodge	Redmile Rd	0417 982 725	@balladongcounrtyestate.com.au
Carol O'Leary	Salvation Army	Po Box 269 York	0432 271 636	Carol.O'leary@aus.salvationarmy.org
Jean Anderson	CWA York	Po Box 383 York		bobjeananderson@gmail.com
Annette Hunt	CWA York	40 Eleventh Rd	0408 142 509	sundance@westnet.com.au

8.2.2 Shire Contact Details

Name	Position	Telephone	Email
Paul Martin	Chief Executive Officer	0417 670 047	ceo@york.wa.gov.au
EMIDS	Executive Manager Infrastructure & Development Services	0438 288 755	emids@york.wa.gov.au
Susie Haslehurst	Executive Manager Corporate & Community Services	0438 972 735	emcss@york.wa.gov.au
George Johnson	Environmental Health Officer	9641 2233	eho@york.wa.gov.au
Peter Murray	Depot Works Manager	0409 580 222	depot@york.wa.gov.au
Andrew Crotty	Asset Management Officer	9641 2233	amo@york.wa.gov.au
Troy Granville	Community Emergency Services Manager	0427 057 719	cesm@york.wa.gov.au
Tabitha Bateman	Financial Officer	9641 2233	finance@york.wa.gov.au
John Goward	Shire Ranger	0417 181 349	ranger@york.wa.gov.au

8.3 Appendix Three - Vulnerable Groups

Name	Address	Contact	Phone	No. of People	Evacuation Plan
Balladong Lodge	Redmile Road	Sarah Newbon	0417 982 725	25 beds	Yes
Pioneer Lodge	MacArtney Street	Anne Coyne			Yes
York District High School	Trews Road	Carol Daniels			Yes
York Hospital	Trews Road	Anne Coyne		18 beds	Yes
York Daycare	Avon Terrace	Brenda Treloar	9641 1898	29 children/6 staff	Yes
York Residential Aged Care	Trews Road	Anne Coyne			Yes

8.4 Appendix Four - Critical Infrastructure

Item	Road	Name, Structure Number ID	Length, Width, Material	Owner
Bridge	Gwambygine East Rd	Avon River (Gwambygine Bridge) 4161A	43m, 4.86m, Timber Hybrid	Shire of York
Bridge	Gt Southern Highway	Gilgering Creek (Oakover Bridge) 0301	8.65m, 8.47m, Timber	Main Roads
Bridge	Gt Southern Highway	Unknown 0289	7.23m, 8.37m, Timber Hybrid	Main Roads
Bridge	York Merredin	Unknown 0580	6m, 8.4m, Timber Hybrid	Main Roads
Bridge	Spencers Brook - York Rd	Heal Brook (Hamersley) 4154	18m, 7.6m, Timber	Shire of York
Bridge	Northam York	Wilberforce Bridge 0279	6.71m, 8.44m, Timber Hybrid	Main Roads
Bridge	Talbot Hall Rd	Talbot Brook 4920	4.66m, 7.13m, Timber	Shire of York
Bridge	York Merredin	Wonobbing Bridge (Mackie River) 0898	36.6m, 8.55m, Reinforced Concrete	Main Roads
Bridge	Northam York	Warawong Creek 0287	14.25m, 8.38m, Timber	Main Roads
Bridge	Talbot West Rd	Helena River 4708	6.54m, 7.2m, Timber	Shire of York
Bridge	Northam York	Burges Brook 0283	3.6m, 8.4m, Timber Hybrid	Main Roads
Bridge	Chidlow York	6 Mile Brook 0577	14.08m, 8.4m, Timber	Main Roads
Bridge	Greenhills South Rd	Boomull Brook 4165	14.3m, 6.27m, Timber	Shire of York
Bridge	Gt Southern Highway	Cave Hill Bridge 0299	7.12m, 8.4m, Timber	Main Roads
Bridge	Northam York	Unknown 0284	20.1m, 8.35m, Timber Hybrid	Main Roads
Bridge	York Merredin	Boonmull Gully Bridge 0589	18.3m, 8.55m, Reinforced Concrete	Main Roads
Bridge	Greenhills Rd	Balley Balley Brook 0587	30.75m, 7.8m, Timber	Shire of York
Bridge	Mannavale Rd	Mortlock River 4152	26.7m, 7.8m, Timber	Shire of York
Bridge	Northam Cranbrook	Wooregong Brook 0282	8.93m, 8.39m, Timber	Main Roads
Bridge	Warding Rd	Mortlock River 4170	13m, 5.87m, Timber	Shire of York
Bridge	Northam Cranbrook	Ironbark Creek 0285	5.7m, 8.35m, Timber	Main Roads
Bridge	Revett Pl	Bland Brook 5030	7.7m, 4.24m, Timber	Shire of York
Bridge	York - Tammin Rd	Unknown 4556A	8.02m, 8.75m, Reinforced Concrete	Shire of York
Bridge	Northam York	Karabine Bridge 0280	7.52m 8.42m Timber Hybrid	Main Roads

Bridge	York Merredin	Lodges Crossing Bridge 0584	13.8m, 8.42m, Timber Hybrid	Main Roads
Bridge	Mackie Siding Rd	Avon River 4166A	13.2m, 5m, Prestressed Concrete	Shire of York
Bridge	Burges Siding Rd	Avon River 4156	117.2m 7.8m, Timber	Shire of York
Bridge	Quellington Rd	Mortlock River 4157	19.8m, 5.92m, Timber Hybrid	Shire of York
Bridge	York Merredin	Unknown 0582	14.2m, 8.8m, Timber	Main Roads
Bridge	Top Beverley - York Rd	Mackie River 4164	37.4m, 7.8m, Timber	Shire of York
Bridge	Gt Southern Highway	Fleay's Bridge 0302	7.7m, 8.88m, Timber	Main Roads
Bridge	Chidlow York	Unknown 0578	7.1m, 8.35m, Timber Hybrid	Main Roads
Bridge	Balladong Street	Avon River 0290	180.2m, 10.99m, Timber Hybrid	Main Roads
Bridge	York Merredin	Tomney Bridge 0579	6.6m, 8.4m, Timber Hybrid	Main Roads
Bridge	Crees Rd	Mortlock River (No Survey) 4918	5.8m, 6.1m, Timber	Shire of York
Bridge	Qualen West Rd	Talbot Brook 4153	20.77m, 7.8m, Timber	Shire of York
Bridge	Glebe St	Avon River – Middle Bridge 4184	59.5m, 11.42m, Timber	Shire of York
Bridge	Northam Cranbrook	Hawkhurst Creek 0286	7.4m, 8.6m, Timber	Main Roads
Bridge	Chidlow York	Mulyininjin Spring Bridge 0576	7.87m, 8.43m, Timber	Main Roads
Bridge	Northam Cranbrook	Bland's Brook 0291	19.95m, 9.92m, Timber Hybrid	Main Roads
Bridge	Northam Cranbrook	Revelstoke Creek 0281	7.24m, 8.35m, Timber Hybrid	Main Roads
Bridge	Hamersley Siding Rd	Heal Brook 4674A	7.9m, 7.8m, Reinforced Concrete	Shire of York
Bridge	Quellington Rd	Mortlock River 4158	7.4m, 5.64m, Timber Hybrid	Shire of York
Bridge	Avon Terrace	Gwambygine Creek (Wittenoom Bdg) 0300	14.1m, 8.8m, Timber	Main Roads
Bridge	York Merredin	Sims Bridge 0583	7.5m, 8.8m, Timber	Main Roads
Bridge	Unknown Rd (F)	Old Dale Road 7259	6m, 4.5m, Timber	Shire of York
Bridge	Northam Cranbrook	Graves Brook 0288	7.25m, 8.45m, Timber Hybrid	Main Roads
Bridge	York Merredin	Marlee Pool Bridge (Mackie River) 0897	48.8m, 8.55m, Reinforced Concrete	Main Roads
Bridge	York - Tammin Rd	Mortlock River 4151	13.55m, 7.61m, Timber	Shire of York
Water Pumping Station		GREENHILLS		Water Corporation

Water Pumping Station		ATTFIELD STREET		Water Corporation
Water Pumping Station		BEVERLEY		Water Corporation
Water Pumping Station		BURGES SIDING		Water Corporation
Sewerage Pumping Station		SOUTH ST		Water Corporation
Sewerage Pumping Station		JANET MILLETT LANE		Water Corporation
Water Corporation Tank YORK	Mt Brown			Water Corporation
York Racecourse YORK	Spencers Brook Rd			York Racing INC.
Greenhills Pump Station 25 km E of YORK	Greenhills			Water Corporation

8.6 Appendix Five– Welfare Centres

York Town Hall Joaquina Street York WA 6302

Name	Phone	Mobile	Email
Paul Martin	9641 2233	0417 670 047	ceo@york.wa.gov.au
EMIDS	9641 2233	0438 288 755	emids@york.wa.gov.au
Susie Haslehurst	9641 2233	0438 972 735	emcss@york.wa.gov.au

York Recreation & Convention Centre Barker (off Forrest Street) York WA 6302

Name	Phone	Mobile	Email
Kathryn Brown	9641 2233	0417 670 047	recreation@york.wa.gov.au
Paul Martin	9641 2233	0417 670 047	ceo@york.wa.gov.au
Susie Haslehurst	9641 2233	0438 972 735	emcss@york.wa.gov.au

York Volunteer Fire & Emergency Services Building Maxwell Street York WA 6302

Name	Phone	Mobile	Email
Warrick McGregor	9641 1546	0429 932 025	Red350@msn.com
Elaine Alman	9641 1546	0428 132 452	almanelaine3@gmail.com
Mark Lloyd	9641 2091	0407 278 272	bayleafyork@gmail.com

8.7 Appendix Six – Animal Welfare

Agency	Phone	Assistance Available
Department of Agriculture Northam	9690 2000	Animal health/disease Quarantine Livestock movement
Department of Agriculture Emergency Animal Disease Hotline	1800 675 888	Animal health/disease Quarantine Livestock movement
Department of Biodiversity Conservation & Attractions Parks and Wildlife Section	9474 9055	Native animal care/rescue Sick, injured, orphaned animal care
RSPCA	9209 9300	Treating sick/injured animals Euthanasia of animals
Heartlands Vet - York	9641 2702	Treating sick/injured animals Euthanasia of animals
The Vet – Northam	9622 1000	Treating sick/injured animals Euthanasia of animals
A Country Practice - Northam	9622 7479	Treating sick/injured animals Euthanasia of animals
Avon Valley Equine Vet	9621 2234	Horses
Kanyana Wildlife	9293 1416	Native animal care/rescue
WA Contract Ranger Services	0459 678 154	Domestic animal welfare Re-homing Watering/feeding stock

8.8 Appendix Seven – Maps

8.8.1 District Map



8.8.2 Local Map

8.9 Appendix Eight - Local Emergency Management Plans and Arrangements

8.9.1 Local Recovery Management Arrangement

- Available in hard copy in the Shire of York Administration Building

8.9.2 Bushfire Management Arrangements

- Available in hard copy in the Shire of York Administration Building

8.10 Appendix Nine - Welfare Support Plan

- Available in hard copy Shire of York Administration Offices

8.11 Appendix Ten - Risk Register Schedule

- ERMP available when complete