

Local Emergency Management Arrangements

April 2016

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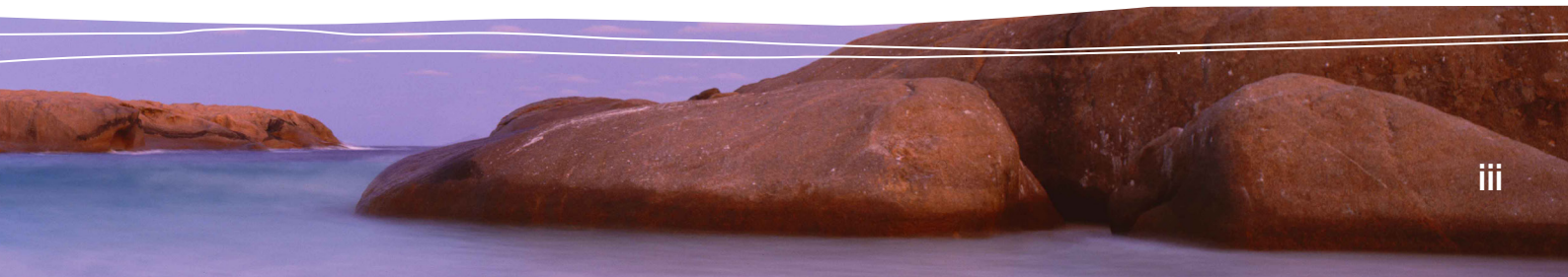
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Local Emergency Management Arrangements

These arrangements have been produced and issued under the authority of S. 41(1) of the EM Act 2005, endorsed by the Shire of Esperance Local Emergency Management Committee (LEMC) and has been tabled with the Goldfields District Emergency Management Committee (DEMC).

Chairperson	Date
Esperance LEMC	

Endorsed by Council	Date
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Distribution List

Organisation	Position	Copy Type (Public / Restricted)
Esperance Police	Officer in Charge	Restricted
Esperance Police	Station Copy	Restricted
Esperance Police	Front Office	Public
Shire of Esperance	Emergency Services Co-ordinator	Master
Shire of Esperance	Shire President	Restricted
Shire of Esperance	CEO	Restricted
Shire of Esperance	Shire Office	Public
Shire of Esperance	Library	Public
Shire of Esperance	Director Corporate Services	Restricted
Shire of Esperance	Director Asset Management	Restricted
Shire of Esperance	Exec Manager Community Division	Restricted
Shire of Esperance	Exec Manager Statutory Division	Restricted
Shire of Esperance	Exec Manager Commercial Division	Restricted
Dept Fire and Emergency Services	Esperance Office	Restricted
Dept Fire and Emergency Services	Albany Office	Restricted
Dept Fire and Emergency Services	CEMO, Albany Office	Restricted
St John Ambulance	President	Restricted
St John Ambulance	Community Paramedic	Restricted
Esperance Volunteer Fire & Rescue	Captain	Restricted
State Emergency Services / VMRS	Unit Manager	Restricted
Esperance / Goldfields Surf Life Saving Club	President	Restricted
Bush Fire Brigade	Chief Bush Fire Control Officer	Restricted
Bush Fire Brigade	Senior FCO, Urban Rural Zone	Restricted
Dept of Parks and Wildlife	District Manager	Restricted
Dept of Child Protection and Family Services		Restricted
Dept of Transport	Regional Manager	Restricted
Dept of Human Services	Manager	Restricted
Dept of Agriculture & Food WA	District Manager	Restricted
Bureau of Meteorology		Restricted
Esperance Hospital	Director of Nursing	Restricted
Education Department		Restricted
Southren Ports Authority, Esperance Ports	Security Office	Restricted
Southren Ports Authority, Esperance Ports	Harbour Master	Restricted
Horizon Power	Community & Customer Relations Manager	Restricted
Water Corporation		Restricted
Regional Express		Public

Glossary of Terms

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

COMBAT AGENCY – 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].

A Combat Agency undertakes response tasks at the request of the Controlling Agency in accordance with their legislative responsibilities or specialised knowledge.

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'

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 – 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

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.

HAZARD –

- 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, or;
- any other event, situation or condition that is capable or 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 SUPPORT GROUP (ISG) – A group of agency/organisation liaison officers convened and chaired by the Incident Controller to provide agency specific expert advice and support in relation to operational response to the incident.

LIFELINES – The public facilities and systems that provide basic life support services such as water, energy, sanitation, communications and transportation. Systems or networks that provide services on which the well-being of the community depends.

LOCAL EMERGENCY COORDINATOR (LEC) - That person designated by the Commissioner of Police to be the Local Emergency Coordinator with responsibility for ensuring that the roles and functions of the respective Local Emergency Management Committee are performed, and assisting the Hazard Management Agency in the provision of a coordinated multi-agency response during Incidents and Operations.

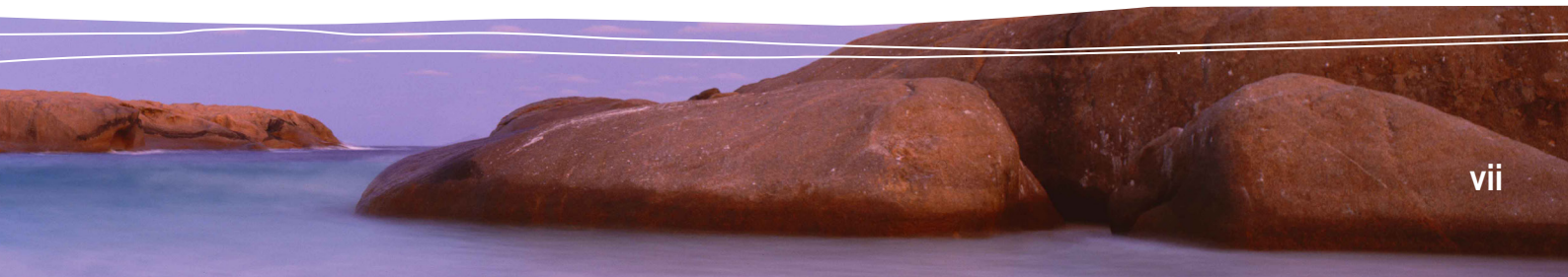
LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) – means a committee established under section 38 of the Emergency Management Act 2005

MUNICIPALITY – Means the district of the Shire of Esperance.

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.

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.

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.

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.

Acronyms

BFS	Bush Fire Service
CEO	Chief Executive Officer
CPFS	Department for Child Protection and Family Support
DFES	Dept of Fire and Emergency Services
DEMC	District Emergency Management Committee
P&W	Department of Parks and Wildlife
ECC	Emergency Coordination Centre
EVFRS	Esperance Volunteer Fire & Rescue Service
FRS	Fire and Rescue Service
HMA	Hazard Management Agency
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LRC	Local Recovery Coordinator
LRCC	Local Recovery Coordinating Committee
SPA	Southren Ports Authority
SOE	Shire of Esperance
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SOP	Standard Operating Procedures



Part 1 Introduction

1.1. Authority

These arrangements have been prepared in accordance with s. 41(1) of the Emergency Management Act 2005 and endorsed by the Esperance Local Emergency Management Committee and approved by the Shire of Esperance.

1.2. Community Consultation

These arrangements have been developed in consultation with the Esperance Local Emergency Management Committee (LEMC) which includes community representation. It was felt the opinions and ideas represented by this group were sufficient in order to meet the needs of this project.

1.3. Document Availability

Copies of these arrangements are available at Shire of Esperance offices in Windich St, free of charge during office hours. Arrangements are also available in written and electronic format on request.

1.4. Area Covered (Context)

The Shire of Esperance is approximately 720km south east of Perth. The Shire covers an area of approximately 43,000 square km and a population of around 14,500. The main population base resides in the Esperance town site with many smaller townships including Cascade, Salmon Gums, Grass Patch, Scaddan, Gibson, and Condingup. The area covered is the boundaries of the Shire of Esperance extending from Daniels Siding in the north, east to Isrealite Bay and west to the Munghlinup River.

1.5. Aim

The aim of the Esperance Local Emergency Management Arrangements is to:

- Ensure there is an effective framework for the management of emergencies within the shire of esperance
- Contribute to timely, effective and coordinated emergency management within the shire of esperance
- Ensure that this plan is compatible with and complies with the state emergency management arrangements and plans
- Ensure that all organisations involved in emergency management are familiar with and have had input into this plan

1.6. 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 paragraph b);
- 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; and
- Other matters about emergency management in the local government district the local government considers appropriate". (s. 41(2) of the Act).

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 HMA's in dealing with an emergency. These should be detailed in the HMA's individual plan.

- This document applies to the local government district of the Shire of Esperance.
- This document covers areas where the Shire of Esperance (Local Government) provides support to HMA's in the event of an incident;
- This document details the Shire of Esperance's (LG) capacity to provide resources in support of an emergency, while still maintaining business continuity; and
- The Shire of Esperance (LG) responsibility 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

There are currently no Local Emergency Management Policies or Agreements, understandings and commitments specific to the Shire of Esperance in place. Existing plans and arrangements for individual agencies have been attached at Appendix 1.

1.9. Special Considerations

1.9.1 Major influxes of tourists

- Increase in camping within coastal reserves through length of Shire from November to April
- Duke of Orleans Caravan Park population increase up to 1000 people over summer period
- Overflow campground at Show grounds
- School holidays and Easter Weekend

1.9.2 Large public events

- Esperance Show - October

1.9.3 Seasonal conditions

- Harvest – October through December
- Post harvest –reduced number of volunteers in district
- Bushfire season – October through April Lightning storms
- Storm and rain damage

1.10. Resources

The Shire of Esperance has several businesses, organisations and volunteer groups well positioned to assist with additional resources should they be required.

List attached at Appendix 2.

1.11. Roles & Responsibilities

1.11.1 Local Emergency Coordinator

The Local Emergency Coordinator is appointed by the State Emergency Coordinator. The Local Emergency Coordinator for the Shire of Esperance is the Officer-in-Charge of Esperance Police Station.

The local emergency coordinator for a local government district has the following functions [s. 37(4) of the Act]:

- 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.

1.11.2 Local Government

During an incident Local Government will provide support as a Local Government Liaison to the IMT or ISG as required. It is a function of a local government, subject to this Act (Emergency Management Act), 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 this act (emergency management act).

These functions include (but not limited to; administrating the LEMC in accordance with SEMP 2.5, completing an annual report & annual business plan in accordance with SEMP 2.6 and establishing and maintaining the local emergency management arrangements which includes a local recovery plan.

1.11.3 LEMC Executive Officers:

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 Business Plan
 - Maintenance of Local Emergency Management Arrangement
- Facilitate the provision of relevant emergency management advice to the Chair and committee as required; and
- Participate as a member of sub committees and working groups as required;

1.11.4 Local Emergency Management Committee

The Shire of Esperance 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 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 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.

1.11.4.1 Functions of the LEMC

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

- 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 Emergency Management Plans (WESTPLANS) 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 should provide advice and assistance to communities that can be isolated due to hazards such as cyclone or flood to develop a local plan to manage the ordering, receiving and distributing of essential supplies. (*WESTPLAN - Freight subsidy Plan*)

The LEMC may provide advice and assistance to the SES and FESA to develop a Local Tropical Cyclone Emergency Plan. (*WESTPLANS – Cyclone, Flood and Tsunami*)

1.11.5 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.

1.11.6 LEMC Deputy Chair

In the absence of the LEMC Chair the Deputy will 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.

1.11.7 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.

During Response the Controlling Agency will ensure effective transition to Recovery by Local Government.

1.11.8 Hazard Management Agency

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]

The HMA's are prescribed in the Emergency Management Regulations 2006. Their function is to:

- 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

1.11.9 Combat Agencies

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.'

(*EMWA Glossary Version:2011*)

1.11.10 Support Organisation

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. (*EMWA Glossary Version:2011*)

1.11.11 Public Authorities

A public Authority is established under section 3 of the Act. Under s35 the SEMC may specify (s35(6) both an area of the State and a public authority to exercise the functions of local government detailed under section 36 of the Act To date, the Rottne Island Authority is the only agency that has been classed as a 'public authority'.



CONDINGUP HOCKEY CLUB

NAME	AGE	POSITION	CLUB	GOALS	POINTS
...

CONDINGUP
HOCKEY CLUB

This is our school,
let peace dwell here,
let the rooms be full of contentment.

Let love abide here
Love of one another,
Love of mankind,
Love of the world,
and love of life.

Part 2 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

Chairperson	Shire President, Shire of Esperance
Deputy Chairperson	Officer in Charge, Esperance Police Station
Executive Officer	Shire of Esperance
Committee Members – to include representation from:	
Emergency Response Agencies	Esperance Police Station
	Esperance Volunteer Fire and Rescue
	St John Ambulance
	Esperance State Emergency Service
	Marine Rescue
	Esperance Goldfields Surf Life Saving Club
	Bush Fire Brigades Representative
Welfare Support Agencies	Dept for Child Protection & Family Support
State Government Agencies	Dept of Fire & Emergency Services
	Dept of Parks & Wildlife
	Dept of Agriculture and Food
	Dept of Transport
	Dept of Education
	Bureau of Meteorology
	Dept of Health – Esperance District Hospital
Utilities	Horizon Power
	Water Corporation
Local Industry	Southren Ports Authority, Esperance Port
	Esperance Airport

List of the LEMC Membership and contact details attached at Appendix 3

2.2. Meeting Schedule

Esperance LEMC will meet four times per year on the second Wednesday of January, April, August and October at 6pm at the DFES Collocation Building on Brazier Street.

2.3. LEMC Constitution & Procedures (s38(4) EM Act)

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

- Every meeting:
 - Confirmation of local emergency management arrangements contact details and key holders
 - Review of any post-incident reports and post exercise reports generated since last meeting
 - Progress of emergency risk management process
 - Progress of treatment strategies arising from emergency risk management process
 - Progress of development or review of local emergency management arrangements
 - Other matters determined by the local government.
- First quarter
 - Development and approval of next financial year LEMC exercise schedule (to be forwarded to relevant DEMC);
 - Begin developing annual business plan.
- Second 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.
- Third quarter:
 - Identify emergency management projects for possible grant funding.
- Fourth quarter:
 - National and State funding nominations.

2.4. Annual Reporting

The annual report of the LEMC is to be completed and submitted to the DEMC within two (2) weeks of the end of the financial year for which the annual report is prepared. The LEMC is required to submit a signed hard copy of the annual report to the Executive Officer of the DEMC.

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
- A description of major achievements against the LEMC annual business plan.

2.5. The Annual Business Plan

State Emergency Management Policy 2.5 'Annual Reporting' provides 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. (SEMP 2.6 s25 (b)(vii) & s25(d)). From time to time the SEMC will establish a template Annual Business Plan for use by LEMC's.

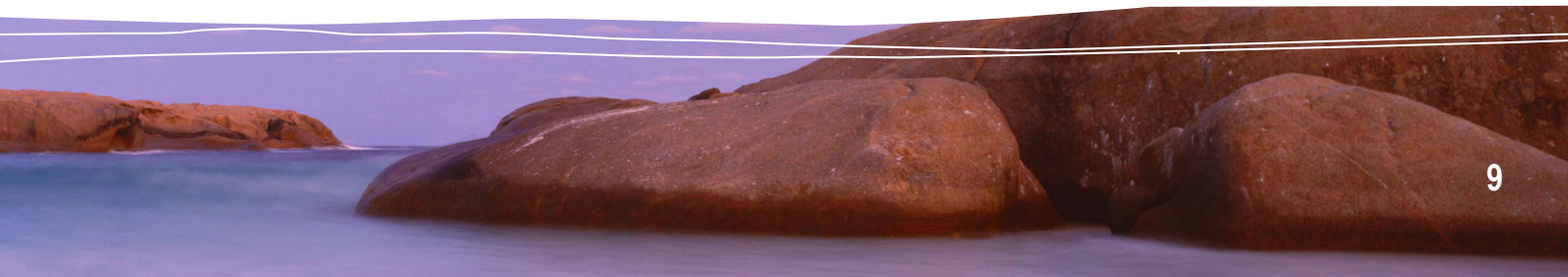
A copy of the Annual Business Plan is available on request from the Executive Officer.

2.6. Emergency Risk Management

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.

In 2006 the Shire of Esperance completed an Emergency Risk Management study from which the Local Arrangements were written.

A copy of the Risk Assessment is available from the Shire of Esperance Administration office on Windich St.





Part 3 Support to Response

3.1. Risks – Emergencies Likely to Occur

The following table of emergencies that are likely to occur within the Local Government area. This has been derived from the local community centered emergency risk management process.

Table 3.1

Hazard	Controlling Agency	HMA	Local Combat Role	Local Support Role	WESTPLAN	Local Plan (Date)
Bush Fire	Local Govt. P&W	DFES	SOE BFB P&W	Police CPFS SES Local Govt.	Bush Fire	2013
Urban Fire (Structural)	FRS	DFES	EVFRS	Police Local Govt. CPFS SES SOE BFB	Urban Fire	2013
Road Crash	Police	Police	VFRS	SJA	Road Crash	2013
Flood	DFES	DFES	SES	Police Local Govt.	Flood	2013
Storm	DFES	DFES	SES	Police Local Govt.	Storm	2013
Earthquake	DFES	DFES	SES	Local Govt. Police VFRS	Earthquake	2011
Maritime Incident Marine Search Marine Transport	Police SPA / DoT	Police SPA/ DoT	VMRS SPA / DoT	SES VMRS	Marine Search Marine Transport	2013
Hazardous Materials	FRS	DFES	EVFRS	Police Local Govt.	HazMat	2010
Land Search and Rescue	Police	Police	SES		Land Search	2013
Aviation Incident	Police	Police	EVFRS SJA SES	Local Govt.		
Marine Oil Spill	DoT	DoT	DoT SES	Local Govt.		

These arrangements are based on the premise that the Combat Authority 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 Esperance resources and assistance in emergency management. The Shire of Esperance is 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 an ISG

The triggers for an incident support group are defined in State Emergency Management Policy 4.1 'Operational Management'. These are;

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

3.2.3 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.

As a general rule, the recovery coordinator 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 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 at least one meeting per incident. Coordination is achieved through clear identification of priorities and goals by agencies sharing information and resources.

3.2.4.1 Location of ISG Meetings

The Incident Support Group meets during an emergency and provides a focal point for a coordinated approach. Locations for ISG meeting are:

Location	Address	Contact
Council Chamber	Shire of Esperance Administration Office Windich St	CEO – 9071 0621 0418 924 132
Police Station	Dempster St	OIC – 9079 8999
DFES Office	Esperance Business Centre Dempster St	AO – 9071 3393 0427 002 718

3.3. 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.** This is achieved through the Incident Management Team position of 'Public Information Officer' as per the AIIMS Structure.

3.3.1 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.

All staff dealing with the public are to be given a full briefing and provided with the same information to ensure it is consistent when provided to the public.

3.3.2 Local Systems

- Shire Website – www.esperance.wa.gov.au
- Bushfire SMS system – register at Shire Office
- Public Information Phone Lines (Harvest Ban Hotline) – 9071 5367
- Local radio
 - ABC Radio - 837 AM
 - Radiowest – 747 AM
 - Hot FM - 102.3 FM
 - Hope FM – 103.9 FM

The Community Emergency Services Coordinator can be contacted to have any updates completed.
(08 9071 0625 or 0418 954 051)

3.4. Critical Infrastructure

Critical Infrastructure is identified infrastructure within the local government area that if affected by a hazard would have a negative and prolonged impact on the community. A list of Critical Infrastructure within the Shire of Esperance is provided at Appendix 4

3.5. Evacuation

'A range of hazards regularly pose a risk to communities throughout Western Australia. Evacuation of people from an area affected by a hazard is one of the strategies that may be employed by emergency managers to mitigate the potential loss of, or harm to, life. Experience has also shown that the evacuation of residents is not always the optimum solution to managing the risk. Alternatives to evacuation such as to stay and protect and control, or restrict movement should also be considered where appropriate.' (SEMP 4.7)

Local Emergency Management Arrangements include information to assist the Controlling Agency in the operational planning process. This includes specific arrangements in place for special needs groups such as schools, nursing homes, hospitals, caravan and holiday parks, persons with disabilities and culturally and linguistically diverse communities.

Relevant emergency management agencies (i.e. controlling agencies, welfare agencies etc.) in conjunction with Local Emergency Management Committees will identify and advise of refuge sites and welfare centres suitable to the hazard. These sites are documented in the Local Emergency Management Arrangements.

Evacuation is a risk management strategy which may need to be implemented, particularly in regards 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 Controlling Agency 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.

The decision to evacuate will only be made by a Controlling Agency 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.

State Emergency Management Policy 4.7 'Community Evacuation' should be consulted when planning evacuation.

3.5.1 Evacuation Centres

A list of identified Evacuation Centres for the Shire of Esperance are listed at Appendix 5

3.5.2 Management of the Evacuation Process

The responsibility for managing evacuation rests with the Controlling Agency. The Controlling Agency is responsible for planning, communicating and effecting the evacuation and ensuring the welfare of the evacuees is maintained. The Controlling Agency 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.

In most cases the WA Police may be the 'combat agency' for carrying out the evacuation.

Whenever evacuation is being considered the Department for Child Protection & Family Services must be consulted during the planning stages. CPFS have responsibility under State Arrangements to maintain the welfare of evacuees under Westplan Welfare.

3.6. Special Needs Groups

A list of 'at risk' groups have been identified within the community. These groups may require additional requirements or resources to carry out an evacuation. This information provides the Controlling Agency planning evacuation the ability to identify locations for groups that require special attention or resources.

Each section of the community mentioned above should have their own evacuation arrangements, however will need confirmation.

A list of identified Special Needs Groups is attached at Appendix 6.

3.7. Hazard Specific Muster Points

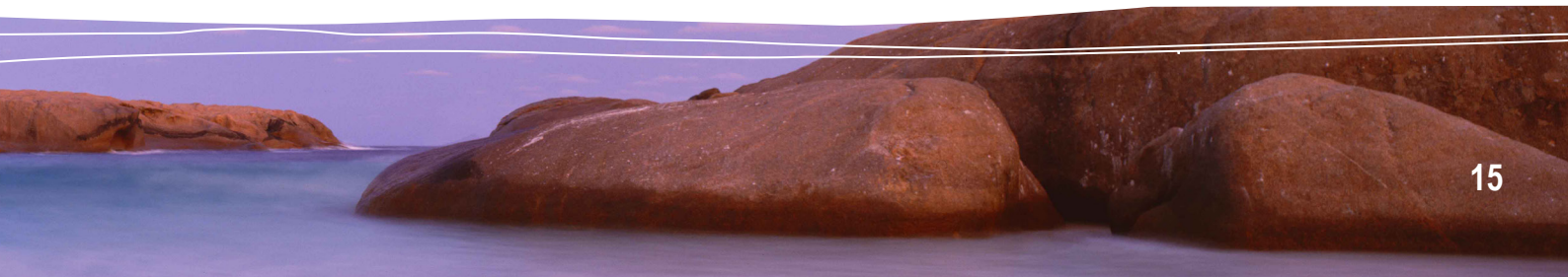
The Shire of Esperance in recognition of the bush fire risk at coastal campsites has identified muster point locations on beaches where Shire Campsites are located. On site signage has been installed identifying these areas at Alexander Bay, Thomas River, Quagi Beach and Munglinup Beach. Details have been provided in Appendix 7.

3.8. Routes & Maps

Within the Shire of Esperance emergency responders have access to maps via the Shire of Esperance and Department of Parks and Wildlife.

3.9. Welfare

The Department for Child Protection & Family Support (CPFS) has the role of managing welfare. CPFS have developed a local Welfare Emergency Management Plan for Esperance area. This is attached in Appendix 8.



3.9.1 Local Welfare Coordinator

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

- Establish, chair and manage the activities of the Local Emergency Welfare Coordination Group (LEWCG), 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
- Represent the department on the incident management group when required

3.9.2 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.

The Shire of Esperance Community Emergency Services Coordinator has been identified as the liaison officer and can be contacted on 9071 0625 or 0418 954 051.

3.9.3 State & National Registration & Enquiry

When a large scale emergency occurs and people are evacuated or become displaced, one of the areas the CPFS 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 CPFS have reciprocal arrangements with the Red Cross to assist with the registration process.

3.9.4 Animals (including assistance animals)

The Shire of Esperance Rangers will coordinate the housing of domestic pets through the use of the local pound situated at the Shire Works Depot in Brazier Street. Larger animals can be housed at the Greater Sports Ground, Brazier Street.

3.10. Finance Arrangements

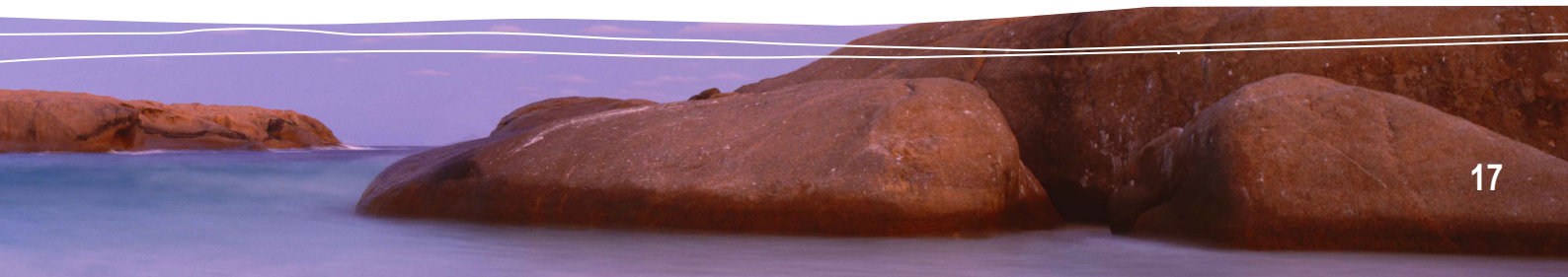
State EM Policy Section 5.12, State EM Plan Section 5.4 and 6.10 and State EM Recovery Procedures 1-2) outlines the responsibilities for funding during multi-agency emergencies. While recognising the above, the Shire of Esperance is committed to expending such necessary funds within its current budgetary 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 Esperance occurs to ensure the desired level of support is achieved.

Part 4 Recovery

A Local Recovery Plan has been completed for the Shire of Esperance as separate document.

The Local Recovery Coordinator for the Shire of Esperance is the Chief Executive Officer or their nominee.

The members of the recovery committee will be determined by the Local Recovery Coordinator based on the communities needs following an emergency. Each emergency will be different and may require representation from different organisations.





Part 5 Exercising and Reviewing

5.1. The Aim of Exercising

Testing and exercising are essential to ensure that the emergency management arrangements are workable and effective for the LEMC. The 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.

5.2. Frequency of Exercises

The SEMC Policy No 2.5 – *Emergency Management in Local Government (s45-47)*, and Policy 3.1 'Exercise Management' (s14) requires the LEMC to exercise their arrangements on an annual basis.

5.3. 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

5.4. Reporting of Exercises

Each LEMC should report their exercise schedule to the relevant DEMC by May each year. The DEMC compiles the reports and sends the dates to the Exercise Management Advisory Group (EMAG) to be included in the SEMC Annual Report.

Once the exercises have been completed they should be reported to the DEMC via the template found at 'appendix C' of State EM Procedure TP-1 'Exercise Management'. (SEMP 3.1 s.23)

5.5. Review of Local Emergency Management Arrangements

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

According to SEMC Policy No 2.5 – Emergency Management in Local Government Districts, 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
- Circumstances may require more frequent reviews

5.6. Review of Local Emergency Management Committee Positions

The Shire of Esperance in consultation with the parent organisation of members shall determine the term and composition of LEMC positions. (SEMP 2.5 s20). Note SEMP 2.5 s15-18 inclusive provides a list of recommended members.

5.7. Review of Resources Register

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

Appendices



Appendix 1

Local Emergency Management Policies Existing Plans and Arrangements



Appendix 1

Local Emergency Management Policies Existing Plans and Arrangements

Document	Owner	Location	Date
Crisis and Emergency Management Plan	Horizon Power	Horizon Power Office Sims St, Esperance	
Emergency Procedure for Severe Storms, Cyclones and Flood Response	Horizon Power	Horizon Power Office Sims St, Esperance	
SPA PoE Emergency Management Plan	Southern Ports Authority (Port of Esperance)	Incident Control Room (Security Office)	
Oil Spill Contingency Plan	Southern Ports Authority (Port of Esperance)	Incident Control Room (Security Office)	
Emergency Services Manifest Material Safety Data Sheets Hazardous Materials Plan of overall site Fire Appliance Plan for overall site	Southern Ports Authority (Port of Esperance)	Main Entrance Gate and Hughes Rd Entrance Gate	
Aerodrome Emergency Plan	Shire of Esperance – Esperance Airport	Esperance Airport	2011
Bandy Creek Emergency Action Plan	Dept of Transport	Dept of Transport Office Balmoral Square	
Emergency Operational Sequence Guide	St John Ambulance	St Johns sub centre, 54 Windich Street, Esperance	Aug 2011

Agreements, Understandings and Commitments

Appendix 2

Resource List



Appendix 2

Resource List

Esperance Police

Transport

Vehicle description	Location	Contact details	Max # passengers	Tow ball
Toyota Hilux Security Pod (marked)	Station	KE101 – Mobile Phone 0427 003 427	5	Yes
Toyota Hilux Security Pod (marked)	Station	KE102 – Mobile Phone 0439 524 990	5	Yes
Ford Falcon Sedan (Marked)	Station	KE201 – Mobile Phone 0408 095 174	5	No
Ford Falcon Sedan(Marked)	Station	KE202 – Mobile Phone 0437 205 671	5	No
Ford Falcon Station wagon (unmarked)	Station	KE103 – Mobile Phone nil	5	No
Toyota Prado (unmarked) -	Station	KE401 – Mobile Phone 0429 001 481	5	Yes
Box – Trailer	Station	Det Sgt NOYE 0429 001 481		
Enclosed – bus trailer	Station	Esperance Station		
Enclosed – bus trailer	Station	Esperance Station		

Communications

Type	How Many Hand Held / Base Sets	Phone Numbers (If Applicable)
UHF	All vehicles equipped (police net) KE101, KE102 via WAERN, KE201 CB equipped and one handheld CB at station.	KE101 – Mobile Phone 0427 003 427 KE102 – Mobile Phone 0439 524 990 KE201 – Mobile Phone 0408 095 174 KE202 – Mobile Phone 0437 205 671
VHF	9 Handheld Police UHF radios. Nil	
WAERN	KE102, 101 and base set station	
HF	All vehicles equipped base set at station	
Retrans	No mobile retrans capability, fixed repeaters at Munglinup, Myone Downs, Wireless Hill, Mt Burdett, Howick Hill, Kumari, Table Hill, Ravensthorpe Range and Salmon Gums.	

Type	How Many Hand Held / Base Sets	Phone Numbers (If Applicable)
Satellite Phone	Two	Station 0420 102 474 Detective 0404 883 803
Tasking and Dispatch Information System (tadis)	All vehicles (less KE401) equipped, allows messaging and tasking services, limited access to police databases (names, addresses, identifying particulars, criminal records, vehicle licensing details etc)	
Ranges of Comms Systems	<ul style="list-style-type: none"> Codan HF - range unlimited (difficult between 50km to 100km) Satellite Phone - range unlimited Mobile Phone - up to 50 km Tadis - up to 30 km (along major arterial routes) WAERN - entire sub district (line of sight) UHF - line of sight (hand held) Police radio Esperance to Kalgoorlie and 50km east and west from Station 	

Other Equipment

Type of equipment	Quantity	Notes
Winch on KE401	1	Most police are trained to use
Defibrillator and man pack oxy viva set in lockup	1	
All vehicles have basic first aid/trauma kits	6	
Body bags	2	
Small capacity generator at station	1	Portable if situation demands it
Tarps	2	5x5 metres
Road cones	6	
Flashing road strobe lights	6	E flare brand
Eskies	2	80 litres
Engel	1	40 litres
BBQ	1	
White board	2	
AIMS Battle board	1	

Shire of Esperance

Machinery

- Bulldozer D11
- Grass Patch Grader G41
- Cascades Grader G40
- Grader 43
- Grader G42
- Grader G44
- Grader G45
- Loader L55
- Loader L56
- Loader L54
- Truck T109
- Truck T116
- Truck 108
- Truck T115
- Truck T105
- Truck T104
- Float
- Water Truck

Contacts

Position	Name	Contact
Acting Director Asset Management	Matt Walker	0428 933 513
Manager Engineering Operations	David Spencer	0429 492 366
Manager Engineering Assets	Neil Williams	0428 715 574
Assistant Rural Construction Supervisor	Paul Taylor	0427 478 306
Rural Construction Supervisor	Graham Webb	0429 370 461
Town Maintenance Supervisor	Matt Weedon	0427 913 581
Rural Maintenance Supervisor	Paul O'Rourke	0417 048 672
Leading Hand Town Maintenance & Construction	Shane Miller	0437 413 693

Esperance Bushfire Brigades

Contacts

Brigade	Captain	Contact number	Appliance	Location
Cascade	Will Carmody (Margie)	9079 2017 0427 792 017	4.4 Broadacre & 4.4 Broadacre	
Condingup	Lyndon Mickel (Nicky)	0427 768 029	4.4 Broadacre & 2.4 Broadacre	
Coomalbidgup	Andrew McDonald	9076 8504 0427 990 706	4.4 Broadacre	
Dalyup	Pete Luberdia	0427 720 626	2.4 Broadacre & 2x Fast fill trailers	Dalyup Road
Gibson	Blake Halford (Danielle)	9075 4066 0417 185 578	4.4 Broadacre, Light Tanker & Fast fill trailer 2.4 Broadacre	Gibson North Gibson South
Howick	Simon Schlink (Leslie)	9075 0083 0427 750 081	4.4 Broadacre	
Mt Beaumont	Peter Harkness (Wendy)	9078 7030 0427 012 450	4.4 Broadacre & 2.4 Broadacre	
Mt Merivale	Andrew Middleton (Carolyn)	9075 9030 0427 012 450	2.4 Broadacre, 2.4 Broadacre & Fast fill trailer	Merivale Road
Munglinup	Gavin Gibson	9839 6015 0427 751 062	4.4 Broadacre & 2.4 Broadacre	
Neridup	Ashley Stewart (Felicity)	9076 7055 0428 845 313	4.4 Broadacre & 4.4 Broadacre	Greens Road
Pink Lake	Michael Sainty (Carolyn)	0427 364 718	2.4 Broadacre, Light Tanker & Fast fill trailer	Pink Lake Road
Quarry Rd	Ron Chambers (Carol)	0407 117 339	2.4 Broadacre & 1.4 Broadacre	Quarry Road
Salmon Gums	Rory Graham (Chris)	9078 5013 0428 785 013	2.4 Broadacre	
Scaddan	Gavin Egan (Elaine)	9076 7068 0428 767 068	4.4 Broadacre	
Six Mile Hill	Todd Shearer	0427 199 230	3.4 Urban Rural, 2.4 Broadacre & Light Tanker	Six Mile Hill
Southern Mallee	Ian Hesford (Margaret)	0427 757 080	4.4 Broadacre & Fast fill trailer	
Comms Van	John Rose	9071 5009 0417 900 816	ICV & BBQ trailer	Brazier Street

Communications

VHF CHANNELS AND NETWORKS				
VHF Repeater	LG BFB	DPAW	DFES	
LOCATION	HIGH BAND WAERN	HIGH BAND WAERN	DFES COMMAND	
Mt Burdett	VHF 270	VHF 530	-	
Howick Hill	VHF 216	VHF 516	VHF 215	
Cascades	VHF 154	VHF 545	-	
Salmon Gums	VHF 314	-	VHF 313	
Six Mile Hill	VHF 187	-	VHF 186	
Myona Downs	-	-	VHF 282	
Munglinup (Shire of Ravensthorpe)	VHF 281	VHF 540	VHF 280	
VHF HIGH BAND Simplex Channels for BFB use: #354 to #363 inclusive Each repeater network is linked, for example Howick Hill (BFB)VHF 216 can talk to Cascades (BFB)VHF 154, transversely Howick Hill (DFES Com) VHF 215 can talk to Munglinup (DFES Com) VHF 280				
UHF channel is 5 in increases in increments of 5. Eg 5, 10, 15 etc				

Incident Control Van (ICV)

- 2x computers
- 3x WAERN radios
- Projector
- AIMS Battle board
- White board
- 3kva generator
- Map books
- Air conditioning
- Spare handheld UHF and VHF radios
- Printing/emailing/photocopying capabilities
- Fridge
- Trailer
- BBQ
- Gazebo
- Eskies

Esperance Volunteer Fire and Rescue Service

Captain		Contact number
Lonica Collins Captain		0447 053 128
Aaron Parker Lieutenant		0429 721 231
Geoff Close Apparatus Officer		0409 110 283

Vehicles

Type of vehicle	Location	Maximum Crew	Call Sign
Country Pump 13	Esperance	5	Country Pump 13
Light Tanker Toyota Land Cruiser	Esperance	2	Town Tanker 1
Light Tanker Toyota Land Rover	Esperance	2	Town Tanker 2
Rescue Trailer	Esperance		
Foam trailer (1000L B Class foam)	Esperance		

Communications

Esperance VFRS use simplex channel 368 for communications within the Esperance town site. When leaving the town site Esperance VFRS will use the Bush Fire Brigade network.

If required to use UHF channels the brigade will start with Emergency channel 5 and increase in increments of 5. Eg 5, 10, 15, 20 etc.

Other Equipment

- 2 x Gazebos
- White board
- AIMS battle board
- Folding tables
- BBQ
- Extra hose
- 2x private vehicles with VFRS WAERN radios installed
- Communications room with 3x WAERN radio

St John Ambulance

Vehicles

Type of vehicle	Location	Call sign
Ambulance	Esperance	
Ambulance	Esperance	
Ambulance	Esperance	
Paramedic Vehicle	Esperance	
4x4 Vehicle	Esperance	
Ambulance	Salmon Gums	
Ambulance	Condingup	
Ambulance	Munglinup	

State Emergency Service

Unit Manager: Russell Palmer 0419 869 655

Vehicles

Type of Vehicle	Location
5 personnel troop carrier	Esperance
Trailer	Esperance
Trailer	Esperance
Trailer	Esperance

Communications

SES Duplex	UHF 102
SES Simplex	UHF 111 TO 120
SES Esperance	UHF 102
SES Portable Repeater - Esperance	UHF 104
Emergency Services A	UHF 171
Emergency Services B	UHF 172

Volunteer Marine Rescue Service

Appliance

Type of appliance		Location
Truck		Esperance
Boat VII		Bandy Creek
Boat VIII		Esperance

Communications

VMRS Esperance	Simplex VHF 16	This is a marine emergency channel and requires the WAERN Radio to be in VHF VMRS Zone. East side of Esperance town site West side of Esperance town site
	Duplex VHF 21	
	Duplex VHF 22	

Department of Parks and Wildlife

Contact List

Name		Position	Contact	Call Sign
Rob Blok		District Manager	9072 0796 0427 973 729	ESP 1
Ian Hughes			9083 2119 0427 190 688	ESP 2
Stephen Butler			9083 2112 0427 988 320	ESP 3
Dave Turnbull			9083 2105 0457 532 204	ESP 4
Mick Rose			9083 2106 0429 201 218	ESP 5

Vehicles

Type of vehicle	Fire Unit	Location
Toyota Prado Station Wagon	No	Esperance
Toyota Hilux Dual Cab	Yes	Esperance
Toyota Hilux Dual Cab	Yes	Stokes NP
Toyota Hilux Dual Cab	Yes	Cape Arid NP
Toyota Hilux Dual Cab	Yes	Esperance
Toyota Hilux Dual Cab	Yes	Esperance
Toyota Hilux		Stokes NP
Toyota Hilux Dual Cab		Cape Le Grand
Ford Ranger		Stokes NP
Toyota Hilux		Seasonal Cape Le Grand
Isuzu 550 Heavy Duty 156	Yes	Cape Le Grand
Skid Steer	No	Esperance Depot
Gang Truck	Yes	Esperance Depot
Heavy Duty	No	Esperance Depot

Other Equipment

- Portable radio repeater
- Hot boxes
- Eskies
- Ice

[Southern Ports Authority \(Port of Esperance\)](#)

Rescue Team

- Fire tender
- Breathing Apparatus
- Larkin Frame for use over edges of cliffs, rocks, ship holds etc
- Spinal board with spider harness and head blocks
- Heavy vehicle extrication equipment – Cutters and Spreaders
- 24, 40 and 68 tonne lifting bags

Communications

- WAERN Base station
- Port VHF radios

Other Equipment

- Oil Spill response equipment
- Pilot vessel with FLIR
- Work boats

Local Machinery

Company	Owner	Contact	Type of machinery
Shire of Esperance	Andrew Murray Gary Rowatt	0413 932 994	Bulldozer Grader Front End Loader Water Truck
T&D Bobcat Services	Tom Parkins Gary Parkins	0427 013 122 0427 202 367	Excavator JCB 7ton Bobcat Gehl 524 Bobcat Gehl 4640 Bobcat Toyota SDKA Grader Mitsubishi MG100 Front end Loader WMC 30 Traxcavator Takuki
Smallys Contracting	Ian Small Sue Small	0427 103 782 0427 381 121	Bulldozer D8N Excavator PC220 Bobcat 277C Grader JD772D Lowloader Kenworth Mini Excavator
Esperance Earthworks	Bruce King Wayne Hotker	0427 714 046 0428 932 093	Bulldozer 1994 Cat D7 Bulldozer 2005 Cat D8 Excavator 2001 Komatsu 220 Excavator 1995 Cat 330 Bobcat 2008 CAT 247B Bobcat 2011 Takeuchi TL250 Grader 1999 Cat 12H Grader 2005 Cat 12H Front end loader 1991 Cat 950F Front end loader 1991 Cat 966F Low Loader 2012 Quad Float Water tanker 9000lt 2WD Water tanker 14000lt 2WD

Company	Owner	Contact	Type of machinery
MCD Contracting	Brett McDonald Murray Parsons	0427 027 615 0427 716 776	Bulldozer D6 Excavator 11T Excavator 20T Grader 12H Grader 140H Grader 12M Front End loader 1T14G Front End loader 938 Front End loader 950 Low Loader Float Swampy Dinosaur Water truck 6W Water truck Semi water tanker
			Bulldozer D7 Bulldozer D9 Front End Loader Front End Loader Grader Grader Water Truck Water Truck
Ballantynes Earthmoving	Troy Ballantyne	0427 717 992	

AIRCRAFT

Company	Owner	Contact	Appliance
Goodwin McCarthy Helicopters	Brian Goodwin	0428 024 672	Bell Jet Ranger
	Kim McCarthy	0408 622 659	Toyota Land cruiser Fire Lighter Kit Ambulance Kit Fire Bucket Kit

Department of Transport

Transport

Vehicle Description (Make / Model etc);	Location	Contact Details	Max # Passengers	Tow Ball
2015 Ford Ranger Dual Cab Ute	Home garaged or Balmoral Square office	Garry WILSON (0427583581)	4	YES (3.5 T)
2015 Hyundai i40	Home garaged or Balmoral Square office	John JOSE (0409 689 963)	4	Yes (2T)
PV5 8.5m Hi Speed Patrol Vessel	BANDY CREEK BOAT HARBOUR east side	Garry WILSON (0427583581)	4	Able to tow vessels
PV5 trailer	Bandy Creek boat harbour	Garry Wilson		

Communications & Technology

Type	How Many Hand Held / Base Sets	Phone Numbers (If Applicable)
WAERN	Located in PV5 patrol vessel	
VHF, 27 mHz	Located in PV5 patrol vessel	
EPIRB	Located in PV5 patrol vessel	
Loud Hailer	Located in PV5 patrol vessel	
Trac Plus Vessel Monitoring System	Located in PV5 patrol vessel	
Mobile Phone	ONE (GARRY WILSON)	0427583581
Satelite Ph	Balmoral Square office	0424211729
Hand Held GPS	Ford Ranger RTO vehicle	
EPIRB	Ford Ranger RTO vehicle	

Rescue / Emergency Equipment

Type of Equipment	Quantity	#Trained Staff Req to Operate	# of Trained Staff Available
WARN recovery winch on RTO ute	1	1	1
Vehicle recovery gear	1	1	1
Salvage pump in PV5 patrol vessel	1	1	1

Medical

Equipment	Quantity
Defib in PV5 patrol vessel	1
Oxygen kit in PV5 patrol vessel	
1st Aid kit in PV5 patrol vessel	
1st Aid kit in RTO ute	

Miscellaneous

Equipment	Quantity
Oil Pollution Sampling Kits	2
Oil Absorbent Pads	100
Emergency Oil Spill Kit	1
Anchor Kit	1
Waste Reservoir	1
Sausage Sand Bag	1
Towing Brackets	1
15M Polyline Booms (60Metres)	4
All Equipment Stored At Bandy Creek Dot. Shed	
Genset 4.3Kva	1
Power Cords	2
Gazebo 3Mx3m	1
Navigation Lights	2
Yellow Navigation Buoys	2
Witches Hats	6
50Ltr Engel Fridge	1
Office Tables & Chairs	2

Appendix 3

Esperance Local Emergency Management Committee

Appendix 3

Esperance Local Emergency Management Committee

Contact List - March 2016

Name	Organisation	Work	Home	Mobile
LEMC Chairperson Victoria Brown Victoria.brown@esperance.wa.gov.au	Shire President Shire of Esperance		9076 6088	0418 905 407
LEMC Coordinator Richard Moore richard.moore@police.wa.gov.au	Senior Sergeant OIC Esperance Police Station Esperance Police	9079 8999		0427 003 426
Executive Officer Melissa Ammon mel.ammon@esperance.wa.gov.au	Manager	9071 0677		
Law and Order Shire of Esperance	9071 0677		0428 945 687	
Committee Members				
Paul Gaughan paul.gaughan@ambulance.net.au	Community Paramedic	9071 1618		0418 404 609
Tony Leeson Tony.leeson@southernports.com.au	Chairperson St John Ambulance			0408 926 106
Kate Shaw jkshaw@iprimus.com.au	Vice Chairperson St John Ambulance			0412 323 129
Lonica Collins lonica.collins@gmail.com	Captain			
Fire and Rescue Service Community Emergency Services Coordinator Shire of Esperance	9071 0625		0447 053 128 0418 954 051	
Aaron Parker Speedy1016@live.com	Lieutenant Fire and Rescue Service			0429 721 231

Name	Organisation	Work	Home	Mobile
Tom Parkins	Senior Fire Control Officer – Urban Rural		9071 4414	0427 013 122
Ashley Stewart afstewart@bordnet.com.au	Chief Bush Fire Control Officer		9076 7055	0428 845 313
Rob Dummermuth westnullpat@bigpond.com	State Emergency Service		9071 1184	0428 532 304 Sat Phone 0147 143 160
David Dodge David.dodge@bigpond.com	Volunteer Marine Rescue	9083 1111		0427 448 935
Chris Brien concreteworld@aapt.net.au	President Esperance/Goldfields Surf Life Saving Club	9071 1058	9071 5807	0418 920 594
Gina Daniels Gina.daniels@border.gov.au	Australian Customs and Border Protection	9076 2601		0439 427 937
Cliff Spencer esperance_met.bom.gov.au c.spencer@bom.gov.au	Bureau of Meteorology	9071 5628	9071 4306	0439 005 041
	Area Officer Dept Fire & Emergency Services	9071 3393		0427 002 718
Sarah Matthews Sarah.matthews@dfes.wa.gov.au	Community Engagement Officer Dept Fire & Emergency Services	9071 3393		0418 802 762
Rob Blok robert.blok@dpaw.wa.gov.au	District Manager Dept Parks and Wildlife	9083 2101	9071 1370	0427 973 729
Carla Jones Carla.jones@health.wa.gov.au	Dept of Health (Esperance District Hospital)	9079 8161		
Lisa Devine Lisa.devine@cpfs.wa.gov.au	Dept for Child Protection & Family Support	9083 2566		
Garry Wilson garry.wilson@transport.wa.gov.au	Dept of Transport	9076 2100	9072 1257	0427 583 581
Lee Chester lee.chester@agric.wa.gov.au	Dept of Agriculture and Food WA	9083 1106		
	Dept of Human Services - Centrelink	9083 1950		
Donna Gibson donna.gibson@horizonpower.com.au	Community and Customer Relations Manager Horizon Power	9072 3408		0447 997 669

Name	Organisation	Work	Home	Mobile
Karyn Unstead karyn.unstead@watercorporation.com.au	Water Corporation	9071 0933	9071 4421	0417 980 861
Scott McKenzie scott.mckenzie@esperance.wa.gov.au	Manager			
Commercial Enterprises Shire of Esperance	9071 0647	9072 1668	0428 000 683	
Ali Cull alison.cull@esperance.wa.gov.au	Airport Coordinator Shire of Esperance	9071 0634		0427 715 696
Rod Treloar Rodney.Treloar@esperance.wa.gov.au	Airport Operations Officer Shire of Esperance			0428 935 618
John Stuart Chris Cassam portsecurity@southernports.com.au	Port Security Southern Ports Authority (Port of Esperance)	9071 7906		0412 456 334
Rob Lovell rlovell@southernports.com.au	Harbour Master Southern Ports Authority (Port of Esperance)	9072 3344		0417 922 501
Leanne Jamieson leanne.jamieson@aurizon.com.au	Senior Advisor Safety and Health Operations Aurizon	9079 8807		0437 599 903
Erica Austen volunteer@esperance.wa.gov.au	Manager Volunteer Resource Centre	9072 0346		0412 445 615

Contact List for Dept for Child Protection and Family Support

Name	Designation	Mobile	Phone	Email
Crisis Care Hotline			1800 199 008	
Garfield Prowse	District Director – Goldfields	0409 080 239	9022 0700	garfield.prowse@cpfs.wa.gov.au
Helen Beesley	District Emergency Services Officer – Goldfields	0429 372 266	9022 0700	helen.beesley@cpfs.wa.gov.au
Kristina Fraser	Team Leader – South Patch	0407 166 758	9083 2566	kristina.fraser@cpfs.wa.gov.au
Esperance Office			9083 2566	

Appendix 4

Critical Infrastructure

Appendix 4

Critical Infrastructure

Item	Location	Owner	Contact	Community Impact
Bridges				
Caitup Creek	South Coast Highway	Main Roads	1800 800 009	Loss of access to main highway to Perth and Albany
Dalyup River	South Coast Highway	Main Roads	1800 800 009	Loss of access to main highway to Perth and Albany
West Dalyup River	South Coast Highway	Main Roads	1800 800 009	Loss of access to main highway to Perth and Albany
Coobige Creek	South Coast Highway	Main Roads	1800 800 009	Loss of access to main highway to Perth and Albany
Electrical				
	Power station near Esperance port	Horizon Power	9072 3400	Loss of power to Esperance and surrounding town sites
Water Supply				
	11 Mile Beach bore fields	Water Corp	131375	Loss of water for the Shire after only 4 days
	Pump Station Corner of Thompson St and Connolly St	Water Corp	131375	Loss of water for the Shire after only 4 days
	Esperance town site	Water Corp	131375	Sewage plant
	Wylie Bay bore fields	Water Corp	131375	Sewage plant
	Gibson site	Water Corp	131375	Loss of water supply to Gibson town site
	Grass Patch Site	Water Corp	131375	Loss of water supply to Grass Patch town site
	Salmon Gums Site	Water Corp	131375	Loss of water supply to Salmon Gums town site
	Condungup Site	Water Corp	131375	Loss of water supply to Condungup town site
Railway Infrastructure				
	Railway depot Harbour Road	Aurizon	9079 8803	Loss of major transport route for iron ore
	Railway line Esperance to Kalgoorlie	Brookefield rail		Loss of major transport route for iron ore and grain
Radio Communications				
	Mount Burdett repeater (Neridup)	Esperance Communications	9071 3344	(This if the primary repeater for the Bushfire brigade radio network)
	Howick Hill repeater	Esperance Communications	9071 3344	Loss of radio communications for Emergency services personnel

Item	Location	Owner	Contact	Community Impact
	Six Mile Hill repeater	Esperance Communications	9071 3344	Loss of radio communications for Emergency services personnel
	Cascade repeater	Esperance Communications	9071 3344	Loss of radio communications for Emergency services personnel
	Red lake repeater (Salmon Gums)	Esperance Communications	9071 3344	Loss of radio communications for Emergency services personnel
	Myona Downs repeater (Coomalbidgup)	Esperance Communications	9071 3344	Loss of radio communications for Emergency services personnel
Mobile Phone Towers				
	Parmango Road	Telstra	132 203	Only 8 hours of battery back-up for towers. This would mean loss of communication for the Shire of Esperance
	Lake King- Norseman Road	Telstra	132 203	
Bulk Grain Storage				
	Esperance Port, Chadwick, Shark Lake, Grass Patch, Lort River, Beaumont, Cascade, Salmon Gums	CBH	9072 3600	Loss of major infrastructure for the farming community. This would impact a large amount of grain export
Airport				
	Esperance Airport Coolgardie- Esperance Hwy	Shire of Esperance	0428 935 618	Loss of commercial airport for the Shire of Esperance. This is the only airport that receives flights to and from Perth
	Myrup Airstrip			Loss of hobby airport for the Shire of Esperance. Loss of ease of local helicopter to be utilised during an emergency
Waste Management Facility				
	Wylie Bay Waste Management Facility	Shire of Esperance	9071 0666	Loss of waste facility means the disposal of waste would be compromised. Households would need to retain their own waste which could lead to health effects.
Weather Station				
	BOM Office	BOM	9071 5628	Loss of local weather station and data recording facilities

Item	Location	Owner	Contact	Community Impact
Schools				
Esperance Senior High School	Pink Lake Road	Principal	9071 9555	Loss of main senior education facilities in the Shire of Esperance
Esperance Anglican Community School	Griffin Street	Principal	9083 2444	Loss of secondary education facilities. Alternative venue would need to be sought
Wongutha Caps School	Gibson	Principal	9075 4011	Loss of secondary education facilities and also accommodation. This would impact all students from remote aboriginal communities
Esperance Primary School	Andrew Street	Principal	9071 2199	Loss of primary education facilities for over 200 students. Alternative arrangements would need to be made
Castletown Primary School	Easton Road	Principal	9071 5599	Loss of primary education facilities for over 200 students. Alternative arrangements would need to be made
Our Lady Star Of The Sea Primary School	Giles Street	Principal	9071 5195	Loss of primary education facilities for over 200 students. Alternative arrangements would need to be made
Nulsen Primary School	Pink Lake Road	Principal	9071 4466	Loss of primary education facilities for over 200 students. Alternative arrangements would need to be made
Esperance Christian Primary School	Ocean Street	Principal	9071 2703	Loss of primary education facilities for small communities. Students would need to attend the next nearest school
Cascade Primary School	Cascade	Principal	90792061	Loss of primary education facilities for small communities. Students would need to attend the next nearest school
Condungup Primary School	Sutcliffe Street	Principal	9076 6013	Loss of primary education facilities for small communities. Students would need to attend the next nearest school
Salmon Gums Primary School	Salmon Gums	Principal	9078 5017	Loss of primary education facilities for small communities. Students would need to attend the next nearest school
Scaddan Primary School	Scaddan	Principal	9075 6055	Loss of primary education facilities for small communities. Students would need to attend the next nearest school
Day Care Facilities				
Lingalonga	Randell Street	Manager	9071 2281	Loss of day care facilities would impact local working families
Esperance Community Kindy	Walmsley Street	Manager	9071 4930	Loss of day care facilities would impact local working families

Item	Location	Owner	Contact	Community Impact
Main Roads				
	South Coast Highway	Main Roads	1800 800 009	Loss of main arterial road between Esperance and Perth. This road is important for freight services and public and private transport routes.
	Coolgardie-Esperance Highway	Main Roads	1800 800 009	Loss of main arterial road between Esperance and Norseman which is the junction to the Eyre Highway. This road is important for freight services and public and private transport routes.
Health Facilities				
Esperance District Hospital	Hicks Street	Esperance Hospital		The Esperance Hospital is the only hospital in the Shire of Esperance. Loss of this primary health care facility would require immediate assistance outside of the Shire.
Fuel Depots				
Shell	Lease Road	Shell	9071 2114	Loss of diesel by rail to Kalgoorlie. Loss of diesel to all other fuel depots in the Shire of Esperance
Caltex	Lease Road	Caltex	9071 2394	Loss of fuel by road transport to Albany. Loss of access to storage for petroleum from Albany. Also loss of diesel to local farming community
South East Petroleum	Lease Road	South East Petroleum	9071 1065	Loss of diesel by road transport to farming community and the Nullarbor. No loss of storage capabilities
Electrical Infrastructure				
Power House	Esperance Port	Horizon Power	9072 3400	Loss of power to Shire of Esperance, including all surrounding town sites
Power Poles/Lines	Shire of Esperance	Horizon Power	9072 3400	Loss of power to surrounding area of the incident
Natural Gas Line	From Kalgoorlie to Esperance	Ativo		It takes 10 hours to change from gas to diesel. Loss of power to the Shire of Esperance
Wind Farm	11 Mile Beach Road	Sinergy	0417 961 324	Loss of power to the Shire of Esperance. This is not a power source that can manage the Shire
Port				
	Esperance Port	Southern Port Authorities – Esperance Port	9072 3366 0447 838 290	Loss of major infrastructure for the exportation of iron ore, nickel and grain. Loss of infrastructure for the import of diesel, containers, sulphur and fertilisers.
Harbour				
	Bandy Creek Boat Harbour	Department of Transport	9076 2103	Loss of fish factories, fuel farm and causeway as an exit point for catchment upstream into ocean.

Appendix 5

Evacuation Center Location & Capacity Summary



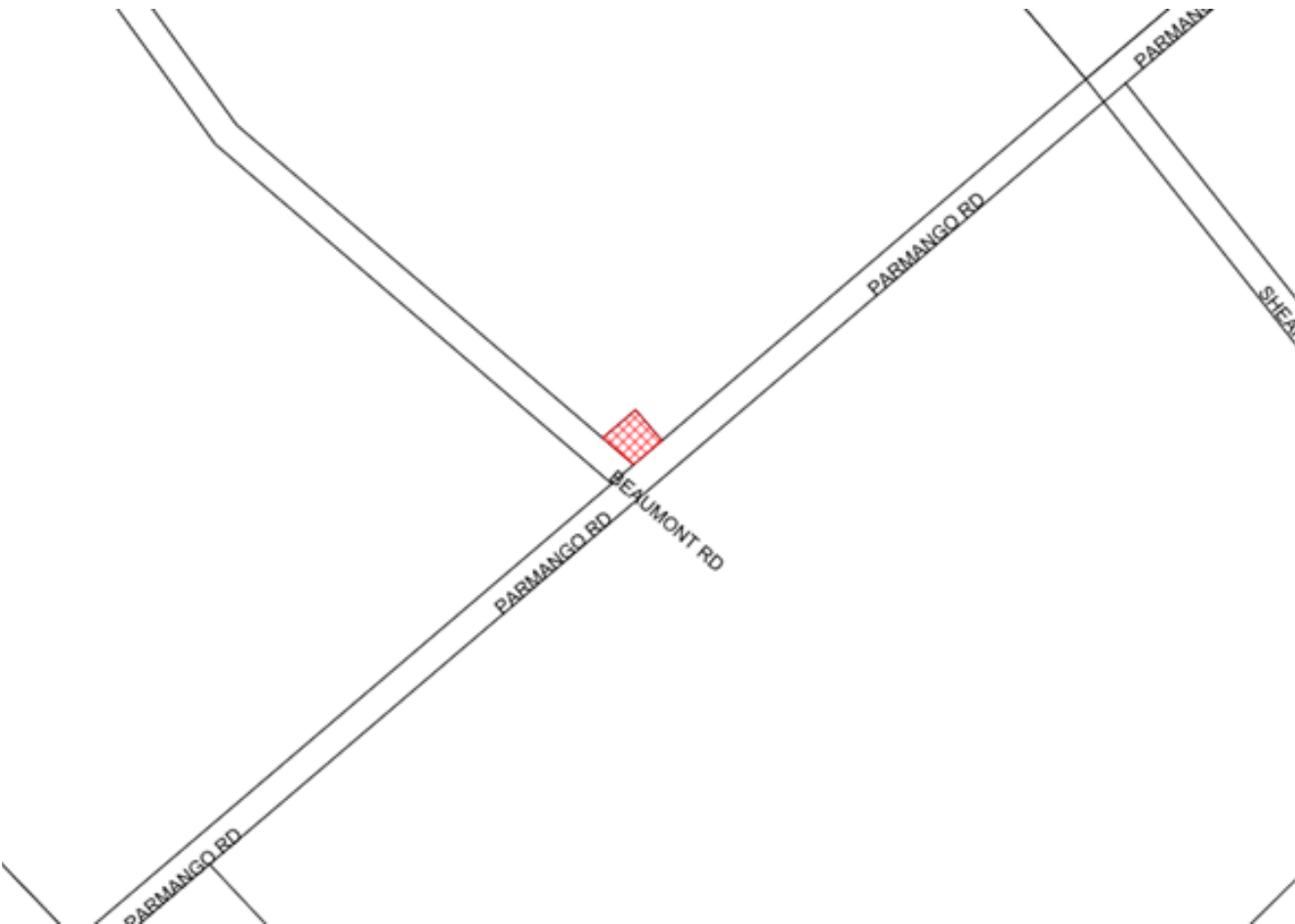
Appendix 5

Evacuation Center Location & Capacity Summary

Locality	Building Name	Address	Capacity
Beaumont	Beaumont Hall	Parmango Rd & Beaumont Rd, Beaumont	60 pax
Cascade	Cascade Hall	Mitten – Watson Rd, Cascade	150 pax
Condingup	Condingup Recreation Centre	Sutcliffe St, Condingup	350 pax
Dalyup	Dalyup Hall	Sth Coast Hwy & Dalyup Rd, Dalyup	80 pax
Esperance	Senior Citizen Centre	Forrest St, Esperance	200 pax
Esperance	Esperance Civic Centre	Council Place, Esperance	Reception Room 200 pax Auditorium 350 pax
Esperance	Indoor Sports Stadium	Black St, Esperance	1000 pax
Grass Patch	Grass Patch Hall	Shepherd St, Grass Patch	50 pax
Salmon Gums	Salmon Gums Hall	Coolgardie/Esperance Hwy, Salmon Gums	140 pax
Scaddan	Scaddan Country Club	Griggs St, Scaddan	50 pax

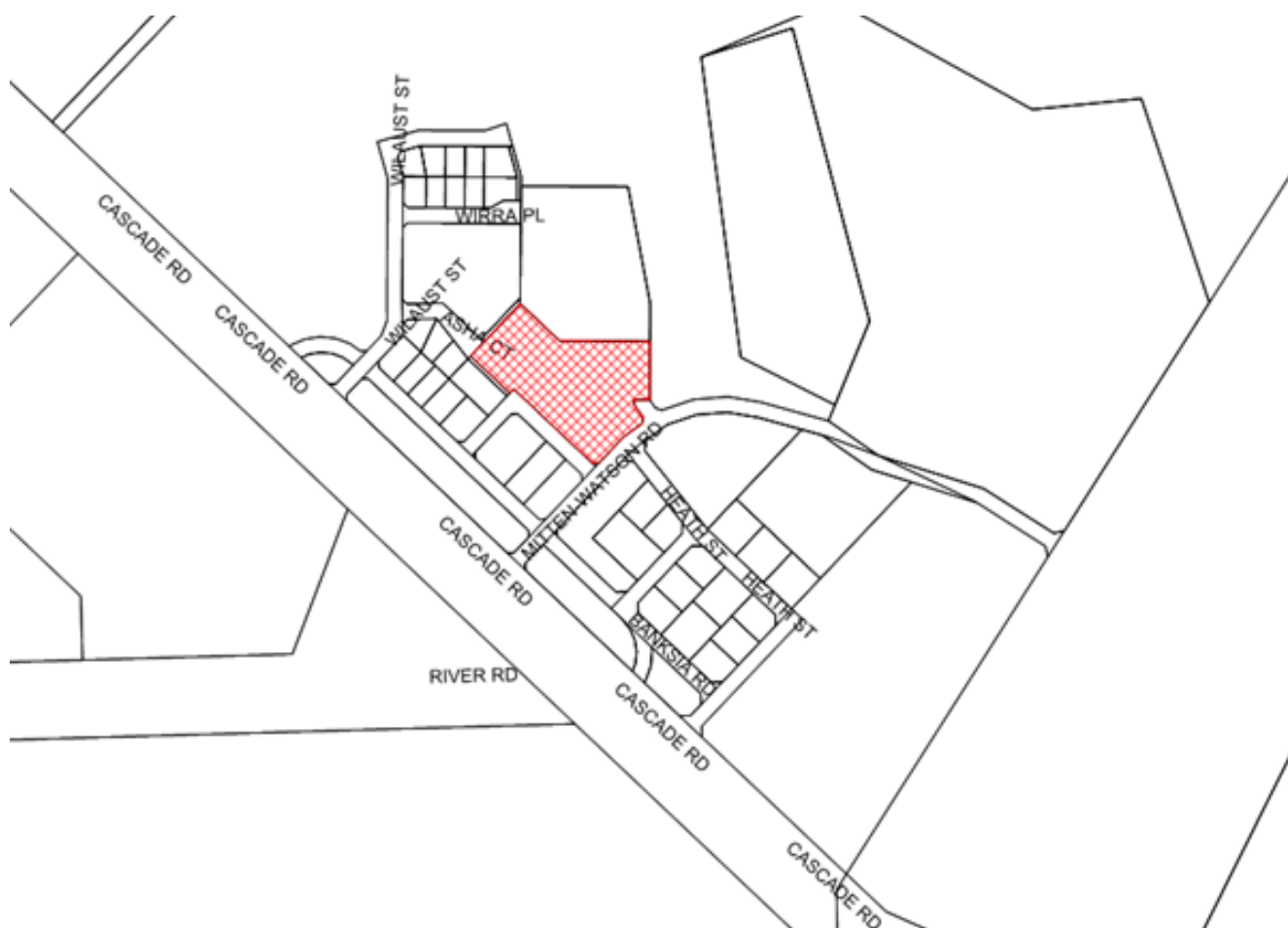
Beaumont Hall

Address	Parmango & Beaumont Rd, Beaumont
Capacity	60 pax
Facilities	<ul style="list-style-type: none">• Toilets• Showers• Disabled access• Parking Kitchen• Storage• Enclosed tennis courts (suit animal enclosure)
Primary Key Holder	Wendy Harkness - 9078 7030
Shire Contact	9071 0666



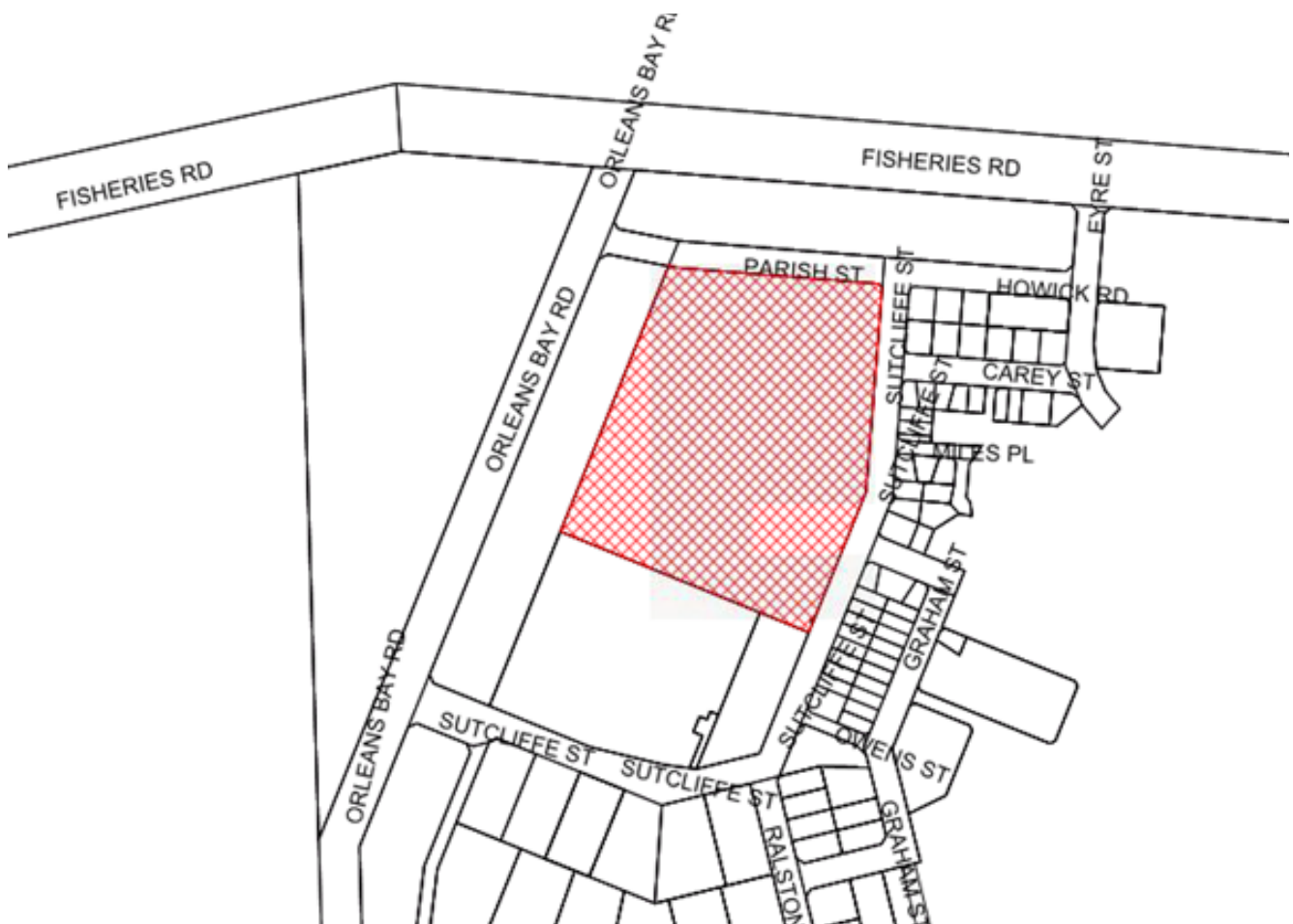
Cascade Hall

Address	Mitten – Watson Rd, Cascade
Capacity	150 pax
Facilities	<ul style="list-style-type: none"> • Toilets • Showers • Office • Kitchen • Disables access • Parking • Enclosed tennis courts (suit animal enclosure) • Oval (camping)
Primary Key Holder	Judy Scholz - 9079 2027
Shire Contact	9071 0666



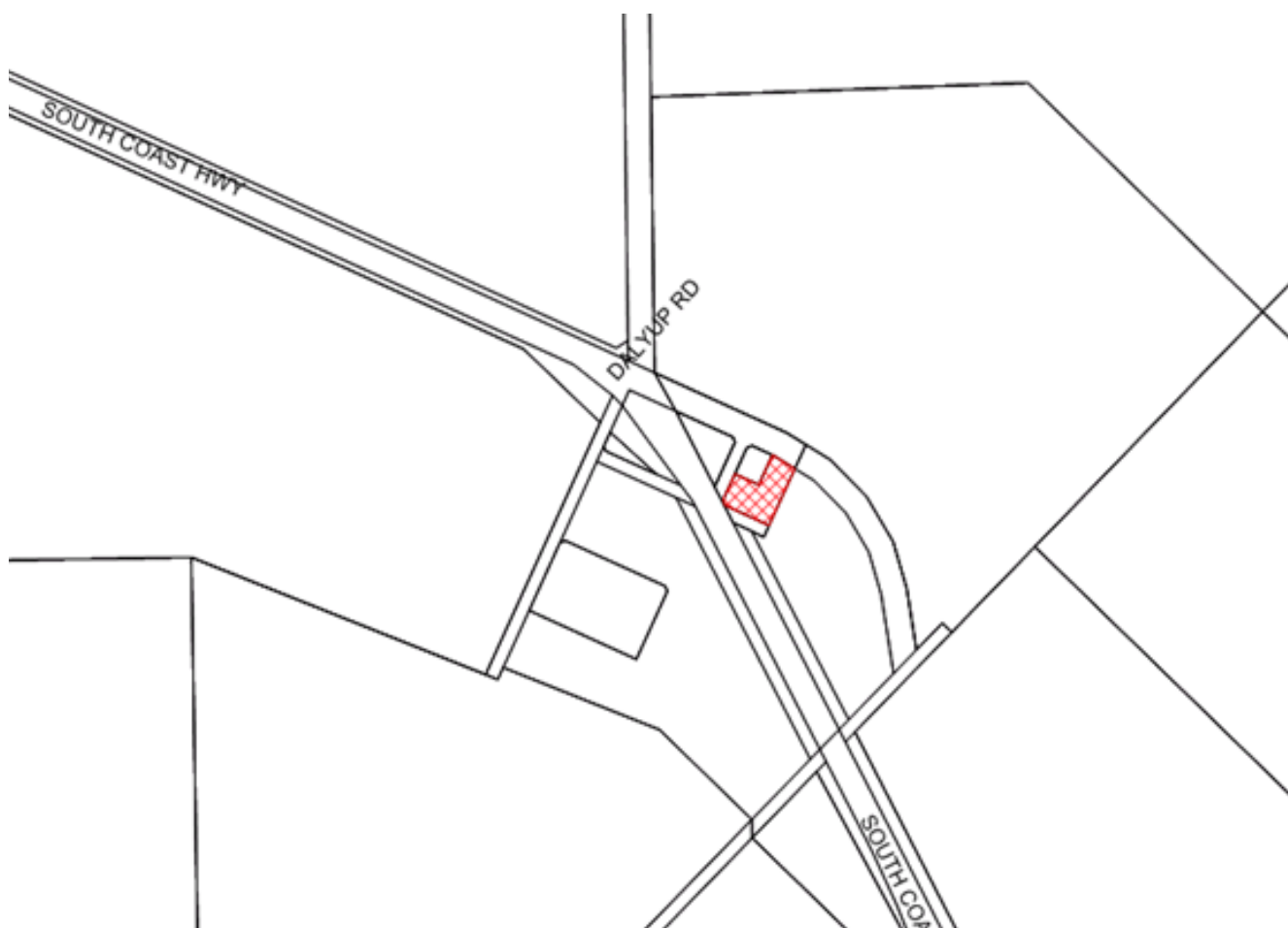
Condingup Hall

Address	Sutcliffe St Condingup
Capacity	350 pax
Facilities	<ul style="list-style-type: none"> • Toilets • Showers • Baby changing facilities • Kitchen • Disabled access • Parking • Oval (camping)
Primary Key Holder	Darren Inkster - 0427 787 010
Shire Contact	9071 0666



Dalyup Hall

Address	South Coast Highway & Dalyup Rd
Capacity	80 pax
Facilities	<ul style="list-style-type: none">• Toilets• Kitchen• Disables Access• Parking
Primary Key Holder	Chris Rae - 9076 5084 Judy Creedon - 9076 5025
Shire Contact	9071 0666



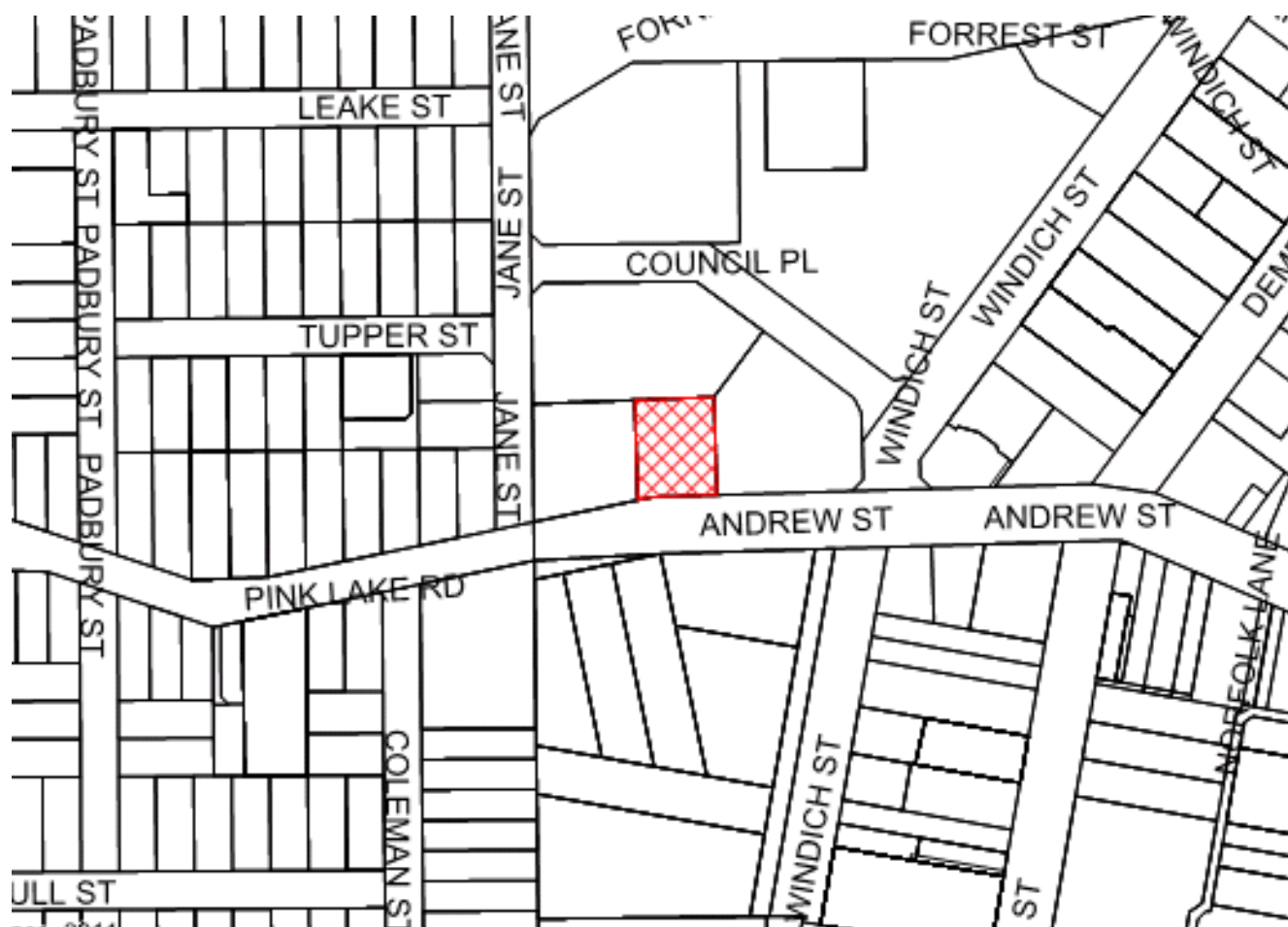
Senior Citizen Center

Address	Forrest St Esperance
Capacity	200 pax
Facilities	<ul style="list-style-type: none"> • Toilets • Kitchen • Office • Disables access • Parking
Primary Key Holder	Senior Citizen Centre Coordinator - 9071 2268
Shire Contact	9071 0666



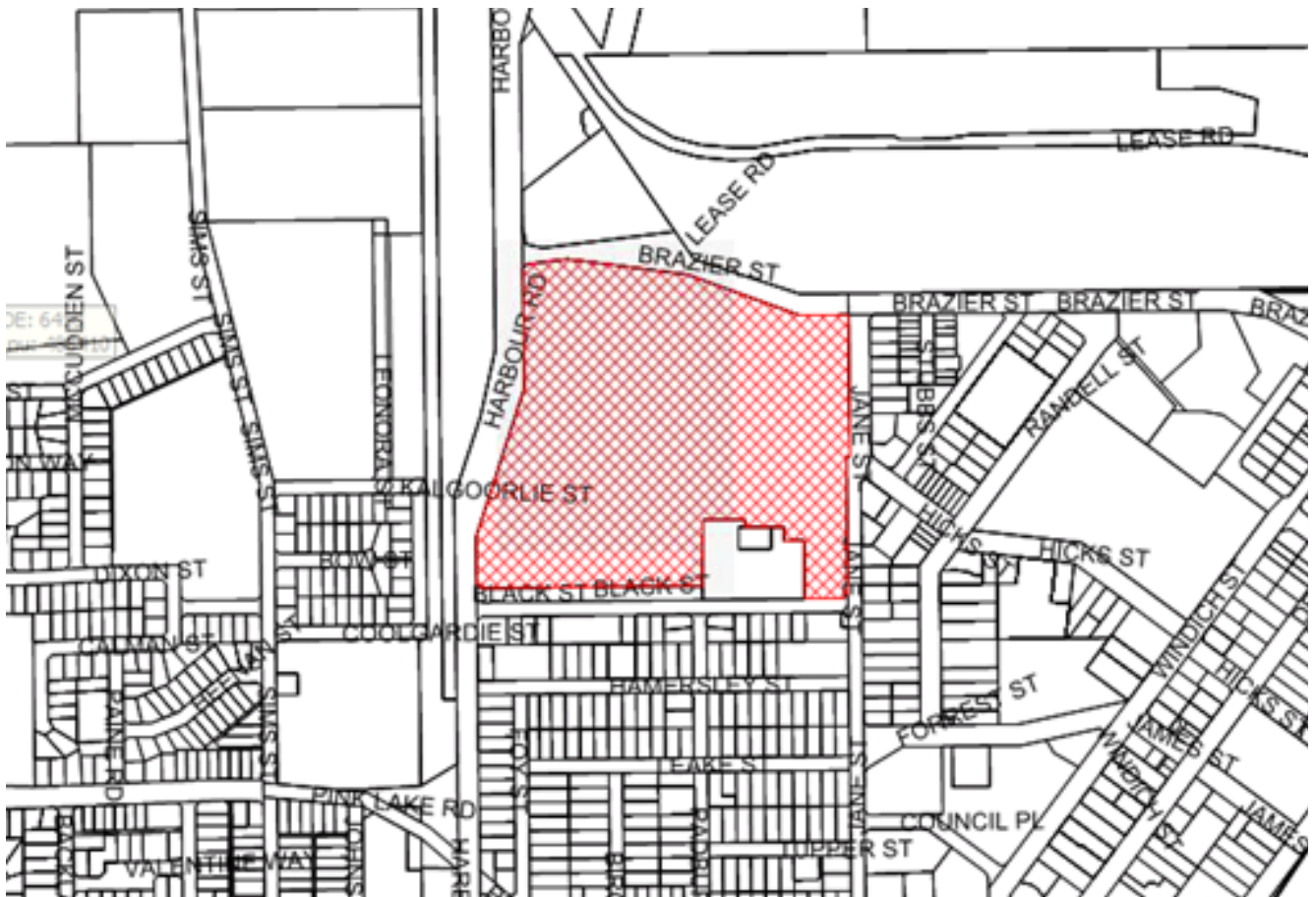
Esperance Civic Centre

Address	Council Place Esperance
Capacity	Reception Room – 200 pax / Auditorium – 350 pax
Facilities	<ul style="list-style-type: none"> • Toilets • Showers • Kitchen • Office • Parking • Disable access
Primary Key Holder	Civic Centre Coordinator - 9083 1566
Shire Contact	9071 0666



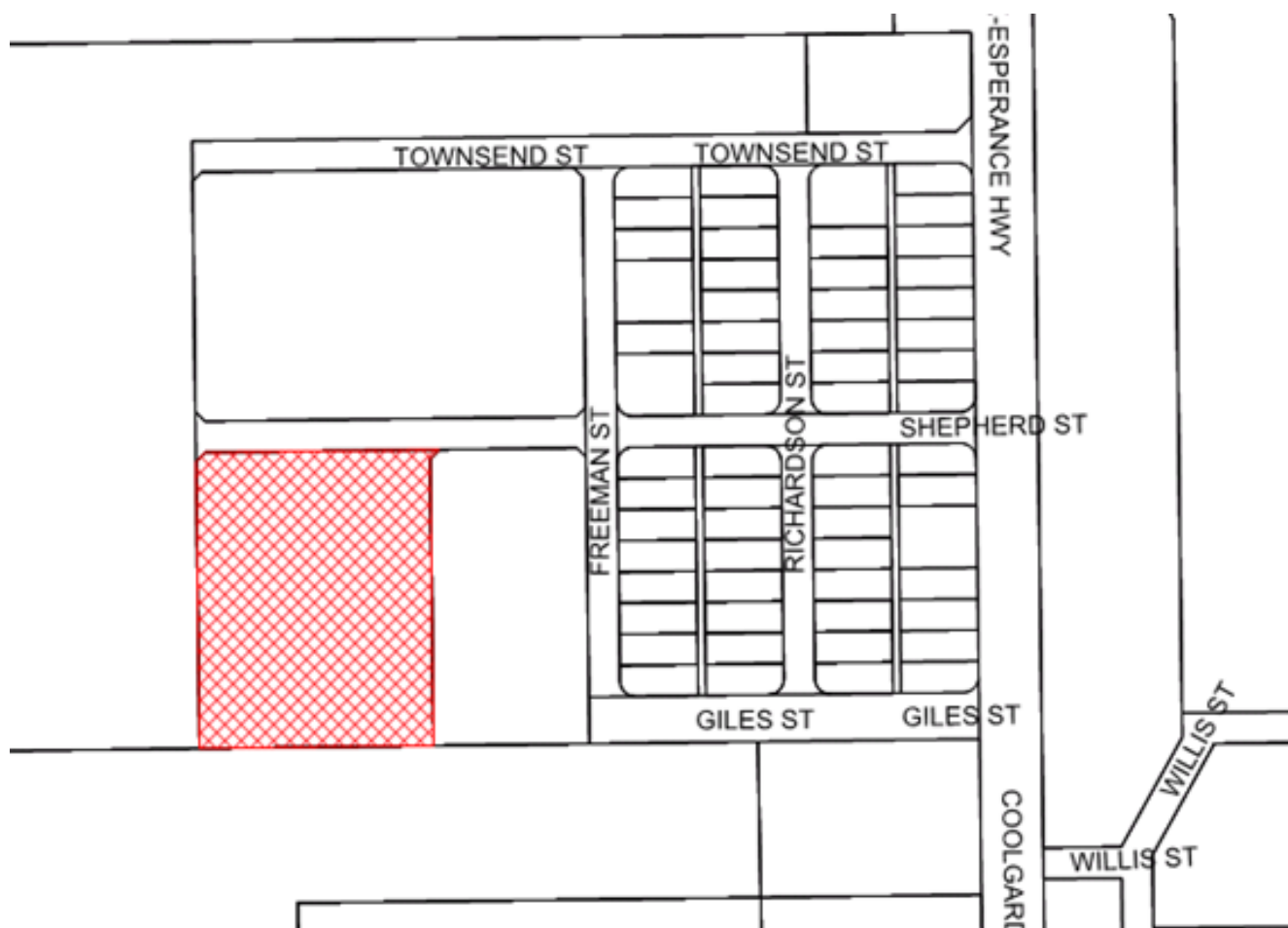
Esperance Indoor Sports Stadium

Address	Black St Esperance
Capacity	1000 pax
Facilities	<ul style="list-style-type: none"> • Toilets • Showers • Kitchen • Office • Disabled access • Parking • Part of Greater Sports Ground (Camping) • Enclosed Tennis Courts @ Tennis Club (animals) • Additional buildings with facilities
Primary Key Holder	Manager Bay of Isles Leisure Centre - 9083 1700
Shire Contact	9071 0666



Grass Patch Hall

Address	Shepherd St Grass Patch
Capacity	50 pax
Facilities	<ul style="list-style-type: none"> • Toilets • Showers • Kitchen • Disabled access • Parking • Oval (Camping)
Primary Key Holder	Grass Patch Hotel - 9075 7065
Shire Contact	9071 0666



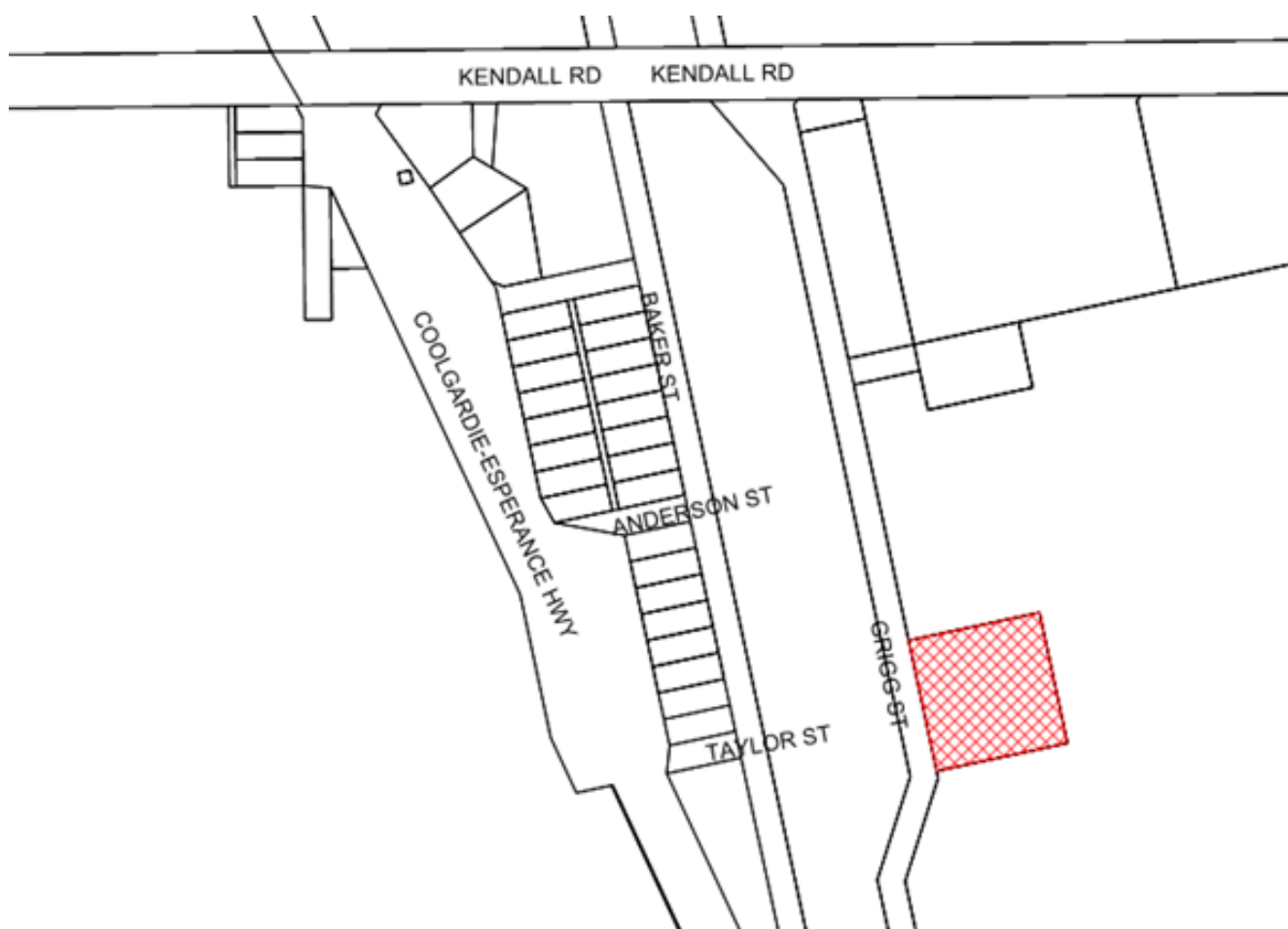
Salmon Gums Hall

Address	Coolgardie – Esperance Hwy Salmon Gums
Capacity	140 pax
Facilities	<ul style="list-style-type: none"> • Toilets • Kitchen • Office • Disabled access • Parking
Primary Key Holder	Salmon Gums Roadhouse - 9075 5053
Shire Contact	9071 0666



Scaddan Country Club

Address	Griggs Rd Scaddan
Capacity	50 pax
Facilities	<ul style="list-style-type: none"> • Toilets • Kitchen • Disabled access • Parking
Primary Key Holder	Ian Carson - 9076 7046 Kim Berry - 9075 6017
Shire Contact	9071 0666



Appendix 6

Special Needs Groups



Appendix 6

Special Needs Groups

Schools

School	Address	Contact	Requirments
Castletown Primary School	Easton Rd Esperance	Principal 9071 5599 9071 1865	Approx 250 students from Kindy through to grade 6. Students will require transport to a location with appropriate amenities
Esperance Primary School	Andrew St Esperance	Lisa Helenius Principal 9071 2199 9071 6369	Approx 250 students from Kindy through to grade 6. Students will require transport to a location with appropriate amenities
Nulsen Primary School	Victoria St Esperance	Ross Tamlin Principal 9071 4466 0411 125 308	Approx 250 students from Kindy through to grade 6. Students will require transport to a location with appropriate amenities
Our Lady Star of the Sea Primary School	Giles St Esperance	Principal 9071 5195	Approx 250 students from Kindy through to grade 6. Students will require transport to a location with appropriate amenities
Esperance Christian Primary School	Blake St Esperance	Shannon Beach Principal 9071 2703 9071 1452	Approx 50 students from Kindy through to grade 6. Students will require transport to a location with appropriate amenities
Esperance Senior High School	Pink Lake Rd Esperance	Cathy Bamblett Principal 9071 9555	Approx 1000 high school students would require transport to a location with appropriate amenities. Arrangements will need to be made for approx 30 students with disabilities
Esperance Anglican Community High School	Griffin Rd Esperance	Principal 9083 2444	Approx 500 high school students would require transport to a location with appropriate amenities
Cascade Primary School	Asha Crt Cascade	Principal 9079 2061	Grade 1-6 students will require transport and access to amenities

School	Address	Contact	Requirments
Condingup Primary School	Sutcliffe St Condingup	Principal 9076 6013	Grade 1-6 students will require transport and access to amenities
Scaddan Primary School	Kendal Rd Scaddan	Principal 9075 6055 9075 6033	Grade 1-6 students will require transport and access to amenities
Salmon Gums Primary School	Coolgardie – Esperance Hwy Salmon Gums	Principal 9078 5017	Grade 1-6 students will require transport and access to amenities
Esperance Agricultural School	Dempster Rd Neridup	Farm Manager 9078 2064 9078 2062	Approx 25 high school students
Wongutha CAPS School	Gibson East Rd Gibson	9075 4011	High school students would require accommodation with full amenities. Transport would be available by the school. Students would require communication access to families
Esperance Residential College	George St Sinclair	Peter Jarzabek 9071 9666 9071 9650	Transport would be available by the residential college. Approx 150 students would require alternative accommodation and communication access to their families

Hospital

Hospital	Address	Contact	Requirements
Esperance District Hospital	Hicks Street Esperance	Director of Nursing 9071 0888 9072 0216 0427 720 216	Patients may have limited mobility or special medical requirements. Additional comfort and supervision may be required. Transport would need to be arranged

Aged Care Facility

Facility	Address	Contact	Requirements
Esperance Aged Care Facility	Randell Street Esperance	Kathy Carey 9072 3222	Aged residents may have limited mobility or special medical requirements. Additional comfort and supervision may be required. Transport would need to be arranged
Recherche Rotary Hostel	Eyre Street Esperance	Kathy Carey 9071 2984	Aged residents within this ward have some capabilities however will still require additional assistance. Transport would need to be arranged

Disability Services

Facility	Address	Contact	Requirements
Goldfields Individual and Family Support Assoc (GIFSA)	Lotteries House	Carmen Screech 9072 1726	Additional supervision and transport requirements will need to be arranged
Disability Services		9071 5526	Additional supervision and transport requirements will need to be arranged
Bay of Isles Community Outreach (BOICO)	Lotteries House	Kylie Ryan 9072 1072	Additional supervision and transport requirements will need to be arranged

Appendix 7

This document is still being established

Appendix 8

Local Management Plan for the Provision of Welfare Support



Government of Western Australia
Department for Child Protection
and Family Support

Emergency Services



GOVERNMENT OF
WESTERN AUSTRALIA

LOCAL EMERGENCY MANAGEMENT PLAN FOR THE PROVISION OF WELFARE SUPPORT

Shire of Esperance, Shire of Dundas and Shire of Ravensthorpe

PREPARED BY

The Department for Child Protection and Family Support (April 2016)

TABLED AT THE

LOCAL EMERGENCY MANAGEMENT COMMITTEE on (Ravensthorpe 1/06/16)



**THIS PLAN CAN BE ACTIVATED FOR HAZARDS DEFINED UNDER
WESTPLANS E.G. WESTPLAN - CYCLONE, WESTPLAN – FIRE.**

**TO ACTIVATE THIS PLAN CALL THE DEPARTMENT FOR CHILD
PROTECTION AND FAMILY SUPPORT**

GOLDFIELDS CPFS (08) 9022 0700 OFFICE HOURS

CRISIS CARE 1800 199 008 AFTER HOURS

LOCAL WELFARE PLAN
Esperance, Dundas and Ravensthorpe

Department for Child Protection and Family Support

**LOCAL EMERGENCY
MANAGEMENT PLAN FOR THE
PROVISION OF WELFARE SUPPORT**

Amendment Record

Proposals for amendment of this plan should be forwarded to:

Helen Beesley

District Emergency Services Officer – Goldfields

Department of Child Protection and Family Support – Emergency Services Unit

M: 0429 372 266

E: helen.beesley@cpfs.wa.gov.au

AMENDMENT		DETAILS	AMENDED BY
NO.	DATE		NAME
	April 2016	Review and Reissue	Helen Beesley
1			
2			
3			
4			
5			
6			

<p style="text-align: center;">LOCAL WELFARE PLAN</p> <p style="text-align: center;">Esperance, Dundas and Ravensthorpe</p>
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P:\EM\Local Welfare Plans\Country\Goldfields\LWP Esperance – Dundas – Ravensthorpe April 2016

<p style="text-align: center;">LOCAL WELFARE PLAN Esperance, Dundas and Ravensthorpe</p>

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Part 1 Introduction

1.1 Outline

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 *Emergency Management Act 2005* defines a Support Organisation as ‘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.’¹.

The State WESTPLAN - Welfare is the responsibility of the Department for Child Protection and Family Support (the Department) as are each Local Emergency Management Plan for the Provision of Welfare Support, known as the Local Welfare Plan. This Local Welfare Plan outlines the arrangements that apply in local circumstances, and as far as is practicable is consistent with the arrangements detailed in WESTPLAN - Welfare.

The Department is committed to protect and care for children and young people who are in need, and support families and individuals who are at risk or crisis. This plan provides for a community centered approach to emergency management and will coordinate the resources required to support local emergency management arrangements. The extent of welfare support activity will, however, depend on the nature and magnitude of the emergency, and may require coordination at both the local and state level. The plan is based on the utilisation of existing local resources and to supplement these resources when required from the state level.

Terminology used in this plan has the meaning prescribed by Section 3 of the *Emergency Management Act 2005*, unless stated otherwise.

1.2 Aim, Objectives and Scope

This plan prescribes the arrangements for the provision of welfare support services during emergencies.

The objectives of the plan are to:

- Prescribe the organisation, concepts, responsibilities, mechanisms and procedures for all organisations involved in the delivery of emergency welfare support services;
- Outline the arrangements and structure for the coordination of emergency welfare support services, including resources, during emergencies; and
- Establish the principles for planning for the provision of welfare support at the local level.

The arrangements provide for both government and non-government agencies to operate cooperatively in a coordinated manner, in accordance with the roles and responsibilities outlined herein, using an ALL HAZARDS approach. Hazards refers

¹ *Emergency Management Act 2005, Part 1, Section 6 (4)*

to hazards defined under WESTPLANS e.g. WESTPLAN – Cyclone, WESTPLAN – Fire, WESTPLAN – Storm, WESTPLAN - HAZMAT.

Local Governments can elect to prepare their own welfare arrangements and appoint their own local welfare coordinators (Local Government Welfare Coordinators). If they do this in consultation with the Department, the Department's Coordinators referred to in this plan will revert to a support coordination role. See 3.1.3 Local Government Welfare Support Response below for more information.

If Local Governments elect to prepare their own welfare arrangements without consultation with the Department, Local Governments are responsible for their own costs.

To assist in coordinating the provision of welfare support services six functional areas have been identified: Emergency Accommodation, Emergency Catering, Emergency Clothing and Personal Requisites, Personal Support Services, Registration and Reunification and Financial Assistance.

1.3 Related Documents

Other documents related to this plan include:

- *Emergency Management Act 2005*
- State Emergency Management Policies
- WESTPLAN - Welfare
- WESTPLAN - Registration and Reunification
- WESTPLAN - Recovery Coordination
- WESTPLAN – Reception
- WANDRRA Determination
- The *Shire of Esperance*, *Shire of Dundas* and *Shire of Ravensthorpe* Local Emergency Management Arrangements and Sub-Plans

Part 2 Planning and Preparedness

2.1 Authority and Plan Responsibilities

The development and maintenance of this plan is allocated to the Department's District Emergency Services Officer, in consultation with members of the Local Emergency Welfare Coordination Group, if there is one.

This coordination group is an advisory, consultative and referral group to oversee and assist in the planning and operation of local level welfare support services. A contact list of the organisations that constitute the Emergency Welfare Coordination Group is provided in Appendix 2.

2.2 Exercise and Review Period

The Department's District Emergency Services Officer will ensure that this plan is exercised in accordance with the State Emergency Management Policy 3.1– Emergency Management Exercises (SEMP 3.1); i.e. the formal activation of this plan to respond to an emergency, or exercised at least annually.

This plan will be reviewed every two years, with Appendices and contact details reviewed quarterly and after each activation.

2.3 Responsibility for Preparedness

The responsibility for the preparedness for provision of emergency welfare services is based on the following:

- 2.3.1 The Department's Emergency Services Coordinator ensuring the Department's capacity to respond effectively to emergencies state-wide;
- 2.3.2 The Department's District Emergency Services Officers and/or Welfare Coordinators appointed by the Department's District Director managing this responsibility at the local level;
- 2.3.3 Emergency Welfare Coordination Groups assisting District Emergency Services Officers and/or Welfare Coordinators with their responsibilities at the local level;
- 2.3.4 Organisations that have designated responsibilities for each of the six welfare functional areas ensuring they have the capacity to effectively respond and provide support;
- 2.3.5 Other government and non-government agencies are identified to provide further support as required; and
- 2.3.6 Recognition that Local Government may appoint their own Local Government Welfare Coordinator to coordinate welfare services – see 3.1.3 Local Government Welfare Support Response below.

2.4 Organisational Roles and Responsibilities

Each of the six welfare functional areas is managed by the Department with the assistance of other organisations that have agreed to responsibilities under that functional area - see Appendix 3, Organisational Roles and Responsibilities. Where

an organisation is unable to meet its responsibilities, the Department shall, on being advised, make alternative arrangements.

In multi-agency responses Team Leaders for each functional area may be appointed, i.e. Registration Team Leader, Emergency Catering Team Leader.

All organisational staff and volunteers assisting the Department in accordance with this plan are required to comply with the Department's policies, including those relating to working with children, volunteers, Occupational Health and Safety and emergency management.

2.5 Planning and Arrangements

The six welfare functional areas are:

2.5.1 Emergency Accommodation – See Appendix 4

2.5.2 Emergency Catering – See Appendix 5

2.5.3 Emergency Clothing and Personal Requisites – See Appendix 6

2.5.4 Personal Support Services – See Appendix 7

2.5.5 Registration and Reunification -

- (1) Policy governing the delivery of this function is detailed in WESTPLAN - Registration and Reunification.
- (2) Welfare Coordinators need to be familiar with WESTPLAN - Registration and Reunification to ensure that arrangements are in place to activate it.

2.5.6 Financial Assistance - The provision of financial assistance to those affected by emergencies who are eligible and in need.

- (1) There are a number of financial assistance programs that may be put in place following a major emergency. The policy governing each of these programs may vary and is determined at the time of the emergency.
- (2) Financial assistance **may** include:
 - (a) The Western Australian Natural Disaster Relief and Recovery Arrangements (WANDRRA) - Personal Hardship and Distress Relief Payments;
 - (b) Other forms of emergency assistance available at the time.

2.6 Welfare Representatives and Coordinators

Welfare Coordinators are appointed as follows:

2.6.1 The Department's State Welfare Coordinator

The title "State Welfare Coordinator" is the Department's representative appointed by the Director General, and is responsible for the coordination of all emergency welfare support services at the state level.

2.6.2 The Department's Emergency Services Coordinator

The Emergency Services Coordinator is an appointed officer of the Department, whose function is to ensure the preparedness of the Department to carry out its emergency management functions. The Emergency Services Coordinator is the link between the Local Welfare Coordinators and the State Welfare Coordinator and, where applicable, with the relevant HMA/Controlling Agency.

2.6.3 The Department's District Welfare Representatives' responsibilities include the following:

- (1) The District Director, or proxy, to represent the Department on District Emergency Management Committees (DEMCs);
- (2) Ensure the arrangements of this plan are clearly understood at the district level;
- (3) Clarify the Department's policy on emergency welfare matters where required;
- (4) Refer matters of a contentious nature to state level for resolution; and
- (5) Represent the Department on Operational Area Support Groups (OASGs), as required in the response phase.

2.6.4 The Department's Welfare Coordinators

The Welfare Coordinator shall be a nominated officer of the Department within the Local Government area. Where the Department is not located within the Local Government area the Department, in conjunction with the LEMC, will formally appoint a suitable person as the Welfare Coordinator. The nominated person will be clearly identified in the respective local emergency management arrangements.

The responsibilities of the Welfare Coordinator include the following:

- (1) Establish and manage the activities of the Emergency Welfare Coordination Groups, where determined appropriate by the District Director;
- (2) Prepare, promulgate, test and maintain the Local Welfare Plans;
- (3) Represent the Department and the emergency welfare function on the LEMCs and Local Recovery Committees;
- (4) Ensure staff and volunteers of the Department and supporting agencies are trained and exercised in their welfare responsibilities;
- (5) Coordinate the provision of emergency welfare services during response and recovery phases of an emergency; and

- (6) Represent the Department on the Incident Support Group (ISG) when required in the response phase.

2.6.5 Local Government Welfare Coordinators – see 3.1.3

- (1) Local Government Welfare Coordinators are the nominated representatives of Local Governments. They assist the Department's Welfare Coordinators who have overall coordination of welfare services during emergencies.
- (2) Local Governments can elect to prepare their own welfare arrangements and appoint their own Local Government Welfare Coordinators. If they do this in consultation with the Department, the Department's Welfare Coordinator will act as a support to the Local Government Welfare Coordinator, and may activate the Local Welfare Plan, or components thereof, as requested by the Local Government Welfare Coordinator.
- (3) If Local Governments elect to prepare their own welfare arrangements without consultation with the Department, Local Governments are responsible for their own costs.

2.7 Special Considerations

2.7.1 Children, Organisations, Educational and Care Facilities

Organisations such as women's refuges, men's hostels, group homes; educational and care facilities with responsibility for the care, supervision or provision of services to children or their clients, should ensure plans are in place to maintain service provision during an emergency. Should they evacuate or otherwise attend a welfare centre, the organisations' supervisory staff must continue their responsibilities by remaining at the centre, continuing to supervise and provide services to their children or clients and liaising with the welfare coordinator at the centre. Children or clients are to be returned to parents or other responsible adults approved by that organisation.

During an emergency unaccompanied children without direct parental or responsible adult supervision should be brought to the attention of the Department; or evacuated to a welfare centre and into the care of the Department.

Services specifically for children and families, including child and family friendly spaces at Welfare Centres, should be considered at the local level and included in local emergency management arrangements.

2.7.2 Culturally and Linguistically Diverse, Vulnerable and other at risk and Special Needs groups

Culturally and Linguistically Diverse, Vulnerable and other at risk and Special Needs groups should be considered at the local level, and any specific local requirements included in the LEMAs.

The Department prioritises its response in line with its operational capacity and relies on those agencies or organisations which provide support to these groups to ensure they have suitable plans and response capabilities in place prior to an emergency to cater for these groups' needs.

2.8 Resource Support

The Department has the primary responsibility for coordinating the provision of welfare resources. Requests for additional resource support should be made by the Local Welfare Coordinator to the State Welfare Coordinator.

Where possible, all offers of assistance and donations, including donated goods and services, should be coordinated through the Local Recovery Committee to avoid duplication of effort and confusion. At the State Government level this will be undertaken through the State Recovery Committee. The Department shall be represented on both levels of recovery coordination where required.

2.9 Training

Training, both internally and inter-agency, will be advised by the member agencies of the Emergency Welfare Coordination Groups. Training is provided so staff and volunteers of the Department and supporting agencies are provided with opportunities to have the necessary skills to ensure the provision of services under this plan.

2.10 Community Information

In collaboration with Emergency Welfare Coordination Group members, community awareness and education strategies for dissemination of all relevant information into communities may be developed, and may include fact sheets, brochures and community guides.

Part 3 Response

3.1 Responsibility for Response

3.1.1 Control and Coordination

Overall control and coordination of the emergency welfare response rests with the Department through the designated State and Local Welfare Coordinators. The Department prioritises its response in line with its operational capacity and relies on all government agencies, and non-government agencies if available, to provide assistance when requested.

3.1.2 Support Agency Officers

During response/recovery activities Support Agency Officers are provided by each of the participating organisations to assist the Welfare Coordinator in the management of the welfare response. These Support Agency Officers will need to be located at the Welfare Centre as required, and the agencies are recorded in Appendix 2.

3.1.3 Local Government Welfare Support Response

In smaller, non-complex events, and in some regional and remote areas where Local Government Welfare Coordinators are elected, the Department's Welfare Coordinator will revert to a support coordination role. It is incumbent on the Local Government to officially record and formally notify the Department, and provide information the Department may require should a Local Government Welfare Coordinator be elected.

Any expenditure by Local Governments under this section would need to be requested and considered by the Department, prior to the financial cost being incurred as outlined in Section 3.8 Financial Arrangements for Response below.

The Department will support a Local Government in the welfare support response until any of the following actions were to occur;

- (1) The Local Government advises the Department that it was no longer able to adequately provide the welfare support response;
- (2) The welfare support response becomes a multi-agency and complex response requiring state level support; or
- (3) The Department's District Director or State Welfare Coordinator determines it is in the best interest of the community and/or the Department to assume the control of the welfare support response.

In any of the above actions, the Local Government should prepare a handover of all welfare support response information to the Department, who would then assume control of providing welfare support services.

3.2 Notification

The activation procedures detailed hereunder relate to local level arrangements, involving the Welfare Coordinator, the Local Government and the relevant Hazard Management Agency (HMA)/Controlling Agency.

- (1) The first indication that this support plan may need to be activated will come from one of two sources as follows:
 - (a) A HMA/Controlling Agency may identify the need to activate this support plan to help manage an emergency; and/or
 - (b) The Welfare Coordinator, based on information provided from the Department's Emergency Services Coordinator, may identify the need to activate this support plan.
- (2) Regardless of who first identifies the need, the HMA/Controlling Agency and the Welfare Coordinator shall confer and agree that the support plan should be activated. Once this decision is made the Welfare Coordinator shall activate and manage the plan accordingly.
- (3) The Department's Emergency Services Unit On Call Duty Officer should be contacted on 0418 943 835 to advise of the situation.

3.3 Stages of Activation

The plan will normally be activated in stages as per the Department's Standard Operating Procedures – see Appendix 12. In an impact event, for which there is no warning period, these stages may be condensed with stages being activated concurrently.

3.3.1 Stage 1 - Alert.

- (a) Participating organisations are alerted by the Welfare Coordinator;
- (b) Participating organisations alert their own personnel;
- (c) Additional information allowing organisations time to arrange preliminary preparations is provided;
- (d) Key personnel are briefed on action to be taken;
- (e) The Welfare Centre is prepared for activation if required; and
- (f) Establish liaison as appropriate with the HMA/Controlling Agency and/or Emergency Coordinator.

3.3.2 Stage 2 - Activation.

- (a) The Welfare Centre is activated if required;
- (b) Participating organisations are called out by the Welfare Coordinator and nominated Support Agency Officers proceed to the Welfare Centre;

<p style="text-align: center;">LOCAL WELFARE PLAN</p> <p style="text-align: center;">Esperance, Dundas and Ravensthorpe</p>
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- (c) Welfare Support services are provided under the coordination of the Welfare Coordinator;
- (d) Communications are maintained with the HMA/Controlling Agency, Emergency Coordinator, Welfare Coordinator and participating organisations; and
- (e) Welfare Support requirements are monitored and reviewed.

3.3.3 Stage 3 - Stand Down.

Stand Down is to occur when the decision has been made by the HMA/Controlling Agency and the Welfare Coordinator to close the welfare centre, and there are no more evacuees left in the centre. Welfare Support Services may continue beyond this time at the discretion of the Welfare Coordinator. Ongoing services will be monitored by the Department's Emergency Services Coordinator, and participating agencies will be responsible for submitting ongoing and debrief reports to the Welfare Coordinator.

- (a) Participating welfare organisations are informed of the stand down by the Welfare Coordinator;
- (b) Participating organisations stand down in accordance with relevant procedures for each organisation;
- (c) Organisations are to advise the Welfare Coordinator when stand down has been completed;
- (d) The Welfare Coordinator advises participating agencies of debriefing arrangements;
- (e) The Local Welfare Centre and/or Welfare Coordination Centre is closed down; and
- (f) The Welfare Coordinator conducts a debrief, prepares and distributes Post Operation Reports in accordance with SEMC Policy 4.3, see 3.9 Post Operation Report below. After an activation a review of this Local Welfare Plan is conducted by the District Emergency Services Officer.

3.4 Levels of Response

The activation of the Local Welfare Plan will be at the request of the HMA/Controlling Agency and/or by the Welfare Coordinator, see 3.3 Stages of Activation above. The level of response will be determined by the Welfare Coordinator on the basis of information supplied by the HMA/Controlling Agency or the Emergency Coordinator. The Welfare Coordinator, or suitable proxy, will attend and/or provide advice to the Incident Support Group (ISG) where required.

3.5 Incident Management System

The Department's staff and participating agencies will be familiar with the Australasian Inter-Service Incident Management System (AIIMS). However, current

internal Department and participating agency management procedures shall continue to operate.

3.6 Public Information and Media Management

The HMA/Controlling Agency is responsible for the provision and management of public information during emergencies (Refer to State Public Information Emergency Management Support Plan). All non-welfare matters will be referred to the HMA/Controlling Agency.

The Department and other participating support agencies to this plan should only provide information to the public and the media on issues that are directly their responsibility. Departmental staff must have approval from the Department's District Director and Corporate Communications and Marketing before having contact with the media.

3.7 Activation of Other WESTPLANS in Support of This Plan

Other plans may be activated to support this plan including, but not limited to, WESTPLAN – Registration and Reunification and WESTPLAN – Recovery Coordination. The procedures for activating these plans are included in the respective plans.

3.8 Financial Arrangements for Response

Financial arrangements for activation of this plan will be as outlined in State Emergency Management Policy 4.2 Funding for Emergencies (SEMP 4.2), unless other arrangements are negotiated and approved by the State Welfare Coordinator. All expenditure under this plan must be approved by the Department's Emergency Services Coordinator.

3.9 Post Operation Reports

The Welfare Coordinator prepares and writes the Post Operation Report. Support agencies may be asked to provide feedback to the Department's Welfare Coordinator which may be used in the preparation of the Post Operation Report. The Post Operation Report is the Department's internal report and the whole report or parts thereof may be distributed to appropriate organisations and agencies.

Part 4 Recovery

4.1 Recovery Assessment

The *Emergency Management Act 2005* defines recovery as the support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial, and economic wellbeing.

In order to facilitate the effective coordination of the welfare recovery process, it is essential that an assessment of the welfare recovery requirements be conducted as soon as possible after the impact of an event.

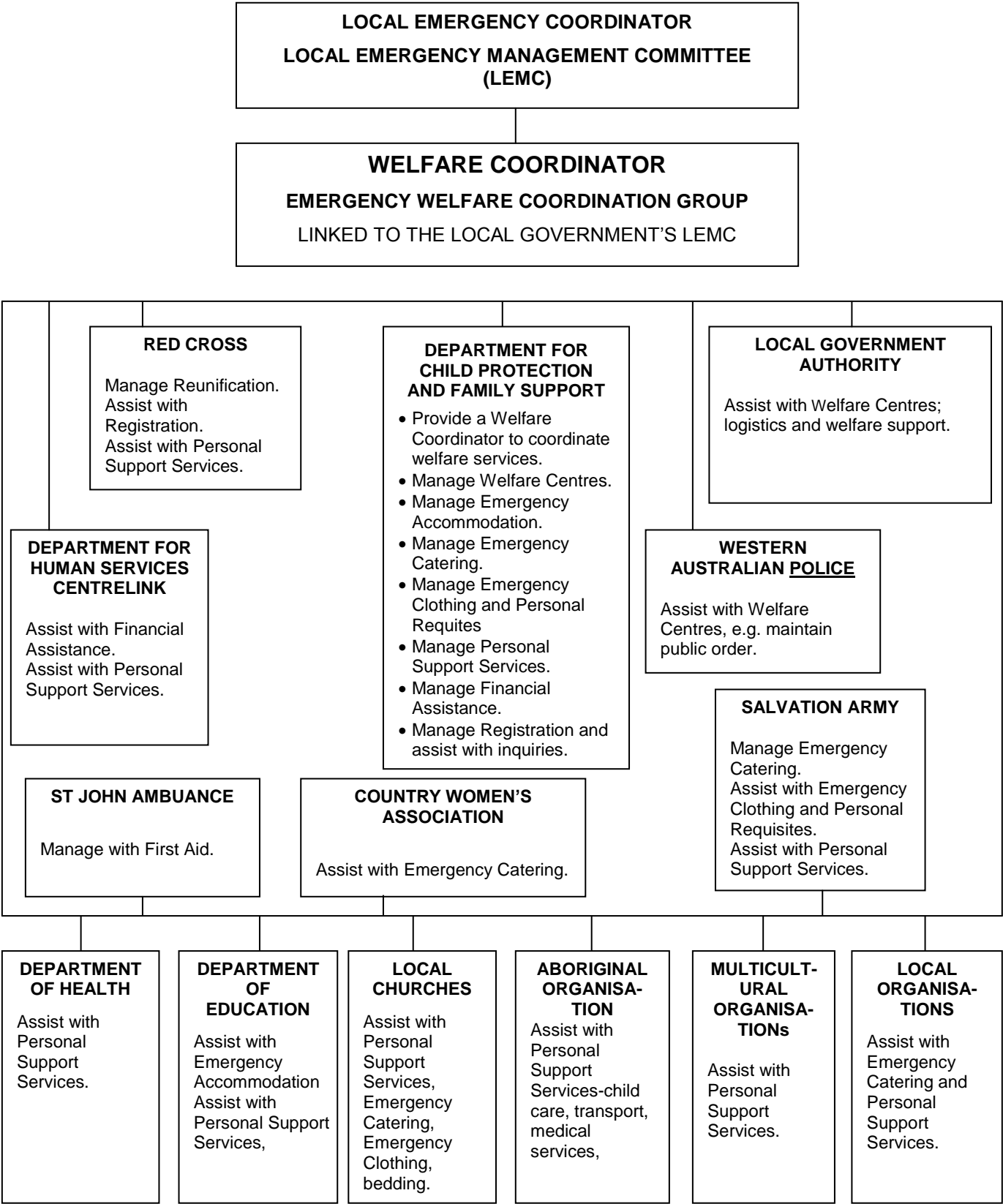
The Department is responsible for the provision of Welfare Support in the Response and Recovery phases of an emergency.

4.2 Responsibility for Recovery

Local Governments are responsible for managing recovery following an emergency affecting the community in its Local Government district, in accordance with WESTPLAN - Recovery Coordination.

The transition from Response to Recovery will be at the discretion of the Incident Controller of the HMA/Controlling Agency who should advise the Department of such transition as soon as possible.

Appendix 1 – Local Emergency Welfare Coordination



<p style="text-align: center;">LOCAL WELFARE PLAN</p> <p style="text-align: center;">Esperance, Dundas and Ravensthorpe</p>

Appendix 2 – Esperance, Dundas and Ravensthorpe Emergency Welfare Coordination Group

Department for Child Protection and Family Support (CPFS) Functions include: Overall Coordination * Accommodation * Financial Assistance * Counseling Personal Support * Personal Requisites * Registration		
Name/Position	Work Contact	After Hours
1st Contact Helen Beesley (DESO) District Emergency Services Officer	0429 372 266 helen.beesley@cpfs.wa.gov.au	0429 372 266 0402 333 055 (private)
2nd Contact Keith King District Director	0437 809 771 keith.king@cpfs.wa.gov.au	0437 809 771
3rd Contact Lisa Devine CPFS Esperance LWC	(08) 9083 2566 lisa.devine@cpfs.wa.gov.au	0407 166 758
Shire of Esperance Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
1st Contact Matthew Scott CEO	(08) 9071 0666 ceo@esperance.wa.gov.au	0418 924 132
2nd Contact Terry Sargent Local Recovery Coordinator	(08) 9071 0666 terry.sargent@esperance.wa.gov.au	0429 897 023
Shire of Dundas Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
1st Contact Doug Stead CEO	(08) 9039 1205 ceo@dundas.wa.gov.au	0429 391 291
2nd Contact Gihan Kohobange Deputy CEO	(08) 9039 1205 dceo@dundas.wa.gov.au	
Shire of Ravensthorpe Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
1st Contact Ian Fitzgerald CEO	0427 381 098 ceo@ravensthorpe.wa.gov.au	
2nd Contact Jenny Goodbourn Manager Corporate & Community Services	0429 880 545 mccs@ravensthorpe.wa.gov.au	

<p style="text-align: center;">LOCAL WELFARE PLAN</p> <p style="text-align: center;">Esperance, Dundas and Ravensthorpe</p>
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WA Police Functions include: Maintain public order at Evacuation Centres as required		
Name/Position	Work Contact	After Hours
1st Contact Richard Moore OIC Esperance Police Station	(08) 9079 8999 richard.moore@police.wa.gov.au	0427 003 426
1st Contact Laurie Casarsa OIC Norseman Police Station	(08) 9039 1000 laurie.casarsa@police.wa.gov.au	
1st Contact Jamie Paterson OIC Ravensthorpe Police Station	(08) 9838 1004 jamie.paterson@police.wa.gov.au	
1st Contact Nick Wilson OIC Hopetoun Police Station	(08) 9838 3724 nick.wilson@police.wa.gov.au	
Department for Fire and Emergency Services Functions include: Logistics Support		
DUNDAS		
1st Contact Goldfields Head Office	(08) 9026 4100 24 hour	Diverts to 'On Call' Duty Officer a/hrs
2nd Contact Trevor Tasker Superintendent	0419 990 955 Trevor.Tasker@dfes.wa.gov.au	
3rd Contact Craig Goodhill District Officer	0417 952 921 Craig.Goodhill@dfes.wa.gov.au	
4th Contact Mac Johnston A/District Officer	0429 372 360 Mac.Johnston@dfes.wa.gov.au	
ESPERANCE & RAVENSTHORPE		
1st Contact Great Southern Head Office	(08) 9845 5000 24 hour	Diverts to 'On Call' Duty Officer a/hrs
2nd Contact TBA Superintendent	(08) 9845 5000	
3rd Contact TBA District Officer	(08) 9845 5000	
St. John Ambulance Functions Include: First Aid * Personal Support		
St. John Ambulance - Call CPFS's ESU 0418 943 835 to approve cost before contacting SJA		
1st Contact Communication Centre - Perth	9334 1234	Emergencies 000 / 112 / 106
2nd Contact SJA Goldfields - Adam Owen Station Officer (Kalgoorlie)	(08) 9026 2000 Adam.Owen@stjohnambulance.com.au	0417 917 580

<p style="text-align: center;">LOCAL WELFARE PLAN</p> <p style="text-align: center;">Esperance, Dundas and Ravensthorpe</p>
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<p style="text-align: center;">Red Cross</p> <p style="text-align: center;">Functions include:</p> <p style="text-align: center;">Registration of evacuees * Manage Inquiry * Personal support (2nd and 3rd contact used for day to day business, EWCG meetings etc - NOT for emergency responses. For emergency responses refer to First Contact</p>		
Name/Position	Work Contact	After Hours
1st Contact Emergency Control Centre - 24/7 Duty Phone (Perth)	0408 930 811 – ring to activate local teams	
2nd Contact Andrew Smith (local) Emergency Services Coordinator	(08) 9093 7600 (Perseverance Drilling) andrew@perdrill.com.au	0408 904 696
3rd Contact Eleanor Harris Emergency Services Project Coordinator	(08) 9225 8856 eharris@redcross.org.au	0499 301 365
4th Contact Erin Fuery (Perth) State Manager Emergency Services	(08) 9225 8865 efuery@redcross.org.au	0448 991 399
<p style="text-align: center;">Salvation Army</p> <p style="text-align: center;">Functions include:</p> <p style="text-align: center;">Catering * Emergency Clothing/Personal requisites * Personal support</p>		
1st Contact Mark Schatz Lieutenant	(08) 9021 2255 Mark.schatz@aus.salvationarmy.org	0415 659 727 (private)
<p style="text-align: center;">Department for Human Services (Centrelink)</p> <p style="text-align: center;">Functions Include:</p> <p style="text-align: center;">Financial Assistance * Personal Support</p>		
1st Contact Glenn Jones Manager	(08) 9092 5430 Glenn.Jones@humanservices.gov.au	0429 886 978
<p style="text-align: center;">WA Country Health</p> <p style="text-align: center;">Functions Include:</p> <p style="text-align: center;">Personal Support</p>		
1st Contact David Bowdidge Operations Manager	(08) 9080 5817 0428 949 930 david.bowdidge@health.wa.gov.au	Hospital Coordinator 0427 087 147
<p style="text-align: center;">Department of Education</p> <p style="text-align: center;">Functions Include:</p> <p style="text-align: center;">Accommodation * Personal Support * Catering</p>		
1st Contact Paul Mathers Co-ordinator Regional Operations	(08) 9071 9105 Paul.mathers@education.wa.edu.au	0429 990 423
2nd Contact Ken Perris Regional Executive Director	(08) 9093 5600 Ken.perris@education.wa.edu.au	0408 918 019

<p style="text-align: center;">LOCAL WELFARE PLAN</p> <p style="text-align: center;">Esperance, Dundas and Ravensthorpe</p>
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Bega Garnbirringu Health Service Functions Include: Personal Support		
Name/Position	Work Contact	After Hours
1st Contact Beth Waters Manager Clinical Services	(08) 9022 5500 (ext 504) beth.waters@bega.org.au	
Centrecare Functions Include: Personal Support		
1st Contact Awhiora Nia Nia Executive Manager	(08) 9080 0333 aniania@centrecare.com.au	0428 767 644
2nd Contact Ashwin Rao Program Manager	(08) 9080 0333 arao@centrecare.com.au	0412 716 678
Esperance Volunteer Resource Centre Functions Include: Management of volunteers * Management of Donated Goods Personal Support		
1st Contact Erica Austen Coordinator	(08) 9072 0346 volunteer@esperance.wa.gov.au	0412 445 615 (08) 9075 4504 0402 930 000 (private)
Country Women's Association Functions Include: Catering support * Personal Support Services * Emergency clothing/personal requisites		
1st Contact Belinda Lay Coordinator	0419 096 039	

Appendix 3 – Organisational Roles and Responsibilities

The provision of emergency welfare services requires the support of a number of statutory, private and voluntary organisations. These responsibilities are allocated on a state-wide basis and have been determined by agreement between the respective organisations, the State Welfare Emergency Committee and the Department.

The roles and responsibilities of each co-opted agency are negotiated with that agency at a local level to suit the capabilities and availability of welfare organizations. The roles and responsibilities are then reflected in this plan.

The allocated responsibilities do not restrict one organisation from assisting another, regardless of its primary role.

Should an organisation not be able to manage its primary role, support with that role may be requested from the Welfare Coordinator. Ultimately, the Department for Child Protection and Family Support is responsible for these functions where no Welfare Support Agency assistance is available, subject to Part 3 of this plan.

Please note this List of Agencies is state level agencies as per the State Westplan – Welfare.

List of Agencies:

Adventist Development and Relief Agency

Centrecare

Child Protection and Family Support (Department for)

Country Women's Association

Disability Services Commission

Education (Department of)

Health (Department of)

Human Services (Department of) – Centrelink

Local Government and Communities (Department of)

Local Government Authority/ies – relevant to this plan

Multicultural Interests (Office of)

Red Cross (Australia)

Salvation Army

St John Ambulance

Volunteering WA

WA Country Health Services – Goldfields Kalgoorlie Hospital

WA Police

CHILD PROTECTION AND FAMILY SUPPORT (DEPARTMENT FOR)

a. Role:

- To coordinate all functional areas in the emergency welfare response during emergencies.

b. Responsibility:

- (1) Appoint the Welfare Coordinator to support each Local Government area/s;
- (2) If applicable, establish and manage the activities of the *Kalgoorlie-Boulder and Coolgardie* Emergency Welfare Coordination Group including the provision of secretariat support;
- (3) Provide staff and operate Welfare Centres if required;
- (4) Coordinate all welfare resources utilised under this plan;
- (5) Coordinate the welfare functional areas of:
 - (a) Emergency Accommodation;
 - (b) Emergency Catering;
 - (c) Emergency Clothing and Personal Requisites;
 - (d) Personal Support Services;
 - (e) Registration and Reunification; and
 - (f) Financial Assistance;
- (6) Provide representatives to various emergency management committees and coordination groups as required.

ADVENTIST DEVELOPMENT AND RELIEF AGENCY (ADRA)

a. Role:

- Assist with the welfare functional area of Emergency Accommodation; and
- Assist with other welfare functional areas where agreed.

b. Responsibility:

- (1) Provide a Support Agency Officer/s as required ;
- (2) Manage short to medium term accommodation services; and
- (3) Assist with other welfare functional areas where agreed.

CENTRECARE

a. Role:

- Assist with the welfare functional area of Personal Support Services;

<p style="text-align: center;">LOCAL WELFARE PLAN Esperance, Dundas and Ravensthorpe</p>
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- Assist with the welfare functional area of Registration; and
 - Assist with other welfare functional areas where agreed.
- b. Responsibility:
- (1) Provide a Support Agency Officer/s as required;
 - (2) Assist with the provision of Personal Support Services;
 - (3) Assist with registration services at Local Welfare Centres; and
 - (4) Assist with other welfare functional areas where agreed.

COUNTRY WOMEN'S ASSOCIATION (CWA)

- a. Role:
- Assist with the welfare functional area of Emergency Catering.
 - Assist with the welfare functional area of Personal Support Services;
 - Assist with the welfare functional area of Emergency Clothing and Personal Requisites; and
 - Assist with other welfare functional areas where agreed.
- b. Responsibility:
- (5) Provide a Support Agency Officer/s as required;
 - (6) Assist with the provision of Emergency Catering at Welfare Centres;
 - (7) Assist with the provision of Personal Support Services;
 - (8) Assist with the provision of Emergency Clothing and Personal Requisites; and
 - (9) Assist with other welfare functional areas where agreed.

DISABILITY SERVICES COMISSION (DSC)

- a. Role:
- Assist with the welfare functional area of Personal Support Services;
 - Assist with other welfare functional areas where agreed.
- b. Responsibility:
- (1) Provide a Support Agency Officer/s as required;
 - (2) Provide access to staff to assist with Personal Support Services where agreed and available;
 - (3) Provide strategic policy advice regarding the provision of welfare services to people with disabilities; and

<p style="text-align: center;">LOCAL WELFARE PLAN Esperance, Dundas and Ravensthorpe</p>
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(4) Assist with other welfare functional areas where agreed.

EDUCATION (DEPARTMENT OF) (DoE)

a. Role:

- Assist with the welfare functional area of Emergency Accommodation;
- Assist with the welfare functional area of Personal Support Services;
- Assist with the welfare functional area of Emergency Catering; and
- Assist with other welfare functional areas where agreed.

b. Responsibility:

- (1) Provide a Support Agency Officer/s as required ;
- (2) Provide access to facilities for Emergency Accommodation where available;
- (3) Provide access to facilities for Emergency Catering where available;
- (4) Provide access to staff to assist with Personal Support Services where agreed and available; and
- (5) Assist with other welfare functional areas where agreed.

HUMAN SERVICES (DEPARTMENT OF) - CENTRELINK

a. Role:

- Assist with the welfare functional area of Financial Assistance;
- Assist with the welfare functional area of Personal Support Services; and
- Assist with other welfare functional areas where agreed.

b. Responsibility:

- (1) Provide a Support Agency Officer/s as required;
- (2) Provide Financial Assistance to people affected by the emergency in accordance with Centrelink guidelines, policies and the Social Security Act;
- (3) Provide support services or referral advice to appropriate agencies; and
- (4) Assist with other welfare functional areas where agreed.

LOCAL GOVERNMENT AND COMMUNITIES (DEPARTMENT OF)

<p style="text-align: center;">LOCAL WELFARE PLAN Esperance, Dundas and Ravensthorpe</p>

- a. Role:
 - Assist with welfare functional areas where agreed.
- b. Responsibility:
 - (1) Provide a Support Agency Officer/s as required;
 - (2) **Negotiate at the local level how the Department of Local Government and Communities could assist;** and
 - (3) Assist with other welfare functional areas where agreed.

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The specific role of individual Local Government Authorities (LGA) are negotiated by the Department at the local level – this could include Ranger Services.

- a. Role:
 - Assist with the welfare functional area of Emergency Accommodation; and
 - Assist with other welfare functional areas where agreed.
- b. Responsibility:
 - (1) Provide a Support Agency Officer/s as required;
 - (2) Assist with the welfare functional area of Emergency Accommodation by utilising Local Government facilities as Welfare Centres; and
 - (3) Assist with other welfare functional areas where agreed.

MULTICULTURAL INTERESTS (OFFICE OF) (OoMI)/LOCAL MULTICULTURAL GROUPS

- a. Role:
 - Assist with welfare functional areas where agreed.
- b. Responsibility:
 - (1) Provide a Support Agency Officer/s as required;
 - (2) Provide strategic policy advice regarding the provision of welfare services within a multicultural framework; and
 - (3) Assist with other welfare functional areas where agreed.

RED CROSS (AUSTRALIAN)

- a. Role:
 - Manage the welfare functional area of Registration and Reunification.

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- Assist with the welfare functional area of Personal Support Services; and
 - Assist with other welfare functional areas where agreed.
- b. Responsibility:
- (1) Provide a Support Agency Officer/s as required;
 - (2) Assist with Registration at Welfare Centres;
 - (3) Provide a State Central Registry and Inquiry Centre to receive, process and answer inquiries regarding the whereabouts and safety of relatives and friends;
 - (4) Manage and operate the Registration and Reunification System;
 - (5) Assist with the provision of Personal Support Services; and
 - (6) Assist with other welfare functional areas where agreed.

SALVATION ARMY

- a. Role:
- Manage the welfare functional area of Emergency Catering;
 - Manage the welfare functional area of Emergency Clothing and Personal Requisites;
 - Assist with the welfare functional area of Personal Support Services; and
 - Assist with other welfare functional areas where agreed.
- b. Responsibility:
- (1) Provide a Support Agency Officer/s as required;
 - (2) Provide Emergency Catering at Welfare Centres;
 - (3) Provide Emergency Clothing and Personal Requisites such as toiletries and other incidentals to those affected as required;
 - (4) Assist with the provision of Personal Support Services; and
 - (5) Assist with other welfare functional areas where agreed.

ST. JOHN AMBULANCE (First Aiders) - PLEASE CALL CPFS'S ESU - 0418 943 835 TO APPROVE COST BEFORE CONTACTING SJA. If an ambulance is required please call 000/112/106.

- a. Role:
- Assist with the welfare functional area of Personal Support Services; and
 - Assist with other welfare functional areas where agreed.

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b. Responsibility:

- (1) Provide a Support Agency Officer /s as required;
- (2) Provide qualified First Aiders at Welfare Centres, where required;
and
- (3) Assist with other welfare functional areas where agreed.

VOLUNTEERING WA

a. Role:

- Assist with welfare functional areas where agreed.

b. Responsibility:

- (1) Provide a Support Agency Officer/s as required;
- (2) Provide strategic policy and advice regarding the provision of volunteering services within the welfare emergency management environment;
- (3) Manage affiliated and spontaneous non-affiliated Volunteers; and
- (4) Assist with other welfare functional areas where agreed.

HEALTH (DEPARTMENT OF) (DoH)

a. Role:

- Assist with the welfare functional area of Personal Support Services;
- Assist with the welfare functional area of Emergency Catering; and
- Assist with other welfare functional areas where agreed.

b. Responsibility:

- (1) Provide a Support Agency Officer/s as required;
- (2) Provide a comprehensive response to mental health effects of an emergency, as outlined in the Mental Health Disaster Subplan;
- (3) Provide health response as outlined in WESTPLAN - Health; and
- (4) Assist with other welfare functional areas where agreed.

WA POLICE

a. Role:

- Assist with welfare functional areas where agreed.

b. Responsibility:

- (1) Provide a Support Agency Officer/s as required;

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- (2) Maintain public order where required; and
- (3) Assist with other welfare functional areas where agreed.

Appendix 4 – Local Welfare Centres

The management of Evacuation is the responsibility of the HMA/ Controlling Agency in charge of the emergency. It is the responsibility of Local Governments to ensure the provision of facilities for use as Welfare Centres in an emergency (*DFES Local EM Arrangements Development Guide 2009 page 32*). The Department works in partnership with Local Governments and establishes and manages Welfare Centres on behalf of the HMA/Controlling Agency. The Department appoints a Welfare Centre Coordinator to coordinate welfare services at the Welfare Centre.

Emergency Accommodation is the provision of temporary shelter for persons rendered homeless by an emergency or due to evacuation from an emergency, ranging from short term emergency shelter to medium term accommodation determined by the Department.

Accommodation facilities, such as government owned or managed or private residential facilities may be utilised when available and appropriate. A list of pre-determined Welfare Centres should be negotiated and maintained by the Department's District Emergency Services Officer and is included in this Appendix, together with Appendix 4A Emergency Accommodation Services.

- (1) The provision of temporary shelter may take the form of a centre established and maintained to provide emergency welfare services to disaster affected persons, known as a Welfare Centre. Welfare Centres may include: Evacuation Centres, Relief/Recovery Centres (commonly referred to as 'One Stop Shops') and Accommodation Centres.
- (2) Welfare Centres are pre-determined by the Department in partnership with the Local Government/s' Local Emergency Management Committees (LEMCs). The LEMCs are to ensure Local Emergency Management Arrangements (LEMA) identify such facilities and existing infrastructure that are available for use by Emergency Management Agencies (including the Department) within their respective boundaries. In the event of a lack of facilities the LEMC are to note this in the LEMA's and advise the HMA/Controlling Agency to make alternative arrangements.
- (3) The pre-determined Welfare Centres are recorded on the State Welfare Centre Database which HMAs/Controlling Agencies have access to, in Local Governments' LEMAs and in relevant Local Welfare Plans.

The activation of which pre-determined Welfare Centre to utilise for all hazards is through consultation with the respective Local Emergency Coordinator, the HMA/Controlling Agency, the Department's Welfare Coordinator and the relevant Local Government to ensure the safety of evacuees, welfare centre staff and volunteers. Therefore, the Department will not establish Welfare Centres in Bushfire *Emergency Warning* areas, and will only establish Welfare Centres in Bushfire *Watch and Act* areas with the assurance of the HMA/Controlling Agency that it is deemed safe to do so.

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The HMA/Controlling Agency must consult with the Department's Welfare Coordinator and the Local Government regarding the activation of Welfare Centres as part of the assessment of the integrity and suitability of buildings, particularly in cyclone areas and for other hazards such as storm surge and flood.

- (4) In smaller, non-complex events, and in some regional and remote areas where the Local Government Welfare Coordinator has been approved by the Department, any expenditure under this arrangement would need to be requested and considered by the Department prior to the financial cost being incurred, as outlined in Section 3.8 Financial Arrangements for Response above.

Where Local Governments elect to make their own arrangements to establish and manage Welfare Centres, without consultation with the Department, they do so **at their own expense**.

- (5) The Department will take responsibility for the premises utilised as Welfare Centres and shall exercise reasonable care in the conduct of its activities and agrees to replace or reimburse for supplies used in the operation of the Welfare Centre.

The Department staffs and operates Welfare Centres on behalf of the relevant HMA/Controlling Agency. In the event of any claim for unusual damage incurred as a result of the use of facility as a Welfare Centre, the Department will facilitate processes with the HMA/Controlling Agency to respond to the claim.

The owner/s of the facilities agree to utilise their building insurance, in the event of damage resulting from the actual disaster event to the structure of the building.

The Department will utilise contract cleaners or pay for the use of the usual cleaners to restore the facilities directly utilised as a Welfare Centres back to serviceable condition.

- (6) In some circumstances the HMA/Controlling Agency may need to exercise powers within the *Emergency Management Act 2005* to acquire such suitable facilities for use in the event of an emergency (as deemed necessary).

Please note the following:

- In the event of an evacuation, people may make their own accommodation arrangements e.g. stay with family or friends locally (if this is safe) or in another town.
- Some special groups may need their own secure section in a welfare centre, or a separate welfare centre.
- Organisations, educational and care facilities, e.g. aged, special needs, with responsibility for the care, supervision or provision of services to children or

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their clients, should ensure plans are in place to maintain service provision during an emergency. Should they evacuate or otherwise attend a welfare centre, the organisations' supervisory staff must continue their responsibilities by remaining at the centre and continuing to supervise and provide services to their children or clients, liaising with the welfare coordinator at the centre. Children or clients are to be returned to parents or other responsible adults approved by that organisation.

- Welfare centres will only accept Assistance Dogs e.g. Guide Dogs, "Hearing" Dogs and Disability Aid Dogs.
- If a school needs to evacuate they would try to evacuate to another school as a first option. Schools would use resources within the school such as gym mats, blankets if they had them, any food in school canteens etc. However if these resources weren't available and the Department had spare items, these items would be shared with the school. If schools and the Department didn't have these resources available, the Department would share any information on sourcing items from Appendices in this Local Welfare Plan.

See over for the list of Pre-determined Welfare Centres.

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List of Pre-Determined Welfare Centres

As per point (2) above in App 4 - Welfare Centres are pre-determined by the Department in partnership with the Local Government/s' Local Emergency Management Committees (LEMCs). The LEMCs are to ensure Local Emergency Management Arrangements (LEMA) identify such facilities and existing infrastructure that are available for use by Emergency Management Agencies (including the Department) within their respective boundaries. In the event of a lack of facilities the LEMC are to note this in the LEMA's and advise the HMA/Controlling Agency to make alternative arrangements.

This list is to record the Pre-Determined Welfare Centres you have identified and negotiated to use in priority order with the first preference at the top of the list.

Please select one of the examples below, or develop your own, to list the Pre-Determined Welfare Centres and details of each Centre/facility e.g. name, address, contact details, capacity, facility details – kitchens, toilets, showers, any hazards etc.

In some areas schools are used as Welfare Centres so please list these accordingly.

SHIRE OF ESPERANCE				
Facility		Contact Details	Capacity	Information
ESPERANCE				
Esperance Indoor Sport Stadium Lot 968 Black Street Esperance WA 6451		Shire of Esperance Director Community Services P: 9071 0654 M: 0427 710 654 Manager Building Services 0427 992 344 Manager Leisure Centre (08) 9083 7100	Sitting/standing 1000 Sleeping - 200	Toilets Showers Kitchen Office Disabled access Parking Oval camping Encl tennis courts & club Additional buildings with facilities
Esperance Civic Centre Lot 707-825 Jane Street (Cnr. Jane Street/Council Place), Esperance WA 6450		Shire of Esperance Director Community Services P: 9071 0654 M: 0427 710 654 Manager Building Services 0427 992 344 City Centre Coordinator (08) 9083 1566	Reception Room 200 (sleeping 40) Auditorium 350 (sleeping 70)	Toilets Showers Kitchen Office Parking Disabled access
Esperance Senior Citizen Centre (Secondary Centre) Forrest Street Esperance		Shire of Esperance Director Community Services P: 9071 0654 M: 0427 710 654 Manager Building Services 0427 992 344 Senior Citizen Centre	Sitting 200 Sleeping 40	Toilets Kitchen Office Disabled access Parking

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	Coordinator (08) 9071 2268		
CASCADE			
Cascade Community Hall Lot 49 Mitten-Watson Road, Cascade WA 6450	Shire of Esperance Director Community Services P: 9071 0654 M: 0427 710 654 Manager Building Services 0427 992 344 Judy Scholz (08) 9079 2027	Sitting 150 Sleeping 30	Toilets Showers Office Kitchen Disabled access Parking Enclosed tennis courts Oval camping
SCADDEN			
Scadden Country Club L44 Grigg Street, Scadden WA 6447	Shire of Esperance Director Community Services P: 9071 0654 M: 0427 710 654 Manager Building Services 0427 992 344 Ian Carson (08) 9076 7046 Kim Berry (08) 9075 6017	Sitting 50 Sleeping 10	Toilets Kitchen Disabled access Parking
GRASS PATCH			
Grass Patch Hall Shepherd Street Grass Patch WA 6446	Shire of Esperance Director Community Services P: 9071 0654 M: 0427 710 654 Manager Building Services 0427 992 344 Grass Patch Hotel (08) 9075 7065	Sitting 50 Sleeping 10	Toilets Showers Kitchen Disabled access Parking Oval camping
CONDINGUP			
Condingup Hall L1 Sutcliffe St, Condingup WA 6450	Shire of Esperance Director Community Services P: 9071 0654 M: 0427 710 654 Manager Building Services 0427 992 344 Darren Inkster 0427 787 010	Sitting 350 Sleeping 70	Toilets Showers Baby changing facilities Kitchen Disabled access Parking Oval camping
DALYUP			
Dalyup Hall Res 26309 South Coast H'way, Dalyup WA 6450	Shire of Esperance Director Community Services P: 9071 0654 M: 0427 710 654 Manager Building Services 0427 992 344 Chris Rae (08) 9076 5084 Judy Creedon	Sitting 80 Sleeping 16	Toilets Kitchen Disabled access Parking

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	(08) 9076 5025		
BEAUMONT			
Beaumont Community Hall Parmango Road Mt. Beaumont WA 6450	Shire of Esperance Director Community Services P: 9071 0654 M: 0427 710 654 Manager Building Services 0427 992 344 Wendy Harkness (08) 9078 7030	Sitting 60 Sleeping 12	Toilets Showers Disabled access Parking Kitchen Storage Enclosed tennis courts
SALMON GUMS			
Salmon Gums Hall Coolgardie – Esp Hwy Salmon Gums WA 6445	Shire of Esperance Director Community Services P: 9071 0654 M: 0427 710 654 Manager Building Services 0427 992 344 Salmon Gums Roadhouse (08) 9075 5053	Sitting 140 Sleeping 28	Toilets Kitchen Office Disabled access Parking

SHIRE OF DUNDAS			
Facility	Contact Details	Capacity	Information
NORSEMAN			
Norseman Town Hall 77-79 Prinsep Street, Norseman	Shire of Dundas Doug Stead – CEO (08) 9039 1205 0429 391 291 Shire of Dundas Gihan Kohobange - DCEO (08) 9039 1205		
Norseman Sports Recreation Centre Reserve 3327 Mildura Street Norseman	Shire of Dundas Doug Stead – CEO (08) 9039 1205 0429 391 291 Shire of Dundas Gihan Kohobange - DCEO (08) 9039 1205		
EUCLA			
Eucla Community Hall Lot 227 Yurkla Way, Eucla	Shire of Dundas Doug Stead – CEO (08) 9039 1205 0429 391 291 Shire of Dundas Gihan Kohobange - DCEO (08) 9039 1205		

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SHIRE OF RAVENSTHORPE			
Facility	Contact Details	Capacity	Information
RAVENSTHORPE			
Ravensthorpe Recreation Centre and Sporting Complex Lot No. 158, Reserve 7369 Coleman Street (Hopetoun/Ravensthorpe Rd), Ravensthorpe	Shire of Ravensthorpe: Ian Fitzgerald (CEO) (08) 9839 0000 / 0427 381 098 Shire of Ravensthorpe: Jenny Goodbourn (MCCS) (08) 9839 0000 / 0429 880 545	Sitting 400 Sleeping 80	Situated on the edge of town, adjacent to a large oval with plenty of parking. The Ravensthorpe Tennis Club building is also on the site along with a secure Child Care Centre. Outdoor tennis and basketball courts and a soccer field are also on site. The Centre is surrounded by bush on two sides making it potentially unsuitable to be used for a bushfire close to Ravensthorpe.
HOPETOUN			
Hopetoun Sporting Pavillion Reserve 35584 Veal Street, Hopetoun	Shire of Ravensthorpe: Ian Fitzgerald (CEO) (08) 9839 0000 / 0427 381 098 Shire of Ravensthorpe: Jenny Goodbourn (MCCS) (08) 9839 0000 / 0429 880 545	Sitting 150 Sleeping 30	
JERDACUTTUP			
Jerdacuttup Community Hall Lot No. 1 Mallee St, Jerdacuttup	Shire of Ravensthorpe: Ian Fitzgerald (CEO) (08) 9839 0000 / 0427 381 098 Shire of Ravensthorpe: Jenny Goodbourn (MCCS) (08) 9839 0000 / 0429 880 545	Sitting 150 Sleeping 40	
MUNGLINUP			
Munglinup Community Centre Lot No. 192 Memorial Drive, Munglinup	Shire of Ravensthorpe: Ian Fitzgerald (CEO) (08) 9839 0000 / 0427 381 098 Shire of Ravensthorpe: Jenny Goodbourn (MCCS) (08) 9839 0000 / 0429 880 545	Sitting 150 Sleeping 30	

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Appendix 4A – Alternative Accommodation Services:

In the event of an evacuation, people may make their own accommodation arrangements e.g. stay with family or friends locally (if this is safe) or in another town.

If a small number of people were required to evacuate the Department would explore alternative arrangements, depending upon the situation at the time. This may include a range of options such as commercial and private facilities. **PLEASE ENSURE ACCOMMODATION PROVIDERS HAVE ABNs – providers cannot receive payment without one.**

Please contact the On Call Duty Officer of CPFS's Emergency Service Unit – 0418 943 835 – to seek approval for use of commercial accommodation.

In a larger emergency CPFS may need assistance in organising accommodation for evacuees and ADRA can assist with this in designated areas. If additional help is required please contact the On Call Duty Officer of CPFS's Emergency Services Unit – 0418 943 835 and the Officer will activate ADRA if appropriate.

SHIRE OF ESPERANCE		
Name	Address	Contact Details
ESPERANCE		
Esperance Tourist Bureau		Shire of Esperance Manager Development Services (08) 9071 2330 / 0427 710 649
Archipelago Apartments	24 Goldfields Road Esperance WA 6450	Naomi White - Manger (08) 9071 7100 Archipelago@wn.com.au www.archipelago.8m.com
Bay View Motel	31 Dempster Street Esperance WA 6450	Tracy Hurrell & Des Hazel - Manager (08) 9071 1533 / 0427 715 141 reception@bayviewmotel.com.au www.bayviewmotel.com.au
Best Western Hospitality Inn	The Esplanade Esperance WA 6450	Carol Lyness - Manager (08) 9071 1999 / 0408 914 420 Esperance@hospitalityinns.com.au www.esperance.wa.hospitalityinns.com.au
Clearwater Motel Apartments	1 A William Street Esperance WA 6450	Mark Quinliven - Manger (08) 9071 5768 / 0428 464 198 eng@clearwatermotel.com.au www.clearwatermotel.com.au
Driftwood Apartments	69 The Esplanade Esperance WA 6450	Eske Passeck - Relief Manager 0428 716 677 info@driftwoodapartments.com.au
Esperance All Seasons Apartments	73 The Esplanade Esperance WA 6450	Jason Riggs - Manager (08) 9071 2257 / 0427 774 287 contacts@esperanceallseasons.com.au
Esperance Motor Hotel	14 Andrew Street Esperance WA 6450	Raylene Pelham - Manager (08) 9071 1555 / 0400 206 073 esperancehotel@bigpond.com

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Ocean Beach Holiday Units	Dempster Street Esperance WA 6450	Cheryl Anderson - Owner/Manager (08) 9071 5942 oceanbeach@wn.com.au
The Jetty Resort	1 The Esplanade Esperance WA 6450	Denise - Manager (08) 9071 333 reservations@thejettyresort.com.au www.thejettyresort.com.au
The Pier Hotel	The Esplanade Esperance WA 6450	Ben Townsend - Manager (08) 9071 7777 reception@pierhotel.net.au www.pierhotelesperance.net.au
Esperance Beach Front Resort	19 Esplanade Esperance WA 6450	(08) 90712513
Esperance Beach House Esplanade Apartments	20 The Esplanade Esperance WA 6450	(08) 9071 6100
Island View Apartments	14-15 The Esplanade Esperance WA 6450	(08) 9072 044 admin@espernceapartments.com.au www.esperanceapartments.com.au
GRASS PATCH		
Grass Patch Tavern	8 Coolgardie-Esperance Highway Grass Patch WA 6446	(08) 9075 7046
SALMON GUMS		
Salmon Gums Hotel Motel	Moore and Rogers Street Salmon Gums WA 6445	(08) 9078 5040
COMMUNITIES OF INTEREST		
Esperance Aged Care Facility High Care Services 50 x Beds 20 x Secure dementia Beds 34 x Low Care Beds 1 x Respite Bed	4 Randell Street Esperance WA 6450	(08) 9072 3222

SHIRE OF DUNDAS		
Name	Address	Contact Details
NORSEMAN		
Norseman Eyre Motel	Cnr Eyre, Coolgardie & Esperance Hwys Norseman	(08) 9039 1130 (08) 9039 1010 (24/7) noreyre@westnet.com.au
Norseman Great Western Motel	Corner Prinsep & Mclvor St Norseman	(08) 9039 1633
Gateway Caravan Park, Norseman	Lot 1175 Prinsep Street Norseman	(08) 9039 1500 (08) 9039 0956 gateway@acclaimparks.com.au
The Railway Norseman Motel	106 Roberts Street Norseman	(08) 9039 0003
The Norseman Hotel	90 Roberts Street Norseman	(08) 9039 1023
EUCLA		
Eucla Motor Hotel	Eyre Hwy Eucla	(08) 9039 3468 euclamotel@bigpond.com

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SHIRE OF RAVENSTHORPE		
Name	Address	Contact Details
RAVENSTHORPE		
Palace Motor Hotel		(08) 9838 1005
Ravensthorpe Motel		(08) 9838 1053
Ravensthorpe Caravan Park		(08) 98381050 rcp@westnet.com.au
HOPETOUN		
Port Hotel		(08) 9838 3053 nrg.corporation@westnet.com.au
Hopetoun Motel & Chalet Village		(08) 9838 3219 hopeymotel@bigpond.com
Wavecrest Village & Caravan Park		(08) 9838 3888 0448974853 village@wavecrest.net.au www.wavecrestvillage.com.au
Hopetoun Chalet		(08) 9838 1071 hopetounchalet@westnet.com.au
Bed & Breakfast at "The Manor"		(08) 9838 3328 0429 815 940
MUNGLINUP		
Munglinup Beach Caravan Park		(08) 9075 1155 enquiries@munglinupbeach.com.au

Appendix 5 – Emergency Catering Services

The establishment of an emergency catering service for those rendered homeless, evacuees and welfare workers engaged under this plan.

- (1) Depending on the numbers involved and the length of time catering is required, this may be met through the following:
 - (a) voluntary groups such as the Salvation Army, Country Women's Association (CWA) or local service clubs;
 - (b) fast food outlets;
 - (c) Meals-on-Wheels; or
 - (d) Hospital/Hotel/Motel/Public Catering services.
- (2) Responsibility for the provision of meals for non-welfare emergency workers is the responsibility of the HMA/Controlling Agency.
- (3) A resource list of catering agencies and other options should be maintained by the District Emergency Services Officer and is included in this Appendix.

SHIRE OF ESPERANCE		
Name	Address	Contact Details
Country Women's Association		(08) 9072 1125 / 0419 096 039
Subway	Shop 8 75-79 Dempster Street Esperance	(08) 9072 1936 / (08) 9072 1736
Taylor Street Tea Rooms	Taylor Street Esperance	(08) 9071 4317
West Beach Deli	71 Phillips Street Esperance	(08) 9071 4622
Esperance French Hot Bread Shop	85 Dempster Street Esperance	(08) 9071 7705

SHIRE OF DUNDAS		
Norseman Eyre Motel	Cnr Eyre Coolgardie & Esperance Hwy Norseman	(08) 9039 1130 / (08) 9039 1010 noreyre@westnet.com.au
Café on Roberts	Robert Street Norseman	(08) 9039 0212 / 0448 064 585

SHIRE OF RAVENSTHORPE		
RAVENSTHORPE		
Palace Motor Hotel	28 Morgans St Ravensthorpe	(08) 9838 1005
Ravensthorpe Country Bakery	92 Morgans St Ravensthorpe	(08) 9838 1163
BP Road House & Service Station	Morgan St Ravensthorpe	(08) 9838 1047 bpravy@bigpond.com
HOPETOUN		
Port Hotel	11 Veal Street Hopetoun	(08) 9838 3053
Toun Beach Café	19 Veal Street Hopetoun	(08) 9838 3222 / 0447 600 602 tounbeachcafe@hotmail.com
Shipwreck Bakery	Veal St Hopetoun	(08) 9838 3303 thedeckhopetoun@bigpond.com
Wavecrest Village	Hopetoun-Ravensthorpe Rd, Hopetoun	(08) 9838 3888 village@wavecrest.net.au
MUNGLINUP		
Munglinup Roadhouse	Munglinup	(08) 9075 1041

Appendix 6 – Personal Requisites – Supply Information and Retail Outlets

The provision of essential clothing and personal requisites, such as toiletry packs, to persons affected by an emergency.

- (1) This function includes the provision of basic necessities such as blankets, towels, mattresses, pillows, bedding, disposable nappies, and sanitary needs, as required.
- (2) Where possible new clothing or financial assistance for the purchase of new clothing should be provided to eligible persons as soon as practicable.
- (3) The use of 'recycled' clothing is a last resort.
- (4) A resource list of emergency clothing and personal requisites suppliers should be maintained by the District Emergency Services Officer and is included in Appendix 6 of this plan. This lists organisations and retail outlets who agree to participate in these arrangements, and ensures that acceptable procedural matters have been established.

SHIRE OF ESPERANCE			
NAME	ADDRESS	CONTACT	AFTER HOURS
Hardware			
Farmer and General Gary Weidemann	46 Norseman Rd Chadwick	(08) 9072 0888	(08) 9076 1181
Esperance Mitre 10	67 Dempster St Esperance	(08) 9071 2360	
Bunnings Esperance	Norseman & Arthur St Esperance	(08) 9071 0200	
Camping			
Esperance Camping World	88 Dempster St Esperance	(08) 9071 2142	
Esperance Caravan and Camping	55 Norseman Rd Esperance	(08) 9071 1378 (08) 9072 1465	
Transportation			
Redlion Bus and Coach Transport (12-57 Seat self-drive or charter)	86 Norseman Rd Esperance	(08) 9072 1717	
Chemist			
Castletown Chemist	67 Goldfields Rd Castletown	(08) 9071 4480	
Terry White Chemist	Esperance Boulevard Shopping Centre, 11 Forrest St Esperance	(08) 9071 2125	
Bradshaws Chemist	94 Dempster St Esperance	(08) 9071 3539	
Household Goods			
Target Country	1 Forrest Street Esperance	(08) 9071 000	
Retravision	106 Dempster St Esperance	(08) 9071 2446	
Banks			
ANZ Esperance	Dempster St Esperance	13 13 14	
ANZ Kalgoorlie		(08) 9080 1200	
Bankwest Esperance	Andrew St Esperance	13 70 00	
Commonwealth Bank Boulder	Andrew Street Esperance	13 22 21	
Commonwealth Bank Kalgoorlie		(08) 9021 2333	
National Australia Bank	Andrew St Esperance	13 22 65	
TV Financial Services	1/56 The Esplanade Esperance	(08) 9072 1138	

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Laundry and Linen Service			
Central Dry Cleaners	94 Dempster St Esperance	(08) 9071 1189	
Esperance Laundry	Norseman Rd Esperance	(08) 9071 1247	
Animal Accommodation Evacuation			
Abalee Cattery and Kennels	17 Sheldon Rd Esperance	0418 813 344	
Country Lane Boarding Kennels	18 Myrup Rd Esperance	0488 929 442	
Fuel Supplies			
Caltex	Dempster St Esperance	(08) 9072 1477	
BP	1 Gladstone St Esperance	(08) 9071 1065	
BP 24 Hour Truck Stop	57/59 Goldfields Rd Esperance	(08) 9071 1473	
Shell	Andrew St Esperance	(08) 9071 2977	
Water Supplies			
Gibson Soak Water Co	Drinking Water	(08) 9022 7800	
Regional Haulage	Water Cartage	(08) 9071 1077	

SHIRE OF DUNDAS			
NAME	ADDRESS	CONTACT	AFTER HOURS
IGA	89 Roberts St Norseman	(08) 9039 1032 norsemaniga@bigpond.com	0408 105 022 Robyn Garry Holland 0487 677 138
News Agency	87 Roberts St Norseman	(08) 9039 1259	Cindy (Owner)
Norseman Gold Pharmacy	95A Roberts St Norseman	(08) 9039 0205 norseman@norsemangoldpharmacy.com.au	
Op Shop (operated by Pensioners League volunteers)	Roberts St (next to IGA Supermarket)		Lynette Thompson 0412147380 Doll Delamontte
Whitefield Brothers Hardware / Camping equipment	85 Roberts St Norseman	(08) 9039 1052	Bonnie Vicensoni (08) 9039 1649 0407 476 918

SHIRE OF RAVENSTHORPE			
NAME	ADDRESS	CONTACT	AFTER HOURS
RAVENSTHORPE			
IGA	77 Morgans St Ravensthorpe	(08) 9838 1008	0427 086697 fedaw@wn.com.au
Ravensthorpe Pharmacy	80 Morgans St Ravensthorpe	9838 1020	
Ravensthorpe Op Shop	78 Morgans St Ravensthorpe	(08) 9838 3130	
HOPETOUN			
IGA	30 Veal St Hopetoun	(08) 9838 3919	admin@hopetouniga.com
Hopetoun Chemist	2/19 Veal Street Hopetoun	(08) 9838 3333	
Hopetoun Post Office	Veal St, Hopetoun	(08) 9838 3052	
MUNGLINUP			
Munglinup Roadhouse		(08) 9075 1041	

<p style="text-align: center;">LOCAL WELFARE PLAN</p> <p style="text-align: center;">Esperance, Dundas and Ravensthorpe</p>
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Appendix 7 – Personal Support Services

The provision of Personal Support Services, including practical assistance, emotional support, basic first aid services, information, referral, advocacy, advice, counselling, child care and psychological services, is to ensure that affected persons receive the necessary personal support to cope with the effects of loss, stress, confusion, trauma and family disruption.

- (1) Departmental officers will work with other specialist agencies in providing this service. These include specialised counselling and psychological services, childcare facilities and self-help groups.
- (2) Referral to information and advisory services on matters which may include other relief measures not necessarily provided by the Department, such as availability of grants and other forms of financial assistance, healthcare, provision of child care and financial counselling.
- (3) A list of relevant agencies and services should be maintained by the District Emergency Services Officer and is included in this Appendix.

Name	Address	Contact Details	A/Hours Contact
Australian Red Cross Kalgoorlie	39 Dugan Street Kalgoorlie WA 6430	(08) 9021 5752 (ARC shop)	
Andrew Smith Emergency Services Coordinator Kalgoorlie		(08) 9093 7600 (Andrew's office)	0408 904 696
Australian Red Cross Perth Head Office	110 Goderich Street, East Perth	(08) 9225 8865 0448 991 399	24 Hr. Duty phone: 0408 930 811
Erin Fuery State Manager Emergency Services		(08) 9225 8865	0448 991 399
Salvation Army, Kalgoorlie Mark Schatz (Lieutenant) Zoe Schatz (Lieutenant)	Corner of Oberthur and Hopetoun Streets South Kalgoorlie WA6430 mark.schatz@aus.salvationarmy.org	(08) 9021 2255	0415 659 727 (private)
Centrecare Kalgoorlie Awhiora Nia Nia Executive Manager	168 Egan Street, Kalgoorlie WA 6430 kalgoorlie@centrecare.com.au	(08) 9080 0333	0428 767 644
Ashwin Rao Program Manager			0412 716678
Geraldine Ennis Regional Director WA Country Health Service - Goldfields	geraldine.ennis@health.wa.gov.au	(08) 9080 5710	0439 955 050
David Bowdidge Operations Manager WA Country Health Service - Goldfields Kalgoorlie Hospital	david.bowdidge@health.wa.gov.au	(08) 9080 5817	0428 949 930
Father Andrew Bowron Parish Priest	15 Porter Street, Kalgoorlie WA 6430 stmarys@emerge.net.au	(08) 9021 2100	

<p style="text-align: center;">LOCAL WELFARE PLAN</p> <p style="text-align: center;">Esperance, Dundas and Ravensthorpe</p>
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Special Needs Interest Groups

Disability Services Commission Freecall – 1800 998 214
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Translation, Interpretive and Hearing (AUSLAN) Services

<p>Translating and Interpreting Service (TIS)</p> <p>Phone: 13 14 50 - 24 hour Service - 15mins @ \$23.98, Pre booked - 30mins @ \$55.00</p> <p>Text Emergency Calls – Dial 106</p> <p>For people how use a TTY (teletypewriter) or computer to access telephone network</p>
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Medical Treatment

ESPERANCE
Recherche Medical Centre, Suite G, Stearne House, 116 Dempster Street Esperance (08) 9071 7799
Esperance Hospital, Hicks Street, Esperance (08) 9071 0888
Banksia Medical Centre, 47 Dempster Street Esperance (08) 9071 1511
NORSEMAN
Norseman Hopsital, Talbot Street, Norseman (08) 9039 9200
RAVENSTHORPE
Ravensthorpe Health Service, Martin Street Ravensthorpe (08) 9838 2211

Chemists/Pharmacists

ESPERANCE
Terry White Chemist, 11 Forrest Street Esperance (08) 9071 2125
Castletown Chemist, 67 Goldfields Road Esperance (08) 9071 4480
Bradshaw's Pharmacy, 94 Dempster Street Esperance (08) 9071 3539
NORSEMAN
Norseman Gold Pharmacy, 83A Roberts Street Norseman (08) 9039 0205
RAVENSTHORPE
Ravensthorpe Pharmacy, 80 Morgans St Ravensthorpe (08) 9838 1020
HOPETOUN
Hopetoun Chemist, 2/19 Veal Street Hopetoun (08) 9838 3333

Community and Aged Care Services and Facilities

Esperance Aged Care Facility - 4 Randell Street, Esperance WA 6450 (08) 9072 3222

Taxi Services – HMAs/Controlling Agency are responsible for transporting evacuees to and from Welfare Centres

Esperance Taxi Service - (08) 9071 1782

Appendix 8 – Key Personnel and Contact Lists:

These contacts are in addition to those listed in Appendix 2 and Appendix 7.

Lifelines

LIFELINES – PUBLIC INFORMATION	PHONE/FAX
DFES Public Information Line	13 DFES (13 3337) www.dfes.wa.gov.au/Pages/default.aspx
Main Roads Western Australia (MRWA) - Primary public contact point for road closure information	Phone: 138 138 Fax: 9323 4400 www.mainroads.wa.gov.au
Alinta Gas	13 13 58
Optus	131 344
Public Transport Authority	9326 2000 or 9220 9999
SES	132 500
Telstra	132 203
Water Corporation	13 13 75
Western Power	Phone: 13 13 51 Fax: 9345 8822
Horizon Power	Powerlines – 13 23 51 Residential – 1800 267 926

LOCAL WELFARE PLAN
Esperance, Dundas and Ravensthorpe

CONTACT LIST

AGENCY	AREA	NAME	POSITION	CONTACT DETAILS
DFES	Goldfields	DFES Head Office	Superintendent, District Officers and Admin	(08) 9026 4100 (diverts to on call duty officer a/hrs)
		Trevor Tasker	Superintendent	0419 990 955 Trevor.Tasker@dfes.wa.gov.au
		Mac Johnston	A/District Officer	0429 372 360 Mac.Johnston@dfes.wa.gov.au
		Craig Goodhill	District Officer	0417 952 921 Craig.Goodhill@dfes.wa.gov.au
		Carmel Puckett	Support Officer	(08) 9026 4100 Carmel.Puckett@dfes.wa.gov.au
WA Police	Goldfields District	Darryl Gaunt	Superintendent Goldfields	(08) 9026 1100 darryl.gaunt@police.wa.gov.au
	Esperance	Richard Moore	Senior Sergeant (OIC)	(08) 9079 8999 / 0427 003 426 richard.moore@police.wa.gov.au
	Hopetoun	Nick Wilson	Sergeant (OIC)	(08) 9838 3724 / 0427 998 485 nick.wilson@police.wa.gov.au
	Norseman	Laurie Casarsa	Sergeant (OIC)	(08) 9039 1000 laurie.casarsa@police.wa.gov.au
	Ravensthorpe	Jamie Paterson	Sergeant (OIC)	(08) 9838 1004 jamie.paterson@police.wa.gov.au
Local Government	Esperance	Matthew Scott	Shire CEO	(08) 9071 0666 / 9071 0621 / 0418 924 132 ceo@esperance.wa.gov.au
	Dundas	Doug Stead Gihan Kohobange	Shire CEO Deputy CEO	(08) 9039 1205 / 0429 391 291 ceo@dundas.wa.gov.au dceo@dundas.wa.gov.au
	Ravensthorpe	Ian Fitzgerald	Shire CEO	0427 381 098 ceo@ravensthorpe.wa.gov.au
		Jenny Goodbourn	Manager of Corporate & Community Services	0429 880 545 mccs@ravensthorpe.wa.gov.au
Dept Education	Goldfields	Ken Perris	Regional Executive Director	(08) 9093 5600 / 0408 918 019 ken.perris@education.wa.edu.au
	Esperance	Paul Mather	Coordinator Regional Services	(08) 9071 9105 / 0429 990 423 paul.mather@education.wa.edu.au
Centrelink	Goldfields	Glen Jones	Manager	(08) 9092 5430 / 0429 886 978 Glenn.Jones@humanservices.gov.au
Australian Red Cross	Kalgoorlie	Andrew Smith	Emergency Services Coord (works at Perseverance Drilling)	(08) 9093 7600 / 0408 904 696 andrew@perdrill.com.au
	Kalgoorlie	Christine Te Rangi	Receptionist Perseverance Drilling (assist to locate Andrew)	(08) 9093 7600 / 0408 922 109 (private)
	Statewide	Eleanor Harris	Emergency Services Project Coordinator	(08) 9225 8856 / 0499 301 365 eharris@redcross.org.au
	Statewide	Carolyne Doherty	Emergency Services Coordinator Operations	(08) 9225 1961 / 0488 911 548
	Statewide	Erin Fuery	State Manager Emergency Services	0448 991 399 efuery@redcross.org.au
Salvation Army	Kalgoorlie	Mark Schatz	Lieutenant	(08) 9021 2255 / 0415 659 727 (private) Mark.schatz@aus.salvationarmy.org
St John Ambulance	Goldfields	Adam Owen	Station Manager	(08) 9026 2000 / 0417 917 580 Adam.Owen@stjohnambulance.com.au
Centrecare	Kalgoorlie	Awhiora Nia Nia	Executive Manager	(08) 9080 0333 / 0428 767 644 aniania@centrecare.com.au
	Kalgoorlie	Ashwin Rao	Program Manager	(08) 9080 0333 / 0412 716 678 arao@centrecare.com.au
ADRA	Statewide	Suzanna Cuplovic	Director WA	(08) 9398 7222 / 0400 008 724 scuplovic@adra.org.au
Esperance Volunteer Centre	Esperance	Erica Austen	Coordinator	(08) 9072 0346/0402 930 000/0412 445 615 volunteer@esperance.wa.gov.au
CWA	Esperance	Belinda Lay	Coordinator	0419 096 039
Telstra	Goldfields	Boyd Brown	Area Manager (based in Bunbury)	(08) 9726 7312 / 0418 748 197 boyd.m.brown@team.telstra.com
	Goldfields	Christopher Hitchcock	Service Delivery Manager (based locally)	0427 384 001

<p style="text-align: center;">LOCAL WELFARE PLAN</p> <p style="text-align: center;">Esperance, Dundas and Ravensthorpe</p>
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Appendix 9 – Sanitary, Waste Disposal, Hire Services:

Name	Type of Supplies	Contact Details	After Hours Contact
Esperance			
Dunn's Cleaning Service	Sanitary bins: supply and servicing Toilet and urinal sanitiser Air Fresheners Insect automated sprayers Hand washing and sanitising Clinical waste "Smokers Please" units Hand soaps Dispensing equipment	0427 202 536 PO Box 2120 Esperance WA 6450 dunnco@bigpond.net.au	
Esperance Waste Depot		41 Simpson Street Esperance W.A. 6450 T: 08 9072 1708	
Warren Blackwood Waste	Bin hire	Laurie Naylor Manager in Esperance T: 0458 712 079 E:esperancebulk@westnet.com.au	

CLEANING SERVICES

Name	Contact Details	After Hours Contact
Dunn's Cleaning Service	0427 202 536 PO Box 2120 Esperance WA 6450 dunnco@bigpond.net.au	

Appendix 10 – Security Companies:

If security assistance is needed at a welfare centre and the WA Police were not available a security company/guard and patrol services could be contacted.

Name	Address	Contact Details Day & After Hours
Storm Security Service	43b Norseman Road Esperance	(08) 9071 7226

Appendix 11 – Distribution List:

This plan has been distributed electronically to:

Department for Child Protection and Family Support

- Esperance Staff

Local Emergency Management Committee

- Esperance, Ravensthorpe and Dundas Local Emergency Management Committees (Controlled Document)

Welfare Coordination Group – *can use the table below to record the agencies*

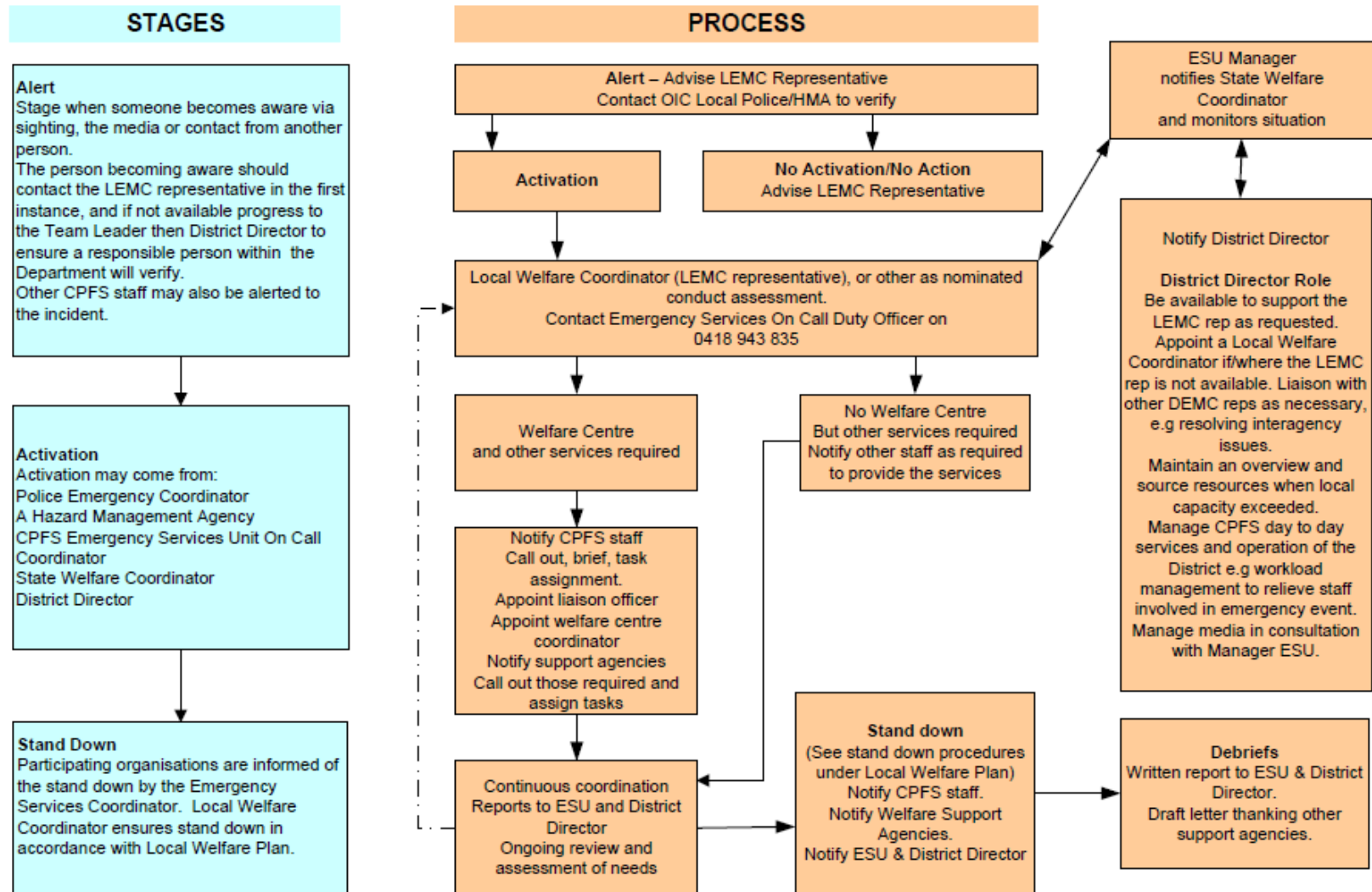
- List the agencies

Name	Agency	Address Email &/or Postal	Contact Details

LOCAL WELFARE PLAN

Esperance, Dundas and Ravensthorpe

Appendix 12 – The Department’s Standard Operating Procedures:



Appendix 13 – Glossary

In accordance with SEMC State Emergency Management Plans Development Guide, only terms and acronyms used in this document which are not identified in the Emergency Management Western Australia Glossary are included here.

EMERGENCY SERVICES COORDINATOR – an appointed officer of the Department for Child Protection and Family Support authorised to activate responses to emergencies and approve emergency expenditure and utilisation of resources to meet the emergency welfare requirements.

FUNCTIONAL TEAM LEADER – a person tasked to coordinate the delivery of service provision for one of the 6 (six) Welfare defined functional areas (Accommodation, Catering, etc). The term Functional Team Leader relates to the specific task to be performed not the title of the incumbent (i.e. the Functional Team Leader may be a Department Team Leader, Manager, Project officer but is performing the task of Functional Team Leader)

LOCAL GOVERNMENT WELFARE COORDINATOR – the nominated representative of the Local Government Authority which has elected to assume the responsibility to coordinate the welfare response during emergencies, and liaise with the Welfare Coordinator of the Department.

REGISTRATION – The process of accurately recording on registration forms appropriate details of all persons affected by an emergency and who are temporarily in a Welfare Centre or other location under the authority of the Emergency Services.

STATE WELFARE COORDINATOR – the nominated representative of the Director General, Department for Child Protection and Family Support, with the responsibility to coordinate the welfare response to emergencies.

SUPPORT AGENCY OFFICER – are officers from each Welfare Support Agency provided to the Department to assist in the management of the welfare response, as outlined in Section 3.1.3 of this plan.

WELFARE CENTRE – any centre established for the purpose of provision of emergency welfare support services to persons affected by an emergency. The facility may be named an Evacuation Centre, Accommodation Centre, Relief Centre, Recovery Centre, One-Stop-Shop or other name as appropriate. For the purposes of this plan all such facilities are classified as a Local Welfare Centre.

WELFARE CENTRE COORDINATOR – a person appointed by the District Director or Welfare Coordinator to manage the functioning of a Welfare Centre. Usually a senior Department for Child Protection and Family Support staff member.

WELFARE COORDINATOR – are the Department's staff member appointed by the District Director for the Department and have responsibilities as outlined in Section 2.6 of this plan.

WELFARE SUPPORT AGENCY – a participating organisation whose response in an emergency is to provide assistance to functions under this plan.

For further details on the Local Emergency Management Arrangements please contact External Services

Shire of Esperance
Windich Street
Po Box 507
Esperance WA 6450

P: 08 9071 0666

F: 08 9071 0600

E: shire@esperance.wa.gov.au

W: www.esperance.wa.gov.au