



SHIRE OF WICKEPIN

EMERGENCY EVACUATION PLAN 2022

This document is accurate as at 1/11/2022

SHIRE OF WICKEPIN

EMERGENCY EVACUATION PLAN

INTRODUCTION

These instructions are recommended for use by emergency services and support personnel of the Shire of Wickepin and have been specifically designed to establish procedural guidelines for dealing with any emergencies.

Should an emergency occur, it is imperative that the situation is dealt with swiftly and effectively to ensure that injuries, loss of life, and damage, is kept to an absolute minimum.

Life safety must be considered a priority, and for that reason, the evacuations must be planned and organised to ensure that all personnel are moved in an orderly fashion from any danger, or potentially dangerous situation, to a place of safety.

As a result of an emergency, evacuation of affected people may need to be considered.

This may involve a complex operation that has the potential to place evacuees at risk during the evacuation. It also has the propensity to destabilise a community and involve extensive welfare arrangements. Through careful planning, and a thorough knowledge of these arrangements, risks associated with the evacuation process can be minimized.

The Emergency Evacuation Plan is integral for the ongoing care and reception of evacuees and is to be read in conjunction with:

- the Welfare Plan, and
- any other relevant agency plans .

The Welfare Plan is being developed by the Department for Child Protection, in conjunction with the Shire of Wickepin, using local and regional facilities and organisations.

These arrangements will adopt the 5 stages of evacuation:

- 1. Decision to evacuate**
- 2. Warning**
- 3. Withdrawal**
- 4. Shelter**
- 5. Return**

The Western Australia Community Evacuation in Emergencies Guideline provides a further reference, including an Operational Evacuation Plan template.

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DISTRIBUTION LIST

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| Wickepin Health Service/Centre – SCHN | 1 |
| St John Ambulance Wickepin - OIC | 1 |
| Wickepin Central Bus Fire Brigade – Captain | 1 |
| Wickepin Primary School – Principal | 1 |
| Yealering Primary School - Principal | 1 |
| Department of Communities | 1 |
| Narrogin SES Unit | 1 |
| Great Southern District Emergency Management Committee | 1 |

A COPY OF THIS PLAN IS TO BE AVAILABLE ON THE SHIRE WEBSITE
www.wickepin.wa.gov.au.

ISSUE, REVIEW AND AMENDMENT

An emergency plan must be simple, flexible, written, disseminated, tested, reviewed and be easy to use and amend.

The Shire of Wickepin, in conjunction with the Local Emergency Management Committee (LEMC) is responsible to review these procedures on a regular basis, suggested 12 monthly.

Ideally this review would occur after the Annual LEMC Evacuation Exercise has been conducted, with procedural amendments being updated to the plan based on the possible deficiencies identified during the Annual Evacuation Exercise and forwarded during the following required debriefing.

Reviews should be recorded on the form below and any amendment to the procedures should be noted on the Amendment Certificate.

REVISION CONTROL

| Revision | Date | Description | Origin | Check | Approved |
|-----------------|-------------|--------------------|---------------|--------------|-----------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |
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Shire of Wickepin Emergency Evacuation Plan

AMENDMENT RECORD

Proposals for the amendment or addition to this plan should be forwarded to the Chair of the Shire of Cuballing and Shire of Wickepin Joint Local Emergency Management Committee.

It is certified that the Amendments in the list below have been made in this Plan.

| AMENDMENT | | DETAILS OF AMENDMENT | AMENDED BY LEMC/DATE |
|------------------|-------------|-----------------------------|-----------------------------|
| No | Date | | |
| 1 | 21/10/2020 | Updated names & contacts | ESO 21/10/2020 |
| 2 | 19/10/2021 | Updated names & contacts | ESO 19/10/2021 |
| | | | |
| | | | |

DEFINITIONS

| | |
|------------|--|
| EMP | Shire of Wickepin Emergency Management Plan |
| EEP | Shire of Wickepin Emergency Evacuation Plan |
| LGA | Local Government Authority |
| IC | Incident Controller |
| ERMP | Shire of Wickepin Emergency Risk Management Plan |
| HMA | Hazard Management Agency |
| Shire | Shire of Wickepin |
| DCP | Department of Communities |
| Police OIC | Wickepin Police Station |

DEFINITIONS

THE EVACUATION PLAN Shire of Wickepin Emergency Evacuation Plan

EMERGENCY The occurrence or imminent occurrence of a hazard which is of such a nature or magnitude that it requires a significant and coordinated response.

EVACUATION The planned relocation of persons from dangerous or potentially dangerous areas to safer areas and eventual return.

THE SHIRE The Shire of Wickepin

POLICE OIC Wickepin Police Station

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

AUTHORISED OFFICER - the State Emergency Coordinator and
- a person authorized under section 61 of the Emergency Management Act 2005

1. AUTHORITY

The Emergency Management Act (2005) gives authority for emergency management arrangements to be developed by LEMC's in Local Government Areas (LGA).

Evacuation can be effected under section 67 of the Emergency Management Act 2005.

This Emergency Evacuation Plan has been prepared and endorsed by the Shire of Wickepin Local Emergency Management Committee (LEMC) and the Shire of Wickepin. They form a sub-plan of the Shire of Wickepin Emergency Management Plan (EMP). They have been tabled for information and comment by the District Emergency Management Committee (DEMC).

2. SCOPE

Scope of this Emergency Evacuation Plan will take into account the guidelines and considerations for emergency evacuation at the community level. These guidelines and considerations relate to both peacetime and hostility-related emergencies. It applies to the circumstances where there may be a need to partially or totally evacuate the areas of population in the Shire of Wickepin. This plan is not intended for use in site specific evacuations which are addressed under OH&S guidelines.

The plan will incorporate:

- activation mechanisms;
- responsibilities and tasks;
- recovery services;
- resourcing arrangements; and
- management structures and processes.

The geographical area covered by this plan shall be the Shire of Wickepin local government boundaries however regional support will be an integral part of the Plan.

3. TITLE

The title of this document is the Shire of Wickepin Emergency Evacuation Plan (EEP)

4. AIM

The aim of the Plan is to provide for the coordination of evacuation, reception and recovery of affected individuals, as expediently and safely as possible.

5. PURPOSE

The purpose of this document is not to develop plans for every evacuation scenario, but to provide assistance to HMA's and/or Incident Controller, to rapidly implement an effective evacuation plan to cover a particular approaching threat. Checklists are by no means all encompassing and may be expanded depending on the particular scenario.

Effectiveness of this plan hinges on:

- Up to date information on the Welfare Centre Register
- Effective links with the media and community warning systems
- Community preparedness
- Knowledge and skills developed in conjunction with these arrangements for those responsible for implementing evacuations.
- Up to date resource list pertinent to evacuation requirements.

6. RISK ASSESSMENT

Shire of Wickepin Emergency Management Plan (EMP) identifies the two prime areas of risk requiring evacuation to be **fire and flood**. However a range of situations could present, that may involve the need to evacuate persons from an area of impending danger. Some examples of these may be severe weather, hazardous materials incident, terrorist or civil disturbance.

7. THE EVACUATION PLANNING SUB-COMMITTEE

In the event of an emergency, the following members will be contacted to form the Evacuation Planning Sub-Committee:

- CEO Shire of Wickepin
- Chairman Shire of Wickepin LEMC
- OIC Wickepin Police District
- Fire and Rescue Service LEMC Representative
- Narrogin Unit SES LEMC Representative
- Department of Communities LEMC Representative
- St John Ambulance LEMC Representative

8. INTERFACE WITH OTHER PLANS

The EEP is a sub-plan of the EMP and as such should not be viewed in isolation.

9. ROLES AND RESPONSIBILITIES

Organisations have accepted responsibilities under the Shire of Wickepin Emergency Management Plan (EMP). These roles may be enacted by the Hazard Management Authority (HMA) of the event as designated in the State Emergency Management Plan, Policy, Procedure and Guidelines in line with the Emergency Management Act 2005.

10. ACTIVATION OF EMERGENCY EVACUATION

The Emergency Management Act 2005, section 67 provides:

67. Powers concerning movement and evacuation

For the purpose of emergency management during an emergency situation or state of emergency, a hazard management officer or authorized officer may do all or any of the following:

- a. direct or, by direction, prohibit, the movement of persons, animals and vehicles within, into, out of or around an emergency area or any part of the emergency area;
- b. direct the evacuation and removal of persons or animals from the emergency area or any part of the emergency area;
- c. close any road, access route or area of water in or leading to the emergency area;
- d. direct that any road, access route or area of water in or leading to the emergency area be closed.

The HMA IC on deeming it necessary and appropriate for the safety of persons about to be adversely affected in the emergency area will order evacuation.

11. THE FIVE STAGES OF EVACUATION

11.1 DECISION TO EVACUATE

11.2 WARNING

11.3 WITHDRAWAL

11.4 SHELTER

11.5 RETURN

11.1 Decision To Evacuate

Planners must consider the risks associated with the conduct of any evacuation and be aware that, under some circumstances, sheltering in location may provide greater levels of safety for the population.

The type of evacuation, and the methods by which it is affected, is dependent on a range of factors; including the nature of the hazard, community needs and expectations, and the available resources and infrastructure.

A community, or any part of that community, may elect to self-evacuate acting on information or advice received through the Media or other sources including relevant warning authorities e.g. Bureau of Meteorology (BOM) Flood Warning Centre or on advice from the Incident Controller (IC) of the HMA or Area Coordinator.

The HMA IC would advise residents to self-evacuate as a result of information received, or as a result of consultation with informed specialists from relevant advisory authorities. This type of evacuation is not reliant upon a Emergency Situation Declaration Section 50 of the Emergency management Act 2005 but is provided as a general precautionary public warning to provide a threatened community with sufficient time to evacuate safely and thus negating the need for a compulsory evacuation at a later time, when the movement of people may be more hazardous.

Refer to Appendix 1 for Decision To Evacuate Consideration Checklist

11.2 Warnings

All warnings should be timed to allow ample time for residents to evacuate from the impending danger. The lead-time should include planning time, warning time, reaction time and travel time for the evacuees.

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

- (i) Why there is a need to evacuate;
- (ii) How much time they have;
- (iii) How long they can be expected to be away;
- (iv) Which way they must travel;
- (v) Check points for registration
- (vi) Transport pick-up locations;
- (vii) How to obtain transport if required;
- (viii) Whether there are any restrictions on what belongings they can take.
- (ix) That they should advise family/friends of their intended evacuation plan.

Note :

During this phase it should be determined what the requirements are to relocate sick or immobile people. The aim and objectives of the warning phase is for timely warnings, accurate warnings and evaluation of the warnings received.

Media Information:

In the event of an evacuation, media liaison will be established by the HMA Media and Public Information Officer or the Shire of Wickepin Communications Officer. A sample media release is provided in Appendix 8

Refer to Appendix 2 Warnings Considerations Checklist

11.3 Withdrawal

11.3.1 Voluntary Evacuation

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

Police responsibility is to man strategic points on traffic routes to facilitate a safe and effective movement of traffic.

11.3.2 Emergency Evacuation

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

11.3.3 Methods of Transport

1. Private Vehicles
2. Buses

See **Appendix 7** for Transport Resource Register.

Refer to Appendix 3 for Withdrawal Considerations Checklist

11.4 Shelter

A list of evacuation sites is attached in **Appendix 6** for Community Emergency Assembly Areas.

11.4.1 Move to Assembly Areas:

The public should be directed to assembly areas to determine:

- (i) If they require accommodation;
- (ii) If they require transport to be relocated;
- (iii) If they need to be registered at that point;
- (iv) If they need any special needs.

At the assembly area, registration of those who are leaving the area by their own means, and do not require accommodation, is carried out.

To save time, registration of those people being given assistance with accommodation and/or transport can be conducted at their destination.

Location of Potential Assembly Areas and Welfare Centres.

For a complete list of potential assembly areas and welfare centres, see Part 1 (Emergency Contacts and Resources Directory).

This list is not available on the internet because it is constantly being updated. Contact the Shire of Wickepin if you have a need to access this information.

All assembly areas should be re-evaluated according to the direction of the emergency. Possibly contemplate evacuating to other Shires.

In case of early evacuees, they should report to Incident Control point for instructions. Contact details should be taken of persons leaving.

11.4.2 Relocation:

More than likely there will be a requirement to provide transport for some of the people to be relocated. This is particularly so with special needs persons. Locations of where people would be accommodated are shown at Appendix 6.

11.4.3 Security:

Provided that it is safe to do so, the Police will facilitate the security of the evacuated area to ensure:

- (i) Everyone had been evacuated; and
- (ii) Protect properties from persons with criminal intent

Refer to Welfare Plan for information on evacuated persons welfare arrangements.

Refer to Appendix 4 for Shelter Considerations Checklist

11.5 Return

The HMA will determine when to approve return to premises, in consultation with the Recovery Committee, taking into account safety and habitability.

Return will take place following the threat passing without impact, or once services/infrastructure is returned to a safe state.

Timings of return to premises will be determined by the HMA in consultation with the Recovery Committee and specialist advice.

Police responsibility is to man strategic locations to facilitate a safe and effective return to premises

Refer to Appendix 5 for Return Considerations Checklist

12. EXERCISING AND TESTING OF EVACUATION PLAN

The EEP should be part of the annual exercising of EMP in conjunction with other plans and arrangements. All agencies involved in the execution of this plan must be familiar with their roles and responsibilities.

13. REVIEW

The Emergency Evacuation Plan will be reviewed annually as part of the overall annual review of the Shire of Wickepin Emergency Management Plan. The Evacuation Planning Sub-Committee shall sit in review of these Plans.

APPENDIX 1

| DECISION TO EVACUATE CONSIDERATIONS | | | | | |
|--|---|----------------|------------------------------|----------------------|-----------------|
| Factor | Considerations | Actions | Responsible Authority | Completion By | Complete |
| Threat | What is the threat? | | | | |
| Authority | Who has the authority to make the decision and have the legal ramifications been considered | | | | |
| Numbers Affected | How many people may be required to evacuate and from what areas/towns? | | | | |
| | What will the impact be to business/tourism? | | | | |
| Secondary Risks | What is the risk to the evacuees during movement? | | | | |
| Staging/ Assembly | Do evacuated people require staging/assembly areas? | | | | |
| Transport | What transport resources and routes are available to move the evacuees? | | | | |
| Security | Security How will the evacuated area be secured? | | | | |
| Community Preparedness | What is the state of readiness or preparedness in the community for an evacuation? | | | | |
| | What arrangements/policy exists relating to the particular threat | | | | |
| | Is evacuation absolutely necessary or is it safer for people to shelter at home? | | | | |
| Time Restraints | Is there time available to organise and safely carry out the evacuation? | | | | |
| Persons with Special Needs | What are the risks to persons with special needs while carrying out the evacuation | | | | |
| Risk to responders | What are the risks to the emergency responders while carrying out the evacuation | | | | |
| Shelter | Do all evacuees require shelter? | | | | |
| Resources | What resources are required and are there sufficient to carry out the evacuation in a safe and timely manner? | | | | |

APPENDIX 2

| WARNING CONSIDERATIONS CHECKLIST | | | | | |
|----------------------------------|---|---------|-----------------------|---------------|----------|
| Factor | Considerations | Actions | Responsible Authority | Completion By | Complete |
| Authorisation of warning | Who authorises the issue of a warning and who authorises the content? | | | | |
| Methods to inform | What media sources or other methods will be used to inform the public and do you have current contacts? | | | | |
| | What resources/personnel are needed for an effective warning – door knock? | | | | |
| | Who is responsible for sending the message and activating the warning system? | | | | |
| Special needs | Which special needs groups will need to be warned & who is responsible for the warning? | | | | |
| | Where can interpreters be found if needed? | | | | |
| | How many persons to be Warned? | | | | |
| | What transport is available for those without, and where can they obtain it? | | | | |
| | What access/egress routes are they to use/follow? | | | | |
| Pets | What are the arrangements for pets/other animals? | | | | |
| Instructions | What instructions for home and personal property? Consider: not to use phones, turn off gas/electricity, secure property. | | | | |
| | What are they to take/not take? Consider: vehicles, pets, clothing, blankets, food, medical supplies, battery operated radio? | | | | |

APPENDIX 3

| WITHDRAWAL CONSIDERATIONS CHECKLIST | | | | |
|---|---------|-----------------------|---------------|----------|
| Considerations | Actions | Responsible Authority | Completion By | Complete |
| Who is to control/coordinate the withdrawal stage? | | | | |
| What public information has/will been given on the Evacuation and the Welfare Centres | | | | |
| What resources are available/required? Consider: PA Systems, transport including ambulances/ motor/trucks/buses/aircraft, interpreters. | | | | |
| What access/egress routes are to be used | | | | |
| Can the routes be properly controlled and are they clearly defined? | | | | |
| Do you intend registering all those leaving? | | | | |
| Can breakdowns and other blockages along the route be quickly cleared? | | | | |
| Who is responsible for assisting with any special needs groups | | | | |
| What checks are to be made on premises to ensure all persons have evacuated? | | | | |
| Has security for the evacuated area been arranged? | | | | |
| What arrangements have been made for pets/other animals left behind | | | | |
| Can vehicle parking at Assembly Areas/Welfare Centres be controlled | | | | |
| What arrangements for the National Registration Inquiry System implementation. | | | | |

APPENDIX 4

| SHELTER CONSIDERATIONS CHECKLIST | | | | | |
|----------------------------------|--|---------|-----------------------|---------------|----------|
| Factor | Considerations | Actions | Responsible Authority | Completion By | Complete |
| | Has Department of Communities been notified? | | | | |
| | Is the Welfare Centre Register up-to-date? | | | | |
| Which Centres | Decision made in consultation with the IC, LG and DC. | | | | |
| | Can the Centres cope with the expected number of evacuees and if not what are the options? | | | | |
| Centre Management | Who is to activate/manage/staff the Welfare Centre | | | | |
| | Are those persons likely to be available at short notice | | | | |
| Duration | How long are the evacuees likely to need to use the Centre | | | | |
| Facilities | What facilities are likely to be needed? Considerations: toilets, cooking, sleeping accommodation, facilities for the very young, aged or disabled, vehicle parking, eating/cooling, medical triage | | | | |
| | Can families remain together? | | | | |
| Welfare arrangements | What are the catering and welfare arrangements and can they cope? | | | | |
| | Are foodstuffs/clothing readily available | | | | |
| Other services | What other services may be required? Considerations: information services, communication with relatives? | | | | |
| Heads up to agencies | Have relevant welfare agencies been informed of evacuation? | | | | |
| | If evacuees are to be registered at the centre, who is responsible for activating process | | | | |
| Pets | What will you do with pets that are brought to the Centre? | | | | |

APPENDIX 5

| RETURN CONSIDERATIONS CHECKLIST | | | | | |
|--|--|----------------|------------------------------|----------------------|-----------------|
| Factor | Considerations | Actions | Responsible Authority | Completion By | Complete |
| Authority | Who has the authority to order a return | | | | |
| | Who controls/coordinates the return? | | | | |
| Staggered Return | Will the return be staggered? | | | | |
| Safety | Can the people safely return? | | | | |
| Transport | What transport is available to return the people? | | | | |
| | Are utilities available to support the community? | | | | |
| | Have relevant support/welfare agencies been notified of the order to return? | | | | |
| Ongoing support | Can people return to homes to clean up/assist but then return to Welfare Centres for food and sleep? | | | | |

APPENDIX 6

POTENTIAL COMMUNITY WELFARE CENTRE REGISTER

Note: this document to be read in conjunction with Department of Communities Local Emergency Welfare Plan.

Limited assistance with providing temporary care for pets would be provided by Wickepin and adjoining Shire Ranger Services.

Assembly areas and welfare centres:

| WICKEPIN COMMUNITY CENTRE | | | | | |
|---|------------------|-------------------------|-----------------|-----------------|-----------------|
| Duration | 0-8 Hours | 8 Hours to 1 Day | 1-3 Days | 3-7 Days | 1 Week + |
| People | | | | | |
| 1-10 | Yes | Yes | Yes | Yes | Yes |
| 10-100 | Yes | Yes | Yes | Yes | No |
| 100-500 | Yes | Yes | No | No | No |
| 500+ | Yes | Yes | No | No | No |
| FACILITIES | | | | | |
| Toilets, Showers, Kitchen, Disabled Access, Parking | | | | | |

| WICKEPIN DISTRICT SPORTS CLUB | | | | | |
|---|------------------|-------------------------|-----------------|-----------------|-----------------|
| Duration | 0-8 Hours | 8 Hours to 1 Day | 1-3 Days | 3-7 Days | 1 Week + |
| People | | | | | |
| 1-10 | Yes | Yes | Yes | Yes | Yes |
| 10-100 | Yes | Yes | Yes | No | No |
| 100-500 | Yes | No | No | No | No |
| 500+ | No | No | No | No | No |
| FACILITIES | | | | | |
| Toilets, Showers, Kitchen, Disabled Access, Parking | | | | | |

| YEALERING TOWN HALL | | | | | |
|---|------------------|-------------------------|-----------------|-----------------|-----------------|
| Duration | 0-8 Hours | 8 Hours to 1 Day | 1-3 Days | 3-7 Days | 1 Week + |
| People | | | | | |
| 1-10 | Yes | Yes | Yes | Yes | Yes |
| 10-100 | Yes | Yes | Yes | Yes | No |
| 100-500 | Yes | Yes | No | No | No |
| 500+ | Yes | No | No | No | No |
| FACILITIES | | | | | |
| Toilets, Showers, Kitchen, Disabled Access, Parking | | | | | |

| HARRISMITH GOLF CLUB/COMMUNITY CENTRE | | | | | |
|---|------------------|-------------------------|-----------------|-----------------|-----------------|
| Duration | 0-8 Hours | 8 Hours to 1 Day | 1-3 Days | 3-7 Days | 1 Week + |
| People | | | | | |
| 1-10 | Yes | Yes | Yes | Yes | Yes |
| 10-100 | Yes | Yes | Yes | No | No |
| 100-500 | Yes | No | No | No | No |
| 500+ | No | No | No | No | No |
| FACILITIES | | | | | |
| Toilets, Showers, Kitchen, Disabled Access, Parking | | | | | |

| WICKEPIN PRIMARY SCHOOL | | | | | |
|--|------------------|-------------------------|-----------------|-----------------|-----------------|
| Duration | 0-8 Hours | 8 Hours to 1 Day | 1-3 Days | 3-7 Days | 1 Week + |
| People | | | | | |
| 1-10 | Yes | Yes | No | No | No |
| 10-100 | Yes | Yes | No | No | No |
| 100-500 | Yes | No | No | No | No |
| 500+ | No | No | No | No | No |
| FACILITIES | | | | | |
| Toilets, Kitchen, Disabled Access, Parking | | | | | |

| YEALERING PRIMARY SCHOOL | | | | | |
|---------------------------------|------------------|-------------------------|-----------------|-----------------|-----------------|
| Duration | 0-8 Hours | 8 Hours to 1 Day | 1-3 Days | 3-7 Days | 1 Week + |
| People | | | | | |
| 1-10 | Yes | Yes | No | No | No |
| 10-100 | Yes | Yes | No | No | No |
| 100-500 | No | No | No | No | No |
| 500+ | No | No | No | No | No |
| FACILITIES | | | | | |
| Toilets, Kitchen, Parking | | | | | |

APPENDIX 7

RESOURCE REGISTER

For a complete list of resources available, see Shire of Wickepin Emergency Contacts and Resources Directory.

| TRANSPORT RESOURCES | | | | |
|----------------------------------|---|---------------------------|----------------------------------|-----------|
| OPERATOR/S | CONTACT | TELEPHONE | VEHICLES AND CAPACITY | REMARKS |
| Shire of Wickepin | Shire Office Manager of Works | 9888 1005 0429 882 871 | 1x 21 Seat Bus | Wickepin |
| Tom and Helen Sands | Owner Tom Sands (Driver) Helen Sands (Driver) | 0428 880 100 9888 1046 | 1x 22 Seat Bus 1x 14 Seat Bus | Wickepin |
| Steph Cook | Owner Colin & Linda Coxon Steph Cook (Driver) | 0409 752 299 | 1x 20 Seat Bus 1x 21 Seat Bus | Yealering |
| Wickepin Home and Community Care | Wickepin Health Centre | 9888 2222 | 1x 8 Seat Bus | Wickepin |

| SHIRE OF WICKEPIN PLANT AND EQUIPMENT RESOURCES | | | | |
|---|-------------------|--|---|----------|
| OPERATOR/S | Fitted With WAERN | TELEPHONE | VEHICLES AND CAPACITY | REMARKS |
| Shire of Wickepin | Yes | Noel Mason 0429 207 855 Graeme Hedditch 0429 882 871 | 2x Graders | Wickepin |
| Manager of Works, Graeme Hedditch | Yes | | 1x Loader (2.2 m3 capacity) | Wickepin |
| | Yes | | 1x Backhoe/Loader 1.0 m3 capacity + rake attachment if required | Wickepin |
| | Yes | | 2x water trucks (9000 litres per unit) | Wickepin |
| Fulford Earthmoving Aussie and Mark Fulford | No | Aussie 08 9888 1093 0428 881 093 Mark 08 9888 1152 0427 998 026 | 1 x Grader 2 x D8 dozers 1 x Excavator | Wickepin |

APPENDIX 8
EMERGENCY EVACUATION MEDIA INFORMATION EXAMPLE - WARNING
MEDIA RELEASE (No

WARNING (Significant Emergency Situation Identified)

This is an official media release issued by the Hazard Management Authority through the Shire of Wickepin on (insert date) at (insert time) by(name of incident controller).

On(insert date & time) a(state type of emergency) was reported that affects the locality of This is a serious emergency and the alert status for the Shire is currently (delete those not applicable):

- Blue (this is your first advice, please review your Action Plan)
- Yellow (implement your Action Plan - go to a place of safety or prepare to defend).
- Red (may be too late to evacuate – take necessary measures to sit out the emergency).

The following emergency services have so far responded (delete those not applicable):

-(insert names)Bushfire Brigades.
- State Emergency Service:
 - o Narrogin
 - o
- Police:
 - o Wickepin
 - o
- Fire & Emergency Services
 - o Wickepin
 - o Narrogin
- St John Ambulance
-
-
-

The latest information that we have is that:

- Roads closed.....
- Risk type Poor visibility Toxic fumes Other
-
- Direction of threat
- What/who is at risk.....
- What is the rate of travel of threat
- What is burning.....
- Other.....

For a life threatening emergency – call 000.

If the telephone is not working, listen to ABC radio or TV.

Residents currently outside the area who are trying to decide if they should return to their homes should first check that it is safe to do so.

Non-residents who are concerned about the safety of friends/family should, in the first instance, try to telephone them direct.

For information about the emergency, please call (tick box):

- Shire of Wickepin 9888 1005
- FESA's hotline 1300 657 209.

Any resident who chooses to leave their property and seek safety should notify the Shire of Wickepin on 9888 1005. They will tell you where the nearest evacuation point is and the safest way to get there.

- Turn off gas/electricity and close/lock all internal and external windows and doors.
- If possible, leave your pets with a neighbour. If not, take them with you.
- Take at least 2 litres of drinking water and any personal medication.
- Take clothing, blankets, food, portable radio and torch.
- Do not let stock onto public highways.
- Unlock gates to allow access by emergency vehicles.
- Confine stock to a well grazed paddock or open gates/drop fences so that stock can move within paddocks.
- Leave a notice on your gate to tell the emergency services who has evacuated, and where you have gone to.

Emergency workers are working hard to minimize the situation and Police will be monitoring security of the area.

An update of this message will be issued at(insert time of next update).

Regular updates will also be uploaded to the Shire website at regular intervals. Click on the "refresh" button to get the most up to date information.

Signed..... (Incident Controller)

Name (block capitals).....

For more information about this media release, contact(Name).....(Title).....(Phone)

| Distribution: | Phone | Fax |
|------------------------------|--------------|--------------|
| ABC Radio Great Southern | 08 9842 4011 | 08 9842 4099 |
| ABC Radio Perth | 08 9220 2700 | 08 9220 2911 |
| After hours | 08 9220 2789 | n/a |
| Wickepin Shire | 08 9888 1005 | 08 9888 1074 |
| Wickepin Police | 08 9888 1100 | 08 9888 1204 |
| Wickepin Health Centre | 08 9888 2222 | 08 9888 1075 |
| Narrogin Hospital | 08 9881 0333 | 08 9881 0315 |
| Wickepin Post Office | 08 9888 1114 | 08 9888 1421 |
| Wickepin Telecentre | 08 9888 1500 | 08 9888 1588 |
| FESA Duty Officer Narrogin | 08 9881 3893 | 08 9881 3894 |
| Ewen Rural Services | 08 9888 1002 | 08 9888 1105 |
| Yealering Ag Parts & Repairs | 08 9888 7095 | 08 9888 7095 |
| Elders Wickepin | 08 9888 1016 | 08 9888 1003 |
| Tincurrin Rural Services | 08 9883 2026 | 08 9883 2065 |
| Wickepin Hotel | 08 9888 1192 | 08 9888 1300 |
| Yealering Hotel | 08 9888 7014 | 08 9888 7119 |
| Harrismith Oasis Hotel | 08 9883 1010 | 08 9883 1007 |
| Wickepin Primary School | 08 9888 1126 | 08 9888 1148 |
| Yealering Primary School | 08 9888 7088 | 08 9888 7145 |

APPENDIX 9

EMERGENCY EVACUATION MEDIA INFORMATION EXAMPLE POST EMERGENCY MEDIA RELEASE (Post Emergency)

This is an official media release issued by the Hazard Management Authority through the Shire of Wickepin on (insert date) at (insert time) by(name of incident controller).

On(insert date) a(state type of emergency) was reported at(insert location). This was a serious emergency however we are pleased to advise that the situation is now under control and the threat has passed.

Residents are advised that (delete as applicable):

- They should stay on their property until advised it is safe to move around the roads.
- It is safe to move around the roads at low speeds.

Residents already in the area should contact the following numbers for information:

- For emergency assistance to deal with property damage – call the SES on 1300 130039
- If someone is injured or sick (non-life threatening) – call Health Direct 1800 022 222.
- For problems with electrical or scheme water supply – contact Western Power or Water Corporation.
- Call the Shire on 9888 1005:

o For help in containing roaming stock, or replacing fences

o Dealing with injured wildlife

o To clear fallen trees across roads

- Residents wishing to offer specialist skills or equipment to help with the clean up, or for any other queries, call the Shire of Wickepin 9888 1005.

Non-residents who are concerned about the safety of friends/family should, in the first instance, try to telephone them direct. If no answer, call the Shire of Wickepin 9888 1005.

Delete as applicable:

- An update of this message will be issued at(insert time of next update).
- Regular updates will also be uploaded to the Shire website at regular intervals.
- This is the last message.

Signed.....

Name (block capitals).....

Incident Controller

For more information about this media release, contact(name)
.....(phone).

APPENDIX 10

Western Australia Position Statement on Evacuation and Protection of People and Property Endangered by Bushfires

FESA, CALM and local government are the designated Hazard Management Agencies (HMA) for bushfire. These agencies have responsibility for the protection of life, property and the environment from fire and will make decisions in relation to community dangers posed by bushfires. The Western Australia Police Service has an obligation for the protection of life and property. Agencies with fire management related responsibilities and the Western Australia Police Service will work together to protect life and property during bushfires in the best interests of the community.

This position statement is consistent with State Emergency Management Committee (SEMC) Policy Statements 5 (Evacuation) and 7 (Western Australian Emergency Management Arrangements), WESTPLAN Wildfire, the *Fire Brigades Act 1942* and the *Bush Fires Act 1954*. It is endorsed by the Western Australian Local Government Association (WALGA), however adoption of its principles should be assessed independently by individual local governments.

The principles of the position statement are outlined as follows:

1. Where adequate fire protection measures have been implemented, able bodied people are encouraged to remain in their homes during the passing of the fire front.

However, exceptions may include the aged, young children and people who in the opinion of the fire Incident Controller (IC), or his/her delegated authority¹, are considered incapacitated. These people should leave well before the approach of the fire when it is safe to do so. If people self evacuate, then it is advisable that they do so early to facilitate their relocation from imminent danger and avoid being cut off by fire response activity and road closures.

If people are going to leave – they must leave early.

Residents who remain to protect their property must be, in the opinion of the IC, or his/her delegated authority, capable, appropriately dressed and equipped to extinguish any fires that start in and around their property.

Residents evacuating should be advised that they may not be able to return for some time because of a lack of access to their property.

2. Where adequate fire protection measures have not been undertaken, the occupants of houses should relocate to a welfare centre (or other safe area) well before the approach of the fire for their own safety.

A decision on the need for evacuation will be given by the IC. The police will be requested to effect and control evacuation of persons to a location to be determined by the IC. Evacuation will occur in a planned and safe manner, co-ordinated by the police.

In the opinion of the IC, or his/her delegated authority, able bodied people should be allowed to return to their homes as soon as possible after the main fire has passed. (Subject to 4).

3. A police officer will seek the advice of the IC prior to effecting an evacuation. However, when loss of life or injury is imminent, and a decision from the IC is not readily available, a police officer may make a decision to evacuate.

Mass evacuation is not the favoured option.

4. Road closures must be determined by the HMA to ensure public and emergency personnel safety.

- The IC will determine the location and timing of any road closures.
- Roads will be closed before they become unsafe and will remain closed until the IC determines that they have returned to a safe condition.
- When loss of life or injury is imminent, and a decision from the IC is not readily available, a police officer may make a decision to close a road with immediate notification to the IC.
- While roads are closed, every effort should be made, in consultation with the IC, to safely escort able bodied residents to return to their homes as soon as possible as they may be needed to protect their homes from ongoing ember fires.

5. Information and warnings are vital to allow householders to make informed decisions during bushfires.

The Hazard Management Agency will ensure that timely information and advice is available to the community to allow them to make an informed decision on whether to relocate.



Bob Mitchell
Chief Executive Officer
Fire and Emergency Services
Authority of Western
Australia



Keiran McNamara
Executive Director
Department of Conservation
and Land Management

Ricky Burges
Chief Executive Officer
Western Australian Local
Government Association



Karl O'Callaghan
Commissioner of Police
Western Australia
Police Service



"Prepare ... stay and defend or go early"

¹ A delegated authority could include the Western Australia Police Service, SES, CALM, and local government.