



**GOVERNMENT OF  
WESTERN AUSTRALIA**

## **STATE HAZARD PLAN**

**FOR**

**CYCLONE**

**(WESTPLAN – CYCLONE)**

Prepared by



**APPROVED AT STATE EMERGENCY MANAGEMENT COMMITTEE  
MEETING**

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## Amendment List

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A copy of this Westplan is available on the SEMC internet site:

[www.semc.wa.gov.au/resources/policies-and-plans/westplans](http://www.semc.wa.gov.au/resources/policies-and-plans/westplans)

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# 1 INTRODUCTION

Tropical cyclones have been identified as one of the major risks for Western Australia (WA)<sup>1</sup>. The coastline between Broome and Exmouth is the most cyclone-prone region of Australia, having the highest frequency of coastal crossings. On average five tropical cyclones occur during each tropical cyclone season over the warm ocean waters off the northwest coast. On average two cyclones cross the coast, one of which is severe<sup>2</sup>. WA has experienced very destructive winds from these events together with very heavy rain, storm surge, flooding, coastal inundation and dangerous seas.

This Westplan has been prepared to meet the State Emergency Management Committee (SEMC) planning requirements under the *Emergency Management Act 2005 (EM Act 2005)*

The Fire and Emergency Services (FES) Commissioner, is the Hazard Management Agency (HMA) for cyclone<sup>3</sup>.

## 1.1 Aim and Objectives

The aim of Westplan – Cyclone is to detail the emergency management arrangements for tropical cyclone in WA.

Objectives:

- ensure WA has effective emergency management arrangements in place for a cyclone emergency;
- define the responsibilities of DFES, Australian Government agencies, State Government agencies, local government, emergency management agencies and support organisations in the event of a cyclone emergency;
- detail arrangements in relation to the control and coordination of, response to, and recovery from a cyclone emergency;
- provide guidance for cyclone emergency management plans at district and local level; and
- detail arrangements for the review of planning at all levels.

## 1.2 Scope

Westplan – Cyclone covers emergency management cyclone planning within the geographic boundaries of WA, including adjacent waters. The plan deals with risk reduction strategies, preparedness for cyclone, response to cyclone and initiation of recovery arrangements following the impact of a tropical cyclone.

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<sup>1</sup> SEMC (2013) Western Australian State-Level Risk Assessment, p. 2.

<sup>2</sup> Bureau of Meteorology, Climatology of Tropical Cyclones in Western Australia  
<[www.bom.gov.au/cyclone/climatology/wa.shtml](http://www.bom.gov.au/cyclone/climatology/wa.shtml)>

<sup>3</sup> *Emergency Management Regulations 2006 s 17(2)*

### **1.3 Hazard Definition**

A cyclone emergency is defined as the occurrence or imminent occurrence of a tropical cyclone which is of such a nature or magnitude that it requires a significant and coordinated response.

Tropical cyclones are low pressure systems that form over warm tropical waters and have gale force winds (sustained winds of 63km/h or greater and gusts in excess of 90 km/h near the centre).

Although they occur infrequently over the southwest of WA, cyclones have arguably been the most significant weather hazard in the region, often as a pre-cursor to other hazards such as bushfire and flood.

Potentially, the most destructive phenomenon associated with tropical cyclones that make landfall is the storm surge. Storm surge is a raised dome of water about 60 to 80 km across and typically about 2 to 5 m higher than the normal tide level. If the surge occurs at the same time as a high tide then the area inundated can be quite extensive, particularly along low-lying coastlines.

For further information on the cyclone hazard refer to the Bureau of Meteorology (BoM) website (<http://www.bom.gov.au/cyclone/?ref=ftr>).

### **1.4 Special Considerations**

#### ***1.4.1 Community Factors***

Society is increasingly dependent on services and infrastructure such as energy supply, transportation, water, sewerage and drainage systems, and communication networks. This vital and critical infrastructure can be vulnerable in a cyclone emergency. Restoration may take significant time and prolonged outages may create secondary effects in the community.

Some facilities such as power, communication and transportation networks are particularly susceptible to the effects of tropical cyclones.

As communities become more connected through modern telecommunications, increasing expectations are placed on emergency management agencies to respond sooner, over wider areas and in ways that are more sophisticated. There is also a growing need for public information.

A number of people within the community have special-needs and require particular consideration in state, district and local level plans. Section 4.3 identifies these special-needs groups.

#### ***1.4.2 Industry***

WA has oil, gas and mining industries that significantly contribute to the national economy. A notable component of these industries is the fly-in fly-out (FIFO) workforce.

While industry is required to comply with a range of legislation and instructions such as the *Occupational Safety and Health Act 1984*, consideration should also be given to factors such as isolation, evacuation or re-supply of industry based communities as a result of a cyclone emergency.

Temporary and portable structures on construction sites are particularly susceptible to the tropical cyclone hazard.

Where a risk analysis identifies a reduced level of individual or community resilience due to the transient nature of the work force, DFES strongly encourages industry to develop specific risk treatment and preparedness measures in partnership with the local community.

#### **1.4.3 Remote Aboriginal Communities**

Several hundred Remote Aboriginal Communities (RACs) exist in WA and the majority of these communities are located in cyclone-prone areas. Aboriginal communities have a unique culture that must be considered when planning for hazards and English is often the second or third language spoken.

The relationship with, and between land and tradition, are important considerations when a RAC decides where it will be located. This often results in the establishment of communities in isolated areas and regions considered at higher-risk in terms of cyclone impact. Their isolation increases response times in the event of an emergency.

#### **1.4.4 Evacuation/Sheltering**

The cyclone prone areas of WA are characterised by isolation and long distances between communities with many locations having a small resource base to support initial emergency measures. These characteristics present considerable challenges for emergency managers when conducting evacuations.

Fortunately, the cyclone prone areas have stronger construction standards than other areas of the State and this enables the promotion of a sheltering philosophy as the key emergency management strategy.

This philosophy enables emergency managers to concentrate evacuation resources in the small number of areas and in the limited circumstances for which evacuation is required.

### **1.5 Related Documents**

This document is to be read in conjunction with the following suite of State Emergency Management (EM) documents:

- *Emergency Management Act 2005* (EM Act);
- *Emergency Management Regulation 2006* (EM Regulation);
- State Emergency Management Policy (State EM Policy);

- State Emergency Management Plan (State EM Plan);
- Relevant State Hazard Specific Plans (Westplans);
- State Emergency Management Procedures (State EM Procedures);
- State Emergency Management Guidelines ( State EM Guidelines); and
- State Emergency Management Glossary (State EM Glossary).

It should be noted that the State EM Procedures are divided into Prevention, Preparedness, Response and Recovery sections, with individual procedures referred to as 'State EM Prevention Procedure', 'State EM Preparedness Procedure', 'State EM Response Procedure' and 'State EM Recovery Procedure', as applicable.

Other related documents include:

- *Fire and Emergency Services Act and Regulations 1998*;
- *Occupational Safety & Health Act 1984*;
- *Meteorology Act 1955* (Cwlth);
- Westplan - Flood
- Westplan - Electricity Supply Disruption; and
- Local Emergency Management Arrangements.

## **1.6 Authority to Plan**

The SEMC is responsible for arranging the preparation of State emergency management plans (Westplans)<sup>4</sup>. The FES Commissioner, as the prescribed HMA, is responsible for coordinating the development and maintenance of Westplan – Cyclone<sup>5</sup> in accordance with State EM Policy Section 1.5.

## **1.7 Plan Responsibilities**

The development, implementation and revision of Westplan – Cyclone is the responsibility of DFES in consultation with key stakeholders, emergency management agencies and other support organisations<sup>6</sup>.

### ***1.7.1 Advisory Groups/Subcommittees***

There are no formal advisory groups or subcommittees for cyclone planning; however, DFES maintains regular liaison with BoM which has considerable expertise in cyclones and legal responsibility for provision of tropical cyclone warning services.

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<sup>4</sup> *EM Act 2005* s 18(1)

<sup>5</sup> State EM Policy Section 1.5

<sup>6</sup> State EM Policy Section 1.5.

Where required, DFES may establish advisory groups, working groups or committees at state, regional/district or local level to examine and advise on various aspects of cyclone planning.

## **1.8 Exercise and Review Periods**

### **1.8.1 *Exercising***

The response elements of Westplan – Cyclone will be exercised annually at the State and Regional level in accordance with State EM Policy Section 4.8 and State EM Plan Section 4.7. The activation of this Westplan counts as an exercise, if the post incident report is completed.

### **1.8.2 *Review***

Westplan – Cyclone will be reviewed by DFES annually, with a major review every five years.

## **1.9 Organisational Roles and Responsibilities**

This Westplan details organisational responsibilities at a State-level and requires that participating organisations support planning at district and local level.

As the HMA for cyclones, the FES Commissioner is responsible for ensuring effective preparedness and response to this risk within the community.

A coordinated response to a cyclone requires emergency management agencies and support organisations to undertake a variety of agreed and statutory responsibilities. These responsibilities are outlined at Appendix B.

## 2 RISK ASSESSMENT

In 2013, the SEMC coordinated risk assessment workshops to analyse the risks from cyclones, earthquakes, floods, storms, tsunamis, bushfires and heatwaves to six key areas fundamental to the wellbeing of the State, namely the potential impacts to the *People, Economy, Social Setting, Governance, Infrastructure* and *Environment* of Western Australia<sup>7</sup>.

The State's top risks are identified as stemming from an extreme to severe cyclone event in the north. In particular the State's highest risks are to the Social Setting and People categories in the case of cyclone<sup>8</sup>.

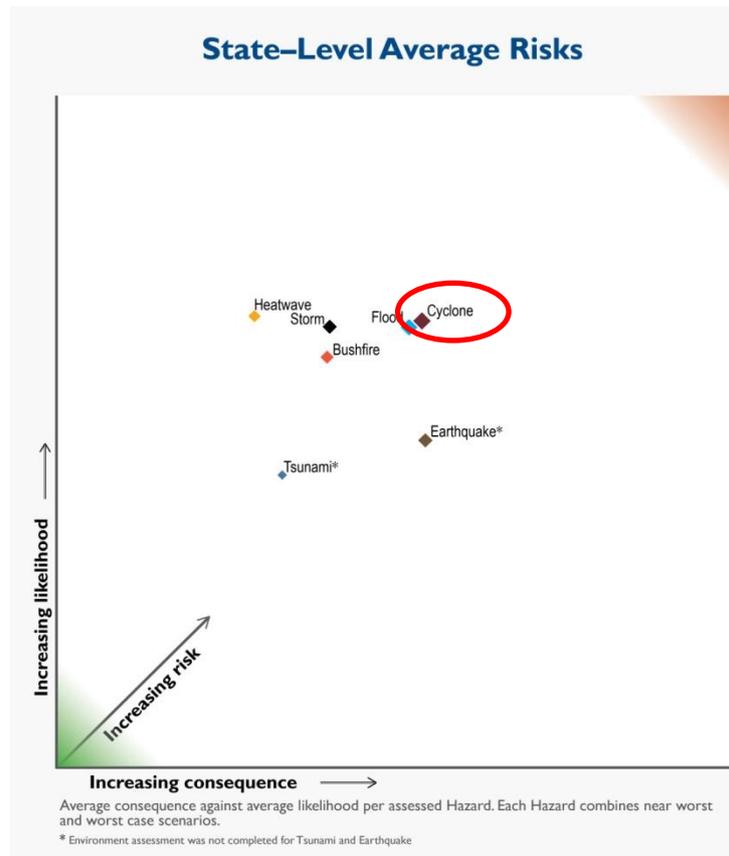


Figure 1 – Average consequence against average likelihood per hazard. Each hazard combines worst and near-worst case scenarios.<sup>9</sup>

<sup>7</sup> SEMC, *Western Australian State-level Risk Assessment*, 2013, p. 2.

<sup>8</sup> SEMC, p. 19.

<sup>9</sup> Adapted from: State Emergency Management Committee, 2014. *Emergency Preparedness Report 2014*. State Emergency Management Committee, Perth.

## **3 PREVENTION AND MITIGATION**

### **3.1 Responsibility for Prevention and Mitigation**

DFES has overall responsibility for risk reduction aspects of cyclones, within the limitations of its legislative powers, the EM Act 2005 and resource capabilities. State EM Policy Section 1.5 also requires DFES to coordinate the development and maintenance of Westplan – Cyclone, including impact reduction aspects.

Local governments are responsible for planning in their local communities by ensuring appropriate local planning controls, which need to be consistent with objectives and requirements set by the Western Australia Planning Commission (WAPC). The WAPC is responsible for approving subdivision applications and has delegated powers for the determination of development applications to local governments and development assessment panels.

Building construction standards are set by the State, usually by reference to the National Construction Code of Australia. Local governments, together with registered building surveyors, have responsibility for ensuring adherence to building construction standards.

### **3.2 Legislation and Codes**

Legislation is one of the key initiatives to ensure that risk reduction strategies are consistent and enforceable. Legislation applicable to managing the tropical cyclone risk includes:

- *Building Act 2011;*
- *Building Regulations 2012;*
- *Emergency Management Act 2005;*
- *Emergency Management Regulations 2006;*
- *Fire and Emergency Services Act and Regulations 1998;*
- *Local Government (Miscellaneous Provisions) Act 1960;*
- *Local Government Act 1995;*
- *Mine Safety and Inspection Act 1994;*
- National Construction Code of Australia;
- *Occupational Safety & Health Act 1984;*
- *Planning and Development Act 2005; and*
- *Meteorology Act 1955 (Cwlth).*

### **3.3 Risk Reduction Strategies**

The occurrence of cyclones cannot be prevented, but strategies to reduce their impacts on communities can include: engineering solutions, such as

hardening buildings; social solutions, such as community education; and enforcement of legislative requirements, such as building restrictions in areas identified as being at risk from tropical cyclone.

Risk reduction strategies contribute to the increased resilience and reduction in vulnerability of communities by proactively reducing the effects of hazardous events.

Key strategies are employed to reduce the risks associated with cyclone emergencies. These strategies are shown in Table 1.

<b>Strategy</b>	<b>Responsible Organisations</b>
Cyclone risk identification and mapping.	DFES, Bureau of Meteorology (BoM), Geoscience Australia (GA)
Application and enforcement of National Construction Code of Australia and informed land use planning for vulnerable areas.	Local governments
Participation in research and development programs directed towards risk treatment strategies.	DFES, BoM, GA
Promoting an improved state of resilience within communities to improve the management of future risks.	DFES, local governments
Developing resilience in the community and minimising the vulnerability of communities to effects of tropical cyclone.	DFES in partnership with local governments
Promotion of and participation in community awareness campaigns for 'at risk' communities.	Local governments assisted by DFES
Provision of support to voluntary emergency organisations.	DFES, local governments
Provision of tropical cyclone advice to the community.	DFES, BoM
Identification of suitable buildings for designation as evacuation centres.	Department for Child Protection and Family Support (CPFS) in consultation with local governments
Maintenance of a register of potential evacuation centres.	CPFS in consultation with Local Emergency Management Committee
Participation on local and regional/district tropical cyclone planning committees (where practicable).	Local governments, DFES, Main Roads Western Australia (MRWA), Western Australia Police, CPFS
Ensuring the sustainability of service delivery of critical infrastructure through design and maintenance standards.	MRWA, network operators

Providing advice in relation to the design and maintenance status of critical infrastructure services and access routes in 'at risk' communities.	MRWA, network operators
Structurally retrofit, where necessary, public buildings which provide essential services following any tropical cyclone event. These facilities should be examined by suitably qualified engineers on a site-by-site basis to assess their expected performance under tropical cyclone loadings.	All relevant agencies
Participate in research in social vulnerability models as they apply to cyclones.	Relevant agencies and local governments

Table 1 Cyclone Risk Reduction Strategies

## **4 PREPAREDNESS**

### **4.1 Responsibility for Preparedness**

Preparedness activities focus on developing systems to ensure the delivery of essential emergency response capabilities when an emergency occurs. These systems include development of plans and procedures, design of organisational structures, implementation of training, development of resource management systems, and community education related to preparation and response.

This section of the Westplan outlines measures to be taken in preparation for cyclone emergencies together with relevant responsibilities. Most of these activities commence well before the cyclone season, often years before, and regular maintenance, testing and checking of these measures should be undertaken to retain confidence in their performance during emergencies.

As the HMA for cyclone, the FES Commissioner has responsibility for:

- promoting resilience activities within communities to improve the management of future risks; and
- ensuring that all emergency management activities related to tropical cyclone preparedness are undertaken.

### **4.2 Planning and Arrangements**

Emergency management plans are to be developed and based on:

- best practice principles;
- technical and scientific knowledge;
- research, including historical data and post incident analysis; and
- local knowledge and experience.

Successful cyclone operations depend on sound planning, effective resource utilisation and a coordinated response which is timely, efficient and effective.

The concept of this Westplan is to employ and coordinate the resources of State and Australian Government departments, authorities and agencies; resources available to private industry; and resources available to volunteer groups, for cyclone operations. This concept is based on:

- availability of the DFES 24-hour State Operations Centre (SOC) for receipt of cyclone notification reports;
- establishment of operational facilities at three levels (State, Regional and local), from which management of tropical cyclone operations takes place;
- deployment of emergency service personnel;
- provision of expert technical advice on cyclone impact modelling by State and Australian Government agencies when requested by DFES;

- provision of expert technical advice on roadways and transport routes by the Main Roads WA (MRWA), when requested by DFES; and
- tasking of agencies in a coordinated manner in support of DFES. Agency procedures are then employed to carry out tasks.

Local government is responsible for the development of local emergency management arrangements<sup>10</sup>. The Local Emergency Management Committee (LEMC) is to provide advice to local government in this regard.

### **4.3 Groups with Special Needs**

Special needs groups include individuals and groups of people within the community for whom special consideration must be given in state, district and local level plans. These groups may require unique arrangements in regard to resources, mobility, timings, support or communications when responding to an emergency.

State EM Policy Section 4.6 and State EM Plan Section 4.6.1 outline the individuals and groups whose circumstances require special consideration in emergency management planning.

Groups to be considered may include:

- Remote communities;
- Tourists;
- Culturally and linguistically diverse groups, including Aboriginal communities;
- Persons with physical, medical or mental conditions (including persons using assistance animals);
- Aged Care;
- Schools and day care centres; and
- Persons without means of transport.

Special needs groups should be included in the development of local risk plans for inclusion in Local Emergency Management Arrangements.

### **4.4 Resources**

The identification of appropriate and adequate resources and expertise is essential to preparedness for a cyclone emergency. Planning at all levels should reference resource management, inventory and acquisition arrangements.

Resources used in cyclone emergencies may be required at short notice and may include: urban search and rescue (USAR) resources, transport resources, earth moving machinery, cranes, shoring and tunneling

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<sup>10</sup> EM Act 2005 s 41(1)

equipment, signage, electricity generating plants, lighting, pumps, temporary toilet facilities, potable water, medical equipment and drugs.

DFES is responsible for the overall provision and management of resources required to physically respond to an imminent or actual cyclone emergency, including acquisition, pre-positioning and inventory management. Emergency management agencies and support organisations are required to provide their own resources in the first instance and to make requests for additional resources to DFES as required.

Where an operation is beyond the resources of the State, a request for assistance from other jurisdictions may be made in accordance with paragraph 4.9 and 4.10.

#### **4.5 Training**

DFES is responsible for training and equipping an emergency service capable of assisting the community to manage the effects of a tropical cyclone.

Emergency management and support agencies are also expected to provide trained and equipped personnel. DFES is responsible for conducting multi-agency exercises for the relevant level of emergency management, thereby ensuring all agency personnel are aware of their role in the organised response.

#### **4.6 Community Information**

DFES, local governments, and BoM provide a contribution to education programs developed to inform and educate the public on cyclone notification, cyclone risk and cyclone management.

As part of this education, DFES aims to make the community aware that the risk of storm surge is excluded by many general insurance policies in Australia and encourage the community to ensure they are familiar with their policy and are aware of what risks their policy will not respond to<sup>11</sup>.

During cyclone events, DFES will provide community information in a coordinated manner through the Incident Controller and/or Operational Area Manager (OAM). This is detailed in sections 4.2 and 5.14.

Media and public information strategies are reviewed annually by DFES to ensure appropriate communication of tropical cyclone information to the community.

#### **4.7 Evacuation Arrangements**

Evacuation arrangements are addressed in section 5.13 Evacuation in the response section of this plan.

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<sup>11</sup> <http://www.insurancecouncil.com.au/issues-submissions/industry-in-focus/coastal-vulnerability-risks>

#### **4.8 Local and District Hazard Emergency Management Plans**

Where areas susceptible to cyclones are identified as a risk to the community DFES may develop Local and District Cyclone Plans to coordinate activities for cyclone emergencies.

#### **4.9 Inter-Jurisdictional Assistance Arrangements**

Should a cyclone emergency be beyond the resources of the State, support may be requested from the Australian Government, other States or overseas.

Assistance to interstate, overseas and other jurisdictions for cyclone emergencies will be coordinated by DFES. This will include determination of the process involved and recognition of pre-existing arrangements for inter-jurisdictional assistance by other agencies where such arrangements exist.

DFES is a signatory to the 'Arrangements for Interstate Assistance (Fire and Emergency Services)' which have been developed to provide for the timely and meaningful exchange of capability between Australian states and territories during significant incidents<sup>12</sup>.

The Minister must be notified before any assistance is provided to other jurisdictions.

#### **4.10 Australian Government Physical Assistance**

When the total resources (government, community and commercial) of the State cannot reasonably cope with the needs of the situation the State Emergency Coordinator can seek non-financial assistance<sup>13</sup> from the Australian Government, through Emergency Management Australia (EMA), under the Australian Government Disaster Response Plan (COMDISPLAN)<sup>14</sup>. COMDISPLAN outlines the coordination arrangements for the provision of Australian Government non-financial assistance in the event of a disaster or emergency within Australia or its offshore territories. All requests for physical assistance are to be made in accordance with State EM Policy Section 5.10 and State EM Plan Section 5.6.

##### ***4.10.1 Defence Assistance to the Civil Community***

Defence Assistance to the Civil Community (DACC) can be provided in a number of ways which are defined as categories of assistance in State EM Response Procedure 20.

Category 1 DACC is emergency assistance for a specific task(s) provided by a Local ADF Commander/Administrator from within their own resources, in localised emergency situations when:

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<sup>12</sup> EMA, Arrangements for Interstate Assistance (Fire and Emergency Services), v1, 2014.

<sup>13</sup> The term 'non- financial assistance' refers, but is not limited to: planning expertise, provision of mapping services, counselling, advice, management of external resources and physical assistance.

<sup>14</sup> Attorney-General's Department, COMDISPLAN, 2014, p. 16.

- a. immediate action is necessary to save human life, alleviate suffering, prevent extensive loss of animal life, or prevent widespread loss/damage to property; and
- b. local civilian resources are inadequate, unavailable or cannot be mobilised in time.

Requests for Category 1 DACC assistance are coordinated through the Manager Joint Operations Support Staff (MJOSS), or their Liaison Officer (LO), who will liaise directly with the Local Australian Defence Force (ADF) Commander to provide assistance. Availability of these resources should be identified in Local Emergency Management Arrangements.

Other categories of DACC Assistance may be provided at the discretion of the Australian Government where the State requests Australian Government physical assistance. In these circumstances the initial resource request should be made through DFES, who will coordinate with the MJOSS or their LO in accordance with State EM Plan Section 5.6.1.

## 5 RESPONSE

### 5.1 Principles

The management of a cyclone emergency is based on a graduated approach using the following guiding principles:

- The FES Commissioner is the HMA for cyclone emergencies in WA;
- DFES is the Controlling Agency for cyclone emergencies in WA in accordance with State EM Policy Section 5 and State EM Plan Section 5;
- DFES is responsible for activating and controlling the response to a cyclone emergency within WA;
- DFES will use arrangements which employ identified emergency management agencies and support organisations (refer to Appendix B) to provide an effective and coordinated response;
- A cyclone emergency in WA will be managed using the emergency management and operational principles detailed in State EM Policy Section 5 and State EM Plan Section 5;
- Should another hazard occur as a consequence of a cyclone emergency and, if DFES is not the HMA/Controlling Agency for the consequent hazard, then the provisions of State EM Plan Section 5.1.2 will apply. DFES shall remain responsible for the overall management of the cyclone emergency;
- Responsibility for resourcing and responding to an emergency initially rests with the Incident Controller at the local level;
- An emergency beyond the capability of local resources will receive support from district resources. State resources will be provided if district resources are inadequate; and
- Communication between local, district, State and Australian Government authorities is essential to ensure intelligent and timely application of resources to manage the emergency.

### 5.2 Cyclone Warning System

The BoM has responsibility for the issue of warnings of gales, storms and other weather conditions likely to endanger life or property<sup>15</sup>.

The BoM Tropical Cyclone Warning Centres (TCWC) at Perth and Darwin issue forecasts and warnings for tropical cyclone as shown below and detailed on the BoM website.

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<sup>15</sup> *Meteorology Act 1955 s 6.*

### **5.2.1 Tropical Cyclone Services**

- Tropical cyclone seasonal outlook. Issued at the beginning of the season to provide an estimate of the level of tropical cyclone activity in the coming season.
- Tropical cyclone outlook. Issued daily throughout the tropical cyclone season. They provide a forecast up to three days in advance of the probability of cyclone development in the seas around Australia.
- Tropical cyclone information bulletin. Issued when a cyclone is active in the Australian region, but is not expected to impact land-based communities within 48 hours.
- Tropical cyclone watch. Issued if a cyclone is expected to affect coastal communities within 48 hours, but not expected within 24 hours.
- Tropical cyclone warning. Issued if a cyclone is affecting or is expected to affect coastal communities within 24 hours.
- Technical bulletin. The Tropical Cyclone Technical Bulletin provides technical details about the cyclone.
- Tropical cyclone forecast track map. Issued with tropical cyclone advices to give a graphical representation of the cyclone's past track forecast movement and its threat area.
- Marine warnings. Marine warnings are issued for high seas and coastal waters threatened by cyclones<sup>16</sup>.
- Other specialised services are provided to key stakeholders. These generally provide detailed technical information to assist these organisations in planning disaster mitigation strategies.

### **5.2.2 Community Alerts**

DFES has developed a Community Alert System for use throughout the State where cyclones are an unacceptable risk to the community.

The DFES Community Alert System (Blue, Yellow, Red and All Clear with Caution) complements the BoM Advices and related warnings to encourage those at risk to take action.

The aim is to warn the community of danger and provide safety advice at various stages during the approach of a cyclone. Community Alerts are issued in four stages and are issued by the appointed Incident Controller in consultation with the Incident Support Group (ISG) and the appointed DFES OAM. Further detail of DFES Community Alert System is at Table 2.

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<sup>16</sup> BoM Tropical Cyclone Warning Services, <[www.bom.gov.au/cyclone/about/warnings/](http://www.bom.gov.au/cyclone/about/warnings/)>

<b>Alert</b>	<b>Meaning</b>	<b>Keyword</b>	<b>HMA Usage</b>
<b>BLUE</b>	The community is advised to take precautions in preparation for cyclonic weather.	<i>PRECAUTION</i>	Used when a cyclone may produce gales within 48 hours (eg when first BoM Cyclone Watch is issued)..
<b>YELLOW</b>	The community is advised to take action to prepare for the arrival of cyclonic weather and move to shelter.	<i>ACTION</i>	Used when a cyclone has moved closer and there is a significant risk of destructive winds.
<b>RED</b>	The community is advised to remain sheltering.	<i>SHELTER</i>	Considered for use when a cyclone is likely to produce destructive winds. Only Emergency Services as identified by DFES in consultation with the LEMC should remain functional.
<b>ALL CLEAR</b>	Wind and storm surge dangers have passed but care should be taken to avoid dangers caused by damage.	<i>CAUTION</i>	Used when the wind and any storm surge danger from a cyclone has passed. However, ground hazards such as fallen power lines, structural debris and road hazards may exist.

Table 2 Cyclone Community Alerts

### **5.3 Alert**

When meteorological conditions have the potential to generate a cyclone, BoM will provide DFES with information about the tropical cyclone. DFES may also receive initial information about tropical cyclone impact from other agencies or from the community.

Upon receipt of initial information about the tropical cyclone, DFES will assess whether a cyclone emergency exists and may place some or all emergency management agencies and support organisations on alert. Organisations placed on 'alert' should prepare to respond if needed and await DFES instructions before 'activating' significant resources.

### **5.4 Activation**

When DFES assesses that the cyclone emergency will require a significant response, it shall 'activate' emergency resources, emergency management agencies and support organisations which are appropriate to the intensity and location of the tropical cyclone. This may include activation of relevant emergency personnel and local or district plans as required.

The level of implementation of plans and operational structures can vary considerably depending upon circumstances. Factors which may influence the level of response include the degree of threat to a community, the number of DFES districts impacted by the tropical cyclone and whether a multi-agency response is required.

More detail of the sequence of activation is shown in the ALERT and CALLOUT phases of Appendix C.

## **5.5 Levels of Response**

Sound emergency management requires a graduated approach which is appropriate to the circumstances of the emergency.

State EM Response Procedure 2 describes the process for making an appropriate incident level declaration and associated responsibilities. The declaration of an incident level is a critical component of emergency management in terms of triggering the responsibilities and actions of emergency management stakeholders to ensure a response in which the size of both the Incident Management Team (IMT) and the coordination structure are proportional to the size of the cyclone emergency. State EM Response Procedure 2 enables one of three operational levels to be selected depending upon the characteristic 'factors' of the emergency. This procedure is aligned with, State EM Plan Section 5.1.5 and the DFES WA Fire and Emergency Management Services Manual. The descriptors are provided as guidance to DFES Operational Managers and are used for all of DFES's HMA and Emergency Management Agency responsibilities (refer Appendix B).

## **5.6 Incident Management System**

During all emergencies, DFES will use the Australasian Inter-service Incident Management System (AIIMS). All agencies with agreed responsibilities under this plan are encouraged to ensure their personnel are familiar with and able to work within the AIIMS structure. Further information on incident management is detailed in State EM Policy Section 5 and State EM Plan Section 5.

## **5.7 Hazard Management Structure and Arrangements**

In assessing a cyclone emergency, DFES may determine that the response requires a level two or level three incident management structure as per State EM Response Procedure 2. When such management structures are required, DFES (as the HMA) shall appoint an OAM(s). The OAM will assume overall management of the cyclone emergency within their defined operational area.

Cyclones can have large impact areas. Therefore a cyclone response may be managed by numerous Incident Management Teams (IMT) working through more than one OAM in a number of geographically diverse facilities.

DFES has a SOC available 24/7 and Regional Operations Centres (ROC) around the State to:

- provide a robust facility from which to oversee the coordination of emergencies;
- facilitate coordination with other emergency service agencies and emergency management agencies;
- coordinate State and regional/district response to tropical cyclone and other emergencies for which DFES has responsibility;

- manage the dissemination of information to the community; and
- provide appropriate advice to all levels of government.

### **5.7.1 Incident Management**

DFES, through the OAM, will appoint the IC(s) responsible for the overall management and control of an incident within specific localised communities or geographical areas.

### **5.7.2 Liaison Officers**

All agencies are requested to provide a Liaison Officer (LO) upon activation of the response section of Westplan – Cyclone. The LO must possess sufficient experience and seniority to assist DFES. LOs may be the representatives on the relevant ISG or Operational Area Support Group (OASG). Some agencies may nominate their Agency Commander as the LO.

## **5.8 Response Priorities**

The response to a cyclone emergency shall be based on the priorities of:

1. Life;
2. Critical infrastructure;
3. Property; and
4. Environment.

The safety of personnel tasked to the incident will be the fundamental priority in all phases of incident management.

Priorities for Incident Action Planning (IAP) are:

- The first priority will address the protection of community members and measures to keep them informed;
- The protection of property, critical infrastructure and community assets will be the next priority; and
- Protection of conservation and environmental values are to be factored into IAPs as the subsequent priority.

## **5.9 Multi Agency Support Structure and Arrangements**

State EM Policy Section 5 and State EM Plan Section 5 detail the multi-agency support structure used for different levels of emergency. The following paragraphs elaborate on how this policy will be applied during tropical cyclone emergencies.

### **5.9.1 Incident Support Group**

The ISG(s) consist of the Local Emergency Coordinator and LOs from local agencies/organisations involved in the response to and recovery from an incident. Its purpose is to assist the IC through the provision

of information, expert advice, support and resources relevant to each organisation.

DFES (as the Controlling Agency) shall appoint the Chair of the ISG and determine membership of the ISG. The IC shall activate the ISG when an incident requires the coordination of multiple agencies.

### **5.9.2 Operational Area Support Group**

When the FES Commissioner (as the HMA) identifies that multiple agencies need to be coordinated at a district level or multiple incidents are occurring simultaneously in one Operational Area, it may activate the OASG.

Membership of the OASG will be the OAM (appointed by the HMA) who will also be the Chair, the District Emergency Coordinator and members (liaison officers) from the key agencies involved in the response to and recovery from an incident. Minimum membership of an OASG for a cyclone emergency is:

- DFES (Chair)
- Department for Child Protection and Family Support (CPFS)
- Department of Parks and Wildlife (P&W)
- Department of Education
- Department of Health
- Department of Agriculture and Food WA (DAFWA)
- Essential services as appropriate
- Local government representative
- Main Roads WA
- Western Australia Police

### **5.9.3 State Emergency Coordination Group**

A State Emergency Coordination Group (SECG) is established during a state of emergency, or may be established where an emergency occurs or is imminent, at the request of the FES Commissioner (as the HMA), or on the initiative of the State Emergency Coordinator (SEC), to assist in the provision of a strategic, coordinated multi-agency response to and recovery from the emergency. In addition, if a Level 3 incident occurs, the HMA must consult with the SEC to determine if a SECG should be established.

The SECG is established in accordance with State EM Policy Statement 5.4.7, State EM Plan Section 5.2.3 and State EM Response Procedure 4.

Triggers for the activation of a SECG may include, but are not limited to:

- a cyclone has had, or likely to have a significant impact on a major community;

- widespread cyclone damage to residential areas or a large geographical area containing communities or assets at risk; and/or
- significant risk to critical infrastructure.

The requirements for membership of the SECG are outlined in section 26(3) of the *EM Act 2005*. In the case of a cyclone emergency, it is recommended, in consultation with the State Emergency Coordinator (SEC) that the SECG Membership should include, as required:

#### Core Group

- State Emergency Coordinator (Chair)
- DFES
- Western Australia Police
- Local government representation
- MRWA
- BoM
- Department of the Premier and Cabinet
- CPFS
- Department of Health
- Department of Education
- DAFWA
- Public Utilities Office, Department of Finance
- Any other representatives as considered necessary by the SEC.

## **5.10 Emergency Powers**

The FES Commissioner has powers in relation to natural disasters under the *Fire and Emergency Services Act 1998*<sup>17</sup>. These powers are wide-ranging and are normally adequate to respond to a cyclone emergencies. Should additional powers be required, the *EM Act 2005* can be used to access emergency powers through the declaration of an 'Emergency Situation'<sup>18</sup> or a 'State of Emergency'<sup>19</sup>.

### **5.10.1 Hazard Management Officers**

In the case of an Emergency Situation Declaration, Hazard Management Officers will be appointed in accordance with State EM Response Procedure 5.

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<sup>17</sup> *FES Act 1998* s 18B.

<sup>18</sup> *EM Act 2005* s 50

<sup>19</sup> *EM Act 2005* s 56

### **5.10.2 Authorised Officers**

Authorised Officers will be appointed by the SEC in accordance with State EM Response Procedure 13. Authorised Officers shall comply with all limitations and directions as per Section 61 of the EM Act.

## **5.11 Resource Management**

The identification of appropriate and adequate resources and expertise is essential to preparedness for a cyclone emergency. Planning at all levels should reference resource management, inventory and acquisition arrangements.

DFES is responsible for the overall provision and management of resources required to physically respond to a potential or actual cyclone emergency, including acquisition, pre-positioning and inventory management. Emergency management and support agencies are required to provide their own resources in the first instance and to make requests for additional resources to DFES as required.

Local and district emergency plans should incorporate the use of community and industry resources, especially in relation to accommodation and welfare.

Where an operation is beyond the resources of the State, a request for assistance from other jurisdictions may be made in accordance with section 4.9 and 4.10.

## **5.12 Transport of Passengers and Crew During Cyclone Emergencies**

An operator of a transport service is to have plans and procedures in place which enable the person in charge of a vehicle, vessel, aircraft or train to be aware of and frequently updated on the conditions, warnings and alerts applicable to their destination.

When DFES declares a community Yellow Alert for a cyclone in the vicinity of a destination port, town, or city, the person in charge of the vehicle, vessel, aircraft, or train should ensure that they have sufficient journey time to permit passengers and crew to be conveyed to a place of safety after reaching their destination port and prior to the likely declaration of a Red Alert.

Should insufficient journey time remain, it should be considered whether the vehicle, vessel, aircraft, or train could be diverted to an alternative safe port, town, or city of destination.

An operator of an airport, located in an area for which a Yellow Alert has been declared, should arrange for issue of a 'Notice to Airman' (NOTAMS) which advises of the Yellow Alert as soon as possible after declaration of the Yellow Alert.

## **5.13 Evacuation**

The decision to evacuate residents from areas pre or post impact is the responsibility of the OAM, if appointed, or the IC. The decision will normally be taken in consultation with key stakeholders.

The responsibility for implementing the evacuation rests with DFES, which may require support from other agencies, particularly WA Police and CPFS.

DFES is responsible for arranging transport requirements for the evacuation from the emergency area. Local and district resources should be used wherever possible.

Refer to State EM Policy Section 5.7 and State EM Plan Section 5.3 for further guidance on evacuation.

### **5.13.1 Triggers for Evacuation**

During a Cyclone Emergency, DFES may evacuate residents in risk prone areas due to factors such as:

- Structural Collapse – Buildings that are at risk of structural collapse as a result of tropical cyclone damage should be evacuated.
- Cyclone affecting properties – Evacuation may occur if it is deemed likely that properties could be at risk from the effects of a tropical cyclone.
- Storm surge inundation.
- Isolation of properties – Persons who are not prepared for isolation or unsuited due to medical conditions, disabilities, age, etc. should be encouraged to evacuate.
- Failure of essential services – Failure of essential services such as sewerage, power, telecommunications and water pose significant health risks to the community. In the event of any or all of these systems failing, evacuation of individuals, families and the community may be necessary.

### **5.13.2 Facility Evacuation Plans**

Local industry may have site specific evacuation plans which form part of their Occupational Safety and Health strategies. Additionally, schools, hospitals, detention centres, prisons, shopping centres and public buildings may also have site or building evacuation plans. These plans should be developed in consultation with the LEMC to ensure they are realistic in terms of resource availability, timeliness and the risks created by the hazard.

### **5.13.3 Notification of Evacuation Arrangements**

When authorised by the OAM and/or IC(s), DFES may use an emergency warning system, local radio stations, television stations or other means of its choosing to warn the public of danger and provide safety advice, including evacuation advice.

#### **5.13.4 Refusal to Evacuate**

Sometimes community members refuse to comply with a decision to evacuate an area. Management of such situations by the IC(s) should include:

- provision of clear direction to persons conducting an evacuation with respect to what action should be taken where a person refuses to evacuate;
- ensuring, as far as practical, that those who refuse to evacuate understand the risks of remaining and are capable of making an informed decision;
- arranging recording of the refusal to comply with any evacuation direction under the *EM Act 2005* during an 'Emergency Situation' or in a declared 'State of Emergency';
- where possible, implement plans to track the welfare of remaining (i.e. non-evacuated) residents.

#### **5.13.5 Return of Evacuees**

DFES is responsible for managing the return of persons evacuated as a result of tropical cyclone. The return of evacuees should follow consultation with relevant emergency management agencies to ensure appropriate response and recovery activities have been completed. Additionally, the return should be scheduled to ensure that returning evacuees will not create a subsequent hazard for the community.

### **5.14 Activation of Other Plans**

Should additional support be required during a cyclone emergency, it will initially be sourced through the appropriate LO. Where additional support requires a more coordinated approach, the following plans may be activated:

- State Health Emergency Response Plan
- State Emergency Welfare Plan and its annexures on Reception and Registration and Reunification
- State Emergency Public Information Plan activated by the State Emergency Public Information Coordinator
- State Emergency Telecommunication Plan
- 

The following paragraphs contain additional advice about triggers and processes for some of the support arrangements.

#### **5.14.1 Health Response**

The coordination of a state-wide WA Health response to a major disaster is through the State Health Coordinator (SHC) who has overall control and coordination of the health response.

The initial coordination of Health Services resources will be at a local level; this can be escalated to a district then state level. Should a Cyclone Emergency result in numbers of casualties beyond the

capabilities of local health services, the Department of Health's State Health Emergency Response Plan can be activated to provide further support.

Activation of the Department of Health's State Health Emergency Response Plan will be managed from the State Health Incident Coordination Centre (SHICC). The SHICC will be in direct contact with DFES and will liaise with Regional Health Coordinators and health stakeholders. The overall operational management, preparation and assessment of casualties in a major emergency will be managed by the SHICC.

#### **5.14.2 Incident Response Communications**

The provision of communications for emergency response measures under Westplan – Cyclone are based on the use of normal day to day communication facilities of participating organisations as far as practicable. DFES has a public emergency assistance line (132500), which complements the triple zero (000) service to facilitate requests for and the provision of emergency assistance to the community. This is distinct from the recorded emergency phone line (13 DFES or 13 3337), which only provides information to the community.

If communication with a community at risk has not been established, DFES may dispatch a reconnaissance team including medical, community liaison and communication responders at the first available opportunity.

#### **5.14.3 Public Information and Media Management**

State EM Policy Section 5.6 and State EM Plan Section 5.3.1 detail the emergency management arrangements for the provision of emergency public information (EPI) and the responsibilities of the Controlling Agency and other Emergency Management Agencies in providing timely, accurate and consistent EPI to communities at risk.

DFES has arrangements to ensure the community of Western Australia is informed of cyclone emergencies.

The DFES Public Information Operational Plan (PIOP) provides a framework for DFES communication to the community, media and other stakeholders in a timely, consistent and accurate way during a cyclone emergency.

The PIOP addresses all aspects of the provision and coordination of EPI during a cyclone emergency including the Statewide function (under AIIMS), of Information and Warnings, Media Liaison and Community Liaison.

The IC, OAM or DFES Duty Assistant Commissioner (DAC) have overall responsibility for the issuing of information to the community at a local, regional and state level, with their Public Information Sections (at local, regional and state level) delegated this function during an incident.

### **5.15 Financial Arrangements for Response**

The SEMC website details the criteria for a variety of funding situations and should be consulted to determine the funding arrangements.

Where no additional arrangement has been made with DFES, only expenditure approved by the IC, OAM or DFES DAC will be funded by DFES.

### **5.16 Stand Down and Debriefing**

The response element of this Plan may be stood-down (de-activated) when:

- the SECG (if activated) is stood down;
- the IC identifies that there is no longer a requirement for the plan to remain active; and
- A final comprehensive impact assessment has been provided to a Local Recovery Coordinator in accordance with State EM Policy Section 6 and State EM Plan Section 6.

### **5.17 Contact Arrangements**

The key organisations participating in this plan are shown at Appendix B. Ongoing contact with these organisations shall be through LOs appointed by each organisation.

Detailed contact arrangements for activation of Westplan – Cyclone and for communication with LOs are held by DFES.

## 6 RECOVERY

Recovery management is the coordinated process of supporting emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial, and economic wellbeing.

### 6.1 Responsibility for Recovery

It is a function of local government to manage recovery following an emergency affecting the community in its district<sup>20</sup>.

DFES, as the Controlling Agency with responsibility for the response to an emergency must initiate recovery activity during the response to that emergency.

DFES is to ensure timely notification of the emergency, liaison and appropriate inclusion of those with recovery responsibilities in the incident management arrangements.

DFES is responsible for ensuring that in combating the effects of the emergency, activities have regard for the need to facilitate recovery.

DFES is also responsible for the coordination of assessment of all impacts relating to all recovery environments prior to cessation of the response, including a risk assessment and treatment plan to provide for safe community access to the affected area.

The decision point from when the agreed handover will occur from DFES to the local government to effect recovery will occur when the following circumstances arise:

- The community is no longer at risk from the hazard.
- Operational response activities are being managed, or able to be managed, at a local level.
- No further requirement for the HMA to provide leadership or coordination for the event and the leadership and coordination role becomes predominantly recovery focused.
- The remaining activities are mainly reconstruction and restoration of physical infrastructure, the environment and community, psychosocial, and economic wellbeing of the community.
- The final comprehensive impact assessment has been provided to a Local Recovery Coordinator.

Once the agreed handover is complete DFES may still assist in the recovery effort.

For further detail refer to State EM Policy Section 6 and State EM Plan Section 6 and DFES Standard Administrative Procedure 3.1.I – Recovery Management.

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<sup>20</sup> EM Act 2005 s 36(b)

## **7 INCIDENT ANALYSIS / REVIEW**

DFES conducts three levels of post incident analysis following operational incidents. These are:

- Operational Debrief
- Post Incident Analysis
- Major Incident Review

The level of analysis required will be determined by the DFES Deputy Commissioner in accordance with DFES Policy Statement No. 54 - Incident Analysis Policy. The OAM/IC will ensure that all agencies involved in a multi-agency emergency are provided with the opportunity to submit input into any post operational analysis. Upon acceptance of recommendations an implementation schedule is to be developed and monitored for timely completion.

Post Operation Reports shall be provided to SEMC in accordance with State EM Policy Section 5.11 and State EM Plan Section 5.7.

### **7.1 Investigation and Assessment**

Where DFES identifies any issue which has, or is reasonably believed to have contributed to unnecessary consequences of the emergency upon the community, an investigation may be conducted into that cause. The purpose of the investigation shall be to determine the issues leading to the event, with the intent of developing risk treatment strategies to reduce the associated risk to the community.

### **7.2 Identifying Risk Treatment Strategies**

During the recovery process there is an opportunity to identify future risk treatment strategies and often an opportunity to implement such strategies. DFES will identify key areas in the community infrastructure that failed during the cyclone and will promote actions and/or studies designed to minimise the effects of cyclones on the community in the future. Examples of potential strategies include increasing building construction standards, improving land-use management, and disaster-hardening of key community facilities and utilities.

## 8 APPENDICES

### APPENDIX A - Distribution

Westplan – Cyclone is available in electronic form on the SEMC Secretariat website. Addressees on this list will be notified when a new or amended version of the Westplan is posted on the SEMC Secretariat website via the means shown below.

Organisation	Addressees
State Government Ministers	Minister for Emergency Services
	Minister for Police
	Minister for Planning
State Emergency Management Committee	All Members
	All Subcommittee Members
	SEMC Secretariat
Department of Fire & Emergency Services	All staff
Emergency Management / Support Organisations	All agencies and organisations with responsibilities under this plan.
Community	Web search
Australian Government Attorney General's Department	Australian Government Crisis Coordination Centre
Library Deposits	National Library Of Australia, Legal Deposits Unit
	State Library Of Western Australia, Battye Library

Table 3 Distribution List

## APPENDIX B - Roles and Responsibilities of Organisations

### Introduction

DFES, through the FES Commissioner as the HMA, has the primary responsibility for managing tropical cyclone effects in WA. However, DFES requires the support and assistance of other organisations to ensure an integrated community response occurs.

### Agency Responsibilities

The agencies will undertake the agreed responsibilities, as detailed below. All the agencies are to maintain appropriate internal plans and procedures in relation to the specific agency responsibilities.

Note: The capability and commitment of each Local Government to undertake the tasks and meet the responsibilities identified in this State Plan should be confirmed by the HMA and detailed in Local Emergency Management Arrangements. This will ensure the varying capabilities of individual Local Governments are recognised.

<b>Organisation</b>	<b>Responsibilities</b>
<b>Bureau of Meteorology</b>	<ul style="list-style-type: none"> <li>a. Participate in research and development of tropical cyclone models and techniques to improve tropical cyclone forecasting /notification.</li> <li>b. Provide a tropical cyclone prediction, interpretation and notification service.</li> <li>c. Establish and maintain data collection networks and monitor tropical cyclone events.</li> <li>d. Store and provide historical tropical cyclone intelligence data and information.</li> <li>e. Contribute to the planning, installation and maintenance of new and improved tropical cyclone warning/notification systems.</li> <li>f. Participate in community awareness programs on tropical cyclone warning systems.</li> <li>g. Provide a State Operations Centre Meteorologist (SOCMET) to DFES State Operations Centre, during normal working hours and/or after hours. Alternative liaison officers are Regional Manager Severe Weather, Regional Forecasting Centre Operations Manager, Manager Weather Services or Regional Director as required.</li> <li>h. Provide a representative for SECG, if required.</li> </ul>
<b>Department for Child Protection and Family Support</b>	<ul style="list-style-type: none"> <li>a. Management of services under the State Emergency Welfare Plan and its annexures on Reception and Registration and Reunification as required.</li> <li>b. Provide a representative on local and regional/district tropical cyclone planning committees.</li> <li>c. In consultation with DFES, and consideration of available resources, determine the number and location of evacuation centres to be opened during the cyclone emergency.</li> <li>d. In consultation with the Local Emergency Management Committee, determine a register of potential evacuation centres.</li> <li>e. Staff Welfare/Evacuations centres.</li> <li>f. Facilitate evacuee registrations.</li> <li>g. Participate in the emergency recovery arrangements for people affected by cyclones.</li> <li>h. Provide a liaison officer to DFES SOC, if required.</li> </ul>

	<ul style="list-style-type: none"> <li>i. Provide a representative for SECG, if required.</li> </ul>
<b>Department of Fire &amp; Emergency Services</b>	<ul style="list-style-type: none"> <li>a. Discharge the duties of HMA and Controlling Agency for Cyclone Emergencies, in accordance with the EM Act and State EM Policy Section 5 and State EM Plan Section 5.</li> <li>b. Liaise with other Controlling Agencies to ensure response operations are coordinated.</li> <li>c. Ensure the development and maintenance of response and risk treatment plans specific to cyclones.</li> <li>d. Periodically test and validate local, regional/district and State tropical cyclone plans.</li> <li>e. Recommend the adoption of risk treatment strategies to State, District and Local Emergency Management Committees.</li> <li>f. In cooperation with other agencies, provide communities with tropical cyclone risk awareness, information and education.</li> <li>g. Raise, train and equip an emergency service capable of responding to the effects of a tropical cyclone.</li> <li>h. Liaise with local government in the provision of incident control centres in tropical cyclone susceptible areas of the State.</li> <li>i. Appoint emergency managers at all levels for a particular tropical cyclone.</li> <li>j. Facilitate the provision of assistance as required.</li> <li>k. Request activation of a SECG and provide a representative for SECG, if required.</li> </ul>
<b>Department of Health</b>	<ul style="list-style-type: none"> <li>a. Coordinate the health response in a tropical cyclone situation, including the activation of the State Health Emergency Response Plan if required.</li> <li>b. Advise DFES on all medical and health aspects in relation to a tropical cyclone situation</li> <li>c. Through the hospital stream, provide acute medical care and relief to injured persons.</li> <li>d. Through the public health stream, provide environmental health, public health, mental health and communicable disease control services, as required.</li> <li>e. Maintain an awareness of the readiness of health service infrastructure including assessment of impact on clinical services, response and/or evacuation requirements.</li> <li>f. Provide health advice and support to the designated recovery committee.</li> <li>g. Provide acute health services, particularly to those persons within the affected community who have chronic medical conditions.</li> <li>h. Provide a liaison officer to DFES SOC, if required.</li> <li>i. Provide a representative for SECG, if required.</li> </ul>
<b>Department of Parks and Wildlife</b>	<ul style="list-style-type: none"> <li>a. Notify DFES of impacts on native wildlife and P&amp;W managed lands.</li> <li>b. Provide chainsaw teams to support DFES (where possible).</li> <li>c. Provide a liaison officer to DFES SOC, if required.</li> <li>d. Provide a representative for SECG, if required.</li> </ul>
<b>Department of Planning</b>	<ul style="list-style-type: none"> <li>a. Incorporate tropical cyclone risk treatment measures into state and local planning and development processes.</li> <li>b. Provide representatives on the local and regional/district tropical cyclone planning committees, where practicable.</li> <li>c. Provide a liaison officer to DFES SOC, if required.</li> <li>d. Provide a representative for SECG, if required.</li> </ul>
<b>Department of Water</b>	<ul style="list-style-type: none"> <li>a. Provide representatives on the local and regional/district tropical cyclone planning committees, where practicable.</li> </ul>

	<ul style="list-style-type: none"> <li>b. Ensure tropical cyclone mitigation and management measures are incorporated into the water infrastructure.</li> <li>c. Provide a liaison officer to DFES SOC, if required.</li> <li>d. Provide a representative for SECG, if required.</li> </ul>
<b>Energy Suppliers and Network Managers</b>	<ul style="list-style-type: none"> <li>a. Disconnect and restore energy services as prioritised by DFES or the designated recovery authority. Restoration priority will include consideration of other lifeline interdependence requirements.</li> <li>b. Provide technical advice to DFES in relation to energy supply, disconnection and restoration.</li> <li>c. Assist in the provision of emergency energy as requested by DFES or the designated recovery authority.</li> <li>d. Provide a representative on local and regional/district tropical cyclone planning committees.</li> <li>e. Provide a liaison officer to DFES SOC, if required.</li> <li>f. Provide a representative for SECG, if required.</li> </ul>
<b>Local governments</b>	<ul style="list-style-type: none"> <li>a. Participate in community awareness programs on tropical cyclone risks.</li> <li>b. Provide resources to assist DFES when requested.</li> <li>c. Make available suitable local government buildings to be used as evacuation centres.</li> <li>d. Issue closure notices for airports and airfields when necessary.</li> <li>e. Close and open roads within their jurisdiction, when requested by DFES.</li> <li>f. Provide details on road conditions to DFES.</li> <li>g. Initiate and lead the local community through the recovery process.</li> <li>h. Inspect and declare tropical cyclone affected properties fit for habitation.</li> </ul>
<b>Main Roads WA</b>	<ul style="list-style-type: none"> <li>a. Provide advice to DFES of the potential and actual impacts of tropical cyclone on the State road network.</li> <li>b. Provide a representative on local and regional/district tropical cyclone planning committees (where practicable).</li> <li>c. Close and open State roads when requested to do so by DFES. This Plan recognises that the Commissioner of Main Roads (or delegated Officers) has the power to close or open roads under the <i>Main Roads Act 1930</i>.</li> <li>d. Assist in the recovery process through State road and State road infrastructure repair and reconstruction.</li> <li>e. Communicate road closures to the public.</li> <li>f. Provide a liaison officer to DFES SOC, if required.</li> <li>g. Provide a representative for SECG, if required.</li> </ul>
<b>Public Transport Authority</b>	<ul style="list-style-type: none"> <li>a. Provide advice to DFES of the potential and actual impacts of tropical cyclone on the public transport system.</li> <li>b. Provide a representative on local and regional/district tropical cyclone planning committees (where practicable).</li> <li>c. Close and open transport services when requested by DFES.</li> <li>d. Assist in the recovery process through rail infrastructure repair and reconstruction.</li> <li>e. Communicate service closures to the public.</li> <li>f. Provide a liaison officer to DFES SOC, if required.</li> <li>g. Provide a representative for SECG, if required.</li> </ul>

<b>Telstra</b>	<ul style="list-style-type: none"> <li>a. Provide advice regarding the provision of emergency communications services.</li> <li>b. Give priority consideration to emergency communications requirements of authorities responsible for hazard and emergency management within WA. Actual service provision and restoration priorities will depend on Telstra's network configuration, the safety and availability of staff, material availability, local community issues and national and local security issues.</li> <li>c. Provide a liaison officer to DFES SOC, if required.</li> <li>d. Provide a representative for SECG, if required.</li> </ul>
<b>Water Corporation WA</b>	<ul style="list-style-type: none"> <li>a. Restore water supplies and sewerage systems as prioritised by DFES or the designated recovery coordinator.</li> <li>b. Ensure water quality delivered by the system meets appropriate health standards.</li> <li>c. Provide a representative on local and regional/district tropical cyclone planning committees (where practicable).</li> <li>d. Provide a liaison officer to DFES SOC, if required.</li> <li>e. Assist with the provision of potable water to affected communities until normal services are restored.</li> <li>f. Provide a representative for SECG, if required.</li> </ul>
<b>Western Australia Police</b>	<ul style="list-style-type: none"> <li>a. Support DFES in conducting evacuations.</li> <li>b. Assist DFES with security of evacuated areas.</li> <li>c. In the event of mass casualties provide Disaster Victim Identification.</li> <li>d. Assist with the provision of road traffic management where appropriate.</li> <li>e. Provide representation on local and regional/district tropical cyclone planning committees.</li> <li>f. Provide an emergency coordinator to the IMT/ISG and/or OASG</li> <li>g. Provide a liaison officer to DFES SOC, if required.</li> <li>h. Provide a representative for SECG, if required.</li> </ul>

## APPENDIX C - Operational Sequence Guide – Cyclone

<b>Operational Sequence Guide - Cyclone</b>			
<b>Phase 1</b>	<b>ALERT</b> (Notification that a tropical cyclone response operation is pending.)		
<b>#</b>	<b>BoM Warning Message</b>	<b>ACTIONS</b>	
		<b>DFES</b>	<b>Emergency Management Agencies and Support Organisations</b>
1.1	<p><b>“Heads Up”</b></p> <p>Telephone advice from the Bureau of Meteorology Regional Forecasting Centre (BoM-RFC) that cyclonic weather may occur. Alternatively, advice may be received from the BoM Meteorologist embedded in the SOC (SOCMET).</p>	<ul style="list-style-type: none"> <li>a. On receipt of advice from BoM, DFES will notify appropriate DFES personnel.</li> <li>b. Arrange timely and appropriate teleconferences with the DFES duty personnel and BoM-RFC.</li> <li>c. Activate to the necessary level of readiness and alert all involved agencies.</li> <li>d. Consider activating appropriate arrangements under Westplan – Cyclone and notifying relevant agencies with roles and responsibilities under the Plan.</li> </ul>	<ul style="list-style-type: none"> <li>a. Receive operational information on the situation and distribute it within their organisation.</li> <li>b. Ensure relevant equipment and staff are available for deployment.</li> <li>c. Ensure the ongoing availability of LOs.</li> </ul>

**Operational Sequence Guide – Cyclone (continued)**

Phase 2		CALL OUT (Mobilisation of the tropical cyclone response operation.)	
#	BoM Warning Message	ACTIONS	
		DFES	Emergency Management Agencies and Support Organisations
2.1	<b>CYCLONE WATCH and/or CYCLONE WARNING</b> Blue Alert Yellow Alert Red Alert	a. Initiate appropriate teleconferences with DFES Duty Personnel, Incident Controllers (where appointed) and BoM – Tropical Cyclone Warning Centre (BoM – TCWC). b. Activate to the necessary level of readiness and alert all involved agencies. c. Obtain and disseminate up-to-date information from BoM – TCWC to DFES duty personnel. d. Arrange appropriate community information messages. e. Appoint Operational Area Manager/s for identified areas. f. Appoint Incident Controller/s, responsible for the overall management and control of an allocated incident and the tasking of agencies in accordance with the situation. g. Facilitate ongoing liaison with Agency LOs. h. Determine the requirement for State assistance and activate the Department of Health’s State Health Emergency Response Plan, the Department of Child Protection and Family Support’s State Emergency Welfare Plan and its annexures on Reception and Registration and Reunification and Reception and the State Emergency Public Information Plan and State procedures as required. i. Consider establishing ISG, OASG and SECG.	a. Provide LOs to relevant Support/Coordination groups (if activated). b. Deploy personnel as required. c. Fulfill role and responsibilities as outlined in Westplan – Cyclone d. Provide assistance requested by DFES. e. Maintain liaison with DFES.

**Operational Sequence Guide – Cyclone (continued)**

<b>Phase 3</b> <b>STAND DOWN</b> (Completion of the tropical cyclone <u>response</u> operation)			
<b>#</b>	<b>BoM Warning Message</b>	<b>ACTIONS</b>	
		<b>DFES</b>	<b>Emergency Management Agencies and Support Organisations</b>
3.1	<b>CANCELLATION OF CYCLONE WARNING/ ALL CLEAR</b>	a. Distribute the cancellation to DFES duty personnel. b. Inform participating agencies and hand over to State Recovery Coordinator when the following conditions have been met: <ul style="list-style-type: none"> <li>• all rescues have been accomplished;</li> <li>• all injured have been attended to;</li> <li>• all the displaced people have been provided with shelter;</li> <li>• the essential public services, such as water and power, have been restored;</li> <li>• temporary repairs have been made to designated buildings; and</li> <li>• physical and electronic communications have been largely restored.</li> </ul>	<ul style="list-style-type: none"> <li>• Organisations are stood down in accordance with relevant procedures for each organisation.</li> <li>• Recovery activities in accordance with associated plans continue</li> </ul>