

State Emergency Management Documents Amendments List July 2024

On 7 May 2021, the State Emergency Management Committee (SEMC) approved statement of fact amendments and/or amendments to improve the inclusivity and accessibility of the State emergency management documents (resolution number 32/2021). The redesign of several documents was put on hold to align with an upcoming comprehensive review or to allow for resourcing from the State EM Policy Branch to carry out an adequate review. On 3 July 2024, the SEMC Executive Officer approved statement of fact and consequential amendments to the Local Recovery Guideline and resources in line with accessible redesign format (State Emergency Management Preparedness Procedure section 3.4, minor amendments).

On 12 July 2024, the SEMC Executive Officer approved statement of fact and consequential amendments to State Hazard Plan – Fire and State Hazard Plan – Severe Weather to reflect the adoption of the Australian Warning System across these hazards.

All documents were republished on 15 July 2024. Amendments are shown below with redactions in ~~red strikethrough text~~ and additions as highlighted underlined text. Please email semc.policylegislation@dfes.wa.gov.au to provide feedback or comment.

Local Recovery Guideline **Version 3.03**

Section	Amendment to Local Recovery Guideline	Comment
Part One : About this Guideline: Templates and <u>Resources Aide Memoire</u>	To support and guide local governments plan for and manage local recovery, a number of resources have been provided in the Appendices: which include: the Local Recovery Plan template <u>Local</u> Operational Recovery Plan template Local Recovery Coordinator <u>Profile and Checklist Aide Memoire</u> Local Recovery Coordination Group <u>Profile and Checklist. Aide Memoire.</u> <u>Editable versions of</u> these <u>recovery</u> resources are also available on the <u>SEMC website (www.wa.gov.au)-)</u>	Clarification of where resources are found. Simplification of resource terminology.
Part One: Community-led Recovery	Footnote deleted	Footnote moved from the heading into the body of the text.
Part One : What is Recovery?	Recovery requires a coordinated process to effectively support communities impacted by an emergency across these the social, built, economic and environmental recovery <u>environments.</u> categories.	Updated to current language.

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Part One : Recovery Principles	<p>Western Australia’s recovery activities are underpinned by the National Principles for Disaster Recovery:</p> <p>Understand the context: Successful recovery is based on an understanding of the community context, with each community having its own history, values and dynamics.</p> <p>Recognise <u>the</u> complexity: Successful recovery is responsive to the complex and dynamic nature of both emergencies and the community.</p> <p>Use community-led approaches: Successful recovery is community-centered, responsive and flexible, engaging with community and supporting them to move forward.</p> <p>Coordinate all <u>approaches</u> activities: Successful recovery requires a planned, coordinated and adaptive approach, between community and partner agencies, based on continuing assessment of impacts and needs.</p> <p>Communicate effectively: Successful recovery is built on effective communication between the affected community and other partners.</p> <p>Recognise and build capacity: Successful recovery recognises, supports and builds on individual, community and organisational capacity and resilience.</p>	Minor wording amendments to update to current wording used for the National Principles for Disaster Recovery and consistency in tense. Hyperlink provided to online resource.
Part One : Objectives of Recovery	<p>The objectives of recovery activities, as outlined in State EM Plan section 6.1 are to:</p> <ul style="list-style-type: none"> assist recovery at <u>a</u> the social, built, economic and natural environment <u>level</u> 	Minor amendments to align with State EM Plan section 6.1

Section	Amendment to Local Recovery Guideline	Comment
Part Two: Nominate a Local Recovery Coordinator	<p>A Local Recovery Coordinator Profile and Checklist Aide Memoire (which includes an action checklist with approximate timeframes) has been developed to support local governments nominate suitable Local Recovery Coordinators. The profile Aide Memoire also outlines roles and functions of Local Recovery Coordinators, with suggestions regarding business continuity and fatigue management throughout the recovery process.</p> <p>The Local Recovery Coordinator Profile and Checklist Aide Memoire is available in Appendix Two and on the SEMC website.</p>	Simplification of resource terminology.
Part Two: Consider Membership of a Local Recovery Coordination Group	<p>A Local Recovery Coordination Group Profile and Checklist Aide Memoire (which includes an Action Checklist with approximate timeframes) has been developed to support local governments consider potential membership of the Local Recovery Coordination Group that suits the specific event. The profile Aide Memoire also outlines roles and functions of the Local Recovery Coordination Group in coordinating recovery requirements and engaging the community in the recovery process.</p> <p>The Local Recovery Coordination Group Profile and Checklist Aide Memoire is available in Appendix Three and on the SEMC website.</p>	Simplification of resource terminology.
Part Two: Planning and Implementing a Communication Strategy	<p>Planning and Implementing a Communication Community Strategy Layout table removed</p>	Section title amended to better reflect content and previous statement leading into the section. Text converted from a layout table into text.

Section	Amendment to Local Recovery Guideline	Comment
Part Two: Planning and Implementing a Communication Strategy	1. Establish target audience Understand the demographics of the community and investigate existing groups or networks. These include, but are not limited to: <ul style="list-style-type: none"> • the aged networks for older and younger people • Aboriginal communities and specific organisations (Land and Sea Councils, health services, Corporations) • culturally and linguistically diverse (CaLD) networks culturally and linguistically diverse people • people with a networks or groups supporting individuals with a disability and networks • government agency networks • non-government organisations • community groups such as e.g., sport and recreation clubs, environmental groups, farming groups, community action groups, faith groups, service clubs, schools; chambers of commerce and industry; multicultural groups, and culture and arts groups • LEMC • local government networks • brigades and volunteer groups • neighbouring LEMCs. 	Minor wording amendments to improve inclusivity and appropriately list examples of groups or networks instead of individual people.

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Part Two: Exercises	<p>Exercising the arrangements during the planning process will enable allow the LEMC to:</p> <ul style="list-style-type: none"> test the functionality and effectiveness of the local arrangements bring together members of emergency management agencies and give them knowledge of, and confidence in, each other help educate the community about local arrangements and programs thus providing them with confidence in their local government and emergency management agencies allow participating agencies an opportunity to test of testing their operational procedures and skills in simulated emergency conditions test the ability of separate agencies to work together on common tasks, and to assess effectiveness of co-ordination between them. 	Minor wording improvements
Part three: Managing Recovery	<p>Assessment and Local Operational Recovery Planning</p> <p>Depending upon the extent of the restoration and reconstruction required, the Local Recovery Coordinator and Local Recovery Coordination Group should develop a specific Local Operational Recovery Plan setting out the recovery process to be implemented. A Local Operational Recovery Plan template is available in Appendix Six on the SEMC website.</p>	Clarification added to title as this document is separate to the State-level Recovery Plan template provided in State EM Recovery Procedure 5.3.
Appendix One: Recovery Resources	<p>This guideline and local recovery resources can be found on the SEMC website under Local Recovery Guideline and Resources.</p>	Clarification of where resources are found.
Appendix Two: Local Recovery Coordinator Profile and Checklist	<p>Local Recovery Coordinator Profile and Checklist Aide Memoire reformatted into an accessible format</p>	Template formatting amended to meet accessibility guidelines and simplification of resource terminology.

Section	Amendment to Local Recovery Guideline	Comment
Appendix Two: Local Recovery Coordinator Functions: Pre-Event and Action Checklist: Prior to Emergency	<p><u>Identify groups and networks supporting at-risk individuals and communities (such as older and younger people, Aboriginal communities, people with disabilities, individuals from culturally and linguistically diverse (CaLD) backgrounds, and isolated and transient communities).</u></p> <p>Identify at risk groups within the community such as youth, the aged, people with disabilities, Aboriginal people, culturally and linguistically diverse people;</p>	Language updated and made consistent with the list in the Planning and Implementing a Community Strategy section of Part 2; Preparedness and the Local Recovery Coordination Group Functions.
Appendix Three: Local Recovery Coordination Group	Local Recovery Coordination Group <u>Profile and Checklist Aide Memoire</u> reformatted into an accessible format.	Template formatting amended to meet accessibility guidelines and simplification of resource terminology.
Local Recovery Coordination Group Functions and Action Checklist: Within 1 week	<p>Consider recovery information and arrangements for at-risk <u>individuals and communities (such as older and younger people, Aboriginal communities, people with disabilities, individuals from culturally and linguistically diverse (CaLD) backgrounds, and isolated and transient communities).</u></p> <p>groups and individuals such as youth, the aged, people with disabilities, Aboriginal people, culturally and linguistically diverse people; and isolated and transient people.</p>	Language updated and made consistent with the list in the Planning and Implementing a Community Strategy section of Part 2; Preparedness and the Local Recovery Coordinator Functions.
Appendix Four: Organisational Responsibilities	<p>Department of Fire and Emergency Services</p> <ul style="list-style-type: none"> <u>Support a whole-of-government approach to the operation of State-level recovery for short to medium term recovery coordination, when required (State EM Plan section 6.7)</u> <p><u>Undertake the State Recovery Coordinator role as described in State EM Policy section 6.4 and 6.5 and State EM Policy Appendix A.</u></p>	Addition of existing State-level recovery roles held by DFES in line with the 2019 Recovery review and amendments (SEMC resolution 91/2019).

Section	Amendment to Local Recovery Guideline	Comment
Appendix Five	Local Recovery Plan Template reformatted to increase the accessibility of the template.	Template Notes included to assist with retaining the accessibility of the document existing template notes highlighted as a template note to differentiate from suggested content.
Appendix Six	Appendix Six: Local Operational Recovery Plan Template	Clarification added to title as this document is separate to the State-level Recovery Plan template provided in State EM Recovery Procedure 5.3.
Appendix Six	Local Operational Recovery Plan Template reformatted to increase the accessibility of the template.	Template Notes included to assist with retaining the accessibility of the document.
Appendix Six	(Name of Community, Local Government or Local Recovery Coordination Group) Local Operational Recovery Plan	Title of the recommended Operational Recovery Plan broadened to capture all the variations of document titles found in the previous guideline and templates.
Throughout	Corrections to typographical, grammatical and formatting errors, contact details, and outdated hyperlinks throughout the suite.	Noteworthy typographical and grammatical errors amended also included in the above amendment log.

State Hazard Plan – Fire **Version 2.04**

Page	Section	Amendment to Plan	Comment
23	4.5 Bushfire Warning Framework	<p>WA has adopted the Australian Warning System framework, a national approach to community warnings, for bushfire.</p> <p>There are three levels of warning with consistent colours and icons that change to reflect the increasing, or decreasing, risk to life or property. Warnings are accompanied by an action statement, giving the community a clear and concise call to action to help keep them safe.</p> <p>WA has agreed to a national approach to community warnings for bushfire. This approach includes a scaled approach with three levels of Warning and an All Clear. The alert level should change to reflect the increasing or decreasing risk to life and property.</p> <p>The frequency of alerts depends on the level of threat. The fire agencies agreed bushfire warning framework system is outlined in the following table:</p> <p>Table 1: Bushfire Warning framework</p>	Section updated to reflect current bushfire warning framework.
	Table 1: Bushfire Warning framework	<p>Warning Type: Advice</p> <p>Description: An incident is active. There is no immediate danger. Stay up to date in case the situation changes</p> <p>Warning Message: A fire has started and there is no immediate danger, this is general information to keep you informed and up to date with developments.</p>	Table content updated to reflect current bushfire warning framework.

Page	Section	Amendment to Plan	Comment
23	Table 1: Bushfire Warning framework	<p>Warning Type: Watch and Act</p> <p>Description: There is a possible threat to lives and homes. Take action to stay safe. Broadcast in full on ABC Local Radio and 6PR every half hour at quarter past and quarter to the hour.</p> <p>Warning Message: There is a possible threat to lives and homes. Conditions are changing, you need to leave the area or prepare to actively defend your home to protect you and your family. Broadcast in full on ABC Local Radio and 6PR every half hour at quarter past and quarter to the hour.</p> <p>Warning Type: Emergency Warning</p> <p>Description: There is a threat to lives and homes. You may be in danger and need to take immediate action. Issued at least every hour. Broadcast in full on ABC Local Radio and 6PR every 15 minutes. An emergency warning may be supported with a siren sound called the Standard Emergency Warning Signal (SEWS) and/or a Telephone Warning System message.</p> <p>Warning Message: You are in danger as your area will be impacted by fire. You need to take immediate action to survive. Listen carefully as you will be advised whether you can leave the area or if you must shelter where you are as the fire burns through your area. Issued at least every hour. Broadcast in full on ABC Local Radio and 6PR every 15 minutes. An emergency warning may be supported with a siren sound called the Standard Emergency Warning Signal (SEWS) and/or a Telephone Warning System message.</p> <p>Warning Type: All Clear</p> <p>Warning Message: The danger has passed and the fire is under control, but you need to remain vigilant in case the situation changes. It may still not be safe to return home.</p>	Table updated to reflect current bushfire warning framework. All Clear warning removed for consistency with Australian Warning System.

Page	Section	Amendment to Plan	Comment
25	4.9 Levels of Response	Table 2: Fire Incident Levels, Descriptions and Actions Level 1 <u>Note: All fire incidents are regarded as Level 1 unless declared otherwise.</u>	Note regarding Level one incidents moved from table heading to Level 1 content to improve accessibility and layout of table.
Throughout	Throughout	Corrections to typographical, grammatical and formatting errors, contact details, and outdated hyperlinks throughout the suite.	Noteworthy typographical and grammatical errors amended also included in the above amendment log.

State Hazard Plan – Severe Weather **Version 1.01**

Page	Section	Amendment to Plan	Comment
26	4.4.1 Community Alerts Warnings for Cyclone, Storm and Flood	<u>DFES is responsible for issuing timely, relevant and tailored warnings where severe weather poses a risk to the community.</u> <u>Informed by the Bureau warning products, DFES will issue warnings based on the amount of time until the severe weather is expected to affect communities, as well as the risk posed to the community before, during and after the severe weather event.</u> <u>On 15 July 2024, DFES adopted the Australian Warning System (AWS), a three-level warnings framework of Advice, Watch and Act and Emergency Warning for cyclone, flood and storm warnings.</u> DFES is responsible for issuing alerts and warnings where severe weather poses a risk to the community. Informed by the Bureau warning products, DFES will issue alerts based on the amount of time until the severe weather is expected to affect communities.	Section updated to reflect adoption of Australian Warning System framework for Cyclone, Storm and Flood warnings.

Page	Section	Amendment to Plan	Comment
26	4.4.1 Community Warnings for Cyclone, Storm and Flood	<p>Table 3: General Australian Warning System</p> <p>Warning : Advice Description: An incident is active but there is no immediate threat to lives or homes. Be aware and keep up to date.</p> <p>Warning : Watch and Act Description: There is a possible threat to lives and homes. Take action now to protect yourself and others.</p> <p>Warning : Emergency Warning Description: There is a threat to lives and homes. You may be in danger and need to take immediate action.</p>	New table included to provide a general overview of the AWS across all three hazards.
26	4.4.1 Community Warnings for Cyclone, Storm and Flood	<p>The warning levels move up and down to reflect the increasing or decreasing risk to life and property.</p> <p>These three warning levels are accompanied by an action statement in the warning headline providing the community with a clear call to action to stay safe.</p> <p>The AWS is a national warnings framework used by all Australian States and Territories.</p>	Section updated to reflect adoption of Australian Warning System framework for Cyclone, Storm and Flood warnings.
26	4.4.2 Emergency WA	<p>DFES Twitter at www.twitter.com/dfes_wa</p>	Removal of Twitter as a source of warnings.

Page	Section	Amendment to Plan	Comment
27	4.4.6 DFES Cyclone <u>Warnings Alerts</u>	<p>DFES has developed an Alert System for throughout the State where cyclones pose a risk to the community.</p> <p>DFES Cyclones Alerts (Blue, Yellow, Red and All Clear) complements the Bureau advice and related warnings to encourage those at-risk to take action.</p> <p>The aim is to warn the community of danger and provide safety advice at various stages during the approach of a cyclone. DFES Alerts are issued in four stages and are</p> <p><u>DFES aims to warn the community of danger and provide safety advice during the approach of a cyclone and in its aftermath.</u></p> <p><u>The warning level is</u> decided by the appointed IC in consultation with the ISG and the appointed DFES OAM. The <u>warning alert</u> level is communicated to the Public Information State Operations team who then issue the alerts to community, media and stakeholders.</p> <p>As part of the cyclone <u>warning framework alerts system</u>, DFES will work with the Bureau to determine if there is a threat of storm surge to the community. If there is a threat, the Bureau will issue a warning and DFES will then issue <u>a Storm Surge warning instructing people in the affected area</u> to either prepare to evacuate, or evacuate now community alert, with the IC to determine which action is most appropriate. DFES also has the ability to publish predicted storm surge inundation maps where suitable.</p> <p>The following table details the DFES Cyclone <u>Warning Framework</u>:</p>	Section updated to reflect adoption of Australian Warning System framework for Cyclone warnings.

Page	Section	Amendment to Plan	Comment
28	Table 4 :Cyclone Warning Framework	<p>Table 4 :Cyclone Warning Framework</p> <p>Warning: Advice Description: An incident is active. There is no immediate danger. Stay up to date in case the situation changes. HMA Usage: Escalation phase: Used when a cyclone may produce gales within 48-72 hours or earlier if the cyclone’s forecast intensity or predicted path necessitate earlier warnings for the community. De-escalation phase: Used in the aftermath of a cyclone when there is no longer a threat to the community, whether it be from the cyclone itself or the hazards i.e. debris and damage left behind in its passing.</p> <p>Warning: Watch and Act Description: There is a possible threat to lives and homes. Take action to stay safe. HMA Usage: Escalation phase: Used when a cyclone has moved closer and there is a significant risk of destructive winds within the next 24-48 hours. De-escalation phase: Used in the aftermath of a cyclone where there remains a possible threat to the community, likely from hazards created by the cyclone’s passing.</p> <p>Warning: Emergency Warning Description: There is a threat to lives and homes. Take immediate action. Shelter indoors now. HMA Usage: Escalation phase only: Considered for use when a cyclone is likely to produce destructive winds and/or the destructive winds are occurring. Only Emergency Services as identified by DFES in consultation with the LEMC should remain functional. Former Cyclone Alerts table removed including All Clear alert type.</p>	Table completely updated to reflect current cyclone warning framework. All Clear alert removed for consistency with Australian Warning System.

Page	Section	Amendment to Plan	Comment
28	4.4.8 DFES Flood Warnings	<p><u>DFES aims to warn of danger and provide safety information when and where flood poses a risk to the community.</u></p> <p><u>The following table details the DFES Flood Warning framework:</u></p> <p>Leveraging the Bureau's flood warning services, DFES has developed an Alert System for use throughout the State where flood poses a risk to the community.</p> <p>When a Bureau Flood Watch is issued, DFES will issue a "Prepare for Flood" alert to forecast affected communities. When the Bureau issues a Flood Warning, DFES will issue a "Take Action Now" alert to encourage people to take action to remain safe. Where the Bureau recommends evacuations, DFES will likely issue a "Prepare to Evacuate" or an "Evacuate Now" message. Once the danger has passed and the Bureau issues a flood cancellation alert, DFES will follow with a "Take Care: Cancellation" message.</p>	Section updated to reflect adoption of Australian Warning System framework for flood warnings.

Page	Section	Amendment to Plan	Comment
29	Table 5 :Flood Warning Framework	<p>Table 5 :Flood Warning Framework</p> <p>Warning: Advice Description: An incident is active. There is no immediate danger. Stay up to date in case the situation changes. HMA Usage: Escalation phase: Used when a Flood Watch or Flood Warning is issued by the Bureau, or where there is a need to warn the community of flash flooding risks. De-escalation phase: Used when the risk to community has decreased and when appropriate, the Bureau has issued a Flood Cancellation.</p> <p>Warning: Watch and Act Description: There is a possible threat to lives and homes. Take action to stay safe. HMA Usage: Escalation phase: Used when a Flood Watch or Flood Warning is issued by the Bureau and there is a possible threat to lives and homes. This could include the potential need for evacuation or risk of isolation. De-escalation phase: Used in the aftermath of a flooding event where there remains a possible threat to the community, whether that be from flood waters or hazards created by the flood.</p> <p>Warning: Emergency Warning Description: There is a threat to lives and homes. Take immediate action. HMA Usage: Escalation phase only: Considered for use when there is an imminent threat to lives and property due to flooding, likely requiring evacuation or immediate life-saving action.</p>	New table provided to reflect adoption of Australian Warning System framework for Flood warnings.

Page	Section	Amendment to Plan	Comment
29	4.4.10 DFES Storm Warnings	<p><u>DFES will issue community warnings for storm events based on the increasing, or decreasing risk to life or property, before, during and in the aftermath of a Severe Weather Warning or Severe Thunderstorm Warning issued by the Bureau.</u></p> <p><u>The following phenomena forecast or observed by the Bureau in a Severe Weather or Severe Thunderstorm Warning are included in the DFES community warnings:</u></p> <p>Informed by the Bureau warning products, DFES will issue alerts based on the amount of time until the storm is expected to affect communities.</p> <p>As HMA for storm, DFES will issue community alerts for severe weather events where the Bureau has issued a Severe Weather Warning or Severe Thunderstorm Warning which includes two or more of the following phenomena:</p>	Section updated to reflect adoption of Australian Warning System framework for storm warnings.
29	4.4.10 DFES Storm Warnings	<p>DFES may also issue community warnings for isolated severe weather phenomena (<u>such as costal hazards or</u> damaging winds) that do not meet the above criteria but for which a Bureau warning has been issued.</p> <p><u>The following table details the DFES Storm Warning Framework</u></p>	Section updated to reflect adoption of Australian Warning System framework for storm warnings.

Page	Section	Amendment to Plan	Comment
30	Table 6: Storm Warning Framework	<p>Table 6 :Storm Warning Framework</p> <p>Warning: Advice Description: An incident is active. There is no immediate danger. Stay up to date in case the situation changes.</p> <p>HMA Usage: Escalation phase: Used to advise the community of the weather phenomena forecast or observed in the Bureau’s Severe Weather or Severe Thunderstorm warning.</p> <p>De-escalation phase: Used when the risk to community has decreased and when appropriate, the Bureau has issued a Cancellation of the Severe Weather or Severe Thunderstorm Warning.</p> <p>Warning: Watch and Act Description: There is a possible threat to lives and homes. Take action to stay safe.</p> <p>HMA Usage: Escalation phase: Used to warn the community when there is a possible threat to lives and homes due to the forecast or observed weather phenomena in the Bureau’s Severe Weather or Severe Thunderstorm warning.</p> <p>De-escalation phase: Used in the aftermath of a storm event to warn the community that there still remains a possible threat to lives or homes, likely due to debris and other hazards created by the storm.</p> <p>Warning: Emergency Warning Description: There is a threat to lives and homes. Take immediate action.</p> <p>HMA Usage: Escalation phase only: Considered for use when there is an imminent threat to lives and property due to observed weather phenomena such as destructive winds, intense rainfall, a tornado, flash-flooding or giant hail requiring the community to take immediate, potentially life-saving action.</p>	New table provided to reflect adoption of Australian Warning System framework for storm warnings.

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Through out	Throughout	Corrections to typographical, grammatical and formatting errors, contact details, and outdated hyperlinks throughout the suite.	Noteworthy typographical and grammatical errors amended also included in the above amendment log.