

Ordinary Council Meeting

20th December 2016



Papers Relating

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10.1.1

Application for purchase of freehold lease 121924
over Lot 914



Government of **Western Australia**
Department of **Lands**

Metropolitan and Regional Services

Our ref: File 1340-1935-02RO Job 160613
Enquiries: Nathan Marino Ph: (08) 6552 4444
Fax: (08) 6552 4417
Email: Nathan.Marino@lands.wa.gov.au

11 November 2016

Chief Executive Officer
Shire of Dundas
PO Box 163
NORSEMAN WA 6443



Dear Sir/Madam

**REQUEST TO FREEHOLD LEASE I121921 OVER LOT 914 ON DEPOSITED
PLAN 205165, DODD STREET- SHIRE OF DUNDAS**

Lease I121921 over Lot 914 on Deposited Plan 205165 with the purpose of 'Residence' for a term of 99 years commenced on 1 July 1935 with the primary interest holder being Peter and Elizabeth Ceccato.

The Department of Lands has received a request from Peter and Elizabeth Ceccato to purchase Lease I121921 in freehold. To facilitate this proposal, could you please provide any comments council may have.

I have enclosed a Smartplan Map of the area for your consideration.

Should you have any questions please don't hesitate to contact me.

Yours faithfully,

Nathan Marino
Assistant State Land Officer
Case Management – Goldfields, Esperance, Wheatbelt



DODD
STAPLES ST

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10.1.2

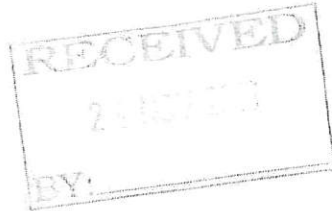
Application for Exploration Licence 63/1810



Regional and Metro Services

21 November 2016

Shire of Dundas
PO BOX 163
NORSEMAN WA 6443



Your ref:
Our ref: 00725-1989 RO Job No: 164199
Enquiries: Sundave Sidhu Ph: (08) 6552 4488
Fax: (08) 6552 4417
Email: sundave.sidhu@lands.wa.gov.au

Dear Sir/Madam,

APPLICATION FOR EXPLORATION LICENCE 63/1810 OVER UCL LOTS 155 AND 156 ON DEPOSITED PLAN 203695 AND PORTION OF RESERVE 2782 – PETER ROMEO GIANNI- SHIRE OF DUNDAS

I refer to the above mentioned proposal applying for the grant of Exploration Licence.

The Department of Mines and Petroleum (DMP) has applied to the Minister for Lands to approve Exploration Licence 63/1810 within the Shire of Dundas, the applicant being Peter Gianni.

The land covered by Exploration Licence 63/1810 covers a portion of Reserve 2782 for the purpose of 'Resting Place for Travellers and Stock'.

Could you please provide your comments and confirm if there are any objections in the Minister for Lands approving the abovementioned Exploration Licence 63/1810.

For your assistance, please find enclosed a copy of the mining tenement summary report, Tengraph graphic (proposal hachured in black), SmartPlan graphic showing the Prospecting Licence hachured in red and aerial photography.

For further enquiry please contact Sundave Sidhu, Assistant State Land Officer, Goldfields Esperance Wheatbelt, Department of Lands on telephone (08) 6552 4488.

Yours sincerely,

Sundave Sidhu
Assistant State Land Officer – Goldfields Esperance Wheatbelt Region
Regional Metro Services

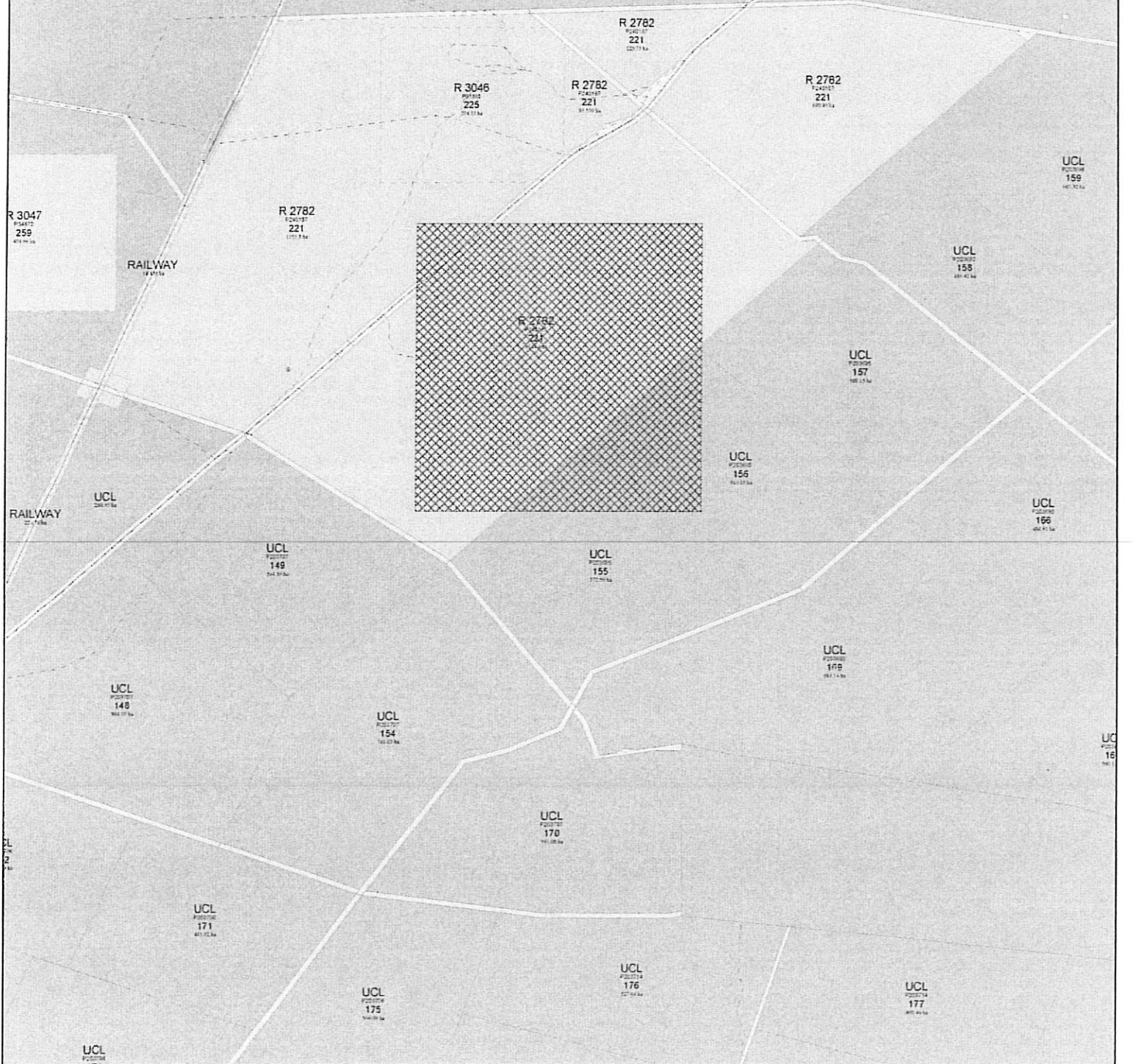
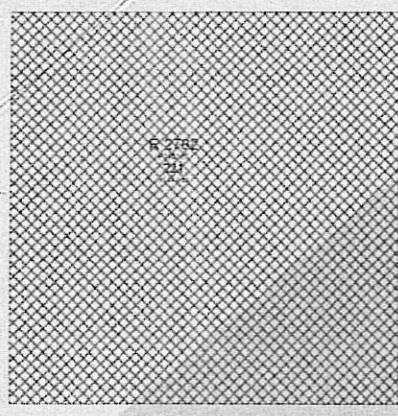


COOLGARDIE-ESPERANCE HWY

RAILWAY

RAILWAY

RAILWAY



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Lat/Long : 121°37'08.073", -32°33'50.894" / 121°44'54.313", -32°23'48.111" H 271mm by W 210mm

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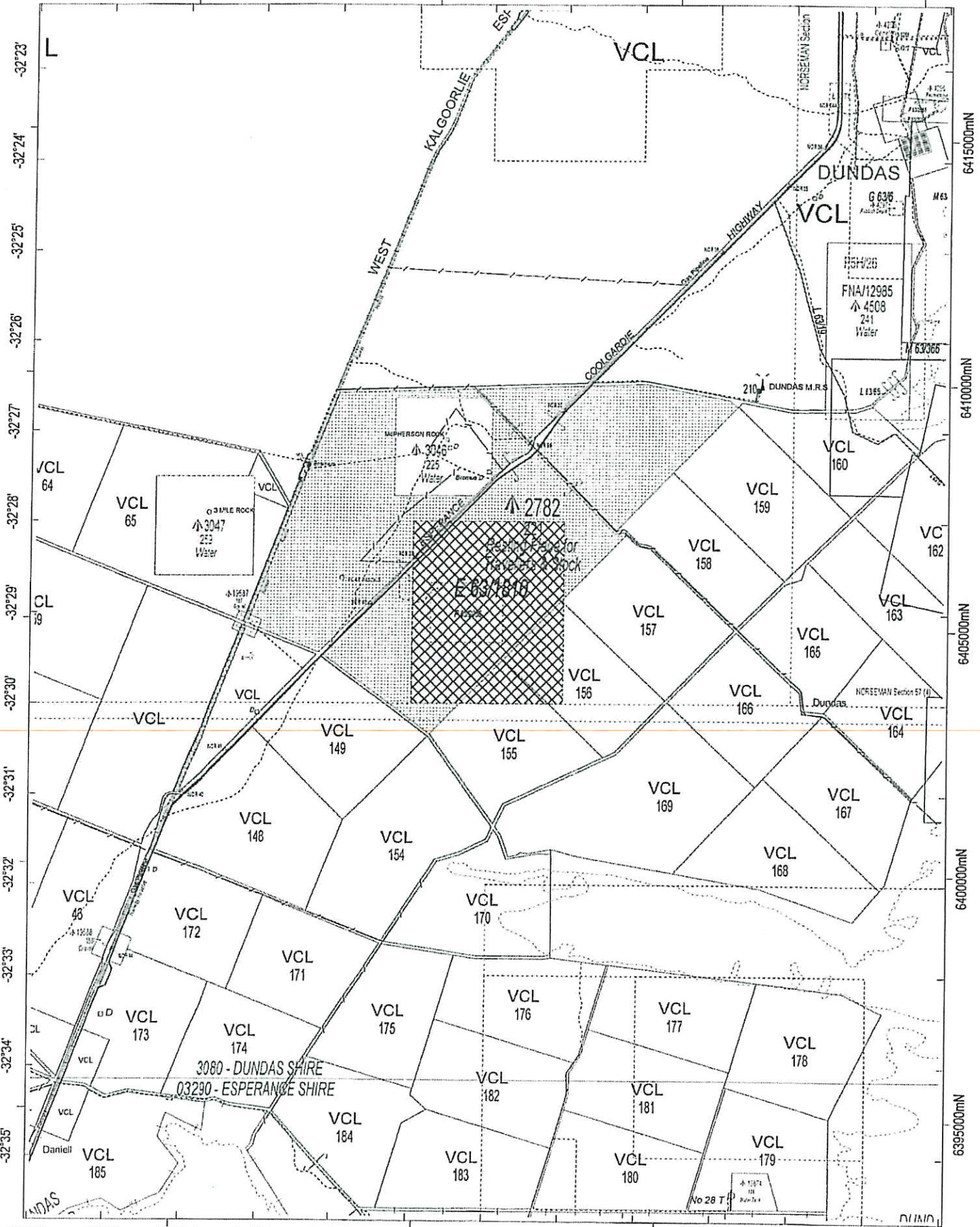
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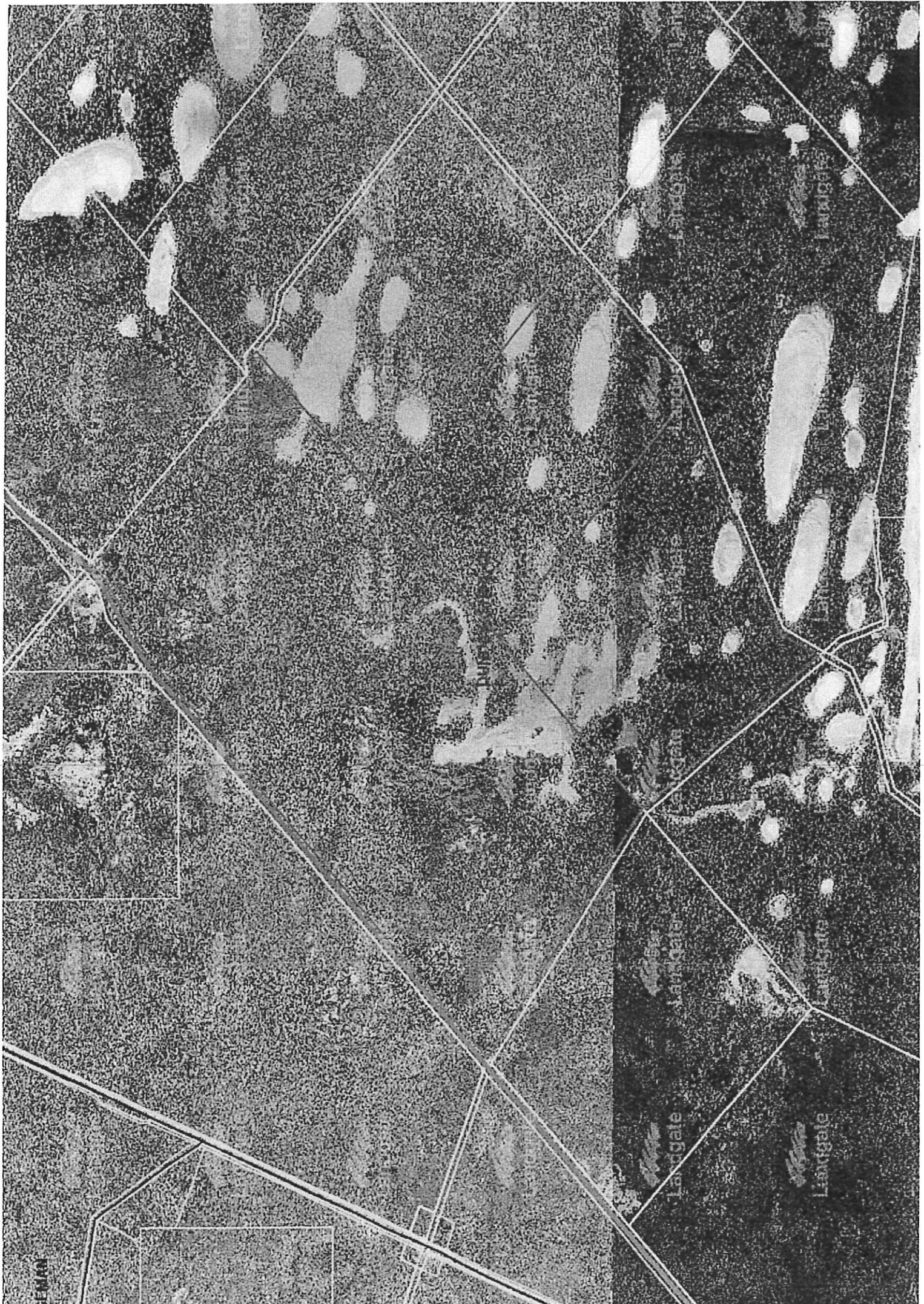
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Departmental Use Only

Scale: 1:100,000

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10.1.3

Objection to ML63/662

The following observations to be taken in to account to preserve the natural state of the Polar Bear Peninsular.

1. It must be noted that Shire of Dundas is not anti mining. Quite the opposite.

2. This objection is solely to preserve the natural state of the Polar Bear Peninsular as unique in its geology, land forms, variety of woodlands & Flora and intrinsic beauty of the lake.

3. The Shire considers that some areas are an asset in their natural state to taken be advantage of in a sustainable and responsible manner. While mining has long been a provider of commercial sustenance to the town of Norseman, recent downturn in this activity has required us to plan for a different future. These unique assets once destroyed will rob us of our future.

5. The operation of these mines will require substantial logistical support. This means connecting roads, causeways on the lake and cleared areas for admin, maintenance and ore loading facilities. To achieve these facilities there will need to be much destruction of non mining areas. As most of the terrain is undulating, there will be excavation required for fill and cuttings.

6. Considering the environment at the Polar Bear, it is obviously sensitive and ancient. There is one particular priority 1 species there that only exists in very specific areas. As Flora there is very well adapted to it's state for any post mine rehab to occur the conditions would need to be favourably recreated. Given the nature of the excavated sediments and disturbance doubt can be cast over any success in rehab, as can the zest in intent.

7. As the proposed mining activity, so far as we can glean, is likely to occur on the normally dry Lake Cowan, then the ingress of water into any excavation needs to be considered. As does the disposal of that water. We don't need to look any further than the North Royal mine to see that there is an upset to the normal process. Lake Cowan is a dry lake, not a salt lake. The mine water from the North Royal has evaporated and left a thick crust of salt and is consequently now sterile. It was not always thus. An uninformed view would expect places like Lake Cowan to be sterile and lifeless. It is not the case. My own observations have seen several species of Wolf spider, beetles that run too fast to photograph - due to the spider, crustaceans when conditions are suitable and birdlife that somehow know

when to feed on them. I have photographed about 10 Hooded Plover feeding on the lake on a proposed S2r mine location (Yogi).

On my recent sojourns to the Polar Bear I have seen these little water birds feeding on the area proposed to be mined. This says that there is sustenance to be had for this observable species - but there must be more to it, beyond our subjective observation. Any relics of abandoned pits, filled with toxic ground water are a magnet for water birds, and I have witnessed their demise in these places.

8. The Polar bear Peninsular has long been a place frequented by Norseman locals. I, with my young family, 30 years past, and as we have grown older, still make time to visit there.

This is a classic case of the 'tragedy of the commons' where every party with an interest expects that it is there a right to access an asset for their own purpose.

The point here is that our community has an asset that it wishes to retain for perpetuity, as opposed to S2R that will take what they can from 'developing' a mining prospect and selling it on.

9. More than 10 million ounces of gold had been taken from the Norseman Goldfield, what and where is the legacy of this? Certainly not in our town. The wealth has been distributed far and wide. We have been left to struggle as a community, waiting in vain for the next miner in shining armour to rescue us from our economic woes.

Well we can safely assume that there is no one out there with our interest at heart - that is entirely up to ourselves. It is imperative that we kick and squeal to preserve our wonderful places, treat them as our assets, plan and market them for our long term survival.

10. The Norseman area has had little interest from the environmental governing authorities, The Esperance DPaW area, who has control of our area, is solely coastal biased. We are more attuned to the Goldfields area but Kalgoorlie DPaW can have no interest.

Given our location it is time to consider Norseman as a logical, practical and sensible location for a Western Woodlands control body, complete with offices, officers, rangers and appropriate resources.

11. Common consensus is that there is nothing we can do to prevent miners coming in and taking what they perceive as their right. We get to meekly place an objection to a mining license being approved, which in reality holds not much sway in government process. We are not ideological,

city dwelling renegades. This is our place, our assets, and our sustainable future. We should have our say and ultimate determination in what is taken from us in support of a more metropolitan favour. The Miners, the mostly dormant government agencies, and our elected government reps need to listen to local communities and earn their social licence.

|

29 November 2016

Mr Doug Stead
CEO, Shire of Dundas
PO Box 163
Norseman, WA 6443

Request that the Shire of Dundas remove the objection on Mining Lease Application M63/662

Dear Doug,

Thank you for the opportunity to meet with yourself and a number of the councillors from the Shire of Dundas. It was much appreciated and as stated in the meeting I am more than willing to provide updates from time to time on S2 activities within the region, and enter into more formal stakeholder consultations in the event of a potentially economic discovery being made.

Polar Metals Pty Ltd (a wholly owned subsidiary of S2) requests that Shire of Dundas remove the objection it has lodged on Mining Lease application M63/662 based on the reasons outlined in this letter, and on the basis of information provided during the meeting.

As stated in the meeting, Polar Metals has applied for a mining lease application (M63/662) through the conversion of a number of existing prospecting licenses. The application has been submitted under Section 74(1)(ca)(ii) of the mining act which includes a Mineralisation Report and Supporting Statement (of possible mining operations), both of these were provided at the time of the meeting.

According to the Mining Act, a mining lease can be applied for under Section 74(1)(ca)(ii) if "there is significant mineralisation in, on or under land to which an application for a mining lease relates if exploration results in respect of a deposit of minerals located in, on or under that land indicate that there is a reasonable prospect of minerals being obtained by mining operations."

There is no requirement to submit an Environmental Management Plan, or similar with a mining lease application under Section 74(1)(ca)(ii) as there is no actual proposal for mining activities and the scope of any mining activities and its potential impact on the environment is unknown. However, as stated in the meeting, upon grant of the license using this method, a condition is placed on the tenement that, *"The lessee submitting a plan of proposed operations and measures to safeguard the environment to the Executive Director,*

Environment Division, DMP for his assessment and written approval prior to commencing any developmental or productive mining or construction activity”.

As a consequence of this, no mining activities of any type can commence until a formal Mining Proposal has been submitted and approved by the DMP and formal permission granted by the Executive Director, Environmental Division of the DMP. Prior to this, the only activities permitted are exploration activities, the same as are covered under the existing underlying prospecting licenses, with any disturbance covered under the Program of Works system that applies for all exploration and prospecting licenses.

Should mining activities be contemplated in the future, a Mining Proposal needs to be submitted to the DMP which is advertised and the documentation is open to the public for review. I have attached a copy of the “Guidelines for Mining Proposals in Western Australia” which can be downloaded from the DMP website, which outlines what is required in a Mining Proposal. I draw particular attention to the requirement for:

- Section 3.7 – Requirement for ongoing stakeholder engagement (including the Shire of Dundas) in the lead up to the Mining Proposal, which states that the Proponent (Polar Metals) must demonstrate engagement with open, transparent, two-way communication that is inclusive of all parties and establishing mutual trust and respect.
- Section 3.8 – Requirement for extensive Baseline environmental data, including climate, landscape, materials characterisation, hydrology, biodiversity (including flora, fauna and ecosystems).
- Section 3.9 – Environmental Risk Management,
- Section 3.11 – Environmental Management System

Below is a flow chart of proposed activities in the event that economic mineralisation is located within the mining lease. It is emphasised that whilst there has been significant mineralisation (both gold and nickel) within the tenement, these are still a long way from any mining stage, and like all exploration activities, there remains the real possibility that the project (at all stages through the process) won't advance to the next stage due to results received.

In the event that a potentially minable resource is identified, then a number of baseline environmental studies would commence over the project area as well as on potential infrastructure corridors to form part of the Scoping Study and subsequent pre-feasibility and Feasibility Studies. It is at this stage that we would propose to initiate stakeholder engagement, specific to this project, with the shire and the township of Norseman. Prior to this, it is appropriate that any engagement is covered by general exploration activity updates.

4/2012

I trust that this letter is sufficient information to address the concerns of the shire and for the council to consider the request to withdraw the objection on the mining lease, however, please do not hesitate to contact me for any clarification.

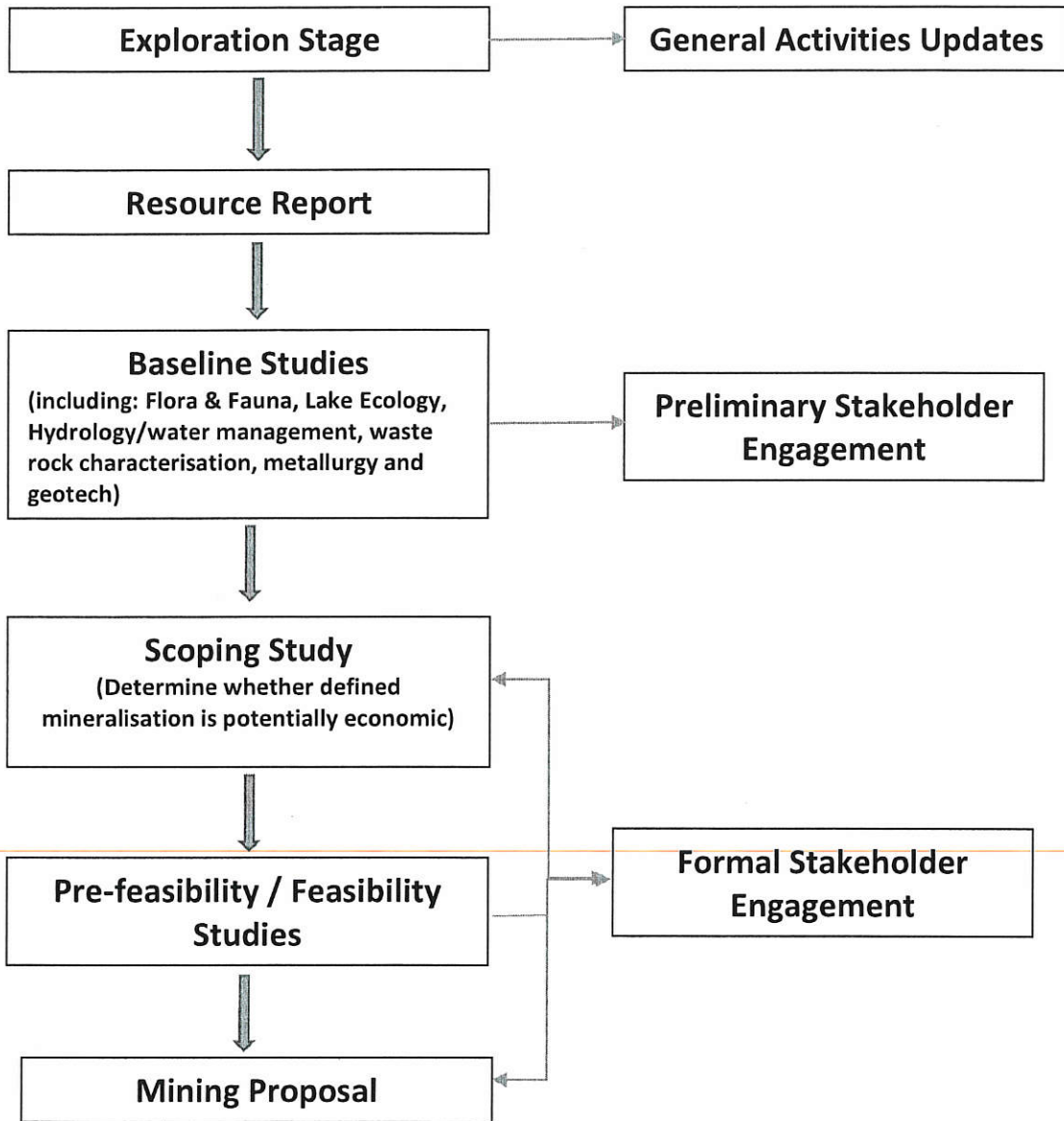
Yours sincerely,

A handwritten signature in cursive script, appearing to read 'John Bartlett', written in a light grey or blue ink.

.....

John Bartlett
General Manager Exploration
S2 Resources Ltd

Figure 1: Flow Chart of activities in the event of an economic discovery



10.1.3

3.6.1 Clearing Principles

In a situation where the Mining Proposal is being used as an exemption from requiring a clearing permit under Part V of the EP Act (see Appendix N), the proponent can choose to undertake their own assessment of the proposed activities against the clearing principles. This should be attached as a separate appendix to the Mining Proposal. It is important to note that this will only be used as information by DMP and will not necessarily reflect the outcome of the department's assessment against the clearing principles.

3.7 Stakeholder engagement

Mining Proposal requirements:

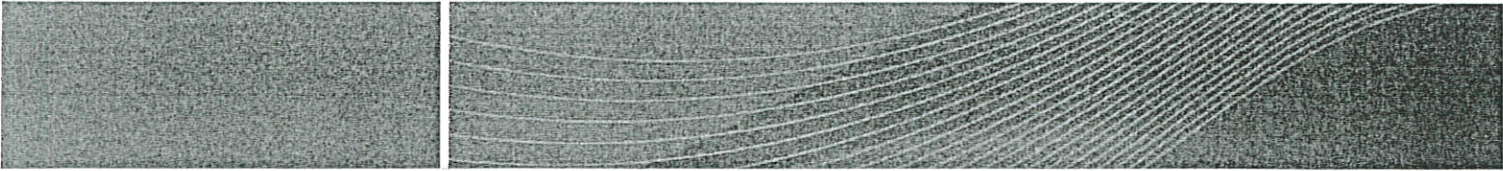
To enable DMP to accurately and appropriately assess stakeholder engagement undertaken on the proposed mining activities, the Mining Proposal must contain the following:

- A Stakeholder Engagement Register, in tabulated form, identifying the engagement that has been conducted leading up to the submission of the Mining Proposal including:
 - identity of stakeholder(s)
 - date of engagement
 - a description of the nature of the engagement and level of information provided to stakeholders
 - comments and issues raised by the stakeholder(s)
 - an assessment of the merits of any issues raised
 - how the proponent has responded to the concerns raised and incorporated the proposed resolution into the Mining Proposal (ie. inclusion in the risk assessment and/or environmental outcomes)
 - stakeholder acceptability of proponent response to issues/concerns
- A summary of the Stakeholder Engagement Strategy.

An example Stakeholder Engagement Register and further guidance on developing a targeted community and stakeholder engagement strategy is provided in Appendix I.

For the purpose of the guidelines, the term **stakeholders**, includes both internal and external parties who are likely to affect, be affected by, or to have an interest in the proposed mining activities.

Proponents must demonstrate to DMP's satisfaction that effective and appropriate engagement has been undertaken leading up to the submission of the Mining Proposal and that this will continue to be undertaken throughout the mine life. Stakeholders must be provided with sufficient information to make an informed assessment of the possible consequences of the activity on the function, interest or activities of the stakeholder and a reasonable period of time must be provided for the consultation process.



DMP requires community and stakeholder engagement to be undertaken to ensure that interested and affected parties are informed of proposed mining activities and given the opportunity to express how they may be affected. Stakeholder and community engagement is considered fundamental in determining agreed environmental outcomes. Early and continuous stakeholder engagement also enables proponents to understand and manage stakeholder expectations and mitigate the potential risks associated with the mining activity.

While preparing or revising a Mining Proposal, proponents must demonstrate consultation has been undertaken with each of the following:

- all decision making authorities and any other relevant State or Commonwealth government departments and local government authorities
- any person or organisation whose functions, interests or activities may be affected by the activities carried out under the Mining Proposal (eg. environmental non-government organisations, local Indigenous people and the local community)
- any other person or organisation that the proponent considers relevant.

Consultation with government agencies includes seeking advice on each agency's specific regulatory requirements and, where relevant, agreement on issues, management measures, environmental standards, criteria and procedures that may apply to the proposal.

One of the aims of the consultation process is to identify the relevant environmental receptors for a project and environmental values that they hold for stakeholders. Environmental receptors are those qualities of the environment that stakeholders value for the support of particular ecosystems and/or human uses. Stakeholders will expect that environmental receptors that are of environmental value are protected from both affects and impacts (both real and potential) as a result of the mining operation (during construction, operation and mine completion).

It is essential that stakeholders have the opportunity to engage, through an iterative process, in the development of environmental outcomes (including mine closures) to ensure that the identified environmental receptors are protected. The Mining Proposal must also demonstrate how the consultation has, or has not, influenced the development of the applicant's proposed environmental outcomes.

Stakeholder engagement should be inclusive. As a result, it is not generally recommended that engagement be conducted through one forum alone (eg. a community consultative committee or informal landowner discussions). A well prepared, resourced and implemented stakeholder consultation plan will ensure that all stakeholders are identified and that stakeholders are being effectively engaged.

3.7.1 Principles of stakeholder engagement

Proponents must demonstrate that the following principles have been addressed when formulating and implementing their community and stakeholder engagement strategy. These principles have been adapted from the Ministerial Council on Mineral and Petroleum Resources (MCMPR) *Principles for Engagement with Communities and Stakeholders* (2005).



Communication

Communication must be open, accessible, clearly defined, two-way and appropriate.

Transparency

The process and outcomes of community and stakeholder engagement should, wherever possible, be made open and transparent, agreed upon and documented.

Collaboration

A cooperative and collaborative approach to seek mutually beneficial outcomes is considered key to effective engagement.

Inclusiveness

Inclusiveness involves identifying and involving communities and stakeholders early and throughout the process, in an appropriate manner.

Integrity

Community and stakeholder engagement should establish and foster mutual trust and respect.

Further guidance to assist with identifying key stakeholders and developing a targeted community and stakeholder engagement strategy is provided in Appendix I.

3.7.2 Targeted community and engagement strategy

A summary of the engagement strategy must be provided in the Mining Proposal. It is important that all stakeholders have their interests and concerns considered and, where appropriate, addressed. Stakeholders must also be given an opportunity to provide feedback on the response or proposed action to address their interests and concerns.

DMP does not intend to prescribe the strategy for engagement and recognises that the type, scale and location of activities will determine the most appropriate engagement strategy to be implemented. The department also acknowledges that the process of engagement is likely to be modified according to changes in mining activities and the needs of interested parties.

Further guidance on developing targeted community and stakeholder engagement strategy is provided as Appendix I.

3.7.3 Ongoing community and stakeholder engagement

Proponents must demonstrate ongoing community and stakeholder engagement via their Environmental Management System (EMS – refer to section 3.11). DMP requires the following information to be updated in the EMS:

- any changes to the engagement strategy
- a summary of all engagement undertaken during the life of the project.

3.8 Baseline environmental data

Mining Proposal requirement(s):

The following information must be included in a Mining Proposal:

- Baseline environmental data must cover the following environmental aspects:
 - climate
 - landscape
 - materials characterisation
 - hydrology
 - biodiversity, flora, fauna and ecosystem
 - environmental threats and other factors
- The above environmental aspects must be presented as distinct sub-sections in the baseline data section of the Mining Proposal.
- An appropriate description, analysis and interpretation of the baseline data must be provided in each sub-section.
- Each sub-section must include an appropriate analysis and interpretation of the baseline data so that DMP can see that this information has informed the risk assessment and environmental outcomes.
- Environmental threats, specific to the project, must be identified.

DMP requests that digital spatial datasets be provided for baseline data (eg. vegetation communities, vegetation types, dieback mapping) where available. Spatial data should be provided in accordance with the requirements detailed in section 3.5.2 of the Guidelines.

Baseline environmental data is vital in identifying the environmental risks and potential impacts, informing the risk treatment measures and determining appropriate environmental outcomes and performance criteria. It also provides an understanding of the environmental values and beneficial uses that may be affected by the proposed activity. In essence, Baseline data establishes the environmental context in the risk management process.

It is imperative that baseline data is used to inform the Mining Proposal risk assessment and the proposal's risk treatment measures (see section 3.9). This section of the guidelines has been designed so that the relevant baseline data is summarised and interpreted in the Mining Proposal document, with relevant technical reports attached as appendices.

For mining projects with existing, approved Mining Proposals, no new data is required when re-submitting the Mining Proposal in accordance with these guidelines unless there is an expansion or alteration to the project, or it has been identified as a knowledge gap in an approved Mine Closure Plan.

3.8.1 Climate

Climate is an important environmental aspect used to inform the risk assessment as it will have an impact on all other environmental factors and affect the success of mine closure.

Mining Proposal deliverables – Climate

The Mining Proposal shall contain adequate climatic information to adequately assess all significant climatic impacts on the project. This shall include but is not limited to:

- a description of the climatic zone
- the range of mean monthly maximum and minimum temperatures
- average annual rainfall
- a description of the frequency and intensity of rainfall
- a description of seasonal and long term climatic trends/patterns
- average annual evaporation rates
- predominant wind directions and wind speeds
- historic flood events and maximum rainfall events (duration and magnitude).

3.8.2 Landscape

Providing the geographic and topographical context of the Mining Proposal assists in the explanation and understanding of the broad environmental attributes of the area. It also assists to explain decisions that may be made for location of landforms and infrastructure and decisions regarding mine closure.

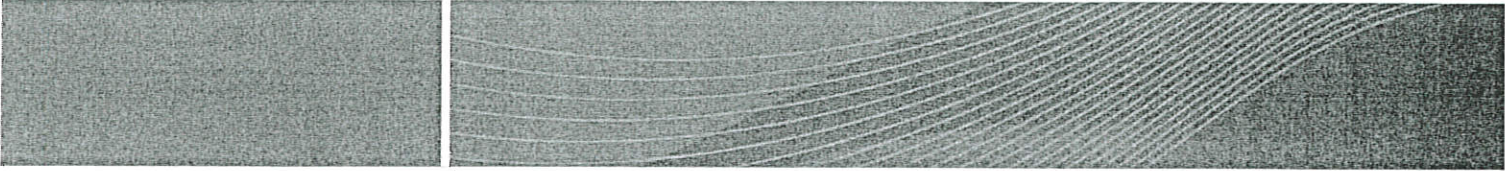
Mining Proposal deliverables – Landscape

The Mining Proposal shall include a description of where the proposal sits within the broad landscape and the landscape features of the project area (eg. ranges, valleys, plateaus, lakes). It is recommended that the description references the relevant Interim Biogeographic Regionalisation for Australia (IBRA) Bioregion and Sub-bioregion (see the Commonwealth Department of Environment's website). The description may also include the Department of Agriculture and Food WA (DAFWA) soil-landscape units that occur within the project area.

3.8.3 Materials characterisation

For the purpose of these guidelines, 'materials' refers to all soils and subsurface material that will be disturbed or extracted by the mining activity, including material that has been physically or chemically processed on site (eg. tailings). Materials characterisation identifies the physical and geochemical properties of materials and whether they have the potential to:

- cause environmental harm
- contribute to, or detract from, success of rehabilitation and closure.



Materials characterisation is a critical component of mine planning due to the large-scale physical disturbance that is associated with most mining activities. It helps to ensure that the risk assessment is appropriately informed and aids in responsible mine closure planning. Appropriate materials characterisation assists in the cost-effective operation and closure of a mine. Materials characterisation provides a basis for preventative management, appropriate use of materials and improved environmental outcomes. Effective characterisation of materials and scheduling can save on double handling and expensive remediation later in mine life. Proponents shall use the materials characterisation baseline data to identify environmental risks and inform the Mining Proposal risk assessment.

Materials characterisation shall address the following risk factors associated with the proposed mining activities:

- acidic and/or metalliferous drainage (AMD), inclusive of:
 - acidic drainage
 - metalliferous drainage (encompassing all metals/metalloids regardless of whether the conditions are acidic)
 - saline materials and/or drainage
- sodic and/or dispersive material
- material with other chemical/physical properties that will affect stability or success of rehabilitation (eg. low pH, low fertility, poor structural integrity, water holding capacity)
- naturally occurring radioactive material (NORM).

Mining Proposal deliverables – Materials characterisation

(a) Soils

The Mining Proposal shall contain:

- a description of the major soils occurring in the project area including the indicative volume and characterisation of topsoil and subsoil available for rehabilitation
- where there are multiple soil types identified, a map showing the spatial extent of each identified soil type in the project area should be provided. The map must include a scale bar, latitude and longitude coordinates, date of field survey, and regional map location. Soils may be classified according to the WA Soil groups outlined in Schoknecht and Pathan (2013)
- adequate characterisation of the soils to ensure that the risk posed by adverse components can be determined
- reference to the characterisation methodologies used
- interpretation of baseline data and broad implications for risk assessment and treatments
- relevant technical reports attached as appendices.

(b) Subsurface materials and processing waste

The Mining Proposal shall contain:

- a description of the geology and mineralisation of the project area
- the indicative volume of ore and waste materials that will be mined
- the predicted volume of tailings or any other processing waste, where applicable
- the indicative tonnages and proportion of each lithology
- adequate characterisation of the subsurface materials and processing waste to ensure that the risk(s) posed by adverse components can be determined
- diagram(s) and map(s) of the sampling locations to indicate, the location of mine activities and the 3D spatial distribution of samples and proximity to the water table (where applicable)
- a description of the methodology used to characterise the materials
- interpretation of baseline data and broad implications for risk assessment, treatments and environmental outcomes
- relevant technical reports attached as appendices.

3.8.4 Biodiversity/flora/fauna/ecosystem

Baseline data is required to understand the pre-existing assemblages, diversity, condition and ecological function of flora, fauna and ecosystem(s) at a species, population and community level. It is imperative that enough information is collected to allow an appropriately informed risk assessment to be undertaken.

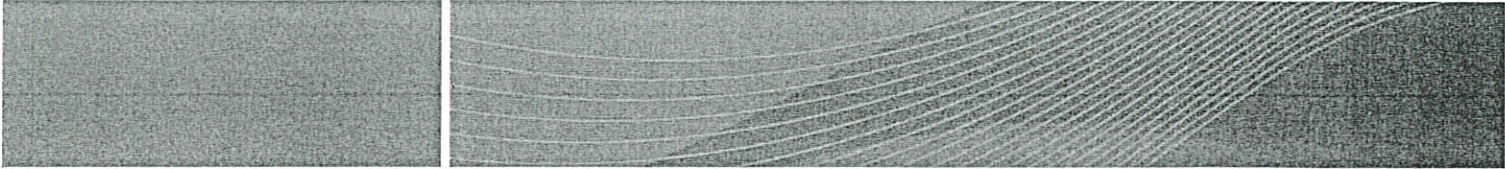
Where there are likely to be species or communities of conservation significance, or where land managed for the purposes of conservation may be directly or indirectly impacted, proponents are encouraged to engage with the Department of Parks and Wildlife (DPaW) for specific advice on information collection and interpretation.

Mining Proposal deliverables – Biodiversity/flora/fauna/ecosystem

The Mining Proposal shall contain:

- a description of the pre-existing biodiversity/flora/fauna/ecosystem values of the area affected by the proposal. Specific reference must be made to any species or communities of conservation significance (e.g. listed species/communities under state or commonwealth legislations, including listed weed species).

Surveys will usually be required to achieve the above. The level of survey(s) can range from desktop to detailed field surveys. Guidance on undertaking



an appropriate survey of flora and fauna values is found within the Environmental Protection Authority's (EPA) Guidance Statements, in particular:

- EPA Guidance Statement No. 51 – Terrestrial Flora and Vegetation Surveys for Environmental Impact Assessment in Western Australia
- EPA Guidance Statement No. 56 – Terrestrial Fauna Surveys for Environmental Impact Assessment in Western Australia.

- suitable maps to illustrate the existing vegetation communities and habitat descriptions as well as the location and extent of any sensitive values or threats (endemic or introduced). It is suggested that the maps include an overlay of the site plan required under section 3.5.4
- interpretation of baseline data and broad implications for risk assessment, treatments and environmental outcomes
- relevant technical reports attached as appendices.

3.8.4.1 Short range endemics and subterranean fauna

Short range endemic (SRE) species are defined as terrestrial and freshwater invertebrates that have naturally small distributions of less than 10,000 km². Within this distribution, the actual areas occupied may be small, discontinuous or fragmented.⁸

Subterranean fauna are defined as fauna that live their entire lives (obligate) below the surface of the earth. They are divided into two groups:

- stygofauna – aquatic and living in groundwater
- troglofauna – air-breathing and living in caves and voids.⁹

SRE species can be particularly important to consider as part of the baseline fauna surveys as they have the potential to be restricted to small spatial scales and are generally at a greater risk of changes in conservation status and local or taxon extinctions than other more widely distributed species.

DMP acknowledges that SRE and subterranean fauna will not be a significant issue for all Mining Proposals. However, in instances where there is the potential for impacts these must be appropriately addressed in the Mining Proposal risk assessment.

Further guidance on likely habitats for SRE and subterranean fauna and appropriate sampling techniques can be found within the EPA's guidelines, in particular:

- EPA Guidance Statement No. 20 – Sampling of Short Range Endemic Invertebrate Fauna for Environmental Impact Assessment in Western Australia
- Environmental Assessment Guideline No. 12 – Consideration of subterranean fauna in environmental impact assessment in Western Australia (EAG12).

⁸ Taken from EPA's "Environmental Assessment Guideline No. 12 Consideration of Subterranean Fauna in Environmental Impact Assessment in WA – June 2013"

⁹ Taken from EPA's "Environmental Assessment Guideline No. 12 Consideration of Subterranean Fauna in Environmental Impact Assessment in WA – June 2013"



Mining Proposal deliverables – Short range endemics and subterranean fauna

Proponents shall determine whether SRE species and/or subterranean fauna are likely to be present and whether appropriate field surveys are required (it is recommended that proponents use EPA Guidance Statement No. 20 and EAG12 to determine this).

Where SRE species and subterranean fauna are a relevant risk, information shall be provided in-line with the Mining Proposal deliverables for Biodiversity/Flora/Fauna/Ecosystem (section 3.8.4).

Any surveys that are undertaken must comply with the relevant EPA Guidelines.

3.8.5 Hydrology

Ground and surface water resources may have environmental values and beneficial uses. Protection of these values and uses relies on an understanding of the water resources and maintaining their quality and quantity. It is imperative that enough information is collected to understand the pre-existing hydrology within the project area. This will inform the risk assessment (including an assessment of relevant storm/flood events) and assist in the development of appropriate performance criteria (including closure criteria).

Mining Proposal deliverables – Hydrology

The Mining Proposal shall contain baseline information for all ground and surface water within the project area or potentially impacted by the project. This includes:

i. Surface Water

- a description of the catchment area(s), including a map identifying the project area in relation to the catchment(s)
- description of the surface hydrology of the project area and potentially affected downstream environment (eg. ephemeral creeks, permanent creeks/rivers, playa lakes, wetlands, water holes)
- a description of the environmental values and beneficial uses of surface water
- details of any surface water management areas that the project intersects or may impact
- the main water quality characteristics of the surface hydrology of the area
- a description of the flooding characteristics of the area. Where flooding presents a risk to the environmental management of the proposal (including post-closure), appropriate flood modelling and mapping will be required.

ii. Groundwater

- an overview of the regional and local hydrogeology and groundwater dynamics (flow directions, relative pressures/levels, interconnection, quality, recharge zones and size)
- a description of the environmental values (eg. groundwater dependent ecosystems) and beneficial uses of groundwater in the area
- details of any groundwater management areas that the project intersects or may impact
- the water quality characteristics of the groundwater resources. For projects with minimal interaction with groundwater, or where risks are considered negligible to low, the characterisation can be limited to broad indicators (eg. salinity and pH). Where risks are present above a low level, the characterisation must be more detailed and focus on the nature of the risks (eg. if acid and/or metalliferous drainage is a risk then baseline levels of relevant anions and cations may be appropriate). The characterisation of pre-existing conditions must be adequate to enable any mining impacts to be detected.

Where groundwater will be intercepted by the project the following information must be provided:

- a map of the inferred groundwater resources
- the water quality and pressure, recharge areas, aquitards, aquifer details, water gradient (include seasonal fluctuations if known), flow directions and rates and discharge areas for each aquifer potentially affected by mining activities
- a description of the interconnectivity between the ore body, water supply aquifers, dewatered aquifers and lateral, overlying and underlying aquifers and surface water
- interpretation of baseline data and broad implications for risk assessment and treatments
- relevant technical reports attached as appendices.

For further guidance refer to the 'Australian and New Zealand Guidelines for Fresh and Marine Water Quality (2000)', the Department of Water's 'Quality Protection Guidelines No. 1-11 for Mining and Mineral Processing' and the Department of Water's 'Western Australian water in mining guideline (May 2013).

3.8.6 Environmental threats and other factors

(i) Environmental threats

Environmental threats are identified risks that may further impact on environmental factors as a result of proposed mining activities (eg. weeds, pests, dieback, soil pathogens, wildfires, light, etc). For example, the proposal may impact flora and fauna through vegetation removal which could already be affected as a result of the presence of dieback. DMP requires that these threats are considered when undertaking the site specific risk assessment. The Baseline Data section of the Mining Proposal must identify environmental threats relevant to the Mining Proposal. These threats must be included as an influencing factor in the risk assessment.

Mining Proposal deliverables – Environmental threats

The Mining Proposal must contain:

- an explanation of the main environmental threats that are relevant to the Mining Proposal (eg. dieback, pathogens, weeds, feral animals, wildfires)
- Baseline data for those threats that are relevant to the proposal's environmental risk assessment.

(ii) Dust, noise, air quality

Dust, noise and other atmospheric emissions can impact on flora, fauna and other environmental factors. DMP acknowledges that dust, air and noise emissions from prescribed premises under Part V of the EP Act may be directly regulated by the Department of Environment Regulation (DER). Therefore, DMP expects the Mining Proposal to include baseline data for noise or air quality only in circumstances where these factors may impact on the other environmental factors listed in Table 1 (eg. noise impacts on native fauna, dust impacts on native vegetation).

DMP's assessment will only focus on dust, noise, air quality aspects which are not directly regulated under a works approval, licence or any other condition/regulation that applies under the EP Act (eg. Ministerial Condition, Environmental Protection (Noise) Regulations 1997).

For mine sites that are not a 'prescribed premises' under Part V of the EP Act, DMP would expect to see dust impacts to be considered in the environmental risk assessment and environmental outcomes.

Mining Proposal deliverables – Dust, noise, air quality

Where dust, noise or air quality may impact on the other environmental factors listed in Table 1 and is not directly regulated by DER, the Mining Proposal must include baseline data for noise, dust and/or air quality.

3.9 Environmental risk management

Mining Proposal requirement(s):

The following information must be included in a Mining Proposal:

- a risk assessment consistent with the requirements of this section of the guidelines, including details of pre and post-treated risk
- a description of the risk assessment criteria used as part of the risk assessment (see example Appendix J)
- detail and evaluation of the environmental risks including their sources, potential events, likelihood, consequence and risk analysis methods used to determine these levels
- a demonstration that the environmental impacts and risks are reduced to 'As Low as Reasonably Practicable' (ALARP) by applying environmental practices and technologies (treatments) best suited to the site characteristics, activity and location.

DMP considers that a suitable risk management framework includes the components outlined in Figure 1, section 1.1.

The risk management process is iterative and requires ongoing engagement with key stakeholders and regular monitoring and review throughout the life of mine and its closure to ensure continual improvement.

It is the proponent's responsibility to demonstrate that the environmental source of risk and impacts arising from the proposed activities are identified and can be managed to avoid, eliminate, control or mitigate environmental harm. The Australian standard AS/NZS ISO 31 0000: 2009 *Risk Management Principles and Guidelines* provides a guide for carrying out risk assessments and while this standard is suitable to use, DMP does not require certification. The Australian Government has also developed guidance on risk assessment and management specific to the mining industry through their "Leading Practice Sustainable Development Program for the Mining Industry – Risk Assessment and Management Handbook – May 2008".

The Mining Proposal must evaluate risks, outline the measures that will be used to treat risks (using a risk reduction hierarchy) and demonstrate that residual risks are ALARP and consistent with DMP's environmental objectives. This is to be achieved via the application of a risk management framework that demonstrates arrangements for designing, implementing, monitoring, reviewing and continually improving risk management. A Mining Proposal must include a risk assessment consistent with the requirements of this section of the guidelines.

3.9.1 ALARP 'as low as reasonably practicable'

DMP has a well-established practice of utilising the principle of ALARP in the environmental regulation of the petroleum industry. Due to the success of this, and for the purposes of consistency, proponents are required to apply ALARP to their risk assessment in a Mining Proposal. To reduce a risk to a level which is ALARP involves balancing reduction in risk against the time, trouble, difficulty and financial cost of achieving the reduction. This level represents the point at which the time, trouble, difficulty and financial cost of further reduction measures become unreasonably disproportionate to the additional risk reduction obtained.

The following definition must be used to determine whether a risk has been lowered to ALARP:

If a measure is practicable and it cannot be shown that the cost of the measure (in money, time and effort) is grossly disproportionate to the benefit gained; then the measure is considered reasonably practicable and should be implemented. The criterion is “reasonably practicable” not “reasonably affordable”: justifiable cost and effort is not determined by the budget constraints/viability of a project.

Treatments will change over time and proponents will need to continually improve environmental management to maintain ALARP risk levels. The use and maintenance of an Environmental Management System (EMS) is one way proponents can undertake a process of continuous improvement (see section 3.11 for further guidance on EMS).

Figure 4 details the relationship between risk and ALARP, whereby risks must be reduced to ALARP or acceptable regions for a Mining Proposal to be accepted.

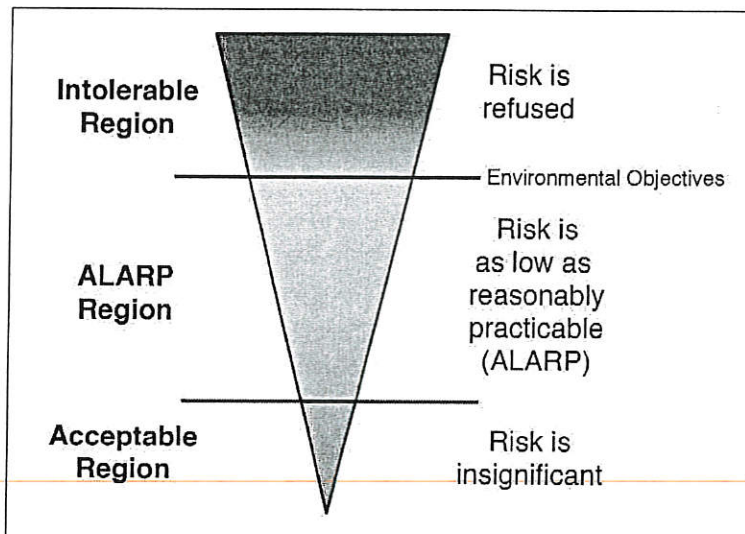


Figure 4: ALARP and risk

3.9.2 Defining risk assessment criteria

In order to provide clarity on the risk assessment process undertaken, the Mining Proposal must contain a description of the risk assessment criteria. This involves developing a risk matrix and a clear description of consequence and likelihood levels (see Appendix J for examples).

Consequence levels should be based on the scale of the activities or effects of a given impact on specific environmental values. They should also take into account the environmental sensitivity of the area in which the activity is taking place.

The likelihood level for a given impact may relate to the known frequency of such an event occurring, based on available industry data or a statistical review. Qualifying descriptors can also be used to separate different likelihood levels (eg. rare, unlikely, possible, likely, almost certain).

All descriptors used will need to be defined in the Mining Proposal. As a guide, an example risk matrix and corresponding descriptions of consequence and likelihood levels are included in Appendix J. These tables are provided as an example only.



3.9.3 Risk assessment

A risk assessment includes a process of risk identification and risk analysis/evaluation.

Risk identification

Proponents must demonstrate in the Mining Proposal that all the environmental sources of risk, the risk pathways, and any impacts likely to directly or indirectly arise from the proposed activities, have been systematically identified. Proponents should also consider risks arising during all phases of their mining operation (for example, construction, operation, temporary shutdowns, care and maintenance, decommissioning and closure). In addition proponents must consider risks that may arise from unexpected or emergency conditions (incidents), accidental or otherwise. The aim of this is to generate a comprehensive list of risks based on the activities proposed that might impact upon the environmental objectives.

DMP recommends proponents seek out and consider advice from experienced operators, specialists and relevant government agencies in order to identify all risks from the proposed activities. It is also recommended that proponents research and incorporate learnings from previous environmental incidents that have occurred from similar activities around Australia and the world.

The quality and accuracy of risk identification is inherently dependent on the quality and uncertainty of any relevant baseline data. Where there is insufficient data or uncertainty around the data and the risks of an activity are high, the precautionary principle outlined in Section 4A of the EP Act must be considered. DMP requires proponents to specifically identify activities that pose a high risk and have limited or uncertain baseline data and detail how they are implementing the precautionary principle to limit environmental harm. Proponents should aim to address uncertainty within baseline data before submitting a Mining Proposal. Where there is uncertainty in baseline data and reasonable measures to address this have not been undertaken, DMP may consider that the risk assessment is flawed and more information may be required.

Risk analysis/Risk evaluation

For every risk identified, an assessment of the likelihood, consequence and other attributing factors is required to determine the pre-treated level of risk using the defined risk assessment criteria. This analysis is required to be presented within the Mining Proposal (see Appendix K for example).

A risk evaluation must consider whether treatments are required to reduce risk to ALARP and to a level consistent with DMP's environmental objectives (refer to Table 1). In most circumstances a range of treatment options are likely to be available, unless the pre-treated risk is extremely low or negligible.

There are a number of methods via which a risk analysis/evaluation can be conducted. Therefore, DMP requires the Mining Proposal to include a statement about the risk analysis methodology used and why this method was considered most suitable.

Risk analysis is not a one off process and proponents will need to continuously analyse the risks posed by mining activities and update the risk assessments and treatment of these risks to ensure they are kept to an ALARP level. This forms part of a proponent's EMS (see section 3.11).



3.9.4 Risk treatment

The Mining Proposal must document all risk treatment measures applied to each identified risk. The treatment method will determine the residual (treated) risk level. The residual (treated) risk level must be evaluated to ensure it is meeting the principle of ALARP and is consistent with environmental objectives.


The Mining Proposal must include a risk assessment that evaluates the raw (untreated) risk and the residual (treated) risk (see Appendix K for example).

DMP recommends that the following hierarchy be used for treating risks (*please note examples are for illustrative purposes only and are not considered examples of what is reasonable in all circumstances*):

1. Where reasonably practicable, **eliminate** the risk. This can be done by removing or avoiding the activity that posed the risk. For example, changing activity envelopes to avoid all clearing of a declared rare flora population or changing pit designs to avoid disturbance of potentially acid forming material.
2. Reduce the risk by **substituting** a different activity which poses a lower risk. For example, backfilling of waste instead of creating an out of pit waste dump or substituting discharge of saline water to the environment with discharge to a lined evaporation pond.
3. **Control** the risk with an engineered solution. For example, adding a liner to a process water pond, having a specifically designed adverse materials management cell in a waste dump, or the use of automatic (instead of manual) shut-off valves.
4. **Mitigate** the risk using administrative procedures. For example, reducing speeds on mine roads, daily checks of a TSF or warning signals/signs.

Avoiding or eliminating the risk of environmental harm is considered the best treatment when practical. If the risk cannot be avoided consideration should be given to whether a different activity could be conducted altogether. If that is also not practical then the risk should be controlled/mitigated by either an engineered or administrative measure. Control/mitigation of the risk should never be considered as the first treatment option, as failure of the treatment may lead to environmental harm occurring. The residual risk of all activities must be consistent with DMP environmental objectives and be controlled at an acceptable level (to ALARP).

In some circumstances, there may be existing standards or practices that can be referenced in the risk treatment section (eg. from existing codes of practice, Australian Standards, government guidelines, etc.). These should be used in the risk treatment where applicable as they will generally be accepted by DMP. Proponents can also reference existing commitments or conditions imposed by other legislation in the risk treatment section. These will generally be accepted by DMP provided they meet the principle of ALARP and will achieve the department's environmental objectives.



Proponents may also be asked by DMP to explain the treatment options that were chosen and how they meet the principle of ALARP. This explanation may include whether any higher order treatment options were considered and rejected during the evaluation processes as the costs (in money, time or effort) were grossly disproportionate to the benefit (not reasonably practicable). It should be noted that over time the costs associated with some treatment options are likely to change and, therefore, treatments that were initially grossly disproportionate to the benefit may become reasonably practicable, or vice versa. What is critical from DMP's perspective is that the treatment that is applied will not result in an outcome that is inconsistent with the department's environmental objectives.

Environmental standards, codes and guidance

It is the proponent's responsibility to refer to relevant standards, guidance notes, codes of practice and other established best practice when describing the treatments proposed. When the risk is generally well understood by industry and DMP, the use of an industry standard may be all that is required for the risk treatment. When there are no relevant standards or the risks are new/emerging, proposed management strategies will need to be more detailed to provide DMP with confidence that the company understands the risk and has demonstrated that appropriate treatment can be implemented.

DMP recommends that the level of detail on treatment methods should be proportionate to the reduction in risk (from raw to residual). DMP will review the risk management with consideration to the robustness, transparency and appropriateness of the treatment options proposed.

3.10 Environmental outcomes and reporting

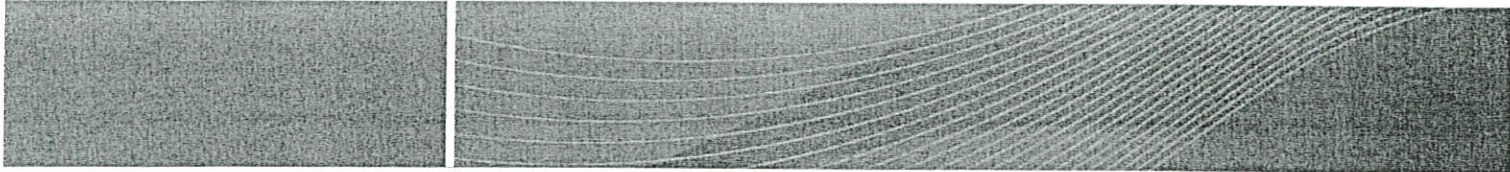
Mining Proposal requirements:

The following information must be included in a Mining Proposal:

- an outline of the site specific environmental outcomes relevant to the environmental factors that may be impacted by the proposed activity
- environmental performance criteria against each outcome to enable the outcomes to be measured, and to define limits for monitoring and environmental reporting.

The outcomes, performance criteria and monitoring must be outlined in a table similar to the example provided in Appendix L.

It is the proponent's responsibility to monitor mine site performance against the performance criteria specified in the Mining Proposal. Any breach of a performance criterion, or an incident which has caused, or has the potential to cause significant environmental harm, must be reported to DMP in accordance with specified timeframes.



Environmental outcomes are the acceptable level of impact that must not be exceeded or a level of protection/performance/result which must be achieved for the site to be considered compliant. The purpose of setting outcomes is to provide agreement between the proponent and DMP as to the level of environmental impact that is predicted and considered acceptable and to monitor performance of the site against these. These outcomes must be site specific, realistic and consistent with DMP's environmental objectives (refer to Table 1).

Environmental outcomes must be proposed by the proponent and will be agreed by DMP when the Mining Proposal is approved. The environmental risk assessment should be used to determine which environmental factors need to have site-specific environmental outcomes set.

DMP recommends that outcomes only need to be set for those risk pathways identified in the risk assessment that present a moderate to high risk (pre-treatment). While specific environmental outcomes do not need to be set for environmental aspects that present a low risk, it should be noted that it is expected that DMP's environmental objectives will be met for all environmental factors. DMP will be monitoring the environmental operation of mine sites and enforcement and compliance action can still be taken against issues that are not specifically covered by an environmental outcome listed in the approved Mining Proposal. As outlined in Appendix D, Mining Proposals need to be revised and resubmitted for approval if new or increased risks are identified during the life of the project.

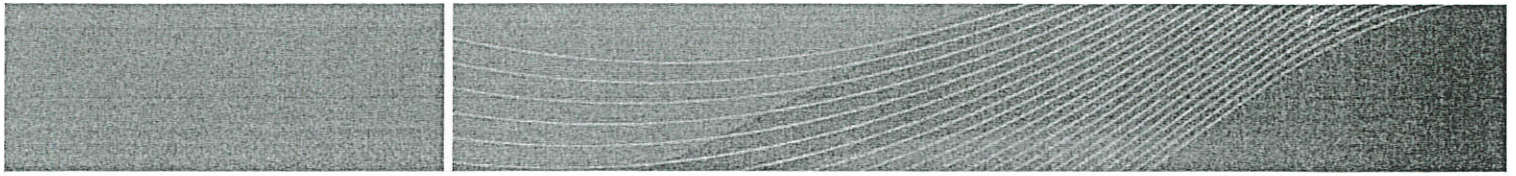
DMP also recommends that the number of outcomes specified for each environmental factor should be proportionate to the potential risks to DMP's environmental objective. As a result, some environmental factors may have several specified outcomes and some may have none. For further guidance see the example in Appendix L.

The outcome should reflect what the proponent expects to achieve by implementing the proposed risk treatments. DMP's environmental objectives should be used as a reference to ensure the proposed outcomes are acceptable.

Reporting against the environmental outcomes will enable DMP to verify that the proposal is having an acceptable level of impact on the environment.

Proponents do not need to include environmental outcomes for environmental aspects that are directly regulated by another agency or legislation which is not administered by DMP (eg. Ministerial conditions issued under Part IV of the EP Act, or licence conditions issued under Part V of the EP Act). The Environmental Legislative Framework section of the Mining Proposal should clearly delineate to DMP which environmental aspects are being regulated by other legislation and have therefore not been duplicated in the environmental outcomes section of the Mining Proposal.

Closure outcomes are considered to be a sub-set of a project's environmental outcomes. Closure outcomes and their associated completion criteria should be outlined in the associated Mine Closure Plan and follow the relevant guidance from DMP's *Guidelines for Preparing Mine Closure Plans 2015*. The use of environmental outcomes and performance criteria within Mining Proposals is designed to work in the same fashion as closure objectives and completion criteria in Mine Closure Plans. There is no need to duplicate the relevant closure objectives and completion criteria for the 'Mine Closure' factor in the Mining Proposal as long as these are clearly outlined in the accompanying Mine Closure Plan.



Environmental performance criteria form the basis on which performance in achieving the agreed environmental outcomes is measured and reported to DMP. Performance criteria must be specific, measurable, achievable, realistic and time bound (SMART) and must consider site specific conditions.

In most circumstances, performance criteria should be outcome-based so that the environmental management required to achieve that outcome is not specified in the criteria. This is to enable environmental management to be adaptive and allow proponents flexibility in how they manage their risks to achieve the required environmental outcome. In situations where there is a long lag-time between environmental management actions and a potential impact (for example the management of materials with the potential to leach contaminants over the long-term) the performance criteria may include reference to specific management actions.

Specific monitoring is required for each performance criteria at an agreed schedule. Monitoring must be designed to be sensitive to early changes in the environmental conditions on site, so that corrective or contingency actions can be implemented well in advance of an environmental outcome being breached.

It is a proponent's responsibility to monitor their own environmental performance and continually improve or adapt their management to prevent or limit environmental impacts. It is recommended that consideration be given to establishing action trigger points within the monitoring program. These triggers will provide an early warning system that allows for additional management measures or contingency plans to be implemented before any environmental outcomes are breached. Depending on the environmental risk, these triggers may be outlined in the Mining Proposal or may form part of a proponent's internal procedures under their EMS.

3.10.1 Environmental reporting

Reporting on environmental performance to DMP is an important component of a risk and outcome-based regulatory framework. The proposed reporting requirements allow DMP to collect contemporary information on the environmental performance of mine sites and allocate time and resources effectively.

It is a proponent's responsibility to monitor the mine site's performance against the performance criteria specified in the Mining Proposal.

A reportable incident is classified as:

- an incident that breaches a performance criteria of the approved Mining Proposal
- an incident arising from the mining activity that has caused, or has the potential to cause, environmental harm.

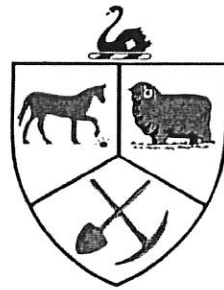
Incident report – Mining Proposals will be subject to a standard condition¹⁰ requiring proponents to notify DMP of any reportable incident within 24 hours of detection. Failure to notify DMP of a reportable incident would be a breach of condition and the mining tenements would be subject to forfeiture action under the Mining Act.

¹⁰ This standard condition may be replaced with a regulation under the Mining Regulations 1981 at a future date.



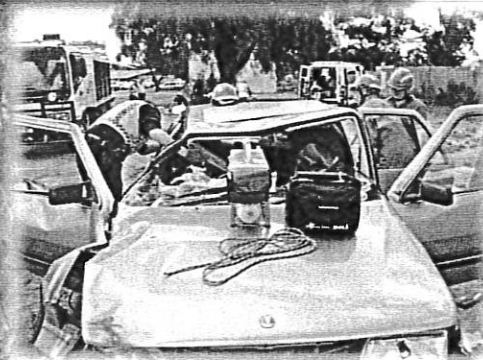
10.3.3

Approval of Local Emergency Management
Arrangements 2016



Shire of Dundas

Local Emergency Management Arrangements 2016



Adopted by Council September 2011

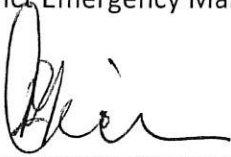
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The Shire of Dundas Emergency Management Arrangements have been prepared and endorsed by the Shire of Dundas Local Emergency Management Committee pursuant to Section 41(1) of the Emergency Management Act 2005. A copy has been submitted to the State Emergency Management Committee pursuant to Section 41(5) of the Emergency Management Act 2005 and a copy has been submitted to the Eastern Goldfields District Emergency Management Committee in accordance with Item 31 of the State Emergency Management Policy Statement 2.5.

Authority
Shire of Dundas
EMERGENCY MANAGEMENT ARRANGEMENTS

These arrangements have been produced and issued under the authority of the Shire of Dundas Local Emergency Management Committee (LEMC) and has been tabled with the District Emergency Management Committee (DEMC).



.....

Endorsed by Dundas LEMC

Doug Stead
Chairperson
Dundas LEMC

Date
22/11/2016.

.....

Endorsed by the Council

Jacquie Best
Shire President

Date

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CEO - Shire of Dundas	
OIC – Norseman Police	
Norseman Gold	
SES – Norseman Manager	
DFES	
St John Ambulance	
Norilsk Nickel (Lake Johnston Operations)	
Department for Child Protection (Kalgoorlie)	
IGO (Frasers Range Operations)	

Amendment Record

Suggestions and comments from the community and stakeholders can help improve the arrangements and subsequent amendments.

Feedback can include:

- What you do and or don't like about the arrangements;
- Unclear or incorrect expression;
- Out of date information or practices;
- Inadequacies;
- Errors, omissions or suggested improvements.

To forward feedback copy the relevant section, mark the proposed changes and forward it to:

Chairperson
Local Emergency Management Committee
Shire of Dundas
PO Box 163
NORSEMAN WA 6443

or alternatively email to: shire@dundas.wa.gov.au

The Chairperson will refer any correspondence to the LEMC for consideration and or approval and any amendments promulgated are to be certified in the following table when updated.

No.	Date	Amendment Details	By
1	20/07/2016	Update Contact Details	Steve Bowyer
2			
3			
4			
5			
6			
7			
8			

Acknowledgments

The quality of the information in this Plan is directly attributable to the voluntary input of a wide range of industry experts from a variety of organisations involved in recovery planning, management and service delivery. These include representatives from:

- Non-government organisations;
- Local governments;
- State/territory government agencies; and

The format of these arrangements is mainly attributed to the Government of Western Australia's 'Local Community Emergency Management Arrangements Guide for Western Australia – Planning Together'.

The Shire of Dundas & the Dundas LEMC would like to acknowledge the all persons and agencies for their contribution.

Glossary of Terms

AIIMS – Australasian Interagency Incident Management System is a command structure set up to systematically and, logically manage emergency incidents from small incidents to large difficult or multiple situations. It is designed to expand to ensure effective span of control at all levels.

COMBAT - take steps to eliminate or reduce the effects of a hazard on the community.

COMBAT AGENCY - an organisation which, because of its expertise and resources, is responsible for performing a task or activity such as firefighting, rescue, temporary building restoration, evacuation, containment of oil spills, monitoring of radioactive materials. An emergency operation may involve a number of Combat Agencies.

COMMUNITY EMERGENCY RISK MANAGEMENT – See RISK MANAGEMENT.

CONTROL – The overall direction of emergency management activities during an *Incident* or *Operation*.

COORDINATION – the bringing together of organisations and elements to ensure an effective response, primarily concerned with the systematic acquisition and application of resources (organisation, human resources and equipment) in accordance with the requirements imposed by the threat or impact of an emergency.

DISTRICT – means the municipality of the Shire.

DISTRICT EMERGENCY COORDINATOR (DEMC) - that person designated by the Commissioner of Police to be the District Emergency Coordinator with responsibility for ensuring that the roles and functions of the respective District Emergency Management Committee are performed, and assisting the Hazard Management Agency in the provision of a coordinated multi-agency response during *Incidents* and *Operations*. At the State level this is the Commissioner of Police. At the District level it is the District Police Officer.

DISTRICT EMERGENCY MANAGEMENT COMMITTEE (DEMC) – Based on emergency management districts and chaired by Police District Officers, as District Emergency Coordinator, with a Regional Director of DFES as Deputy Chair. Executive Officer support is provided by DFES Managers nominated by DFES CEO.

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

EMERGENCY MANAGEMENT – is a range of measures to manage risks to communities and the environment. It involves the development and maintenance of arrangements to prevent or mitigate, prepare for, respond to, and recover from emergencies and disasters in both peace and war.

EMERGENCY MANAGEMENT AGENCY – means hazard management agency, a combat agency or a support organisation involved in the prevention, preparedness, response or recovery from an emergency.

EMERGENCY RISK MANAGEMENT (ERM) – a systematic process that produces a range of measures that, on being implemented, contributes to the safety and wellbeing of communities and the environment.

SES State Emergency Service.

VFRS Volunteer Fire & Rescue Service.

VMR Volunteer Marine Rescue.

DFES Department of Fire & Emergency Services of WA.

BFB – Bush Fire Brigade – established by a local government under the **Bush Fires Act 1954**.

“FUNCTION” SUPPORT COORDINATOR - that person appointed by an organisation or committee to be the Coordinator of all activities associated with a particular support function, e.g. Welfare Coordinator, Medical Coordinator, etc., and includes coordinating the functions of other organisations that support that particular function, e.g. Red Cross in the State Welfare Plan.

HAZARD - a situation or condition with potential for loss or harm to the community or the environment.

HAZARD MANAGEMENT AGENCY (HMA) - that organisation which, because of its legislative responsibility or specialized knowledge, expertise and resources is responsible for ensuring that emergency management activities pertaining to the prevention of, preparedness for, response to and recovery (specialist issue management) from a specific hazard are undertaken. Such organisations are either designated by legislation or detailed in State level emergency management plans.

INCIDENT – an *Emergency*, which impacts upon a localized community or geographical area but not requiring the co-ordination and significant multi-agency emergency management activities at a district or state level.

INCIDENT AREA – the area, defined by the *Incident Manager*, incorporating the localized community or geographical area impacted by an *Incident*.

INCIDENT CONTROLLER/INCIDENT MANAGER (IC/IM) – the person designated by the relevant *Hazard Management Agency*, responsible for the overall management and *control* of an *incident* and the tasking of agencies in accordance with the needs of the situation.

INCIDENT SUPPORT GROUP (ISG) – the group that may be convened by an *Incident Manager* in consultation with the relevant *Local Emergency Coordinator* to assist in the overall

management of an *Incident*. The ISG includes representation from key agencies involved in the response.

INCIDENT MANAGEMENT TEAM (IMT) – The group of incident management personnel comprised of the Incident Controller, and the personnel appointed to be responsible for the functions of Planning, Operations and Logistic.

LG – Local Government meaning the Shire of Dundas & Shire of Dundas Council.

LIFELINES – systems or networks that provide for the circulation of people, goods, services and information upon which health, safety, comfort and economic activity depend.

LOCAL EMERGENCY COORDINATOR (LEC) - that person designated by the Commissioner of Police to be the District or Local Emergency Coordinator with responsibility for ensuring that the roles and functions of the respective District or Local Emergency Management Committee are performed, and assisting the Hazard Management Agency in the provision of a coordinated multi-agency response during *Incidents* and *Operations*. At the State level this is the Commissioner of Police. At the District level it is the District Police Officer. At the local level it is the Senior Police Officer responsible for the police sub-district.

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) – based on either local government boundaries or emergency management sub-districts and chaired by the Shire President or CEO (or a delegated person) with the Local Emergency Coordinator, whose jurisdiction covers the local government area concerned, as the Deputy Chair. Executive support should be provided by the local government.

MUNICIPALITY – means the district of the Shire.

OPERATION – an *Incident* or multiple *Incidents* which impact, or is likely to impact, beyond a localized community or geographical area.

OPERATIONS AREA - that area, defined by the *Operations Area Manager*, incorporating the entire community or geographical area impacted or likely to be impacted, by an *Operation* and incorporating a single or multiple *Incident Areas*.

OPERATIONS AREA SUPPORT GROUP (OASG) – the group that may be convened by an *Operations Area Manager*, in consultation with the relevant *District Emergency Coordinator(s)*, to assist in the overall management of an *Operation*. The OAMG includes representation from key agencies involved in the response.

OPERATIONS AREA MANAGER (OAM) - that person designated by the *Hazard Management Agency*, responsible for the overall management of an *Operation* and provision of strategic direction to agencies and *Incident Manager(s)* in accordance with the needs of the situation.

PREVENTION – Measures to eliminate or reduce the incidence or severity of emergencies.

PREPAREDNESS – Measures to ensure that should an emergency occur, communities, resources and other services are capable of coping with the effects.

RESPONSE – Actions taken in anticipation of, during, and immediately after an emergency to ensure that people affected are given immediate relief and support.

RECOVERY – The coordinated process of supporting emergency effected communities in reconstruction of the physical infrastructure and social, economic and physical well-being.

RISK - a concept used to describe the likelihood of harmful consequences, arising from the interaction of hazards, communities and the environment.

RISK MANAGEMENT – the systematic application of management policies, procedures and practices to the task of identifying, analyzing, evaluating, treating and monitoring risk. Refer to AS/NZS Standard 4360:2004 (Risk Management).

RISK REGISTER – A register of the risks within the local government, identified through the Community Emergency Risk Management process.

RISK STATEMENT – A statement identifying the hazard, element at risk and source of risk.

STATE EMERGENCY COORDINATION GROUP (SECG) - a group that may be established at State level, by the State Emergency Coordinator, at the request of, or in consultation with, the Hazard Management Agency, to assist in the provision of a coordinated multi-agency response to and recovery from the emergency. It is the operational arm of the State Emergency Management Committee and includes representation, at State level, from key agencies involved in the response and recovery for the emergency.

STATE EMERGENCY MANAGEMENT COMMITTEE (SEMC) – Chaired by the Commissioner of Police, as State Emergency Coordinator, with the Chief Executive Officer of the Fire and Emergency Services Authority as deputy Chair. The Executive Director, FESA Emergency Management Services, is the SEMC Executive Officer. The SEMC is comprised of an executive and four functional groups whose membership includes those organisations essential to the State's emergency management arrangements. The chair of each of the functional groups is also a member of the SEMC Executive group. The functional groups are:

- Emergency Services Group
- Public Information Group
- Lifelines Services Group
- Recovery Services Group

SUPPORT ORGANISATION - an organisation whose response in an emergency is either to restore essential services (e.g. Western Power, Water Corporation of WA, Main Roads WA etc.) or to provide such support functions as welfare, medical and health, transport, communications, engineering, etc.

TELECOMMUNICATIONS – the transmission of information by electrical or electromagnetic means including, but not restricted to, fixed telephones, mobile phones, satellite phones, e-mail and radio.

TREATMENT OPTIONS – A range of options identified through the emergency risk management process, to select appropriate strategies' which minimize the potential harm to the community.

VULNERABILITY – The degree of susceptibility and resilience of the community and environment to hazards.

PART 1 – INTRODUCTION

1.1. Authority

These arrangements have been prepared in accordance with the Emergency Management Act 2005 and endorsed by the Dundas Local Emergency Management Committee and approved by the Shire of Dundas.

1.2 Community Consultation

The Local Emergency Management Arrangements were prepared by the Shire of Dundas in consultation with the Dundas LEMC and OIC Norseman Police. The draft arrangement was advertised with an invitation for community comment. All submissions were considered and where appropriate included in the document. The draft was considered by the Council prior to final adoption.

1.3 Document Availability

Copies of the Local Emergency Management Arrangements are available at the offices of the Shire of Dundas administration office located at 88-92 Prinsep Street Norseman or by contacting the Shire on 9039 1205

1.4 Area Covered

The Shire of Dundas covers 92,725km² in the south east of WA. The Shire borders the Southern Ocean, the Shires of Esperance, Ravensthorpe, Kondinin, Coolgardie, the City of Kalgoorlie/Boulder and the WA/SA border. The principal town is Norseman, 723 km from Perth by sealed road or 600km via Hyden, which requires 250km of gravel road travelling. Eucla, 12km from the S.A/W.A. border is the other town in the Shire located 717 km east from Norseman. Two time zones operate in the Shire, being ¾ hour difference by changing the clock at Caiguna, about halfway along the Eyre Highway. The major industries are mining, pastoral, tourism and fishing. The Shire has a semi-arid climate with annual rainfall of approximately 300 mm. Temperature ranges from high 30° to 40° in summer to between 0° & 15° in winter. Population fluctuates due to employment in the mining industry, however averages about 1200.

1.5 Aim

The aim of the Shire of Dundas Local Emergency Management Arrangements is to document the management of identified risks within the Shire of Dundas including specific details on

planning, response and recovery activities of the Shire of Dundas, HMAs and other organisations.

1.6 Purpose

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

- a) the local government's policies for emergency management;
- b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;
- c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph b);
- d) a description of emergencies that are likely to occur in the local government district;
- e) strategies and priorities for emergency management in the local government district;
- f) other matters about emergency management in the local government district prescribed by the regulations; and
- g) other matters about emergency management in the local government district the local government considers appropriate". (s. 41(2) of the Act).

1.7 Scope

These arrangements are to ensure there are suitable plans in place to deal with the identified emergencies should they arise. It is not the intent of this document to detail the procedures for HMA's in dealing with an emergency. These should be detailed in the HMA's individual plan.

Furthermore:

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

These arrangements are to serve as a guide to be used at the local level. Incidents may arise that require action or assistance from district, state or federal level.

1.8 Related Documents & Arrangements

1.8.1 Local Emergency Management Policies

Local government policies for emergency management which are unique to the Shire of Dundas are to be developed as required.

1.8.2 Existing Plans & Arrangements

Any relevant policies, plans and arrangements that exist for the Shire of Dundas are to be listed in **APPENDIX 4**.

1.9 Agreements, Understandings & Commitments

The following agreements have been made between the Shire of Dundas and the organisations as stated. Copies of these agreements and all supporting documents or support plans are located with the Shire of Dundas and the relevant organisation.

Table 1.3

Parties to the Agreement		Summary of the Agreement	Special Considerations
DCP	L/G	Welfare Support Plan	Local Welfare Emergency Management Plan
DCP	L/G	The Shire of Dundas has agreed to offer the suitable buildings as Welfare /Emergency Centres. These buildings are listed in APPENDIX 5 .	
DFES	L/G	Mutual aid and assistance for bush fire control	

1.9.1 Additional Support

The following special agreements are made between the Shire of Dundas and organisations to provide specific support.

Table 1.4

Organisation	Description	Comments	Contacts

1.10 Special Considerations

With the diversity and isolation of the Shire of Dundas, there are several considerations that will have an impact on the implementation of these emergency management arrangements in the times of emergency:

- Bush fire season – November to April

- Restricted access and egress to some areas due to the topography and terrain of the area.
- Restricted access to bushfires due to the remoteness and isolation of the region
- Limited egress opportunities for tourists as roads can be impassable at times due to inundation or bushfire

1.11 Resources

The HMA is responsible for the determination of resources required for their specific hazards. Resources within the community and the Shire of Dundas assets have been identified in the 'Local Resource and Asset Register'. Where possible the Shire of Dundas resources will be made available upon request.

The register located as **APPENDIX 3** and contains the following type of information:

- Organisation holding the resource.
- Contact name.
- Contact details (Business/after hours).
- Resource type.
- Quantity held.

1.12 Financial Arrangements

State emergency management arrangements, as found in SEMP No 4.2 outlines the responsibilities of funding during multi agency emergencies. It states:

"Where an emergency involves a multi-agency response, all costs associated with the emergency shall be met by each individual agency, provided such costs are related to the delivery of services or resources which form part of the agency's core functions; or where the agency has a bi-lateral agreement to provide such services and resources at its own cost. Where costs are incurred in delivering services or resources at the request of the Hazard Management Agency concerned, which are not part of the agency's core functions and there are no prior agreements as to funding responsibilities, then such costs shall be met by that Hazard Management Agency. There is provision for agencies whose core programs are affected by the costs incurred to make application for supplementary funding to Treasury".

Whilst recognizing the provisions of SEMP No 4.2, the Shire of Dundas is committed to spending such necessary funds as required to ensure the safety of the Shires residents and visitors.

1.13 Roles & Responsibilities

1.13.2 Local Emergency Coordinator

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

- a. to provide advice and support to the LEMC for the district in the development and maintenance of emergency management arrangements for the district;
- b. to assist hazard management agencies in the provision of a coordinated response during an emergency in the district; and
- c. to carry out other emergency management activities in accordance with the directions of the State Emergency Coordinator.

1.13.2 Chairperson Local Emergency Management Committee

The Chairman of the LEMC is the Chief Executive Officer for the Shire of Dundas

1.13.2 Local Emergency Management Committee

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

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

1.13.3 Local Government

The functions of the local government are to:

- (a) subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district;
- (b) to manage recovery following an emergency affecting the community in its district; and
- (c) to perform other functions given to the local government under this Act.

1.13.4 Hazard Management Agency

A hazard management agency is *'to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for emergency management, or the prescribed emergency management aspect, in the area prescribed of the hazard for which it is prescribed.'* [EM Act 2005 s4]

The HMA's are prescribed in the Emergency Management Regulations 2006.

1.13.5 Combat Agencies

A combat agency is *'the agency identified as being primarily responsible for responding to a particular emergency'* (Glossary)

1.13.6 Support Organisation

A support organisation *'provides essential services, personal or material support'* (Glossary) during an emergency. An example may be the Red Cross or CWA providing meals to the welfare centers.

1.13.7 Public Authorities & Others

Where there is no public authority representation in the Shire of Dundas, the Shire will enter into an arrangement for the provision of those services as required or necessary. Copies of these agreements and supporting documents / plans are to be located with the Shire of Dundas and the relevant authority and noted in Table 1.3.

PART 2 – PLANNING

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

2.1 LEMC Membership

The LGA and the LEC have established a LEMC to plan, administer and test the local emergency management arrangements. Membership of the LEMC is representative of agencies, community groups, non-government organisations and expertise relevant to the identified community hazards and risks and emergency management arrangements.

Chair:	Chief Executive Officer - Shire of Dundas
Deputy Chair:	Deputy Chief Executive Officer - Shire of Dundas
Local Emergency Coordinator	OIC, Norseman Police Station
Members:	Manager of Works – Shire of Dundas
	Chief Bush Fire Control Officer/Senior Ranger
	Deputy Chief Bush Fire Control Officers
	Local Welfare Liaison Officer
	SES Local Manager
	Captain VFRS
	DCP Representative
	DFES SES District Manager
	Manager of Ambulance Operations
	Norseman Gold ERT
	Main Roads WA

A comprehensive list of LEMC Membership and contact details can be found in **APPENDIX 1**

2.2 Meeting Schedule

The LEMC meets bi-monthly at 10.00 am on the third Wednesday of the month at the Norseman Co-located Emergency Services Facility located at No 55 Prinsep Street on the corner of Richardson Street Norseman.

2.3 LEMC Constitution & Procedures

In accordance with SEMP 2.5

2.4 Annual Reports

In accordance with SEMP 2.6. The Business Plan and Annual Report are considered and adopted by the LEMC at the June meeting each year.

2.5 Emergencies Likely to Occur (Emergency Risk Management)

The AWARE program was developed by DFES EMS and funded by EMA to enhance West Australian emergency management arrangements. The Shire of Dundas participated in an AWARE project with the local LEMC. The project produced some interesting although predictable results and raised levels of awareness into EM.

To gain acceptance and support for the project, the concept of ERM and overall EM planning had to be communicated to several key people, groups and community. These were:

- EMT in form of a presentation and written proposal and information sheet
- Shire President and Councilors in form of information sheets, briefing notes and private meetings with Shire president and Shire CEO.
- Complete overview, information sheets and presentation to Dundas LEMC
- Presentation and overview to DEMC
- Overview of project to Shire of Dundas committee meetings
- Media release in local newspaper of project (Kalgoorlie Miner)
- Radio interview regarding project (ABC)

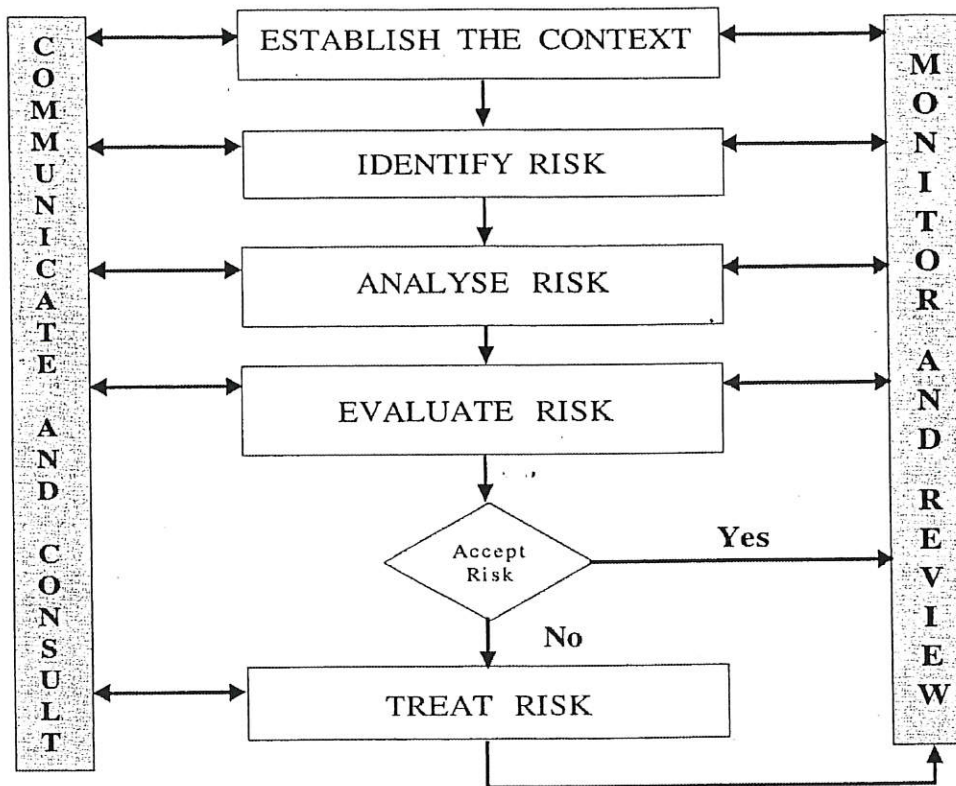
The primary objectives for the ERM project were:

- A comprehensive community consultation survey relevant to Dundas
- A complete ERM process to ascertain risks and their priorities
- Develop treatment strategies for the agreed top 6 risks
- Implementation of the agreed top 6 treatment strategies
- A database of risks to continue the ERM process in the future

The secondary objectives for the entire project were:

- Raise level of awareness of EM in community and with key stakeholders
- Provide introduction training in EM for key stakeholders
- Provide a foundation in ERM to align with new redeveloped local area emergency management planning and arrangements
- A best practice pathway for future ERM process for the Shire of Dundas and information that can be shared with other Local Governments, particularly in the region

2.6 The ERM Process



To establish the context and identify the risks the Shire of Dundas was involved in an AWARE project in 2006. The project included a mail out community consultation survey of the Dundas rural and town areas.

400 survey forms were sent out to occupiers of properties in the town and rural locations. The choice of survey recipients was undertaken by a mail out through Australia Post to all residents and these people received the questionnaire with a reply paid envelope.

49 town site surveys were returned	12% of 400
20 rural surveys were returned	5% of 400
69 surveys returned in total	17% of 400

From the surveys received, 19 different emergency risks were identified. The LEMC considered the identified risks and decided that an in depth assessment of six major risks was required.

The risk evaluation criteria, risk register with assigned level of risk for each risk statement, risk treatment schedules are included in **APPENDIX 2**.

PART 3 – RESPONSE

RISKS

3.1 Risks – Emergencies Likely to Occur

The ERM Process identified six (6) major hazards within the Shire of Dundas as perceived by the community. The following table indicates the 6 major hazards that are a source of risk to the community, the responsible HMA, HMA representation at Local and District levels, and the relevant WESTPLAN, Regional and/or Local Plans in place.

Table 3.1

HAZARD	HMA	LOCAL COMBAT ROLE	LOCAL SUPPORT ROLE	WESTPLAN	LOCAL PLAN
Bushfire	LG	Shire of Dundas	L/G Staff	Bushfire (2010)	To be developed
	DFES	Norseman VFRS	DFES	Bushfire (2010)	
	DEC	Esperance DEC	L/G Staff	Bushfire (2010)	
Severe Storm	DFES	Norseman SES	L/G Staff	Storm (2004)	SOP's
Structure Fire	DFES	Norseman VFRS	Norseman Police Norseman SJA	Urban Fire (2000)	SOP's
Road Transport Emergency	WA Police	Norseman Police Norseman SES & VFRS	Norseman SJA	Road Crash (2010)	SOP's
Agricultural Disease	DAFWA	DAFWA	L/G Staff	Animal Disease and Plant Biosecurity (2008)	
Air Transport Emergency	WA Police	Norseman Police Norseman SES & VFRS	Norseman SJA	Air crash (2009)	SOP's
Hazardous Materials	DFES	Norseman VFRS	Norseman Police	HAZMAT (2005)	SOP's

In accordance with Emergency Management Regulations 2006, these arrangements are based on the premise that the HMA responsible for the above risks will develop, test and review appropriate emergency management plans.

To ensure a timely response to any of the above risks, 'Part 5' of these arrangements details contacts for each HMA.

It is recognized that the HMA's and Combat agencies may require Shire of Dundas resources and assistance in emergency management. The Shire of Dundas is committed to providing assistance/support if the required resources are available.

Acronyms used in the Table

LG:	Local Government
DEC:	Department of Environment and Conservation (formally CALM)
DFES:	Department of Fire and Emergency Services Authority of Western Australia
SES:	State Emergency Service

VFRS:	Volunteer Fire and Rescue Service
WA Police:	Western Australian Police
DAFWA:	Department of Agriculture and Food (Western Australia)

3.2 Activation of Local Arrangements

The Hazard Management Agency or the Local Emergency Coordinator (LEC) in consultation with the Hazard Management Agency is responsible for the implementation of the Arrangements and for activating the required organisations in accordance with these Arrangements.

3.3 Incident Support Group (ISG)

The Incident Support Group is convened by the HMA or the Local Emergency Coordinator in consultation with the HMA to assist in the overall coordination of services and information during a major incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources.

3.3.1 ISG Role

The role of the ISG is to provide support to the incident management team. The ISG is a group of people represented by the different agencies who may have involvement in the incident.

3.3.2 Triggers for the activation of an ISG

The activation of an ISG should be considered when the following occur;

- a. For a level 3 incident;
- b. Requirement for possible or actual evacuation;
- c. A need to coordinate warning/information to community during a multi-agency event;
- d. Where there is a perceived need relative to an impending hazard impact. (Flood, fire, storm surge);
- e. Multi agency response where there is a need for collaborative decision making and the coordination of resources/information; and
- f. Where there is a need for regional support beyond that of a single agency.

3.3.3 Membership of an ISG

The Incident Support Group is made up of agencies /representatives that provide support to the Hazard Management Agency. As a general rule, the recovery coordinator should be a

member of the ISG from the onset, to ensure consistency of information flow and transition into recovery.

The representation on this group may change regularly depending upon the nature of the incident, agencies involved and the consequences caused by the emergency.

3.3.4 Frequency of Meetings

Frequency of meetings will be determined by the Incident Controller and will generally depend on the nature and complexity of the incident. As a minimum, there should be at least one meeting per incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources.

3.4 Emergency Coordination Centre Information

The Emergency Coordination Centre is where the Incident Support Group is based during an emergency and provides a focal point for a coordinated approach. The following table identifies suitable ECCs within the District. Table 3.2 shows the Emergency Coordination Centers and the contact details for opening each site:

Table 3.2

Primary Location			
Norseman Co-located Emergency Services Facility			
55 Prinsep Street - Norseman			
Contacts	Doug Stead	9039 1205	0429 391 291
	Jon Fry	9039 1205	0427 391 359
Secondary Location			
Shire of Dundas Administration Office			
Contacts	Doug Stead	9039 1205	0429 391 291
	Jon Fry	9039 1205	0427 391 359
Alternative Location			
Eucla Community Hall			
Contacts	Simone Conklin	9039 3303	0428 378 272
	Rasa Patupis	9039 1391	0408 393 427

MEDIA

3.5 Media Management and Public Information.

Communities threatened or impacted by emergencies have an urgent and vital need for information and direction. Such communities require adequate, timely information and instructions in order to be aware of the emergency and to take appropriate actions to safeguard life and property. The provision of this information is the responsibility of the HMA.

It is likely that individual agencies will want to issue media releases for their areas of responsibility (e.g. Water Corporation on water issues, Western Power on power issues, etc.) however the release times, issues identified and content shall be approved by the incident controller or his delegate to avoid conflicting messages being given to the public.

3.5.1 Public Warning Systems

During times of an emergency one of the most critical components of managing an incident is getting information out to the public in a timely and efficient manner. There are a number of communication strategies.

3.5.2 Local System

In the event of emergency the Shire of Dundas will be a contact point for information. The Shire will disseminate information from the Shire Administration Office on 9039 1205 and place relevant information on public notice boards as necessary.

3.5.3 DFES Public Info Line

For information relating to an emergency incident contact the Regional Office of DFES at Kalgoorlie on (08) 9026 4100, visit the website at www.dfes.wa.gov.au or for emergency information call DFES on 1300 657 209

3.5.4 Media - Radio / Television

Should there be a need to send out urgent emergency information the below options are available locally (Kalgoorlie).

ABC Radio

Suite 3/Quartz Centre 353 Hannan St Kalgoorlie

Ph.: 9093 7011

Radio West Hot FM

89-91 Egan St, Kalgoorlie

Ph.: 9021 2666

State Alert

To register call

Ph.: 1300 253 787

For emergency information call FESA

Ph.: 1300 657 209

GWN Television Station

349 Hannan St, Kalgoorlie

Ph.: 9021 3888

3.5.5 Information to Aboriginal Communities

Emergency warnings to people of Aboriginal descent must be considered when dispersing warnings to the community. Aboriginal languages need to be considered and messages may need to be re structured to ensure that they are understood and acted upon.

EVACUATION

3.6 Evacuation

Evacuation is a risk management strategy which may need to be implemented, particularly in regards to cyclones, flooding and bush fires. The decision to evacuate will be based on an assessment of the nature and extent of the hazard, the anticipated speed of onset, the number and category of people to be evacuated, evacuation priorities and the availability of resources.

These considerations should focus on providing all the needs of those being evacuated to ensure their safety and on-going welfare.

The HMA will make decisions on evacuation and ensure that community members have appropriate information to make an informed decision as to whether to stay or go during an emergency.

3.6.1 Evacuation Planning Principles

The decision to evacuate will only be made by a Hazard Management Agency or an authorised officer when the members of the community at risk do not have the capability to make an informed decision or when it is evident that loss of life or injury is imminent.

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

3.6.2 Evacuation Management

The responsibility for managing evacuation rests with the HMA. The HMA is responsible for planning, communicating and effecting the evacuation and ensuring the welfare of the evacuees is maintained. The HMA is also responsible for ensuring the safe return of evacuees. These aspects also incorporate the financial costs associated with the evacuation unless prior arrangements have been made.

In most cases the WA Police may be the 'combat agency' for carrying out the evacuation and they may use the assistance of other agencies such as the SES.

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

3.6.3 Special Needs Groups

There are a number of 'at risk' groups within the community. The following may need special attention by the HMA or provided with additional resources:

Table 3.3

Name	Address	Contact	Phone
Norseman District High School	Goodliffe Street	Principal	9039 9100
Dundas House Aged Accommodation	100 Prinsep Street	Shire	9039 1205
Norseman Hospital	1 Talbot Street	DOP	9039 9200

3.6.4 Animals

Animals that may be affected by an evacuation plan may be housed at the Shire of Dundas dog pound located to the rear of the Shire depot. Shire staff will open and staff the pound as required.

3.7 Demographics

Population statistics are taken from the ABS website and the 2009 population is estimated from the 2006 ABS census and included as **APPENDIX 6**

3.8 Evacuation / Welfare Centers

The Shire of Dundas has identified a number of facilities that can be used as evacuation / welfare centers within the Shire. These facilities are available to be used for emergency relief and temporary accommodation.

- Norseman Town Hall
- Norseman Recreation Sports Centre
- Eucla Community Hall

3.8.1 Evacuation Centre Capabilities

The following table 3.4 gives a brief outline of the number of people and the length of time that the welfare centers can accommodate. Full details on each evacuation centre are included as **APPENDIX 5**.

Table 3.4

No of Persons		Building Name	Address	Duration
Sleeping	Sitting			
50	150	Norseman Town Hall	Prinsep Street Norseman	1 day +
30	100	Norseman Recreation Sports Hall	Sinclair Street Norseman	1 day +

15	40	Eucla Community Hall	Yurkla Way Eucla	1 day +
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3.9 Routes & Maps

Maps of the area including major roads, streets, evacuation centres and local land marks are included as **APPENDIX 7**.

WELFARE

3.10 Welfare

Welfare can be described, as “the provision of both physical and psychological needs of a community affected by an emergency”. This includes the functional areas of personal services, emergency accommodation, financial assistance, registration and inquiry services, and personal requisites and emergency catering. Welfare activities are the responsibility of the Department for Child Protection (DCP) who will coordinate resources and undertake other functions as outlined in the local Welfare emergency management Plan for the Local Government area.

The Welfare Management Plan 2008 for the Shire of Dundas is currently being reviewed by the District Emergency Services Officer as part of a review of the Emergency Welfare Arrangement for the Goldfields Region.

3.10.1 Local Welfare Coordinator

The local DCP welfare coordinator is Lisa Devine who is based in Esperance
For **Emergencies** call:

Department for Child Protection (DCP)
Crisis Care
1800 199 008

3.10.2 Local Welfare Liaison Officer

The Shire of Dundas will provide a Local Welfare Liaison Officer who will assist with coordinating the local welfare response during emergencies in consultation with the Local Welfare Coordinator from the DCP. This role will provide assistance to the Local Welfare Centre, including the management of emergency evacuation centres such as building opening, closing, security and maintenance.

The Local Welfare Liaison Officer will identify and undertake the initial arrangements for welfare to occur until such time as a DCP officer arrives.

3.10.3 District Emergency Services Officer

The Department for Child Protection appoints a District Emergency Services Officer (DESO) to prepare local welfare plans. The DESO for the Shire of Dundas is:

Helen Beesley
Department for Child Protection (DCP)
PO Box 213
Cnr Cheetham & Boulder Street
Kalgoorlie WA 6430
Ph. 9022 0704

3.11 State & National Registration & Enquiry

When a large scale emergency occurs and people are evacuated or become displaced the Department for Child Protection (DCP) has responsibility for recording who has been displaced and placing the information onto a State or National Register. This allows friends or relatives to locate each other but also has many further applications. Because of the nature of the work involved DCP have reciprocal arrangements with the Red Cross to assist with the registration process. As no Red Cross unit operates in the community volunteers need to be found to assist in the conduction of the registration process.

3.12 Welfare Centres

A brief list and description of Evacuation Centres is shown in Table 3.4. For full details see evacuation centres in **APPENDIX 5**

PART 4 - RECOVERY

4.1 The Recovery Process

The Shire of Dundas recognizes and accepts the importance of the Shires role in the recovery process and will undertake to facilitate the return of the psychological, social, infrastructure, physical, health, environmental, and economic wellbeing of the community.

4.2 Planning for Recovery

LGAs are the closest level of government to their communities and have access to specialized knowledge about environment and demographic features of their communities. The Shire of Dundas is committed to a recovery process that:

- Takes account of the local government long term planning and goals;

- Includes an assessment of the recovery needs and determines which recovery functions are still required;
- Develops a timetable and identifies responsibilities for completing the major functions;
- Considers the needs of youth, the aged, the disabled, and culturally diverse people;
- Allows full community participation and access; and
- Allows for the monitoring and the progress of recovery.
- Facilitates the provision of services, public information, information exchange and resource acquisition;
- Makes the most effective use of available resources including the support of State and Commonwealth agencies;
- Monitors the progress of recovery, and receive periodic reports from recovery agencies;
- Ensures a coordinated multi-agency approach to community recovery;
- Makes appropriate recommendations, based on lessons learned, the LEMC to improve the community's recovery preparedness.

4.3 Recovery Committee

In the event of an incident a Local Recovery Coordination Committee LRCC will be established and its membership and structure is outlined below:

Executive:

- Chairperson (Shire President, Councilor or CEO);
- Local Emergency Coordinator (OIC Norseman Police).
- Local Recovery Coordinator (Deputy CEO)
- Local Recovery Deputy Coordinator (to be appointed);
- Secretary (provided by the Shire);

Core Membership *(Recommended):*

- Local Government Officers;
- Hazard Management Agency;
- Department of Health and or Local Environmental Health Officer;
- Department for Child Protection;
- Western Australian Police Service;
- Community Representative/s; and if established
- Chairpersons of Sub-committees.

Co-opted Members *(Recommended):*

- Department of Environment and Conservation;
- Lifelines (power, water, gas, etc.);
- Main Roads;

- Department of Water;
- Regional Development Commission;
- Education/school representative;
- Community Groups;
- Chamber of Commerce;
- St Johns Ambulance;
- Insurance representative;
- Other persons/organizations as identified.

4.3.1 Function of the Recovery Committee

To coordinate and support local management of the recovery processes within the community subsequent to a major emergency in accordance with State emergency management policy and the '**Local Recovery Plan**'.

The LRCC is responsible for:

- Appointment of key positions within the committee and, when established, the sub-committees
- Establishing sub-committees as required
- Assessing requirements for recovery activities relating to the Psychological, Social, Infrastructure, Physical, Health, Environmental, and Economic wellbeing of the community with the assistance of the responsible agencies where appropriate.
- Developing a strategic plan for the coordination of the recovery process for the event that:
 - takes account of the local government long term planning and goals;
 - includes an assessment of the recovery needs and determines which recovery functions are still required;
 - develops a timetable and identifies responsibilities for completing the major functions;
 - develops 'tasks' to be allocated to Shire staff and volunteers;
 - considers the needs of youth, the aged, the disabled, and culturally and linguistically diverse people;
 - allows full community participation and access; and
 - allows for the monitoring of the progress of recovery.
- Facilitating the provision of services, public information, and information exchange and resource acquisition.
- Negotiating the most effective use of available resources including the support of State and Commonwealth agencies.
- Monitoring the progress of recovery, and receive periodic reports from recovery agencies.
- Ensuring a coordinated multi agency approach to community recovery.
- Making appropriate recommendations, based on lessons learnt, to the LEMC to improve the community's recovery preparedness

4.4 Local Recovery Coordinator

The Shire of Dundas will appoint a person to the position of LRC in accordance with the requirements of the Act, Section 41(4). The LRC will generally be the Deputy CEO of the Shire.

The responsibilities of the LRC may include any or all of the following:

- Prepare, maintain and test the Shire of Dundas 'Local Recovery Plan';
- Assess the community recovery requirements for each event, in liaison with the HMA, LEMC and other responsible agencies, for:
- Provide advice to the Shire President/CEO on the requirement to activate the Plan and convene the LRCC; and
- Assess for the LRCC the requirements for the restoration of services and facilities with the assistance of the responsible agencies where appropriate, including determination of the resources required for the recovery process in consultation with the HMA during the initial stages of recovery implementation;
- Coordinate local level recovery activities for a particular event, in accordance with plans, strategies and policies determined by the LRCC;
- Monitor the progress of recovery and provide periodic reports to the LRCC;
- Liaise with the Chair, SRCC or the State Recovery Coordinator where appointed, on issues where State level support is required or where there are problems with services from government agencies locally;
- Ensure that regular reports are made to the State Recovery Coordinating Committee on the progress of recovery;
- Arrange for the conduct of a debriefing of all participating agencies and organizations as soon as possible after stand down.

PART 5 – Emergency Contacts Directory

The Emergency Contacts Directory is located in **APPENDIX 1**

PART 6 – EXERCISE & REVIEW

6.1 Exercises

6.1.1 Exercise Aims

The aim of any exercise conducted by the LEMC is to assess the Local Emergency Management Arrangements, not a HMA's response to an incident. This is a HMA responsibility.

6.1.2 Exercise Frequency

The Dundas LEMC will hold an exercise on an annual basis

6.1.3 Types of Exercise

Exercises will be either:

- a) Table Top Exercise
- b) Field Exercise

6.1.4 Reporting of Exercises

Exercises are to be reported to the DEMC as per SEMP 2.5

6.2 Review

These arrangements will be reviewed every 5 years, after an exercise, after an emergency where all or any part of these arrangements are utilized or where changes are required for other reasons.

The LEMC is responsible for ensuring the review of these arrangements occurs.

APPENDIX 1

1.1 Emergency Contacts Directory

AGENCY	CONTACTS	E-MAIL	TELEPHONE	A/H TELEPHONE
WA Police Service Norseman	Officer in Charge Steve Clegg		(08) 9039 10 00	0414 813 519
WA Police Service Norseman	LEMC Liaison Officer Steve Clegg		(08) 9039 10 00	
WA Police Service Eucla	Officer in Charge Ian Morris	ian.morris@police.wa.gov.au	(08) 9039 50 00	divert
DFES (Fire & Rescue Service) Norseman	Captain Veronica Wyatt	Veronica.wyatt89@outlook.com		
DFES (WASES) Norseman	Unit Manager Bevan Bailye	bandkbailye@bigpond.com	(08) 9078 50 10	0427 946 485
St John Ambulance Service -Norseman	Paramedic Ian Connell	Ian.Connell@stjohnambulance.com.au		0402 643 907
Norseman District Hospital	Director of Nursing Nicole Evens	nicole.evens@health.wa.gov.au	(08) 9039 92 00	(08) 9039 92 00
Shire of Dundas	Chief Executive Officer Doug Stead	ceo@dundas.wa.gov.au	(08) 9039 12 05	0429 391 291
Shire of Dundas	Deputy Chief Executive Officer Gihan Kohobange	dceo@dundas.wa.gov.au	(08) 9039 12 05	0427 391 205
Shire of Dundas	Manager of Works Jon Fry	works@dundas.wa.gov.au	(08) 9039 12 05	0427 391 359
Department of Child Protection	Helen Beesley Keith King Alison Braid	helen.beesley@cpfs.wa.gov.au keith.king@cpfs.wa.gov.au	(08) 9022 07 04 (08) 9022 07 28 (08) 9022 07 33	0429 372 266 0437 809 771 0409 226 287
Central Norseman Gold	Greg Harvey Steve Harvey	gharvey@ngold.com.au sharvey@ngold.com.au	(08) 9039 98 17 (08) 9039 9824	0417 803 809 0473 592 299
Water Authority				13 13 75
Horizon Power				13 23 51
Main Roads WA – Kalg	Wayne Marquand	Wayne.marquand@mainroads.wa.gov.au	(08) 9080 14 00	0417 909 412

WA Police Service- Kalgoorlie DO	District Police Superintendent	NO EMAIL	(08) 9021 97 77	Refer to on call list
WA Police Service	Various People	NO EMAIL	(08) 9222 11 11 or 131444	(08) 9222 11 11 or (000)
DFES	Goldfields Head Office	(08) 9026 41 00	Diverts to "On Call" Duty Officer A/Hrs.	
DFES	Superintendent Trevor Tasker	Trevor.Tasker@dfes.wa.gov.au		0419 900 955
DFES (WASES), DM	Mac Johnston	Mac.Johnston@dfes.wa.gov.au	(08) 9026 41 00	0429 372 360
DFES (Fire & Rescue Service. Kalgoorlie	District Officer Craig Goodhill	Craig.Goodhill@dfes.wa.gov.au	(08) 9026 41 00	0417 952 921
Balladonia Road House	Zoe Barber	zbarber@balladoniahotelmotel.com.au	(08) 9039 34 53	(08) 9039 34 53 Fax (08) 9039 34 05
Caiguna Road House	Brian Pike Tony	caigunarh@bigpond.com	(08) 9039 34 59	(08) 9039 34 59 Fax (08) 9039 34 49
Cocklebiddy Road House	Trish / Troy Blake	Cocklebiddy@bigpond.com	(08) 9039 34 62	(08) 9039 34.62 Fax (08) 9039 34 03
Madura Pass Motel	Garry Ings	garyings@gmail.com	(08) 9039 34 64	(08) 9039 34 64 fax (08) 9039 34 89
Mundrabilla Motel	Bruce & Joanne Mulroy	Mundrabilla@bigpond.com	(08) 9039 34 65	(08) 9039 34 65 Fax (08) 9039 34 44
Eucla Motel	Rasa Patupis	rasapatupis@bigpond.com.au	(08) 9039 34 68	(08) 9039 34 68 Fax (08) 9039 34 01
DPAW Kalgoorlie	Nigel Wessels	Nigel.wessels@dpaw.wa.gov.au	(08) 9080 55 55	
DPAW Esperance	Klaus Tiedemann	Klaus.tiedemann@dpaw.wa.gov.au	(08) 9083 21 00	0427 973 729
R.F.D.S	Rotating rosters	NO EMAIL	1800 625 800	1800 625 800
Bureau of Meteorology		www.bom.gov.au	(08) 9263 22 22	
Education WA N.D.H.S	Awaiting Appointment Of New Principle		(08) 9039 11 55	
AUSSAR	Various People	rccaus@msa.gov.au	1800 815 257	1800 815 257 Fax (02) 6230 68 68

Main Roads WA Perth Emergency Management WA	Emergency Management Officer Rob Silvester	Enquiries@mainroads.wa.gov.au	138 138 (08) 9080 1480	138 138 0418 325 137
Land Lease Contractors Eyre Highway project Project Superintendent	Safety Officer Rob Silvester	Rob.silvester@mainroads.wa.gov.au	(08) 9080 1480	0418 325 137
Department of Transport				
Mundaring Geophysical Observatory				
Bureau of air safety Investigation				1800 011 034
Brookfield Central Control Merredin			(08) 9622 4627	1800 150 107
Telstra	Faults and Servives			132 255

APPENDIX 2

Risk Register

2.1 Risk Evaluation Criteria

The ERMC appraised several formats and examples of risk evaluation criteria being used around Australia. These ranged from very specific criteria as in quantifying the levels of effect on the community through to broader statements into what was unacceptable to the community.

Community values should also be established so that correct risk evaluation criteria can be applied. The following factors have been identified:

- **Health** and well-being of family and friends
- **Security** of income and shelter (includes law and order)
- **Lifestyles** in regards to maintaining current recreation and leisure standards

Dundas Risk Evaluation Criteria

With the above factors considered it is determined to adopt broad risk evaluation criteria for Dundas as follows:

- Criterion 1:** Any reasonably preventable accident/incident resulting in loss of life is unacceptable.
- Criterion 2** Any reasonably preventable accident/incident resulting in serious injury is unacceptable.
- Criterion 3** Any reasonably preventable matter that will affect the health and well-being of the community is unacceptable.
- Criterion 4** Any reasonably preventable activity or incident that will have a medium to long term, or permanent effect on the environment is unacceptable.
- Criterion 5** Any reasonably preventable activity or incident that will cause closure or seriously disrupt normal business activity is unacceptable
- Criterion 6** Any reasonably preventable activity or incident that will cause closure or seriously disrupt community lifelines or services is unacceptable.

2.2 Risk Priorities in Dundas

The following list of risks identified in the Dundas area are in order of priorities according to survey results and input from key stakeholders and responsible agencies;

2.2.1 Risk Priorities Table

Mining Accident	1.
Rural Fire	2.
Road Accident	3.
Storm/Tempest/Cyclone	4.
Hazardous Material Spill	5.
Urban Fire	6.
Pandemic Influenza	7.
Rail Transport Emergency	8.
Gas Pipeline Rupture	9.
Flood / Extreme Rain	10.
Air Transport Emergency	11.
Dam Break	12.
Space Re-entry Debris	13.
Landslide	14.
Marine Accident	15.
Animal Disease	16.
Human Epidemic	17.
Terrorism	18.
Marine Oil Pollution	19.
Earthquake	20.

2.3 Risks Identified for Analysis Treatment and Assessment

The six major risks that were identified by the community on the basis of the Dundas Risk Evaluation Criterion and selected for treatment are:

1 Mining Accident.

This is attributed to the following:

- Extensive media coverage of recent mining accidents in WA and the Tasmanian Beaconsfield disaster.
- Norseman is a mining town with a mining history covering 110 years and people being aware of the incumbent risks associated with the industry.

2 Rural Fire.

This is attributed to the following:

- There have been some recent severe fires in the region
- There has been disruption to services as a result of these fires.
- The Shire is a major undeveloped bushland with 1000's of sq. km of susceptible scrubland

- 3 Major Road Accident.
This is attributed to the following:
- There have been recent incidents of loss of life from road accidents with the subsequent media exposure
 - There have been a number of road train accidents in the region highlighting the risk that these vehicles present
 - The local community regularly shares the highways with road trains during normal daily commuting and is aware of their risk potential
- 4 Severe Storm.
This is attributed to the following:
- A severe storm may cause substantial damage to existing infrastructure.
 - There is a risk that a severe storm may cause closure of the highways into town causing serious disruption to normal business activity.
 - Closure of the Eyre highways would strand tourists and heavy haulage traffic from the east
- 5 Hazardous Material Spill.
This may be attributed to the following:
- The mining industry consumes a large quantity of hazardous material.
 - Road trains from the eastern states carrying hazardous materials regularly travel on roads that lead through Norseman.
 - There have been recent incidents of hazard material spills on the state highway north of Norseman.
- 6 Urban Fire.
This may be attributed to the following:
- There is a serious risk that an urban fire may cause loss of life or serious injury.
 - There is a serious risk that an urban fire may cause substantial property damage.
 - There is a serious risk that an urban fire may cause damage to the central business and retail area of town causing serious economic problems and service disruption.

2.4 Other Major Risks

Pandemic Influenza

A current and serious local, regional, Australian and global risk is that of a flu pandemic (Pandemic Influenza) which regularly makes world headlines. There is a real and serious risk to the Dundas community should a virus be detected in the area. The Australian Government Department of Health and Aging has prepared a document "Australian Management Plan for Pandemic Influenza" June 2005 which outlines a guide for the response to the risk.

Gas Pipeline Rupture

The high pressure gas pipeline was recently extended from Kambalda to Esperance and passes through the centre of Norseman. There have been fears expressed about the impact of a gas leak from the pipeline that may impact on the community.

2.5 Risk Statements

Risk statements were developed based on priority outcomes from the survey and HMA input. The risk statements are aligned closely to the risk evaluation criteria.

It is important to note that the statements do not meet every eventuality. Each HMA's SOP's handles most situations very well with possible assistance from pre-determined support organisations.

It is only when a situation escalates to the point that it goes beyond the normal scope of the HMA dealing with the emergency and the event encapsulates a significant number of the community that the particular risk requires the attention of the LEMC with risk analysis and treatment options.

For this reason risk statements are kept to six, keeping in mind time and resource constraints and only wanting to engage the most serious risks and involving effort in treatments that would make a significant difference to the Dundas community.

Risk treatments for some risks could overlap, for instance in the case of urban or rural fire and storm or flood, as some of the risk elements and recovery treatments for these risks are very similar.

The risk statements are not included in the general; however form a separate document namely Emergency Management Arrangements - Part 2 Risk Assessment, Treatment and Analysis.

APPENDIX 3

3.1 Local Resource and Asset Register

Shire of Dundas

Plant and equipment resources

Location:	Shire of Dundas – Depot Mildura Street	
Contact/s	Jon Fry	Mob : 0427 391 359
	Doug Stead	Mob: 0429 391 291
	Steve Bowyer	Mob : 0429 391 355

Item description	Number of items
Front End Loader (large)	1
Front End Loader (small)	1
Skid Steer Loader	1
Grader	1
15 ton Tip Truck (large)	2
3 ton Tip Truck (small)	1
Water Tanker 12,000 ltr	1
Slip on Tank 1000 ltr	1
Slip on Tank 600 ltr	2
4WD Utes	3
Bus 20 seat	1
Fast Attack fire 4WD vehicle (during fire season)	1
4 / 1 Fire Unit 4WD vehicle (during fire season)	1

NORSEMAN CONCRETE

Plant and equipment resources

Location:	Lot 1 Old Coach Road cnr Hatto Way	
Contact/s	Shane	9039 0000 or 0417 952 442

Item description	Number of items
Front End Loaders	4
Water Truck Tankers x 25000 ltrs each	4
Low Loader (27 ton)	1
Service Vehicle	1
4WD support vehicles	4
1000 ltr fire unit on trailer	1

NORSEMAN GOLD

Plant and equipment resources

Location:	Mines Road Norseman	
Contact/s	Rhys Nevin	0468 942 692
	Duty ESO	

Item description	Number of items
Fire Tender (1000 ltr)	1
Ambulance	1
Rescue Trailer (equipped, ropes, Hazchem, wash stations, etc.)	1
Closed circuit breathing Apparatus	10
Open circuit breathing Apparatus	10
Turn Out Gear	10

APPENDIX 4

4.1 Local Plans

Table 1.1

Document	Owner	Location
Road Crash Response 2009	WA Police Norseman	Norseman Police Station
Land Search Response 2009	WA Police Norseman	Norseman Police Station
Space Re-entry Response 2009	WA Police Norseman	Norseman Police Station
Air Transport Emergency Plan 2009	WA Police Norseman	Norseman Police Station

Relevant State Emergency Management Plans (Westplans)

Table 1.2

Document	Responsible Agency	Westplan Link
Air Transport Emergencies	WA Police	Air crash (2009)
Bushfire	DFES, LGA, DEC	Bushfire (2010)
Earthquake	DFES	Earthquake (2011)
Hazardous Materials Emergency	DFES	HAZMAT (2010)
Land Search & Rescue	WA Police	Land SAR (2007)
Road Transport Emergency	WA Police	Road Crash (2008)
Storm Tempest	DFES	Storm (2004)
Rail Freight Emergencies	Brookfield Rail	Brookfield Rail

For additional Westnet Plans refer to Westnet Hazard Plans & Support Plans

APPENDIX 5

5.1 Evacuation / Welfare Centre Information

5.1.1 Norseman Town Hall

	Details
Establishment/Facility:	Norseman Town Hall
Physical Address	77-79 Prinsep St Norseman - (refer to Norseman map in APPENDIX 7)
Telephone No	C/- Shire 9039 1205
Fax No	C/- Shire 90391359
Email Address	C/- Shire shire@dundas.wa.gov.au



Shire of Dundas - TOWN HALL

Contacts

Name	Position	Work contact	A/hrs. contact
Doug Stead	CEO	9039 1205	0429 391 291
Gihan Kohobange	DCEO	9039 1205	0427 391 205
Jon Fry	Manager of Works	9039 1205	0407 391 359

Access Details

	Details
Keys	Shire of Dundas
Alarm	N/A
Security	N/A
Universal Access	Disabled Access

Accommodation Numbers – as per Health Regulations

	Details
Sitting / Standing	150
Sleeping	50
Duration	1 day+

Amenities

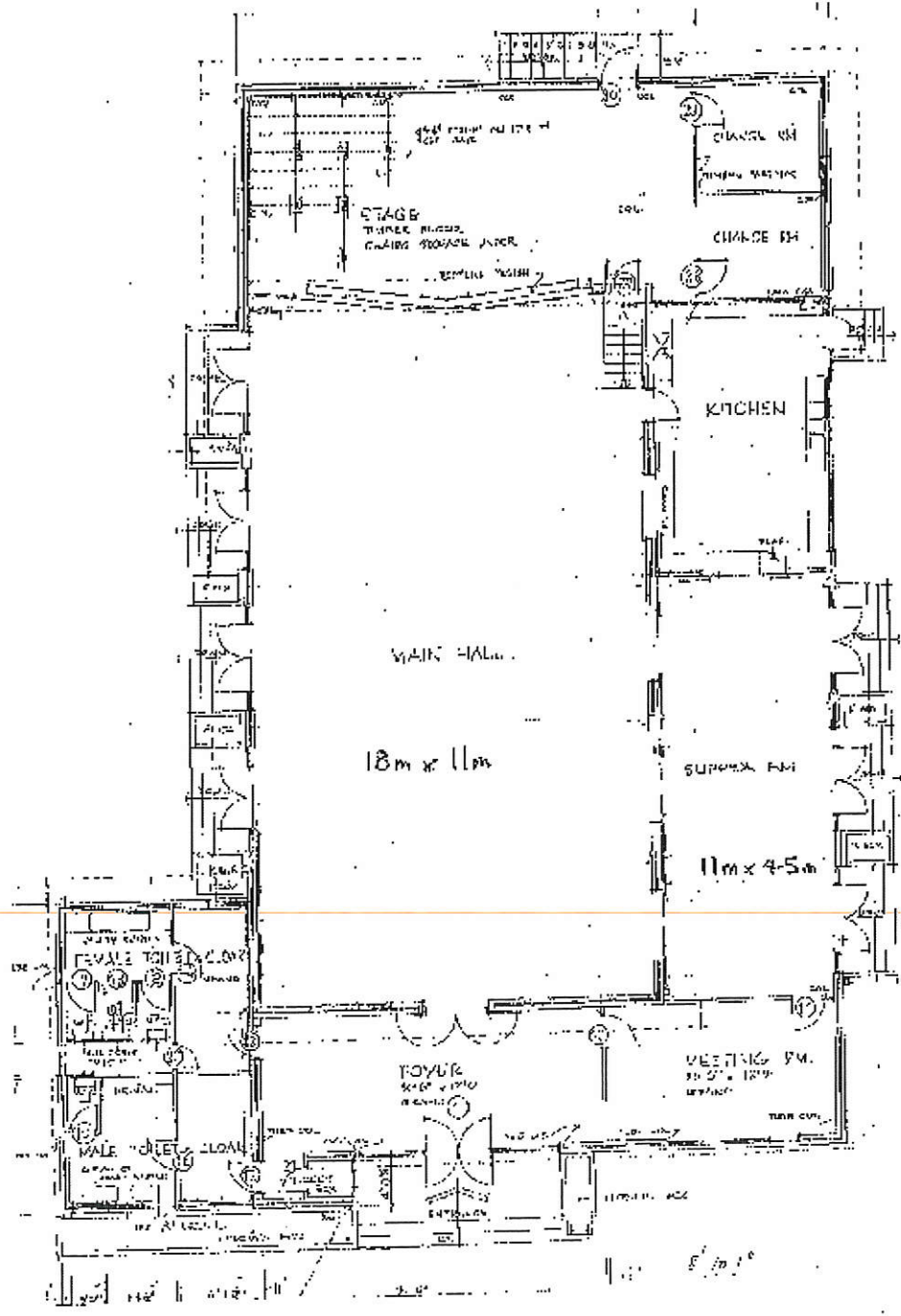
Item	Yes/No	Notes
<u>Toilet/Washing Facilities:</u>		
Toilets – Male	Yes	
Toilets – Female	Yes	
Toilets – Universal Access	Yes	
Laundry Facilities	No	
Baby Changing Facilities	No	
<u>Kitchen Facilities:</u>		
Stoves	Yes	Gas
Refrigeration	Yes	Large Fridges
Microwave	No	
Urn / Boiling Water Unit	Yes	
Baine Marie	Yes	
<u>Dining Facilities:</u>		
Tables	Yes	20
Chairs	Yes	200
Cutlery and Crockery	Yes	
<u>General Facilities:</u>		
Rooms		

RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	
Air Conditioning (type)	Yes	Split Systems
Heating	Yes	
Ceiling Fans	Yes	
Lighting (internal)	Yes	
Lighting (external)	Yes	
Telephone Lines		
Internet Access		
Hot Water System (type)	Yes	Electric
Bins	Yes	
Deep Sewer/Septic	No	Septic
<u>Amenities Areas:</u>		
Recreation Rooms		
BBQs	Yes	
Conference Rooms		
Meeting Rooms		
<u>External Facilities:</u>		
Power Outlets		
Water	Yes	
Parking	Yes	
Area for Tents	No	

Other:

Other relevant information:

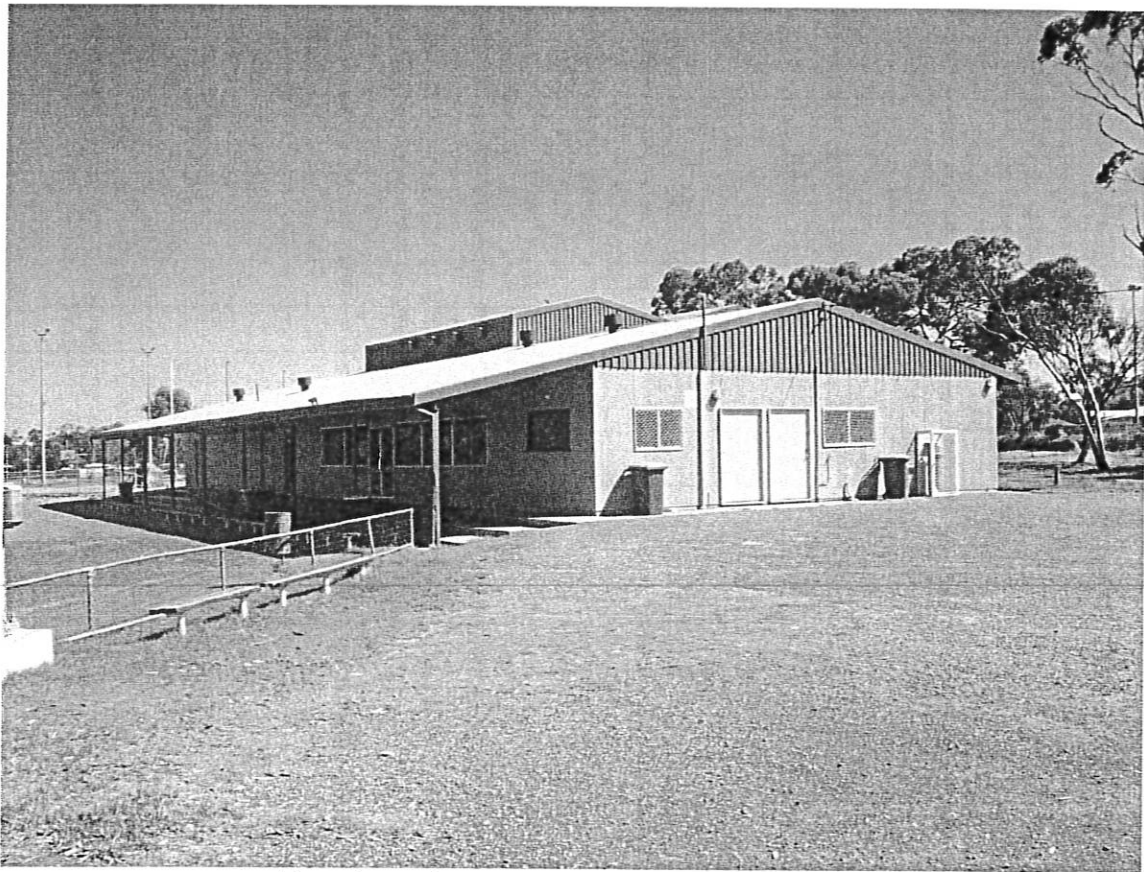
- Mobile phone coverage;
- Storage is available;
- Not Pet friendly;
- Main power board located in Foyer;
- Water stop cock located to rear of building
- Septic tank will require pumping on a regular basis?



NORSEMAN TOWN HALL

5.1.2 Norseman Sports Recreation Centre

	Details
Establishment/Facility:	Norseman Sports Recreation Centre
Physical Address	Reserve 3327 Mildura Street Norseman (refer to Norseman maps in APPENDIX 7)
Telephone No	C/- Shire 9039 1205
Fax No	C/- Shire 9039 1359
Email Address	C/- Shire shire@dundas.wa.gov.au



Shire of Dundas – SPORTS RECREATION CENTRE

Contacts

Name	Position	Work contact	A/hrs. contact
Doug Stead	CEO	90389 1205	0429 391 291
Gihan	DCEO	9039 1205	0427 391 205
Steve Bowyer	Project Officer	9039 1205	0407 543 884

Access Details

	Details
Keys	Keys held at Shire Office
Alarm	N/A
Security	N/A
Universal Access	Disabled Access

Accommodation Numbers – as per Health Regulations

	Details
Sitting / Standing	100
Sleeping	40
Duration	1 day +

Amenities

Item	Yes/No	Notes
<u>Toilet/Washing Facilities:</u>		
Toilets/Showers – Male	Yes	
Toilets/Showers – Female	Yes	
Toilets/Showers – Universal Access	Yes	
Toilets/Showers –Unisex	No	
Laundry Facilities	No	
Baby Changing Facilities	No	
<u>Kitchen Facilities:</u>		
Stoves (types)	Yes	
Refrigeration	Yes	
Microwave	No	
Urn / Boiling Water Unit	Yes	
<u>Dining Facilities:</u>		
Tables	Yes	
Chairs	Yes	
Cutlery and Crockery	No	

General Facilities:		
Rooms		
RCD Protected	Yes	
Power Points	Yes	
Generator Port		
Fire Equipment	Yes	
Air Conditioning (type)		
Heating		
Ceiling Fans		
Lighting (internal)	Yes	
Lighting (external)	Yes	
Telephone Lines		
Internet Access		
Hot Water System (type)	Yes	Solar
Bins	Yes	
Septic System	Yes	
Amenities Areas:		
Recreation Room		
BBQ	Yes	
Conference Room		
Meeting Room		
Oval	Yes	
External Facilities:		
Power Outlets	Yes	
Water	Yes	
Parking	Yes	
Area for Tents	Yes	
Caravan/Articulated Vehicles	Yes	

Other:

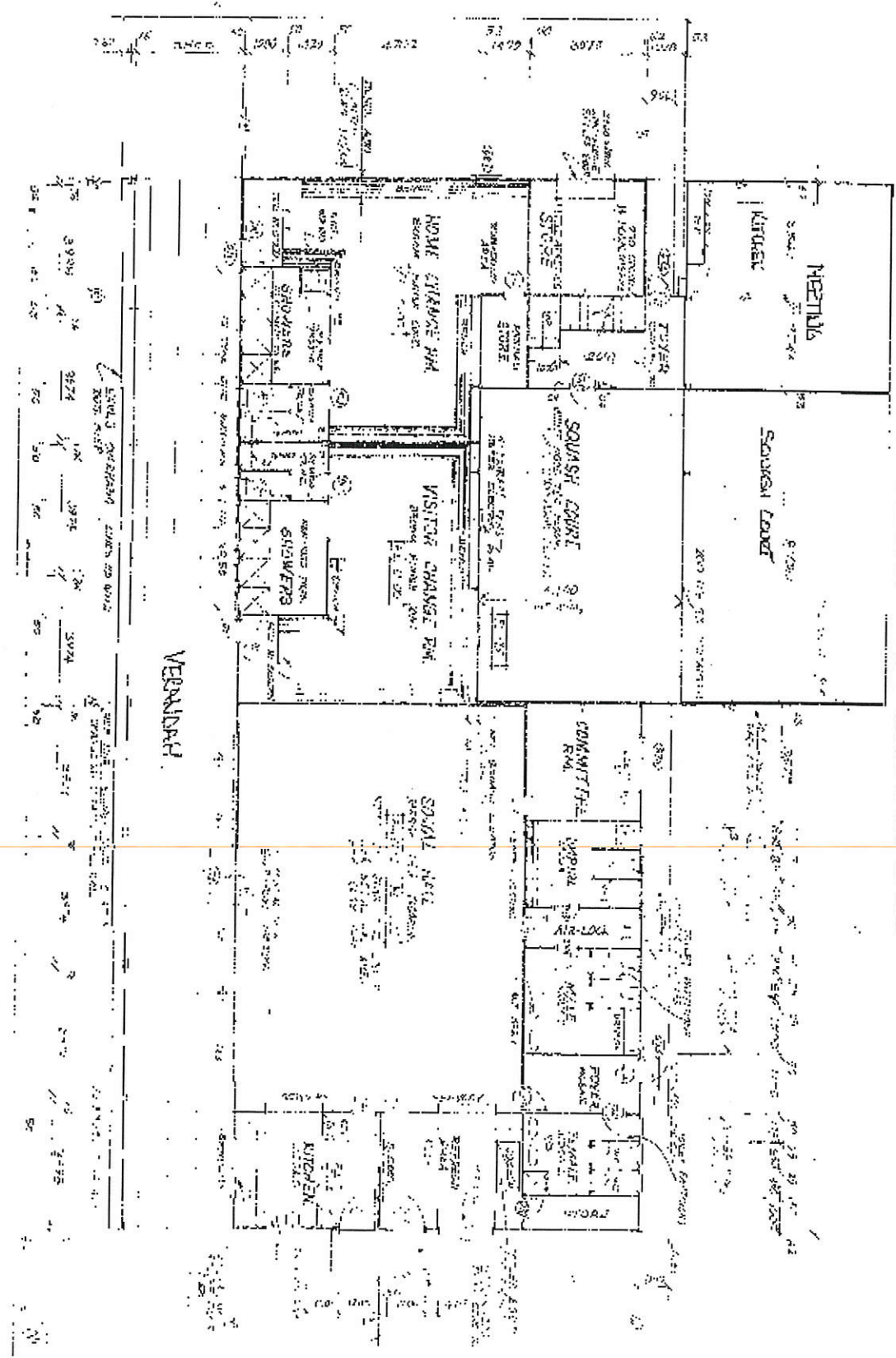
Identify possible hazards:

- Disabled access to side door

Other relevant information:

- Mobile phone coverage;
- Storage space available;
- Pet friendly; oval adjacent
- Main power board located in main hall;
- Water stop cock located adjacent to the lane fence; and
- Septic tank will require pumping on a regular basis

MOOSEHANI SPORTS RECREATION HALL



5.1.3 Eucla Community Hall

	Details
Establishment/Facility:	Eucla Community Hall
Physical Address	Lot 227 Yurkla Way Eucla—(refer to map of Eucla in APPENDIX 7)
Telephone No	N/A
Fax No	N/A
Email Address	N/A



EUCLA COMMUNITY HALL

Contacts

Name	Position	Work contact	A/hrs. contact
Simone Conklin	Resident	9039 3303	0428 378 272
Rasa Patupis	Councilor/Resident	9039 3468	0408 393 427

Access Details

	Details

Keys	Held by community members (refer to contacts)
Alarm	N/A
Security	N/A
Universal Access	Disabled Access to building and facilities

Accommodation Numbers – as per Health Regulations

	Details
Sitting / Standing	50
Sleeping	20
Duration	1 Night

Amenities

Item	Yes/No	Notes
Toilet/Washing Facilities:		
Toilets/Showers – Male	Yes	
Toilets/Showers – Female	Yes	
Toilets/Showers – Universal Access		
Toilets/Showers –Unisex		
Laundry Facilities		
Baby Changing Facilities		
Kitchen Facilities:		
Stoves (types)	Yes	
Refrigeration	Yes	
Microwave		
Urn / Boiling Water Unit	Yes	
Dining Facilities:		
Tables		
Chairs		
Cutlery and Crockery		
General Facilities:		
Rooms		
RCD Protected	Yes	
Power Points	Yes	
Generator Port		
Fire Equipment		

Air Conditioning (type)	Yes	
Heating		
Ceiling Fans		
Lighting (internal)	Yes	
Lighting (external)	Yes	
Telephone Lines		
Internet Access		
Hot Water System (type)	Yes	
Bins	Yes	
Septic System	Yes	
Amenities Areas:		
Enclosed Covered Areas		
Outside Children's Play Area	Yes	
Tennis/ Basketball Courts	Yes	
BBQ	Yes	
External Facilities:		
Power Outlets		
Water		
Parking	Yes	
Toilets	Yes	

Other:

Possible hazards:

- The community hall is surrounded by bush and may be impacted by bushfire;

Other relevant information:

- Mobile phone coverage is available;
- Storage;
- Main power board located at ;
- Water stop cock located at
- Septic tank will require pumping from time to time?

APPENDIX 6

6.1 Shire of Dundas - Demographics

Population Details		2009
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ESTIMATED RESIDENT POPULATION - at 30 June 2009

Population by Sex

Males	no.	723
Females	no.	481
Persons	no.	1,204

Population by Age group

Persons - 0 to 14 years	%	16.9
Persons - 15 years to 24 years	%	11.2
Persons - 25 years to 34 years	%	19.7
Persons - 35 years to 44 years	%	14.5
Persons - 45 years to 54 years	%	14.2
Persons - 55 years to 64 years	%	13.6
Persons - 65 years to 74 years	%	7.5
Persons - 75 years to 84 years	%	2.2
Persons - 85 years and over	%	0.3

ESTIMATED RESIDENT INDIGENOUS POPULATION

Percentage of total population	%	13.3-
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APPENDIX 7

7.1 Maps of the District



10.3.4

GVROC Strategic Plan



Goldfields Voluntary Regional Organisation of Councils

Strategic Plan 2017 - 2021

Disclaimer

Information in this Strategic Plan is believed to be reliable and accurate at the time of preparation. The Goldfields Voluntary Regional Organisation of Councils advise that users of the information take responsibility for their own assessment of the information.

Organisation Details

Organisation Type:	Other unincorporated entity
Entity Name:	Goldfields Voluntary Regional Organisation of Councils
Australian Business Number (ABN):	36 562 192 955
Address:	PO Box 6456 East Perth WA 6892
Telephone:	(08) 9328 1991
Facsimile:	(08) 9228 0071
Email:	hwestcott@wsquared.com.au

Preparation

This document has been prepared by Puzzle Consulting on behalf of the Goldfields Voluntary Regional Organisation of Councils

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DRAFT

EXECUTIVE SUMMARY

In October 2016, representatives from the Goldfields Voluntary Regional Organisation of Councils (GVROC) members participated in a facilitated workshop session to develop a strategic plan which serves to define the direction of the organisation over a four year time period.

The objectives determined by the group are for GVROC to:

1. Be a strong, clear regional voice for our communities to both State and Federal Government and advocate collaboratively for and on identified issues
2. GVROC supports and advocates for the continued investment in regional infrastructure that assists individual community needs and aspirations across the region
3. Develop a relevant, resilient and leading organisation that operates within good governance and focuses on Local Government sustainability and an enhanced role for Local Government
4. Identify and develop innovative technologies in Local Government functions and services delivery for Member Councils, now and into the future
5. Collaboratively assist, support and potentially develop Local Government services to Member Council communities, now and into the future

SITUATIONAL ANALYSIS

About GVROC

GVROC was founded in 2007, with the overarching principle to develop an alliance of Member Councils in the Goldfields, who contribute and work together to ensure the sustainability of individual members.

It consists of the:

- Shire of Coolgardie
- Shire of Dundas
- Shire of Esperance
- City of Kalgoorlie-Boulder
- Shire of Laverton
- Shire of Leonora
- Shire of Menzies
- Shire of Ngaanyatjarraku
- Shire of Ravensthorpe
- Shire of Wiluna

The Member Councils abide by a Memorandum of Understanding (MOU) which sets out general principles under the following areas:

Partnership

- Recognise that partnerships between the Local Governments in the MOU are essential to achieve sustainable social, environmental and economic development of the region.
- Be flexible and open to new approaches to service delivery and funding.
- Recognise and acknowledge the needs and constraints of all spheres of government, community and stakeholders.
- Recognise that new partnership agreements may be considered if initiated by either Local, State and Federal Government.

Roles and Responsibilities

- Identify, understand and respect the roles and responsibilities of all parties.
- Be open and transparent in all dealings.

Communication

- Conduct open discussion on issues relevant to the region.
- Recognise the need for confidentiality when the subject matter requires.

Consultation

- Appropriate consultation to facilitate understanding and consensus.

Service Delivery

- Continual improvement practice in the efficiency, effectiveness, timeliness and appropriateness of local government service delivery.

Outcomes

- Well defined and agreed outcomes and performance measures for all projects and activities.

Accountability

- A transparent approach to all dealings within the organisation.
- Have clearly defined reporting, dispute resolution and review mechanisms.

Membership

Each Member Council appoints two voting members to the GVROC. This can be the Shire President/Mayor and Chief Executive Officer (CEO) or two other elected members. In addition to this, each Member Council may appoint two other representatives as Deputies who may attend meetings on behalf of the voting members in their absence. Each representative is able to remain part of the GVROC while they are employed by their Member Council or until they are removed by their Council.

Each Shire makes an annual contribution to the administration and operation of the GVROC, including the employment of the Executive Officer. New members are also required to pay the start-up contribution as outlined in the MOU.

GVROC Structure

The roles of Chairperson and Deputy Chairperson are elected by the Member Councils at the first meeting of the GVROC following the Local Government elections and are held for a two (2) year term.

The Chairperson is responsible to presiding over meetings and acts as the spokesperson for the GVROC. They liaise with the Executive Officer on all GVROC

matters and on the performance of its functions. The Deputy Chairperson acts to support the Chairperson and steps in as Chair in their absence.

The position of Chairperson for the GVROC as at 2016 is held by Mal Cullen, President of the Shire of Coolgardie and the Deputy Chairperson is Mayor John Bowler from the City of Kalgoorlie-Boulder.

GVROC Activities

GVROC uses its collective influence to generate positive outcomes for all Member Councils and Goldfields communities. It does this by:

- Acting as a collective in advocating on behalf of Members Councils and the region as a whole, through lobbying on a State and Federal Level. This includes attendance at consultations and meetings with relevant stakeholders in the region and Perth.
- Identifying appropriate funding opportunities for projects and initiatives which benefit the Member Council communities.
- Taking a collaborative approach to resource management to ensure adoption of the most cost effective and sustainable model.
- Prioritising initiatives and projects which retain and develop infrastructure and economic development in the region.

Staffing

The GVROC employs the services of an Executive Officer who undertakes all required secretarial services including member correspondence, meeting arrangements and minutes.

Where required, the Executive Officer also reviews and tables recommendations for consideration by the Member Councils, on relevant GVROC matters.

This role is undertaken by Helen Westcott who is the Director of consultancy, W Squared.

Achievements

- Working collaboratively and cohesively – in the largest GVROC in the State.
- Establishment of Goldfields Regional Collaborative Group (GERCG) attracting CLGF funds to undertake the preparation of Asset Management Plans for each of GVROC's Member Councils.
- Establishment of the GVROC Regional Equipment Pool with funding made available to GVROC by Tourism WA funding.
- Retro-fitting of street lighting and renewable energy power generation project across all Member Councils (1 exception).
- Establishment and operation of the Archives and Records Management Facility.
- The engagement of a legal firm to provide a watching brief on Native Title issues that affect Member Councils.
- Strong advocacy in a range of local and state-wide forums including service delivery to remote indigenous communities and delivery of elected Member training within the region.

Trends and Issues facing the Goldfields Region

- West Australian State Government election in March 2017
- Possible discontinuation of funding through the Royalties for Regions Goldfields-Esperance Revitalisation Fund
- Publication of the Kalgoorlie-Boulder Growth Plan at the end of 2016
- The closure of key services and the relocation government service offices from the region
- Regional Service Reform and the impact on Aboriginal Communities across the region

MONITOR AND REVIEW

The GVROC will monitor the implementation of the Strategic Plan on an ongoing basis with a formal review being conducted following the first two (2) years of implementation. At this time, those involved in the development of the document can assess the successful implementation of goals and key actions, and if circumstances have changed, make relevant edits to the document.

Periodic reporting of outcomes will be tabled and minuted at GVROC meetings.

DRAFT

WORKSHOP IDENTIFIED TOPICS AND ISSUES

- Internet Connectivity
- High Speed, reliable technology
- Innovation
- Technology
- Robots
- Development of Battery Industry
- Transport
- Infrastructure (new)
- Seal Outback Way
- CCTV of highways and towns
- Renewal of infrastructure
- Prioritise funding
- Funding for whole of region
- Transport infrastructure and connectivity
- Master plan remote towns
- Waster sustainability
- One regional waste plan and recycling
- Funding for local government infrastructure
- Water
- Regional projects and joint funding applications
- Resilience
- Identity
- Financial sustainability
- Sustainability
- Responding to population change
- Social cohesion
- Leadership
- Good corporate knowledge
- Good governance
- Relevance
- Changes in the role of local government
- Collaboration
- Reduce red tape
- Improved process to deal with native title issues
- Challenge of new and existing industries
- FIFO
- Ban 12-hour shifts and rosters
- Expand WASM
- Reconciliation and Cooperation
- Work Opportunities
- Regional Housing
- State Government view of Local Government
- Coordination of state and federal government services
- Community building/service provision
- Better advocacy
- Key issues identification
- Strong regional voice
- Climate proofing
- Population increase/decrease
- Food production
- Environmental Awareness
- Access to higher education
- Agriculture and food technology
- Sustainable
- Energy cost and reliability
- Best use of built infrastructure
- Reduce the cost of power/energy
- Cost of service delivery

VISION

- To form a strategic alliance for the retention of infrastructure and community services, acquiring funding from government grants, economic development initiatives and private sector funding
- To establish and maintain effective communication and consultative mechanisms between the participating local governments on policy and processes using a management strategy

MISSION

- Enhance service delivery and infrastructure for our collective and individual communities
- Achieve a sustainable, cost effective model for sharing of resources

OBJECTIVES

GOALS

1. Be a strong, clear regional voice for our communities to both State and Federal Government and advocate collaboratively for and on identified issues

1.1 Develop a comprehensive list of key opportunities for the GVROC to lobby on, including relevant stakeholders associated with each item

1.2 Maximise the GVROC Member Councils and their networks to leverage influence and outcomes on a State and Federal level

1.3 Maintain a strong and consistent message for upcoming elections, with particular focus on the State Government election in 2017 (Local, State and Federal Governments)

2. GVROC supports and advocates for the continued investment in regional infrastructure that assists individual community needs and aspirations across the region

2.1 Identify and prioritise key regional infrastructure projects for the GVROC to endorse and proactively pursue

2.2 Identify key funding opportunities (State and Federal) which could be leveraged to fund priority GVROC infrastructure project

2.3 Explore and prioritise key opportunities and events for GVROC Member Councils to advocate on priority infrastructure projects to State and Federal Government

3. Develop a relevant, resilient and leading organisation that operates within good governance and focuses on Local Government sustainability and an enhanced role for Local Government

3.1 Undertake a review of existing policies and procedures and identify opportunities to develop additional documentation

3.2 Investigate and identify opportunities for GVROC Member Councils to attend forums focused on Local Government sustainability and governance

4. Identify and develop innovative technologies in Local Government functions and services delivery for Member Councils, now and into the future

4.1 Investigate existing work being undertaken by other Local Governments in Australia and around the world in the area of innovation and technology for potential adoption in the Goldfields-Esperance region

5. Collaboratively assist, support and potentially develop Local Government services to Member Council communities, now and into the future

5.1 Empower the Technical Officers Group to continue to explore shared service opportunities



10.3.5

Officers Reports

REPORT TO COUNCIL

ORDINARY MEETING TUESDAY 20th December 2016

AREA: Works Department

OFFICER: Jon Fry

Period of Reporting: 11th November 2016-15th December 2016

Gardeners

Apart from their normal duties the gardeners have been busy cleaning up ratepayer's yards who have failed to prepare their yard for the bushfire season. The irrigation system on the town oval had some major problems and after a series of elimination diagnosis was fixed and is working well

Town Crew

The annual hard waste clean-up was as popular as ever this year with ratepayers taken advantage of waste being picked up outside their property free of charge. The boys have been helping with the construction of the Airstrip by removing all the cones and markers that were either in the way or not needed, and a small section of fencing had to be removed to allow access. Our newest employee who is currently working as a gardener has had considerable experience in operating heavy machinery, so whilst the road crew were fighting a fire he used the grader to grade Beacon Hill Road and the unsealed section of Dennison Dr (dump road)

Construction Crew

Work is continuing on the Airstrip with only a few days' work left until the preparation work for the road trains is completed. The crew has been away twice on bushfire duties south east of Caiguna. There were 3 other fires south of Cocklebiddy however these were the responsibility of Department of Parks and Wildlife. There was also a fire East of Eucla in South Australia. Whilst the crew is in town we will get the earthworks done on Mort Harslet Dr and Beacon Hill Rd, in preparation for sealing works early next year

Christmas break

The majority of the staff are working until the Friday the 23rd of December and will return early in the New Year at different stages. There are staff available on call for **very** urgent matters please contact myself (0427 391 359) and I will arrange the necessary staff.

Balladonia/Parmango Road

Is a road that is under the care and control of the Shire of Dundas within the Shire and is contained in a 20m (1 chain) road reserve. The Shire of Dundas has always been of the opinion that upgrading the road would

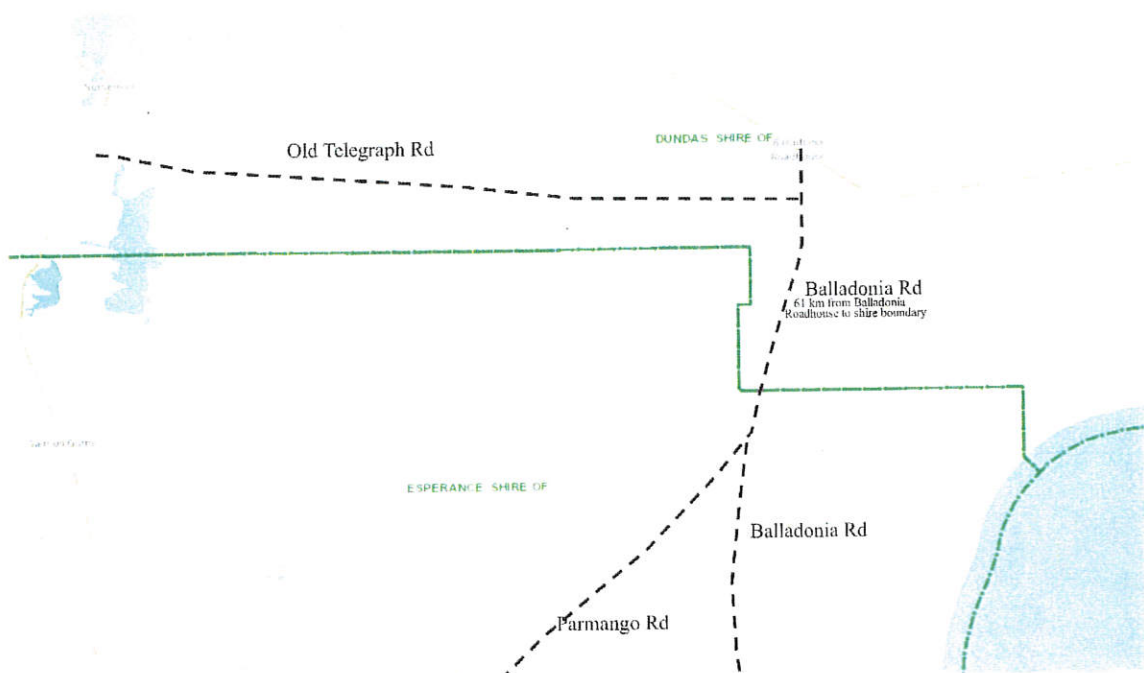
- Benefit very few if any ratepayers
- Open up a shortcut from Balladonia to Esperance taking visitors away from Norseman

The road itself has not been graded for a very long time the limestone ridges have become stonier, and the clay hollows have had traffic in the wet and are now full of ruts and pot holes, this is similar to the Old Telegraph Rd and the Old Norseman-Hyden Rd. Neglect has caused all sorts of deformities and this appeals to the 4WD enthusiast The road is past repairing with grader, Esperance Shire are upgrading the section that adjoins our road at a cost of \$30,000.00-\$40,000.00 and we have 61 km so total costs would be \$1.8 million-\$2.4 million

To sum it up

- The road has adequate signage to warn travellers of its condition
- The road in its present condition suits the Shire's needs
- It does not fit in our ten year plan





Youth Report – Council Meeting December 2016

1/10 – 30/11 Attendance: 34 open days 238 sign-ins Average 7 kids/day

Year to date: 179 open days 730 sign-ins Average 4.08 kids/day

Events/Activities

MILO in2CRICKET: Numbers have dropped from 5 to only 3 attending each week. Running this program with only 3-5 kids is extremely challenging. Thank you to the parents and the kids that have persevered and continued to come to cricket each week. Without the parents active involvement, we would struggle to teach the skills or have mini games at the end of each session.

Swimming Club: Generally each Thursday coach Sharon Warner, myself and/or other parent supervisor drive to Kambalda to complete the swimmers weekly time trials. The Shires support with this is through the use of the Community Bus and/or when available the Youth Officers time and van. On Saturday 3rd December, the Kambalda Sea Eagles came to Norseman to run the previous Thursday's time trial event. It was a great day and gave the parents of our swimmers the opportunity to see their child swim with their Kambalda team mates. Thank you to the parents that stepped up and helped to do the time keeping – it was very much appreciated. Kambalda are very much interested in coming back again to do the same.

Friday Night Sports: This is still very well received amongst the youth of Norseman. It was decided that this would happen on a fortnightly basis rather than every week. We are always looking for new ways to make this activity better so suggestions are most welcome. As the nights are staying warmer, we are looking at running this until a little later in the evening and the possibility of having FNS at the pool one Friday.

Netball End of Season: As we were unable to get our netball girls to Kalgoorlie for their end of season team windup, their coach organised for the girls to come to Kalgoorlie on Sunday 4th December. We went to the Oasis for a swim and some lunch and then headed to the cinema to watch a movie. Congratulations to Holli Wing on receiving the Most Improved Player award from her coach. We look forward to Netball again next year.

Training Courses/Workshops

Intersection of Child Protection & Disability: In November I attended a course called the Intersection of Child Protection & Disability. It is a program that explores the constructs of *Disability* and the way that our own values and beliefs influence our attitudes and decision making in child protection practices. Looked at the legislative requirements, Policy and the Signs and Safety Framework in regards to assessment and planning in response to the risk of harm and abuse. To learn to work collaboratively to promote the safety and wellbeing of children and parents with a disability within the community.

This was a great course to attend and recommend that more people are given the opportunity to attend this course. This course highlights how businesses and other community groups can learn and put into practice better ways of working with, working for

or dealing with people disabilities. The course looks at losing the labels and stigma surrounding disability.

Networking

I was recently contact by Brenton Meynell, Manager or Community Services at the Shire of Leonora regarding our Youth Centre, how its run, what programs are available and more. They are having a few issues with the centre that is currently provided and hoping to improve on what is available by connecting with an established Youth Centre. I sent Brenton an email outlining how we are funded, what is required from us regarding the funding, how I capture the data to report to council and DCPFS, activities run, third party networks and hours worked.

I have let Brenton know that the Leonora Youth Centre are more than welcome to join in on any activities/camps we organise and that we would be more than happy to travel with the Norseman Youth to Leonora to interact with the youth there as well. Hopefully we have a good and long lasting working relationship with the Shire of Leonora and their Youth Centre.

Photos from Friday Night Sports, MILO in2CRICKET and Swimming Time Trials





Youth Centre School Holiday Planner

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
19 Dec 	20 YES, WE ARE <u>OPEN</u> 9am - 6pm	21 YES, WE ARE <u>OPEN</u> 9am - 6pm	22 YES, WE ARE <u>OPEN</u> 9am - 6pm	23 	24 
26 	27 	28 Christmas & New Year Break	29 Christmas & New Year Break	30 Christmas & New Year Break	
2 Jan	4 YES, WE ARE <u>OPEN</u> 9am - 6pm	5 YES, WE ARE <u>OPEN</u> 9am - 6pm	6 YES, WE ARE <u>OPEN</u> 9am - 6pm	7 YES, WE ARE <u>OPEN</u> 9am - 6pm	
9	10 SUNFISHING LESSONS	11 SUNFISHING LESSONS	12 SUNFISHING LESSONS	13 SUNFISHING LESSONS	14 
16 	17 YES, WE ARE <u>OPEN</u> 9am - 6pm	18 YES, WE ARE <u>OPEN</u> 9am - 6pm	19 YES, WE ARE <u>OPEN</u> 9am - 6pm	20 YES, WE ARE <u>OPEN</u> 9am - 6pm	21 YES, WE ARE <u>OPEN</u> 9am - 6pm
23 	24 VacSwim Lessons <i>Away on leave</i> VacSwim Lessons	25 <i>Away on leave</i> VacSwim Lessons	26 	27 <i>Away on leave</i>	28 <i>Away on leave</i>

REPORT TO COUNCIL

COUNCIL GENERAL MEETING TUESDAY 20th December 2016

AREA: COMMUNITY DEVELOPMENT

OFFICER: PANIA TURNER

Period of Reporting: November – December 2016

Strategic Community Development Plan

Under the Local Government Act 1995, local governments must comply with the requirements of the Integrated Planning and Reporting (IPR) Framework. This involves local governments to engage with their communities when developing their 10-year Strategic Community Plan (SDCP).

The Shire of Dundas Strategic Community Development Plan (SCDP) is due for its four year review in 2016-17. For the SDCP to be a successful workable resource it should connect the local community's goals and aspirations with the Council's vision and long term strategy. Therefore good community consultation is a vital element in informing the SDCP. Since September of this year Community Development has been working in community to gather feedback and hear the community voice on areas that are important to them. Whilst the written, online surveys and focus groups have engaged a diversity of respondents a couple of demographics are still to be heard they are the Ngadju community and also the youth of the Shire. Working with the Shire Youth Officer we will be able to run a focus group during the school holidays. I will be investigating further avenues to conduct a focus group with the Ngadju.

Through the written surveys many have expressed the preference for whole community consultation such as conducting a session in the town hall. In light of this response it is my recommendation that we do just this and provide the opportunity for the community to meet with Council. Such a forum would provide local residents with the opportunity to speak directly to their elected members about issues that are of concern and offers the opportunity for engagement and open discussion, something that is not readily afforded in the formal setting of a Council Meeting. Conducting a community forum at the start of the New Year would be an ideal time.

Council also benefits from robust community consultation and the great value of an active elected member cannot be understated, *"Elected members also have a key role in community development. They represent the interests of all electors and residents and, as members of the community, play a crucial role in facilitating communication between the community and the council. Their close interaction with the community through their work, family, social, sporting or other activities, gives them first-hand knowledge of ongoing issues and concerns and an understanding of community aspirations. This leads to much better awareness of community needs and enhanced community planning."* (Government of Western Australia, Department of local Government and Communities, Guide for Elected Members)

Planning

The CEO and I will be meeting early in the New Year to review and discuss a number of priority areas for community engagement and development. One of the areas we will be looking at is the strengthening of community committees and groups. Many Local Government have councillors as representatives sitting on community committees. This has many benefits to Council and the Shire such as visible representation out in the community, building the capacity of councillors to report back the community voice to council meetings, grass roots community engagement, progression of community driven projects and the strengthening of local committees.

My request of Councillors is that over the Christmas break they reflect upon any areas of community interest they would like to be involved in and feed that back to community development or through the Shire President. The hope is that each Councillor sits on a committee or initiate a community based project on which they can be involved for example a councillors may like to see a town beautification committee or a neighbourhood watch committee. The goal is that we empower and strengthen our community and support local people developing local solutions.

Gold Fever and Norseman Races

The new year will see the countdown for the Norseman Gold Fever Festival and Norseman Cup begin in earnest with marketing campaigns and town promotion running strong during January and February. With the Gold Fever Festival co-ordinator busy in her role as the Pool Manager, Community Development will be quite active in the festival side of the event and I encourage all Councillors to participate where they have interest. The Norseman Arts Festival will now move to March to coincide with the Gold Fever Festival and Norseman Cup to further add another element to the weekend.

The Gold Fever Festival and Norseman Cup has the potential and indeed should become one of Shire's biggest event drawcards. The festival will be held on the weekend of March 11th 2017. The Gold Fever Committee is made up of local community, business and shire representatives with the expectation that each representative progress activities that will contribute to the weekend. Community Development focuses on some specific areas of the festival:

- Promotion of the Shire of Dundas, Norseman and the event weekend.
- Supporting the festival co-ordinator.
- Norseman Arts Festival community workshops, entertainment and art competition.
- Assistance with potential funding avenues.

Seniors Christmas Dinner

The evening of Thursday 8th December saw our seniors dressed up, dining and dancing during the annual Seniors Christmas Dinner. Seniors were treated to live music from local Kambalda singers Ned and Kia which really added another element to the evening and saw many take to the dance floor to share their moves and even a couple of brave souls taking the microphone for a ballad or two. The buffet of hot and cold options was thoroughly enjoyed and well complimented. A break from the traditional Christmas gift, our seniors received a living gift to plant out in their garden for which all were delighted and had the bonus of dressing the town hall with summer blooms.

The Seniors Christmas Dinner is one of Norseman's key community events and benefits the local community in a few different ways. Firstly we recognise our seniors how important they are and the contribution they bring to our community, it is our way of saying thank you. Secondly it brings people together in a positive social gathering to reflect upon the year and to let their hair down so to speak. The third reason is that it allows cross generational connection with young people such as the school and Norseman Dance troupe to give community service back to the our seniors.

The evening was a great success with over 60 people attending and has received very positive feedback. The event has the potential to grow and as we look to the future, ensuring that we continue a high standard I will be investigating opportunity for local business, industry and funding bodies to be partner sponsors of the evening as is done in neighbouring shires.

Thank you to all the Shire staff who as always for our seniors put in a great team effort to make the evening very special. I would like also in my report to make special mention of our events officer Margaret McEwan who worked tirelessly not only on the evening but also with all the background work that goes into such events. Thank you also to Councillors Best and Webb who in their roles as councillors mingled with our seniors and made them feel welcomed and valued on their special Christmas night. Councillors are always warmly welcomed to such events, indeed their presence is vital in representing the community and adding to the success of the evening.



School Presentation Afternoon

Community Development attended the Norseman District High School Presentation Afternoon on Tuesday 6th December. This annual end of year event in the school calendar provides the opportunity for students,

staff, families and the whole community to celebrate the year of learning at the school. The students provided an afternoon of entertainment through song, dance, theatre and video. Well done to all students who received recognition for academic success, civic responsibility, attendance and excellent effort. Of special note was the congratulations that those children received from their peers as they returned to their seats, pats on the back, shaking of hands, thumbs up were all given by classmates displaying a real sense of the value of school community.

Our Year 12 graduating student was Miranda Kay who is to be cheered for her completion of this significant milestone. Miranda is an active member of the school community and has been doing a sports traineeship at the school. She is a competent sports woman and well respected by her peers. All the best to Miranda on her future endeavours.

It has been an interesting year for the school and it is pleasing to see it end on a high note with the appointment of the new Principal Mr Garry Walker. The school will see two of its staff members leaving Mrs Nicole Banks whose roles included Administration Support, Vocational Education Training Coordinator and the Arts and Hospitality teacher. Also leaving Miss Sarah Simmons who taught in the high school.

Seniors Trip to Coolgardie

Norseman Seniors were once again up early and ready for Christmas travel on the morning of Wednesday 14th December. Both the HACCS and Shire buses travelled to Coolgardie Recreation Centre for the annual Christmas luncheon.

Norseman has always been invited by the Shire of Coolgardie to the event and it is one of the festive season's calendar highlights to attend the luncheon. Of note is the generous amount of sponsorship and local community support that the seniors luncheon receives. As always thanks to Coolgardie Shire for the excellent event and their inclusion of our seniors in their activities.

The year that was 2016

For Council's information below is a list of some of the activities and groups that are available for local residents to be involved in through the year. If elected members see gaps they would like filled I encourage them to be active in joining committees or spearheading projects and be active drivers of community solutions. The goal is to support and empower community stakeholders to be drivers in addressing need in their community.

Shire Funded/ Driven	Community Resource Centre	Community Driven
Mr Jim Magic Show	Symphony in the City (Westlink)	Monthly Community Markets
Australia Day <ul style="list-style-type: none"> Citizenship Awards Pool Fun Day 	Kids Club (fortnightly)	Swim Squad
Blessing of the Roads	Light the Night Walk	Dance
ANZAC Day <ul style="list-style-type: none"> Dawn Service Diggers Breakfast 	Black Swan Theatre Broadcasts: <ul style="list-style-type: none"> Blithe Spirit Tartuffe 	Yoga
Trash Test Dummies Performance	Zombie Halloween Party	Playgroup
Biggest Morning Tea	Christmas Party	Ladies Craft Group Church
Customer Service Awards	Teddy Bears Picnic	Pensioner Thursday Mornings
Hippocrocaduck Art Class	Applying for a job: <ul style="list-style-type: none"> Resume' Interview Techniques Cover letters 	NDHS Play Café'
GTNA Famil		NDHS Athletics Carnival
		NDHS Aqua Fun Day

	<ul style="list-style-type: none"> • Searching for employment • Word Processing 	
Youth Sports Football, Netball Milo In2 Cricket.	Food Sensations Workshops 6 Weeks course	Active After School Sports
Women's Leadership Forum	Free Computer Classes	Norseman Cup
Youth Holiday Excursions <ul style="list-style-type: none"> • Surfing • Out of Town Day Trips • Arts School Holiday Program Term 2 	Information Sessions <ul style="list-style-type: none"> • Woodworking • Constable Care • Beyond Gardens 	Norseman Volunteer Fire Service Junour Participation Days
Salmon Gums Markets Seniors Outing	Sue Nicholson Answers from the Other Side	Kalgoorlie/Norseman Triathlon Day
Dundas Images Photographic Competition	Business workshops: <ul style="list-style-type: none"> • Online Marketing • Spreading the Word: Social Media 	Catholic Church Annual Service
Esperance Show Seniors Outing	CRC Open Day	Norseman Community Garden
Norseman Arts Festival	Little Bytes Computer Basics for Kids	NDHS Parent and Citizen Group
Seniors Christmas Shopping Day	Westlink Information Sessions: <ul style="list-style-type: none"> • Enduring Powers of Attorney • Family Laws • When Someone Dies • Wills 	Norseman Men's Shed
Remembrance Day		NDHS NAIDOC
Coolgardie Seniors Christmas Luncheon		Museum Mother's Day Morning Tea
Norseman Seniors Christmas Dinner		
Friday Night Sports (fortnightly)		HACCS Mornings (weekly)

Merry Christmas

On behalf of Margaret and myself we wish you a very Merry Christmas and safe and enjoyable holidays. We look forward to working with you all in 2017 to bring a year packed with community events, engagement and enjoyment.