

State Emergency Management Documents Amendments List August 2022

The following list identifies amendments to suite of State emergency management documents and includes the revocation of the All-Hazards Flagging Guideline (resolution 37/2022). The amendments were approved by the State Emergency Management Committee (SEMC) came into effect on 16 August 2022 (unless otherwise specified below).

On 3 May 2022, the Executive Officer – SEMC approved the minor statement of fact amendments to the State Support Plan – Emergency Public Information to add St John Ambulance to the response responsibilities for this Plan. This approval, allowed under State EM Preparedness Procedures 3.4 requires notification to SEMC of minor amendments.

All new and reviewed documents have been redesigned to improve inclusivity and accessibility.

Redactions are shown in red strikethrough text and additions are shown with highlighted underlined text. Please email semc.policylegislation@dfes.wa.gov.au to provide feedback or comment.

Generic Amendments to All Updated State Emergency Management Documents

Amendment	Comment
State emergency management documents reissued in new accessible designs.	To comply with accessibility standards.
Version, SEMC resolution number, Date of Approval and Date of Effect added to cover and footers as applicable.	Version control
Acknowledgement to Country.	To acknowledge Aboriginal peoples as the Traditional Custodians of the lands where we live, work and volunteer.
The Australian Government's Crisis Coordination Centre (CCC) updated to Australian Government National Situation Room (NSR)	Statement of fact amendment
All references to St John Ambulance Australia (Western Australia) Inc. amended to St John Ambulance Western Australia Ltd. (SJA)	Statement of fact amendment
All references to 'Westplan' removed.	Statement of fact amendment

Amendment	Comment
Removal of overuse of acronyms (e.g EM for emergency management). Acronyms for key emergency management proper nouns such as personnel, groups and bodies (e.g. HMA, ISG, OASG, SEC) maintained.	Removal of overuse of acronyms, particularly common terms that are not proper nouns to comply with accessibility.
All tables reformatted to add appropriate header row and header titles and remove merged cells (where possible).	Amended to comply with accessibility standards for tables.
Alternate text and captions inserted to all figures and table summaries provided for complex tables. Where figures have small print, an appropriate note has been inserted to print on A3 to ensure documents passes print accessibility.	Amendments to meet accessibility standards for tables and figures.
Consistent reference style to legislation and other State emergency management documents applied.	Amended for consistency across all State emergency management documents.
Inclusive language applied where applicable (e.g he/she replaced with they).	Amended to align with the Australian Government Style Manual.
Removal of the use of semicolons within bulleted lists. Where text is directly quoting formal documents such as legislation, semicolons were retained.	Amended to align with the Australian Government Style Manual recommending minimal punctuation for simplification of language.


Specific amendments to State Emergency Management Policy **Version 3.01**

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
38	5.8.1	Emergencies have the potential to impact on the movement and safety of vehicle and pedestrian traffic. The prime responsibility of the (HMA) or Controlling Agency is the safety of people, property and the environment.	Change to 'or' instead of '/'
38	5.8.2	The management of traffic during the emergency response requires coordinated planning by both the Controlling Agency and the asset owners such as Main Roads WA, Department of Biodiversity, Conservation and Attractions, local government, a mining enterprise other state agencies, public and private organisations. These organisations should conduct their traffic management planning and activities Traffic management	Inclusion of state government agencies and public organisations. Removal of mining enterprise.

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		<u>planning and activities should be in</u> accordance with the State EM Plan section 5.3.3 and the SEMC's Traffic Management During Emergencies Guideline.	
38	5.8.5	The HMA is responsible for <u>developing and maintaining</u> a Restricted Access Permit System applicable to their hazard(s) for use by the IC/ <u>Controlling Agency</u> , if applicable.	Inclusion of Controlling Agency.
38	5.8.6	The <u>HMA or</u> Controlling Agency is responsible for the welfare of people affected by the road closures at all times, <u>until the road is returned to the asset owner</u> .	Inclusion of HMA responsibilities. Inclusion of asset owner responsibilities.

Specific amendments to State Emergency Management Plan **Version 3.02**

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
52	5.3.2	Evacuation Flagging The SEMC has endorsed the concept of green bag evacuation flagging in Western Australia ("Figure 11). Implementation of the 'Green Means I've Gone' initiative is voluntary for local governments. Where implemented, arrangements should be set out in local EM arrangements. Additional information relating to the 'Green Means I've Gone' initiative can be found in the All Hazards Evacuation Flagging Guideline (WA).	Paragraph and image to be removed from section. <i>(Note changes to numbering of Figures for remainder of document).</i>

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		 <p>Figure 11: Example of the "Green Bag" Flag</p>	Image removed.
53	5.3.3	<p>Responsibility for Traffic Management</p> <p>1st paragraph</p> <p>The IC has overall responsibility for the management of traffic during an incident, and this continues during emergency response. Traffic management planning is undertaken by the planning function within the IMT. The Traffic Management Plan (TMP) is to be approved by the IC and reviewed to meet the changing circumstances of the incident.</p> <p>3rd paragraph</p> <p><u>The responsibility for the provision of public information in relation to traffic management during an emergency is the responsibility of the IC. This information should be distributed in partnership with the asset owners and include Main Roads WA's traffic advice.</u></p>	Inclusion of public information in this section and removed from Return to Owner/Operator.

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		<p>In response to an emergency, should there be need for If additional powers to close roads or direct or prohibit the movement of persons, animals and vehicles within or around an emergency area are needed:</p> <ul style="list-style-type: none"> the Controlling Agency can request the declaration of an emergency situation <u>under the EM Act</u> by the HMA or the <u>State Emergency Coordinator (SEC)</u>. This will allow for the authorisation of relevant employees' persons to exercise the powers of <u>Hazard Management Officers (HMO) under the EM Act</u>; <u>during a State of Emergency, appointed Authorised Officers (AO) have access to the same additional powers under the EM Act.</u> 	<p>Rewording to provide clear information.</p>
54	5.3.3	<p>Traffic Management Planning</p> <p>Traffic management includes the control of the movement of all vehicles, persons and animals within the identified <u>affected</u>, emergency <u>or operational</u> area. It is not limited to the restriction of access to an <u>affected</u>, emergency <u>or operational</u> area, the closure of roads or the diversion of traffic around an area affected by the emergency by an alternative safe route.</p> <p>Where practicable, traffic management planning should be conducted in consultation <u>and collaboration</u> with the <u>road asset owner such as local government and/or</u> Main Roads WA or both, to ensure the suitability and capacity of alternative routes. These strategies will be used to develop the Traffic Management Plan for that emergency.</p> <p>In support of the Traffic Management Plan, the WA Police Force, Main Roads WA, or local government <u>or traffic management</u> contractors may be requested to perform traffic management tasks approved by the IC, such as the establishment and staffing of vehicle control points. Traffic Management Plans must be approved by the IC prior to implementation. They should not be altered without the approval of the IC (except in life threatening situations).</p>	<p>Inclusion of affected and operational area.</p> <p>Inclusion of collaboration and local government.</p> <p>Inclusion of traffic management contractors.</p>

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
54	5.3.3	<p>Restricted Access Permits</p> <p>5th paragraph</p> <p>It is the responsibility of the HMA to develop and maintain a restricted access permit system, if applicable to their hazard, for use by the IC or Controlling Agency as required.</p>	HMA to develop and maintain a restricted access permit system.
54-55	5.3.3	<p>Return to Owner/Operator</p> <p>The IC in collaboration with the asset owner, shall conduct a risk assessment to identify any residual risk from the emergency. Upon completion of a satisfactory risk assessment within the affected, emergency or operational area, the IC shall return responsibility for the management of traffic to the asset owner (e.g., Main Roads WA, Department of Biodiversity, Conservations and Attraction, local government, other state government agencies, public and private organisations).</p> <p>It is the responsibility of the asset owner to determine the most appropriate traffic management strategy to ensure community safety following hand back from the HMA or Controlling Agency.</p> <p>The responsibility for the provision of public information in relation to traffic management during an emergency is the responsibility of the IC. This information should be distributed in partnership with the asset owners and included in Main Roads WA's traffic advice.</p> <p>Following the hand back of traffic management to the asset owners, it is the asset owner's responsibility to ensure the provision of public information in relation to road conditions and other traffic management strategies in place.</p>	<p>Highlighting collaboration.</p> <p>Inclusion of emergency and operational area.</p> <p>Inclusion of other state government agencies.</p> <p>Inclusion of HMA.</p> <p>Removal of public information section to Responsibility for Traffic Management.</p>

Amendments to Traffic Management During Emergencies Guidelines v2.0

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		<ul style="list-style-type: none"> Revision of the Glossary to reflect current and contemporary terminology; Vehicle Control Point information reflects current practice including additional definitions; Full and Partial Road Closure definitions provided in more detail; Information about Reopening Roads updated to reflect contemporary knowledge; The previous Annexures A: State Road Network; Annexure B: Traffic Planning within the IMT; Annexure C: Risk Assessment Considerations; Annexure D: Vehicle Control Point diagram; Annexure E: Lane Control; and Annexure F: Sample Traffic Management Plan have been removed and replaced with new or amended versions to reflect current traffic management practices (as outlined below); and New appendices have been developed including Appendix A: Traffic Management Plan Template; Appendix B: Road Opening Assessment; Appendix C: Road Opening Checklist; Appendix D: Traffic Management Aide Memoire and checklist; and Appendix E: Vehicle Control Point Operators Checklist to incorporate current traffic management practices and provide additional tools for traffic management. 	Throughout document

Specific Amendments to WA Community Evacuation in Emergencies Guideline v2.06

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
NA	Throughout	Inclusion of section numbers throughout the document	Statement of fact amendment to assist with navigation
9	1.7	1.7 Interpretation of Statements in this Document	Statement of fact clarification of role and responsibility

		<p>The interpretation of role and responsibility statements in this document are in line with State EM Policy section 1.1.1 and have the following meanings:</p> <ul style="list-style-type: none"> statements containing the words or phrases, 'must', 'directs', 'is directed to', and 'are/is responsible for' are directions by the SEMC to be undertaken by the nominated public authority/ authorities. Any directional statement used within this document is previously assigned within the Emergency Management Act 2005, Emergency Management Regulations 2006, State Emergency Management Policy, State emergency management plans and State Emergency Management Procedures. statements containing the word 'may' are directions by the SEMC to be undertaken after taking into account the circumstances. statements containing the word 'should' are recommendations by the SEMC to be undertaken by the public authority as best practice. 	statements within this guideline.																				
23	4.2.2 Public Information Strategy	Any system for flagging of identifying evacuated properties that have been evacuated.	Updated terminology to reduce confusion with 'flagging' using a green bag to indicate a property has been evacuated.																				
	Appendix B Emergency Evacuation Planning	<table border="1"> <thead> <tr> <th>Risk of Hazard</th> <th>HMA</th> <th>Local HMA Representative</th> <th>State Hazard Plan</th> <th>Local Plan</th> </tr> </thead> <tbody> <tr> <td>Rural Fire</td> <td>DFES</td> <td>Shire of Prepit DEC Prentis and Oakwood regions</td> <td>Fire</td> <td>Fire Management Plan Fire Control Working Plan</td> </tr> <tr> <td>Urban Fire</td> <td>DFES</td> <td>Prepit FRS</td> <td>Fire</td> <td>Not applicable</td> </tr> <tr> <td>Storm/Flood</td> <td>DFES</td> <td>Prepit SES</td> <td>Storm/flood Severe Weather</td> <td>Not applicable</td> </tr> </tbody> </table>	Risk of Hazard	HMA	Local HMA Representative	State Hazard Plan	Local Plan	Rural Fire	DFES	Shire of Prepit DEC Prentis and Oakwood regions	Fire	Fire Management Plan Fire Control Working Plan	Urban Fire	DFES	Prepit FRS	Fire	Not applicable	Storm/Flood	DFES	Prepit SES	Storm/flood Severe Weather	Not applicable	Updated reference to current State Hazard Plan.
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44	Appendix B Traffic Considerations	The State EM Traffic Management During Emergencies Guideline at page 10 provides a useful checklist: Traffic Management Planning Cell Check list of the <u>description of</u> key <u>traffic management</u> considerations.	Reference updated to the accurate location. A checklist was not provided at page 10 or within the State EM Traffic Management During Emergencies Guideline.
	Appendix C: Operational Evacuation Plan Template	<p>This template can be used to develop a plan or document decisions and strategies from another agency where <u>when</u> time permits – or as an aide-memoire where <u>when planning</u> needs to be taken <u>are</u> urgently. <u>An editable version of this template is available on the SEMC website under guidelines.</u></p> <p><u>When planning for a recommended evacuation, the Incident Controller (appointed by the Controlling Agency) will generally develop an operational evacuation plan or undertake the activities to support the plan.</u></p> <p><u>When planning for a directed evacuation using powers within the Emergency Management Act 2005, a Hazard Management Officer (authorised by the HMA) or Authorised Officer (authorised by the SEC) is required to issue the directions.</u></p> <p>Under the Emergency Management Act 2005, for a recommended evacuation, developing an evacuation plan or undertaking activities to support the plan, will generally be completed by the Incident Controller (appointed by the Controlling Agency). In the case of a directed evacuation, this will generally be completed by the Hazard Management Officer (authorised by the HMA) or Authorised Officer (authorised by the SEC).</p>	Language simplified and reference to standalone template included.
64	Appendix C Withdrawal Phase	<p>Flagging of evacuated properties (any scheme in place for flagging by residents or responders).</p> <p><u>Identify a system to indicate properties that have been evacuated (by residents or responders).</u></p>	Updated terminology to reduce confusion with ‘flagging’ using a green bag to indicate a property has been evacuated.

Specific Amendments to State Support Plan – Emergency Public Information **v2.00**

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
27	Appendix C	Inclusion of St John Ambulance as organisation with response responsibilities.	Change endorsed by Public Information Reference Group and SEMC Executive Officer.