WESTERN AUSTRALIA

STATE HAZARD PLAN
FOR
BROOKFIELD RAIL CRASH EMERGENCIES

(WESTPLAN - BROOKFIELD RAIL CRASH EMERGENCIES)

Prepared by

Brookfield Rail

APPROVED AT STATE EMERGENCY MANAGEMENT COMMITTEE MEETING:
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Amendment List

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1	02/2010	Review date changed to 5 years	KMS
2	08/2010	Section 4.7.1 & Appendix 6 added	KMS
3	09/2011	Company change to Brookfield Rail	KMS
4	10/2013	Rail system map updated.	KMS
5	May 2016	Statement of fact amendments	SEMC Secretariat
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DISTRIBUTION

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www.semc.wa.gov.au/resources/policies-and-plans/westplans

Persons downloading this Westplan-Brookfield Rail Network document are responsible for maintaining the currency of their copy.

Where Brookfield Rail supplies hard copies in a controlled format, Brookfield Rail will issue revisions to all registered parties (refer Appendix A for distribution list).

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PART 1: INTRODUCTION

1.1 Aim and Objectives

The aim and objective of this Plan is to detail the emergency management arrangements for Brookfield Rail Network rail crash emergencies within the Brookfield Rail Network throughout the State of Western Australia.

- To outline Brookfield Rail's existing preventative, preparedness, response and recovery capabilities.
- To coordinate emergency management arrangements between all stakeholders to ensure an effective response to and recovery from rail crash emergencies on the Brookfield Rail Network.

1.2 Scope

This Plan covers the entire Brookfield Rail Network within Western Australia and all types of freight including dangerous goods as well as passenger trains travelling over the Brookfield Rail Network. The response arrangements of this Plan are implemented when an incident occurs that is of such magnitude that it requires a significant and co-ordinated response.

1.3 Hazard Definition

Brookfield Rail is responsible for approximately five thousand kilometres of freight rail network within Western Australia and although a rigorous maintenance schedule is maintained it is not possible to eliminate the risk of derailments and other rail incidents on the network especially if rail damage occurs due to an unidentified natural event (e.g. subsidence) or direct vandalism.

Brookfield Rail is the nominated Hazard Management Agency (HMA) for all rail crash emergencies occurring within the Brookfield Rail Network including derailments and collisions with other rolling stock. Brookfield Rail, as a Controlling Agency also carries out train control management of privately owned rail infrastructure, by agreement.

Where such incidents involve or impact on members of the general public, involve hazardous materials or other dangerous goods or where an emergency situation is declared (by Brookfield Rail or the State Emergency Coordinator), incident control may be handed to West Australian Police (WA Police) or Department for Fire & Emergency Services (DFES), by agreement, based on which is the best placed agency to assist.

1.4 Related Documents

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

- *Emergency Management Act 2005 (EM Act);*
- *Emergency Management Regulation 2006 (EM Regulation);*
- State Emergency Management Policy (State EM Policy);
- State Emergency Management Plan (State EM Plan);
- Relevant State Hazard Specific Plans (Westplans);
- State Emergency Management Procedures (State EM Procedures);
- State Emergency Management Guidelines (State EM Guidelines); and
- State Emergency Management Glossary (State EM Glossary).

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

Other Westplans and other relevant documents are (but not limited to):

- Westplan – HAZMAT;
- Westplan - Road Crash;
- State Health Emergency Response Plan;
- State Emergency Welfare Plan and its annexures on Reception and Registration and Reunification;
- State Emergency Public Information Plan activated by the State Emergency Public Information Coordinator;
- State Emergency Telecommunication Plan;
- Local Emergency Management Arrangements;
- *Rail Safety Act 2010*; and
- *Rail Safety Regulations 2011.*

1.5 Authority to Plan

Brookfield Rail adheres to the *Emergency Management Act 2005* (the Act) and understands that:

- Section 18 of the Act provides the State Emergency Management Committee (SEMC) with the authority to arrange for the preparation of State Emergency Management Plans.

- State EM Policy Section 1.5 designates responsibility for the development and maintenance of Westplans to the HMA responsible for emergency management for each identified hazard.
- Brookfield Rail also adheres to the Rail Safety Act and Regulations, which includes a requirement for Brookfield Rail to plan for rail crash emergencies and other rail incidents.

1.6 Plan Responsibilities

1.6.1 Manager Network Operations

The Brookfield Rail Manager Network Operations is responsible for the preparation and maintenance of this Plan.

1.6.2 Key Stakeholders

The Brookfield Rail Manager Network Operations shall ensure that all Key Stakeholders are consulted in the development of this Westplan. Key Stakeholders shall include (but not be limited to):

- State Emergency Management Committee (SEMC).
- Department of Fire and Emergency Services (DFES).
- Western Australian Police (WA Police).

1.7 Exercise and Review Periods

1.7.1 Exercise Period

Brookfield Rail shall participate in a rail crash exercise at least once every two years. The rail crash exercise may be organised by Brookfield Rail, WA Police, DFES or St John Ambulance WA.

1.7.2 Review Period

This Westplan shall be reviewed at least once every five years or as directed by the SEMC in accordance with State EM Policy Section 1.5.

1.8 Organisational Roles and Responsibilities

Other agencies that have responsibilities for activities, resources and facilities under this Westplan includes:

- DFES
- WA Police
- West Australian Department of Health
- St John Ambulance (WA)
- Local Government

Details of the respective agencies' roles and responsibilities are listed in Appendix D.

PART 2: PREVENTION AND MITIGATION

2.1 Responsibility for Prevention/Mitigation

Brookfield Rail's Management Team is responsible for the prevention of and mitigation for rail incidents, including rail crash emergencies, on the network and for Brookfield Rail's processes and procedures.

Brookfield Rail staff are responsible for compliance with Brookfield Rail policies and procedures as well as acting with care.

2.2 Legislation and Codes

Brookfield Rail's legal requirements and codes are (but not limited to):

- *Rail Safety Act 2010* and *Regulations 2011*
- *Railways (Access) Act 1988* and *Railways Access Code 2000*
- Brookfield Rail Safety Management Plan and Rules
- *Dangerous Goods Safety (Road and Rail Transport of Non-Explosives) Regulations 2007*

2.3 Prevention Strategies

Brookfield Rail's prevention strategies are (but not limited to):

- Brookfield Rail Network operations conducted in accordance with:
  - Brookfield Rail Track and Structures Code of Practice.
  - Brookfield Rules & Appendix.
  - Brookfield Rail Safe Working Standards and Procedures.
  - Working Timetables.
  - Train Path Policy.
- Train Controllers performing a comprehensive train movement and control programme.
- A systematic monitoring and maintenance programme for infrastructure systems and equipment continually in operation.
- An electronic rail temperature monitoring database.
- Staff training programmes - Track Access Permits. Brookfield Rail requires all personnel working within specified limits of the track to undergo training, demonstrate competency, have appropriate medical assessment and hold a Track Access Permit.

2.4 Mitigation Strategies

Brookfield Rail's mitigation strategies are (but not limited to):

- The planning and documentation of all rail operations.
- The documenting of all rail activities and results.
- The documenting of all communications and consultations.

PART 3: PREPAREDNESS

3.1 Responsibility for Preparedness

Brookfield Rail is responsible for the preparedness for rail crash emergencies on the Brookfield Rail Network (as detailed below).

3.2 Planning and Arrangements

Westplan – Brookfield Rail Crash Emergencies and associated Brookfield Rail Procedures are generated based on Brookfield Rail's Risk Management Programme, which takes into account previous Brookfield Rail Network crash emergencies and available data from other rail organisations.

High risk areas have been identified as:

- Level crossings where rail infrastructure is crossed by a public and private road.
- Vegetated areas subject to bush fires.
- Low lying areas subject to flooding.
- Areas subject to storms and extreme weather conditions.

Level crossings are managed in consultation with Main Roads Western Australia with automatic monitoring of flashlights and boom gates and audio and visual alarms as required.

Bushfire risk mitigation measures include maintenance of access roads along rail corridor and reducing the fire fuel loading through regular fire break maintenance, some specific targeted grass slashing and an annual program to control weeds in the vicinity of the rail track. Additionally Brookfield Rail corresponds with interfacing local government authorities with the aim of identifying specific fire risk locations that warrant further measures.

Weather conditions are monitored by an automatic process with sensors located throughout Brookfield Rail's infrastructure. In addition, weather forecasts are received from the weather bureau and an earthquake reporting process is in place.

Rail Inspectors patrol all rail lines to an agreed schedule and report all identified faults or possible maintenance issues. Rail Inspectors also patrol rail lines during and after inclement weather (in addition to the agreed schedule) to ensure the safe operation of trains is maintained.

Rail Inspectors and Train Drivers are in direct communication with Train Control who will control the movement of trains in the event of an incident (including rail crash emergencies).

Preparedness planning includes the appointment of Brookfield Rail personnel who are trained in the management of incidents and in addition to their normal duties, are able to take on the following roles and responsibilities:

- Brookfield Regional Lead to liaise with the Brookfield Rail Manager Network Operations, the Incident Controller(s) and other emergency management agencies, if necessary (i.e. complex major or multiple incidents).
- An Incident Controller liaising with the Brookfield Rail Area Superintendent and controlling response and recovery activities to meet the conditions on the ground.
- The Brookfield Rail Incident Controller may call upon DFES or WA Police if the situation warrants.

3.2.1 Special Needs Groups

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

Additionally, rail operators responsible for passenger trains operating over Brookfield rail infrastructure have their own arrangements in place for passengers with special needs. When dealing with special needs groups during rail crash emergencies, Brookfield Rail will refer to the rail operators arrangements.

3.2.2 Resources

The Brookfield Rail senior management (Crisis Team) in consultation with the Brookfield Rail Manager Network Operations is responsible for all resources necessary for the preparedness, response and recovery from a rail incident on the network.

Resources include (but are not limited to):

- Specialist personnel including an approved emergency responder for dangerous goods incidents.
- Incident control centres.
- Communication equipment.
- In the field materials and equipment.
- Recovery plant and equipment.

3.2.3 Training

Brookfield Rail conducts Emergency Management training within its own organisation and takes part in multi-agency drills and exercises to ensure all personnel understand their responsibilities should a Brookfield Rail Network incident occur.

Brookfield Rail will ensure personnel are familiar with working within the Australasian Inter-service Incident Management System (AIIMS). Training should be undertaken in accordance with State EM Plan Section 4.7.3.

3.3 Community Information

The Brookfield Rail Public Affairs Manager is responsible for preparing up to date information and providing access to that information so that the community remains informed of items of interest or importance. Public Information with respect to Rail Emergencies should be provided in accordance with State EM Policy Section 5.6, State EM Plan Section 5.1.3 and State EM Response Procedure 3.

3.4 Local and District Hazard Emergency Management Plans

Brookfield Rail is a member and active participant of the Wheatbelt District Emergency Management Committee (Northam). The Hazard Management Agency has established local hazard plans that are initiated in accordance with the principles of graduated approach (see State EM Policy Statement 2.1.5).

3.5 Western Australia Rail Contingency Plans

Brookfield Rail has undertaken contingency planning for rail emergencies occurring on identified areas of rail track with particular challenges, such as remoteness or ease of access, in partnership with other relevant emergency management agencies:

- The Avon Valley Contingency Plan
- East of Kalgoorlie Contingency Plan

3.6 Western Australia Border Agreements

Due to Brookfield Rails infrastructure and area of responsibility being confined within the State of Western Australia, there has been no identified need for border agreements; however, there is a Safety Interface Agreement in place with the Australian Rail Track Corporation (ARTC) .

3.7 Arrangements for Assistance from other Jurisdictions

Brookfield Rail has not identified the need for arrangements for assistance from other jurisdictions. In exceptional circumstances, the arrangements set out in State EM Policy Section 5.10 and State EM Plan Section 5.6 may be applicable.

3.8 Arrangements for Assistance to other Jurisdictions

Brookfield Rail has not identified the need for arrangements for assistance to other jurisdictions beyond those established in State EM Policy Section 5.10 and State EM Plan Section 5.6.

PART 4: RESPONSE

4.1 Responsibility for Response

If the Brookfield Manager Network Operations considers it necessary to implement Brookfield Rail's Westplan as outlined in the current State Emergency Management Policy, the Brookfield Manager Network Operations shall act as or select a senior management person (the Area Superintendent) to coordinate initial response activity.

The Brookfield Rail Area Superintendent shall liaise with the Train Control Centre and determine the extent of any Brookfield Rail network incident. The Train Control Centre shall halt or divert all rail traffic away from the rail incident until further notice.

The Brookfield Rail Area Superintendent will assume the role of Brookfield Rail Incident Controller or liaise with DFES or WA Police to request an Incident Controller, depending on the nature and magnitude of the emergency.

If the Incident Controller where provided by another agency, in consultation with the Brookfield Rail Area Superintendent deems it necessary (due to the complexity of the Brookfield Rail Network incident), Sector Commanders shall be selected to each manage a designated location and report to the Incident Controller.

The Incident Controller shall communicate with other emergency management agencies if additional expertise is required to deal with the rail incident.

4.2 Notification

Responses to a rail incident on the network shall commence immediately after notification by the Brookfield Rail Train Control Centre. Notification may be received from train drivers, inspection personnel or maintenance groups during normal operational activities.

Members of the General Public can call the Train Control Centre on (08) 9250 1426 to report any emergency or damage to the rail infrastructure.

Incidents which may lead to a rail crash emergency include (but are not limited to):

- Earthquake.
- Fire (aboard train and/or surrounding area).
- Flood (including washaways).
- Derailments.
- Spills and/or leaks.
- Collision with infrastructure.
- Collision with rail rolling stock.
- Collision with vehicles.

4.2.1 Alerts

The Incident Controller is responsible for alerting (or nominating a person to alert) additional emergency management agencies as required given the nature of the rail incident.

4.3 Levels of Response

Brookfield Rail maintains two categories of incident (A and B), in accordance with the *Rail Safety Act 2010*, which differ from, but can be related to, the three incident levels which reflect the graduated approach in the State EM Policy Section 5 and State EM Plan Section 5, as set out below. Depending upon a range of factors such as level of risk, complexity of response required and political/media interest, an appropriate level of management will be implemented.

General guidelines for the determination of incident levels are *(but not limited to):*

Level 1. (Brookfield Rail Category B) - Incident that does not involve the general public or require support from another emergency management agency (Initiate internal emergency procedures).

Appointment of a Brookfield Rail Incident Controller(s), is responsible for the overall management and control of an incident and the tasking of agencies in accordance with the situation.

Level 2. (Brookfield Rail Category A) - Incident that involves the general public and requires a level of support from another agency (Initiate response arrangements of Westplan with Brookfield Rail undertaking incident control). Multi-agency response in accordance with the roles and responsibilities detailed in Appendix D.

Appointment of a Brookfield Rail Incident Controller, the Area Superintendent, responsible for the overall management and control of an incident/emergency and provision of strategic direction to combat agencies / support organisations in accordance with the needs of the situation.

Activation by Incident Controller, in consultation with the relevant Emergency Coordinator(s) of an Incident Support Group and/or Operational Area Support Group including representation from key agencies involved on the response to support the emergency response.

Level 3. (Brookfield Rail Category A) - Incident involving dangerous goods or the general public and requiring significant support from one or more emergency management agencies (Initiate response arrangements of Westplan).

Brookfield Rail to request either WA Police or DFES undertakes incident control, to include the provision of an Incident Controller to undertake overall management and control of an emergency and provide strategic direction to combat agencies / support organisations in accordance with the needs of the situation.

Activation by Incident Controller, in consultation with the relevant Emergency Coordinator(s) of an Incident Support Group, Operational Area Support Group and/or State Emergency Coordination Group including representation from key agencies as required to support the emergency response.

In such circumstances, it should be remembered that Brookfield Rail remains the HMA and are to be involved in the incident control arrangements wherever appropriate.

4.3.1 Declaration of Emergency Situation

When there is an identified need to access extraordinary emergency powers available within Part 6 of the *Emergency Management Act 2005,* the Incident Controller should consider the need for an emergency situation declaration (by Brookfield Rail as the HMA or the State Emergency Coordinator). The declaration of an emergency situation is to be undertaken in accordance with State EM Policy Section 5, State EM Plan Section 5 and State EM Response Procedure 5.

4.3.2 Declaration of a State of Emergency

The Minister may declare a State of Emergency in the circumstances set out in section 56 of the *Emergency Management Act 2005* and in accordance with State EM Policy Section 5, State EM Plan Section 5 and State EM Response Procedure 11.

4.3.3 Hazard Management Officer/s

In the case of an Emergency Situation Declaration, Hazard Management Officers will be appointed in accordance with State EM Policy Section 5, State EM Plan Section 5 and State EM Response Procedure 6. For this purpose, Western Australia Police Officers with operational roles in response to emergencies have a standing appointment by Brookfield Rail as the HMA.

4.3.4 Authorised Officers

In the case of a State of Emergency, Authorised Officers will be appointed in accordance with State EM Policy Section 5, State EM Plan Section 5 and State EM Response Procedure 13. For this purpose Western Australia Police Officers and Staff have a standing appointment by the State Emergency Coordinator.

4.4 Activation of the Response Arrangements of this Plan

On notification of a rail crash emergency, Brookfield Rail will activate a graduated approach in accordance with. The implementation of plans and operational structures will vary depending upon the incident level declared by the Incident Controller.

4.4.1 Triggers for Activation

Response activation would be initiated immediately if any members of the general public, dangerous goods or property other than Brookfield Rail infrastructure were to be impacted upon by the rail incident, in accordance with the principles of graduated approach.

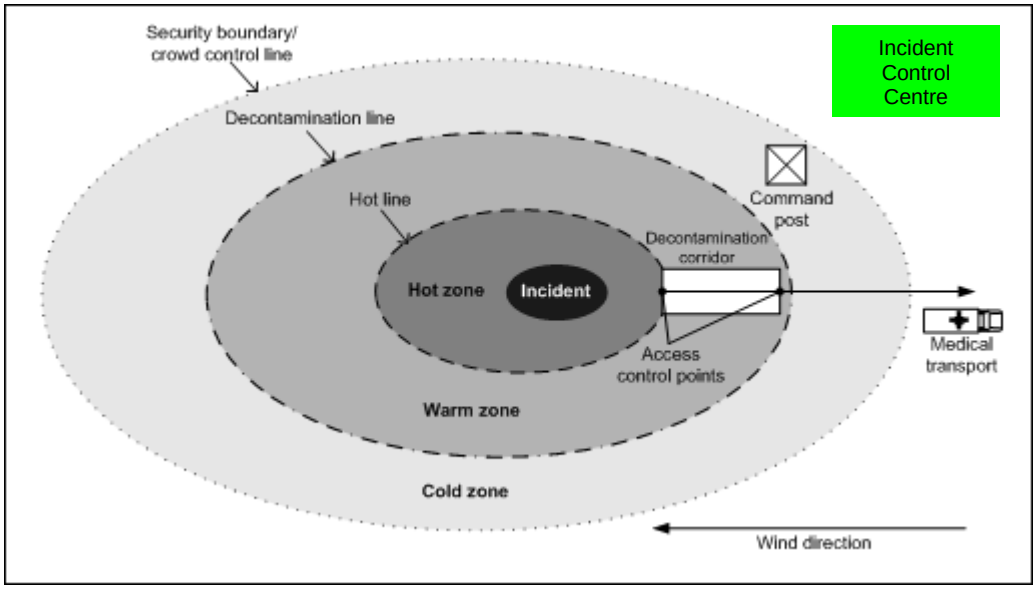
4.5 Incident Management System

Brookfield Rail utilises the Australasian Inter-service Incident Management System (AIIMS). All agencies with agreed responsibilities under this plan are encouraged to ensure their personnel are familiar with and able to work within AIIMS.

4.5.1 Site Organisation

Brookfield Rail's site organisation follows the following protocols:

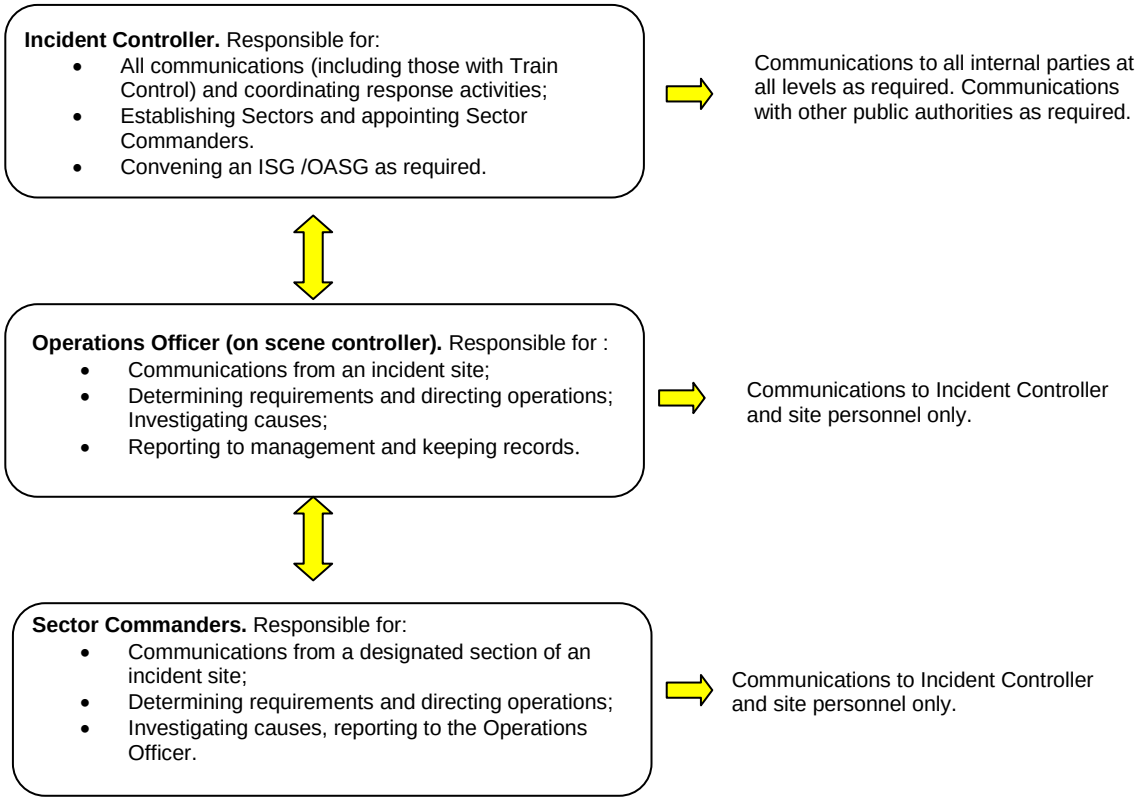
- The appointment of an Incident Controller (either the Area Superintendent or other agency appointment, by agreement) controlling response and recovery activities to meet the conditions on the ground.
- The Brookfield Rail Area Superintendent to liaise with the Incident Controller(s) (if from another agency) and other emergency management agencies as appropriate (i.e. complex major or multiple incidents).
- The Incident Controller may call upon DFES or WA Police, if the situation warrants, to assist with incident control.
- Cooperation with other emergency management agencies as they respond to their scope of the emergency and their particular hazards.
- The recognition of the responsibilities of additional Combat Agencies and Support Organisations.
- For dangerous goods incidents, arrange for attendance by an approved emergency responder. The layout of site facilities will depend on the surrounding terrain, the type of exposed hazardous substance and the accessibility to the location where the rail emergency has occurred. However, all site facilities shall be based on the diagram below.



An Incident Control vehicle may be deployed, which shall comprise of a mobile vehicle fitted with all necessary communication equipment or other facility provided (e.g. tent, etc.).

4.5.2 Hazard Management Structure/Arrangements

Brookfield Rail has the overall responsibility as the Hazard Management Agency for developing and managing response and recovery activities should a rail crash emergency occur on the network. The safety of all personnel is paramount during all response and recovery activities.



4.5.3 Handover of Incident Control to another Agency

If requested by Brookfield Rail, WA Police or DFES may agree to undertake incident control for crash emergencies on railway systems for which Brookfield Rail is the HMA.

The trigger for this handover is the declaration of an Emergency Situation or a State of Emergency or other circumstance where the demands of the situation are deemed to exceed the capacity or capability of Brookfield Rail, by agreement.

When handing over incident control to another agency, Brookfield Rail shall provide the following information as a minimum to the relevant senior officer taking on the role of Incident Controller (DFES or WA Police):

- Incident Objectives;
- Incident Control Structure – Incident Management Team;
- Safety risks & hazards;
- Constraints & other considerations;
- Status of train movements at emergency site;
- Action taken to date.

A Handover Form (Appendix F) must be completed by Brookfield Rail and signed by the outgoing and incoming Incident Controllers. Once another agency assumes incident control, senior managers from Brookfield Rail must be co-located with the Incident Management Team and/or as part of any Incident Support Group. Brookfield Rail representation may also be required at other locations where incident control or coordination are being facilitated to ensure seamless communication.

When WA Police or DFES are no longer required as controlling agency, that agency shall hand back the control of the response to Brookfield Rail, again by agreement. Personnel from each agency concerned shall communicate as required to ensure the handover is complete and in such a way to ensure a seamless transition.

4.6 Coordination Structure/Arrangements

Operational Area Support Group

Activation:

Where Brookfield Rail, in consultation with relevant Emergency Coordinators, identifies that the incident/emergency is likely to require a higher level of support then the Incident Controller(s) may request the establishment of an Operational Area Support Group to support the emergency response.

Membership:

Members of the Operational Area Support Group should include, but are not limited to agencies that have an agreed responsibility under this plan. Membership may change throughout the emergency depending upon operational requirements.

Agencies/organisations requested to participate as a member of an Operational Area Support Group will provide a suitably trained liaison officer with the required subject knowledge and authority to commit their agency resources.

The minimum membership of an Operational Area Support Group for a Brookfield Rail emergency is:

- Brookfield Rail
- DFES
- District Emergency Coordinator
- WA Police
- Local Government
- Department of Health WA
- St John's Ambulance WA

State Emergency Coordination Group (SECG)

A State Emergency Coordination Group (SECG) is established during a state of emergency, or may be established where an emergency occurs or is imminent, at the request of the HMA, or on the SEC's own initiative, to assist in the provision of a strategic, coordinated multi-agency response to and recovery from the emergency.

Additionally, if a level 3 incident occurs, the HMA must consult with the SEC to determine if a SECG should be established.

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

4.7 Evacuation Arrangements

The Incident Controller in liaison with the Brookfield Rail Area Superintendent and the relevant Emergency Coordinator shall determine if evacuation of the surrounding community is necessary.

Local government would be requested to provide assistance. This may include the opening of any available facilities to house evacuees in accordance with the State Emergency Welfare Plan.

Evacuation of passengers from passenger trains would be the responsibility of the Train or Coach Captains in accordance with the third party operator's on board procedures.

Triggers for Evacuation

Any major spill of dangerous goods or fire may trigger an evacuation where the general public was in danger of suffering harm or personal injury.

Activation of Evacuation Arrangements

If evacuation is deemed necessary, evacuation arrangements to be conducted in accordance with the WA Community Evacuation in Emergencies Guide.

If appropriate the Department for Child Protection and Family Support and Red Cross who would seek shelter and process registration.

4.8 Function Support Plans

Plans are prepared and reviewed by representatives of all stakeholders to ensure coordinated activities are agreed for response and recovery. Brookfield Rail Plans are: This Westplan; the Brookfield Rail Emergency Management Plan; and the Brookfield Rail Crisis Management Plan.

4.8.1 Medical Service Arrangements

The controlling agency shall communicate and coordinate with the Department of Health WA for all health arrangements.

4.8.2 Telecommunications Arrangements

In the first instance, Brookfield Rail communications shall consist of normal and available facilities such as landline telephone equipment and/or mobile telephones.

Where these normal services are not available or functional at the time of the rail incident, then other communication devices such as two-way radios shall be employed.

4.8.3 Terrorist Act Arrangements

Where the Commissioner of Police believes that the rail emergency is the result of a terrorist act, responding agencies will be notified and the response arrangements of Westplan -Terrorist Act will be activated. In accordance with the National Counter Terrorism Arrangements WA Police will take control of the emergency . An incident shall not be referred to as a terrorist act by any responding agency unless the Commissioner of Police has made this determination.

4.9 Public Information and Media Management Arrangements

The State Emergency Public Information Plan details the responsibilities and requirements for HMAs, combat agencies and support organisations in providing timely, accurate and consistent emergency public information to communities at risk.

For large scale crash emergencies involving multi agencies the information for media may be coordinated by the State Emergency Public Information Coordinator, in accordance with the State Emergency Public Information Plan.

Brookfield Rail shall manage public information and communication with media outlets in accordance with the State Emergency Public Information Plan.

Brookfield Rail's nominated representative for managing the distribution of public information will be the Corporate Affairs Manager or their nominated representative. No other employee of Brookfield Rail is authorised to distribute information to a member of the public or representative of the media.

In a situation where the role of Incident Controller has been handed over to another agency, the Controlling Agency's Incident Controller is responsible for releasing information to the public and media outlets.

Brookfield Rail's Corporate Affairs Manager shall:

- Not release information unless the information to be released is authorised by the Incident Controller;
- Prepare, approve and release community awareness information to the public and media outlets relating to disruptions and alterations to Brookfield Rail's services and operations;
- Liaise with the Controlling Agency's nominated representative as required;
- Attend media briefings or interviews as requested by the Controlling Agency.

At all times, WA Police retain the responsibility for the release of information into the public forum regarding victim/s and their identity.

4.10 Activation of other Westplans in Support of this Plan

The Incident Controller, in liaison with the Brookfield Rail Manager Network Operations and/or Area Superintendent would request activation of other Westplans as appropriate to the nature of the incident.

Hazardous Materials Involved – (Ref: Westplan – HAZMAT)

In the event that a rail crash emergency creates a hazardous materials emergency, then the DFES Commander will manage the hazardous materials emergency until their responsibilities are completed. This may be carried out as a combat agency under the incident control arrangements established by Brookfield Rail or WA Police, or as controlling agency where a handover of control has occurred due to the risk of the subsequent hazardous materials hazard.

4.11 Financial Arrangements for Response

In accordance with the State EM Policy Section 5.12 and State EM Plan Section 5.4, all costs associated with a multi-agency response to a Brookfield Rail Network rail 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 function, or the agency has a bi-lateral agreement to provide such services and resources at its own costs.

As the HMA, Brookfield Rail will be responsible for agencies' costs for the delivery of services or resources that have been provided at the HMAs request except where the services or resources provided are part of the agency's core functions or prior funding agreements are in place.

Where agency/departmental resources are inadequate, either because of insufficient funds or lack of a suitable appropriation item on which to call, no financial commitments can be entered into or expenditure incurred unless authorised by Brookfield Rail. [Note – where another agency is undertaking incident control on behalf of the HMA, Brookfield Rail remains the authorising authority for such expenditure.]

Brookfield Rail shall ensure security of facilities, equipment and personnel by implementing their standard operating procedures. Where additional security is required, Brookfield Rail may request assistance from WA Police or engage security contractors, as appropriate.

PART 5: RECOVERY

5.1 Responsibility for Recovery

Brookfield Rail is responsible for ensuring an effective recovery process is initiated. In order to facilitate the effective coordination of the recovery process it is essential that an assessment of the recovery and restoration requirements be conducted as soon as possible after the impact of the event.

The Brookfield Rail Incident Controller shall be responsible for initiating a handover process to the designated Brookfield Rail site controller who has the responsibility to manage/coordinate the site recovery and restoration process.

Where the community has been affected and there are outstanding recovery issues, the relevant Local Government is responsible for managing the community recovery process. Should these issues be beyond the capability of the Local Government, referral may be made to the State Recovery Coordinator in accordance with State EM Policy Section 6 and State EM Plan section 6.

5.2 Commencement of Recovery

Recovery shall be considered throughout the response phase and close links maintained with any appointed Recovery Coordinator. The formal transition to recovery shall be carried out by the Brookfield Rail Incident Controller once the rail crash emergency has been made safe as agreed by attending emergency management agencies. This is to be undertaken in accordance with State EM Plan Section 6.4.

The Brookfield Rail Incident Controller shall be responsible for initiating a formal handover from response to recovery to the designated Brookfield Rail site controller and/or Local Government appointed Recovery Coordinator who will have the responsibility to manage/coordinate the site recovery and restoration process.

[Note – in all circumstances, the Incident Controller determining a transition to recovery shall be Brookfield Rail (i.e. incident control must be returned to Brookfield Rail by any other agency undertaking that function prior to this transition occurring)].

5.3 Specific On-Site Recovery

The Brookfield Rail site controller shall be responsible for specific on-site recovery activities on the Brookfield Rail Network.

On-site recovery activities would include:

- Clearing the collision/derailment area of debris.
- Re-railing all suitable rolling stock.
- Removing rolling stock not suitable for re-railing (e.g. too badly damaged).
- Repairing rail lines and associated rail infrastructure.

- Inspecting and testing the incident location prior to placing the location back into service.

5.4 Community Recovery

Brookfield Rail shall provide all available assistance to aid community recovery.

Brookfield Rail shall provide a representative for the Local recovery Committee if required.

5.5 State Level Recovery Coordination

Brookfield Rail shall provide a representative (as requested) for state level recovery coordination activities.

PART 6: Stand Down and Debriefs

6.1 Stand Down and Debriefs

The Incident Controller shall ensure that all personnel involved with the response and recovery activities to a Brookfield Rail Network incident are debriefed as soon as possible after the recovery stage if completed.

6.1.1 Investigation

Brookfield Rail may carry out an investigation of all rail incidents (including rail crash emergencies) on the network in accordance with standard operating policies and procedures.

Where other authorities become involved with the investigation process (e.g. Australian Transport Safety Bureau, Office of the State Coroner, Worksafe) then Brookfield Rail shall provide all necessary assistance as required.

6.2 Incident Analysis/ Review

The Brookfield Rail Manager Network Operations, Brookfield Rail Area Superintendent, Incident Controller and any other person who may be able to contribute to the operational analysis shall perform an in depth study of the Brookfield Rail Network incident and the resulting response and recovery activities at the conclusion of the Brookfield Rail Network incident recovery process.

The operational analysis shall seek ways of improving Brookfield Rail's Westplan and/or any related Policies or Operational Procedures.

The operational analysis shall include the examination of the impact to and the recovery of the environment, the input of other management agencies (including response and action timing).

The Safety and Compliance Manager shall submit any appropriate investigation reports to the Office of Rail Safety.

Brookfield Rail may develop additional local and district hazard/support function management plans (or amend the Westplan) to meet any improvement opportunities that may be identified as a result of rail incident investigations and post-operation reports.

Appendix A

7.1 Distribution List

Westplan – *Brookfield Rail Crash Emergencies* is distributed in electronic form. The latest version is available in the SEMC Secretariat website. The only hardcopy versions distributed are the library copies shown below. Addressees on this list will be advised by email when a new or amended version of the Westplan is posted on the SEMC Secretariat website.

Emergency Management Australia
National Emergency Management Coordination Centre.
EMA Institute Library (2 copies).
State Government Ministers
Minister Responsible for Administration of the Emergency Management Act 2005
Minister for Police
State Emergency Management Committee
All members
SEMC Secretariat
All subcommittee members
Organisations with Responsibilities in this Plan.
DFES
Western Australia Police
St John Ambulance WA
Department of Health WA
Library Deposits
National Library of Australia, Legal Deposits Unit (2 copies)
State Library of Western Australia, Battye Library (4 copies)

Appendix B

7.2 Glossary of Terms/Acronyms

Terminology used throughout this document shall have the meaning as prescribed in section 3 of the *Emergency Management Act 2005* (the Act) and WA Emergency Management Glossary.

In addition to this the following definitions apply:

Dangerous Goods - Goods are dangerous if they are named in a specific entry in column 2 in Appendix 2 of the Australian Code for the Transport of Dangerous Goods by Road and Rail.

Brookfield Rail Manager Network Operations - The person responsible for the overall safe working arrangements for all train operations within Brookfield Rail.

Brookfield Rail Area Superintendent: - The person appointed by the Brookfield Rail Manager Network Operations. Usually the Brookfield rail Civil Infrastructure Superintendent for the Brookfield Rail relative region.

Train Controller - The person(s) designated by Brookfield Rail who is responsible for the control of the movement of trains.

Appendix C

7.3 Brookfield Rail Organisational Roles and Responsibilities

Brookfield Rail Incident Controller

Responsible for the overall management of all response and recovery activities during a complex Brookfield Rail Network incident(s). For dangerous goods incidents this would include the approved emergency responder.

The Brookfield Rail Incident Controller shall:

- Define the Incident Area.
- Establish an Incident Control Centre.
- Appoint an Incident Management Team to control operations at the scene of the Brookfield Rail crash emergency.
- Coordinate Sector Commanders as required.
- Convene an Incident Support Group, Operational Area Support Group or request a State Emergency Coordination Group if required. Maintain communications with all other emergency management agencies.
- Maintain records.

The Brookfield Rail Incident Controller shall also:

- Investigate the causes of the Brookfield Rail Network incident as required.
- Report all findings to Brookfield Rail Management.

Brookfield Rail Manager Network Operations

The person responsible for the overall safe working arrangements for all train operations within Brookfield Rail.

Brookfield Rail Area Superintendent:

The person appointed by the Brookfield Rail Manager Network Operations. Usually the Brookfield rail Civil Infrastructure Superintendent for the Brookfield Rail relative region.

Public Affairs Manager

The Public Affairs Manager is responsible for preparing and releasing information to media outlets in liaison with the other emergency management agencies.

Executive Manager Safety and Compliance

The Executive Manager Safety and Compliance is responsible for preparing and providing any appropriate investigation reports to the Office of Rail Safety.

Operational Area Support Group

The HMA in liaison with the Emergency Coordinator shall convene an Operational Area Support Group consisting of key representatives from other emergency management agencies if necessary. The Operational Area Support Group shall assist with the response and recovery activities within their own fields of expertise.

Liaison Officers

Brookfield Rail's Chief Executive Officer shall appoint an agency representative (if required) who will be responsible for representing Brookfield Rail on the State Emergency Coordination Group. Other Liaison Officers will be provided to any Operational Area Support Group or Incident Support Group.

The Brookfield Rail nominated Liaison Officers shall:

- Assist the Brookfield Rail Area Superintendent and Incident Controller(s) as required.
- Represent Brookfield Rail on the State Emergency Coordination Group, Operational Area Support Group or Incident Support Group as required.
- Liaise with other Liaison Officers.
- Maintain records.
- Advise Brookfield Rail's Management of Group(s) progress and actions endorsed including all additional required resources, financial arrangements and any possible expenditure.

Sector Commanders

Sector Commanders are responsible for managing and controlling a specific section or location of a Brookfield Rail Network incident as directed by the Incident Controller.

Sector Commanders shall maintain communications with the Incident Controller.

Incident Control Centre

The Incident Controller is responsible for setting up an Incident Control Centre.

Where there is more than one incident, and hence more than one Incident Controller, an Operational Area Manager may be appointed by the controlling agency who shall be responsible for coordinating the resources required for activities of the Incident Controllers.

The Incident Control Centre shall consist of sufficient administration support and reliable telecommunications equipment.

Request Assistance from Other Agencies

The Brookfield Rail Incident Controller shall request another agency to undertake incident control to assist with managing and controlling a Brookfield Rail Network crash emergency where necessary.

Appendix D

7.4 Other Agencies' Roles and Responsibilities

Department of Fire and Emergency Services of Western Australia (DFES)

Role

Brookfield Rail would request DFES to provide those services that are DFES's area of expertise if a Level 1 or 2 incident/emergency was initiated due to an incident on the Brookfield Rail Network.

Responsibilities

DFES's responsibilities would include (but not be limited to):

- Liaison with Brookfield Rail's Incident Controller.
- Provision of personnel and equipment to perform rail rescues and
- Road vehicle rescues (e.g. personnel extraction).
- Fire fighting.
- Elimination of ignition sources.
- Stopping leakages.
- Containment of hazardous substances.
- Neutralization.
- Decontamination.

For a Level 3 incident, DFES may be requested to undertake incident control on behalf of Brookfield Rail, appropriate to the circumstances (e.g. where there is a significant hazardous materials aspect to the emergency). In such circumstances, DFES will provide an Incident Controller and adapt incident control arrangements as appropriate.

Western Australia Police (WA Police)

Role

Brookfield Rail would request WA Police to provide those services that are the Western Australia Police's area of expertise if a Level 1 or 2 incident/emergency was initiated due to an incident on the Brookfield Rail Network.

WA Police's responsibilities would include (but not be limited to):

- Liaison with Brookfield Rail's Incident Controller
- Disaster Victim Identification
- Coronial investigation
- Evacuation
- Traffic management
- Public order

For a Level 3 incident, WA Police may be requested to undertake incident control on behalf of Brookfield Rail, where appropriate to the circumstances (e.g. where there is a significant impact on the general public).

St John Ambulance WA (SJA)

Role

Brookfield Rail would request SJA to provide those services that are the SJA's area of expertise due to an incident on the Brookfield Rail Network.

Responsibilities

The SJA's responsibilities would include (but not be limited to):

- Liaison with the Incident Controller.
- Management of casualties in consultation with the Department of Health, as detailed in the State Health Emergency Response Plan.

Department of Health WA (Health)

Role

Brookfield Rail would request Health to provide those services that are Health's area of expertise due to an incident on the Brookfield Rail Network.

Responsibilities

Health is responsible for the coordination of the overall health response in a disaster or major incident including the provision of:

- Public Health advice.
- Management of casualties in consultation with SJA, as detailed in the State Health Emergency Response Plan.

Local Government

Role

Brookfield Rail would request Local Government to provide those services that are Local Government's area of expertise due to an incident on the Brookfield Rail Network.

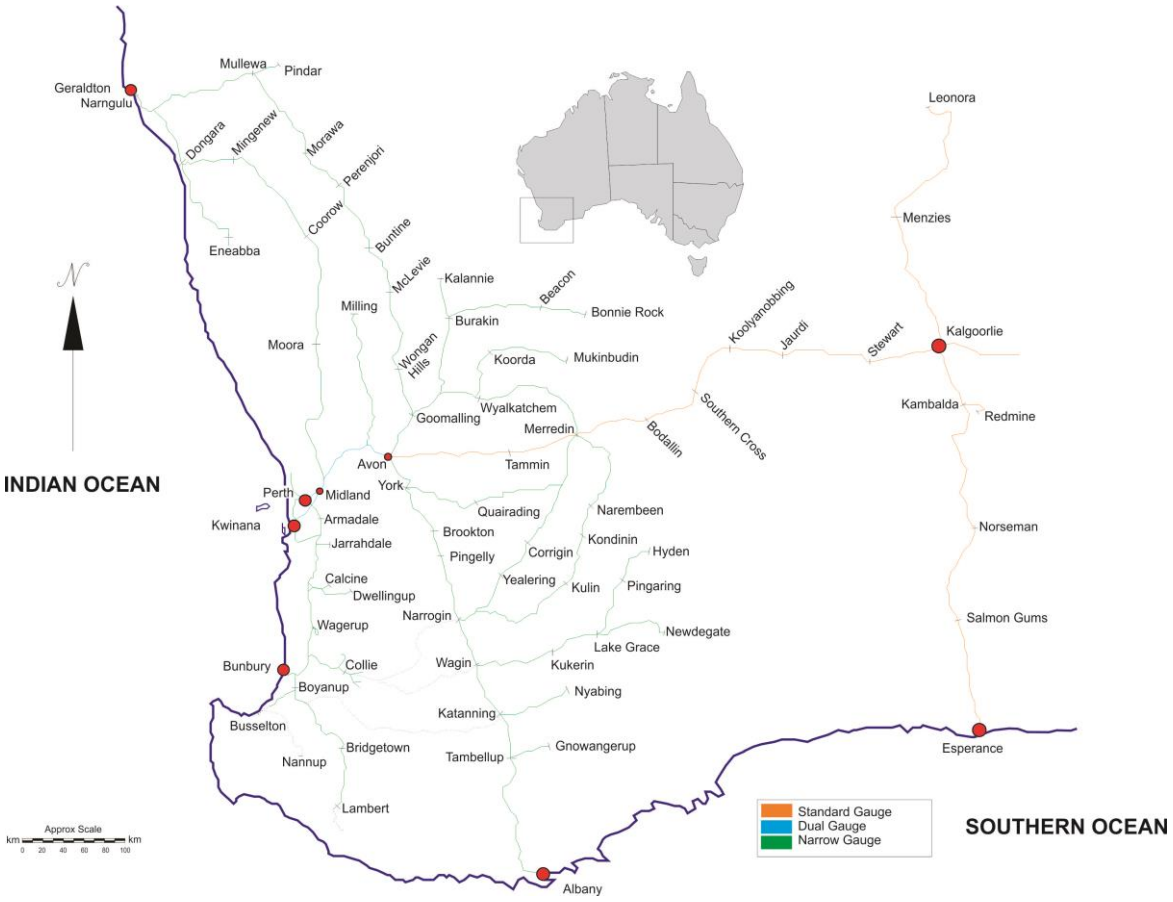
Responsibilities

Local Government is responsible being a part of a Local Area Support Group.

- Provide access to evacuation centres
- Manage community recovery process

Appendix E

7.5 Brookfield Rail Network



Appendix F

7.6 Handover of Incident Control from Brookfield Rail to another Agency

Situation (to include location, type of incident, number of people involved).
Incident objectives.
Incident control structure (to include resources on site).
Safety risks & hazards.
Constraints and other considerations.
Status of train movements at emergency site.
Status of electrical power.
Actions taken to date.
Has an Emergency Situation been declared? YES / NO (If so attach a copy of the declaration as soon as practicable)

I ..... [Brookfield Rail Area Superintendent] hand over the role of Incident Control for the above incident to the following senior WA Police / DFES Officer:

.....
[rank & name]

Brookfield Rail Signature: ..... Time ..... Date .....

I .....

[Name, Rank, Agency] accept the role of Incident Control.

WA Police/DFES Signature: ..... Time ..... Date .....