



# MINUTES

## LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

Held

12 August 2020

At

Shire of Dardanup  
ADMINISTRATION CENTRE EATON  
1 Council Drive - EATON

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Committee Members:

- Cr. M T Bennett - Elected Member - Chairperson
- Cr. P Perks - Elected Member
- Cr. S Gillespie – Elected Member
- Coordinator Emergency & Ranger Services – Staff
- Representative – WA Police (Deputy Chairperson)
- Representative – Department of Communities
- Representative – Department of Agriculture & Food WA
- Representative – Department of Biodiversity, Conservation & Attractions
- Representative – Department of Health
- Representative – Main Roads WA
- Representative – Department of Fire & Emergency Services – Fire
- Representative – Department of Fire & Emergency Services – Natural Hazards
- Representative – Public Transport Authority
- Representative – Water Corporation
- Representative – Western Power
- Representative – Aqwest
- Representative – St Johns Ambulance WA
- Representative – Telstra Australia
- Representative – Australian Railroad Group
- Representative – ATCO Gas
- Observer - District Emergency Management Advisor – SW Office of Emergency Management (OEM)

## COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

## DISCLAIMER

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

**SHIRE OF DARDANUP**

**MINUTES OF THE SHIRE OF DARDANUP LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY 12 AUGUST 2020, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE AT 10.00AM.**

**1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Chairperson, Cr. M T Bennett declared the meeting open at 10.00am, welcomed those in attendance and referred to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

*Acknowledgement of Country*

*The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region by recognising the strength, resilience and capacity of Wardandi people in this land.*

*Affirmation of Civic Duty and Responsibility*

*Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.*

*Committee members acknowledge that only the Chief Executive Officer or a member of the Shire of Dardanup staff appointed by the Chief Executive Officer is to have contact with consultants and suppliers that are appointed under contract to undertake the development and implementation of projects.*

*The exception to this Policy is when there is a meeting of the committee or working group with the consultant and the Chief Executive Officer or the Chief Executive Officer's representative is present.*

*Members of committees acknowledge that a breach of this Policy may result in a request to Council to have them removed from the committee.*

*Emergency Procedure*

*In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, please proceed to the Assembly Area points located to the western side of the front office car park near the skate park and gazebo where we will meet (and complete a roll call).*

<b>2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED</b>
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2.1 Attendance

Cr Michael Bennett	-	Shire President (Chairperson)
Senior Sgt Paul Williams	-	Australind Police
Mr Vik Cheema	-	Department of Fire & Emergency Services
Mr Daryn Rowland	-	Department of Fire & Emergency Services
Mr John Carter	-	Department of Fire & Emergency Services
Ms Roma Boucher	-	Department of Communities
Mr Darren Harvey	-	Department of Biodiversity, Conservation Attractions
Ms Emma Atkinson	-	Department of Biodiversity, Conservation and Attractions

2.2 Observer

Ms Susan Oosthuizen	-	Director Sustainable Development
Mrs Erin Hutchins	-	Coordinator – Emergency & Ranger Services
Mr Luke Botica	-	Director Infrastructure
Mrs Gaylene Godfrey	-	PA - Director Sustainable Development
Ms Melissa Howard	-	Emergency Management Officer

2.2 Apologies

Cr Stacey Gillespie	-	Elected Member
Cr Patricia Perks	-	Elected Member
Mr Peter Stewart	-	District Officer Emergency Management, DFES
Mr Paul Sanderson	-	Eaton Lions Club
Mr Peter Buckley	-	Water Corporation
Mr Dave Smith	-	Main Roads WA
Senior Sgt Mark Smith	-	Australind Police
Ms Nicky Waite	-	Water Corporation

<b>3. PETITIONS/DEPUTATIONS/PRESENTATIONS</b>
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None.

**4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

4.1 Local Emergency Management Committee Meeting Held 13 May 2020

**OFFICER RECOMMENDED RESOLUTION  
& LOCAL EMERGENCY MANAGEMENT COMMITTEE RESOLUTION**

LEM 03-20    MOVED -    Cr M Bennett                      SECONDED -                      A/Snr Sgt Paul Williams

**THAT the Minutes of the Local Emergency Management Committee Meeting held on 13 May 2020, were confirmed as true and correct.**

CARRIED

**5. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED**

None.

**6. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

None.

**7. DECLARATION OF INTEREST**

*Discussion:*

*The Chairperson asked all those present if there were any Declarations of Interest to be made.*

*There were no Declarations of Interest made.*

## 8. REPORTS FROM OFFICERS AND COMMITTEE MEMBERS

### 8.1 Title: Update Report from Shire of Dardanup

*Reporting Department:* Sustainable Development Directorate  
*Reporting Officer:* Mrs Erin Hutchins - Coordinator Emergency & Ranger Services  
*Legislation:* Local Government Act 1995  
 Emergency Management Act 2005

- Acronyms & Terms

There have been no amendments or additions to the emergency management list of acronyms or terms.

- Confirmation of LEMA Contact Details and Key Stakeholders

The Shire of Dardanup LEMA contact and key stakeholder details are due for review. It is requested that any changes to contact and key stakeholders details are notified to the Shire of Dardanup via email [emergency@dardanup.wa.gov.au](mailto:emergency@dardanup.wa.gov.au). A final electronic copy will be provided to members upon completion of the review.

- Committee Membership & Resources

There are no new membership requests at this time.

- Status of Local Emergency Management (Recovery) Arrangements (LEMA)

The Shire of Dardanup LEMA was adopted by Council at its Ordinary Council meeting held 1 April 2016. A full review will occur in 2021.

- Exercises that Tested the LEMA

As per the new State Emergency Management Exercise Framework, from 2020 local governments are required to develop an exercise schedule, to enable them to progressively plan exercises over a three year period.

The framework recommends that local governments and agencies exercise in a single agency capacity in the first year of the cycle to identify, practice and refine capabilities within their own agencies. In the second year it is recommended that agencies exercise their capabilities in a multi-agency environment and in the third year agencies plan an exercise demonstrating how they will operationalise their capabilities during a state-level emergency.

To assist local governments through this process, the Exercise Framework Project Team have created a WA Managing Exercises Guideline and Templates to develop, manage and report on EM exercises in a consistent way. In addition, a WA Managing Exercises online course has been created and is now available.

The Shire will use existing sources of data, such as but not limited to the Annual and Preparedness Report Capability Survey report, to conduct their capability analysis in the seven areas outlined in the SEMC capability framework being;

- Governance;
- Emergency response;
- Resources;

- Community Involvement;
- Planning and Mitigation;
- Impact Management and Recovery; and
- Analysis and Continuous Improvement.

Once the analysis and proposed exercise schedule has been prepared, it will be brought to an upcoming LEMC for endorsement.

- Sub-Committees or Working Groups - Nil to report.
- Projects Undertaken - Nil to report.
- Key Achievements - Nil to report.
- Local Training Needs or Opportunities - Nil to report.
- Funding Opportunities

In response to the COVID-19 pandemic, the State Government, through Lotterywest, has allocated all profits of the Lottery (up to \$159 million) directly into the newly created COVID-19 Relief Fund.

This Fund will assist the Western Australian community through COVID-19 and respond to the impacts of the crisis on individual and community wellbeing through targeted and impactful community grants.

In 2020-21, the Fund includes three grant programs:

- Supporting the Most Vulnerable - applications are now open
  - o Crisis and Emergency Relief; and
  - o Prevention and Early Intervention.
- Building Community - expressions of interest are now open
  - o Community Connection;
  - o Arts and Culture;
  - o Aboriginal Communities; and
  - o Environment
- Strengthening and Adapting Organisation - coming soon
  - o Organisational Capability and Governance
  - o Innovative Service Model; and
  - o Sector Collaboration.

The Shire is workshopping ideas and opportunities to consider which grants are suitable to apply for to support our community.

- Incident Support Group Activations/ Incidents - Nil to report.
- Recovery - COVID-19

In a letter dated 29 June 2020 to André Schönfeldt – CEO Shire of Dardanup, Sharyn O’Neil – State Recovery Controller, clarified local government’s role in recovery from the COVID-19 pandemic. She reiterates that given the scale of the impact of COVID-19 and the extended nature of recovery efforts, recovery is most appropriately coordinated at a State rather than a local level. However, every local government plays a key role in recovery, particularly as they are



the closest touch points to the community. Moving forward, the Shires role in recovery will be to:

1. Collect and provide local impacts to the State Recovery Coordinator to inform recovery planning and implementation –

*At the request of the State, the Shire recently completed a survey that captured impacts, initiatives, risks, opportunities and emerging risks. The DFES State Recovery has analysed the data and documented it in the District Impact Statement (Appendix LEMC: 8.1A and Appendix LEMC: 8.1B).*

2. Align local recovery plans to the State Recovery Plan where required to ensure consistency – *The State Recovery Plan is yet to be released. The Shire recently spoke with Suzanne Blyth – Manager Recovery Emergency Management who advised that the latest advice from the State Recovery Controller is that it would be made available in late July.*

3. Build on the strong work already undertaken by local governments in:

- a. Reviewing or adopting financial hardship policies to support ratepayers to provide rate, fee and tenancy relief to businesses and individuals in distress –

*At the OCM 27 May 2020, Council adopted CP098 COVID-19 Financial Hardship Policy for Rates and Sundry Debtors to assist and support the community to meet the financial challenges arising from the pandemic. Further, the Shire applied a 0% increase to rates and fees and charges for 2020-21 as well as reimbursing 100% of paid building insurance to lessees with no further insurance payable until further notice (Shire owned buildings). Council also waived its 2020/21 Health Inspection Fee for small businesses. The Shire made available “Quick Response Business Grants” of up to \$2,500 to help support eligible small businesses operating within the Shire of Dardanup with the cost of things like marketing or new equipment.*

- b. Reviving community services, sports and recreation to promote wellbeing and enable the community to resume active, connected lives in a COVID-safe manner –

*Throughout the pandemic, the Shire continued to provide much needed services to the community in an adapted form. The Library became mobile and offered home delivery and workshops and programs, including for fitness, were made available online. These initiatives were well received by our community. As we return back to face to face services, the Shire continues to be guided by community needs and is taking the necessary steps and precautions to operate in a COVID Safe Environment.*

- c. Supporting arts, culture, events and tourism activities and content in local areas and helping these industries to innovate to operate in the future –

*The Shire continues to support and promote community events and activities throughout the Shire.*

- d. Accelerating small capital works projects to provide vital employment channels and use local materials, contractors and labour services to support vulnerable parts of the workforce –

*The Shire has brought forward a number of large and small planned projects to meet the needs of our community and help stimulate the economy such as;*

- i. Eaton Civic Precinct Development*
- ii. Eaton Community Hub*
- iii. Dardanup Civic Precinct Revitalisation*
- iv. Wells Recreation Centre Upgrade (Dardanup)*
- v. Eaton Junior Football Club Pavilion and Eaton Hall Upgrades*
- vi. Burekup Pavilion*
- vii. Gnomesville Public Toilets & Carpark Upgrades*
- viii. Eaton Drive Major Distributor Upgrades*

*The proposed 9 projects are expected to support 391 full-time equivalent (FTE) jobs through the construction phase and are estimated to create 113.7 ongoing FTE jobs at the completion of these projects.*

*Further proposed projects are;*

- i. Burekup Parking Bay (Russell Road)*
- ii. Murdoch Crescent/Margaret Circle Pathway*
- iii. Eagle Crescent Pathway/Duck Pond Pathway*
- iv. Leicester Reserve Wetlands/Watson Reserve Pathway Resurfacing*
- v. Ferguson Road Pathway*
- vi. Clarke Street, Crampton Road, Shier Reserve Path*
- vii. Peppermint Way Pathway*

- e. Streamlining or fast tracking approvals processes and relieving compliance burdens on businesses and households where possible to stimulate local economic activity –*

*From the beginning the Shire initiated and applied a flexible approach to planning applications and compliance deadlines. Once introduced, the Shire ensures compliance with the amendments to WA planning legislation - "Clause 78H Notice of Exemption from Planning Requirements During State of Emergency Clause 78H(6)(a) Amended Notice".*

- f. Monitor recovery progress and report any emerging issues and key actions taken at the local level to the State Recovery Coordinator to inform quarterly reporting to the State Recovery Steering Committee –*

*The Shire will continue to advise the State of any emerging issues and key actions taken at the local level by way of responding to surveys, through the District Emergency Management Advisor – Vik Cheema directly and through the Local Emergency Management Committee (LEMC).*

- *Emergency Risk Management Processes/Treatment Strategies*

The Shire has been successful in its application for Mitigation Activity Funding (MAF) of \$492,880.00 (exclusive of GST) to continue mitigation activities to identified areas at risk of bushfire in Shire reserves throughout the 2020-2021 financial year. The offer was endorsed by Council on Wednesday 29 July 2020. The Agreement has now been signed and submitted to DFES.

- Post Incident / Exercise Reports - Nil to report.
- Completion of Annual and Preparedness Report Capability Survey

The State Emergency Management Committee (SEMC) has provided the Shire of Dardanup with a summary of our local governments emergency management capability based on our response to the Annual and Preparedness Report Capability Survey in 2018 and 2019 (Appendix LEMC: 8.1C and Appendix LEMC: 8.1D).

The report highlights where the Shire reported highest capability such as;

- Evacuation/Welfare Centre;
- Impact Assessments;
- Finance and Administration.

As well as areas for improvement such as;

- Sustained Recovery;
- Infrastructure Protection;
- Essential Services Protection.

The information is useful for a variety of purposes, such as facilitating EM planning, informing EM exercising in line with the State Exercise Framework requirements, supporting internal business cases, highlighting areas of success, and informing Local Emergency Management Arrangements (LEMA). In addition, the report will assist the Shire in identifying areas for improvement, and to guide its strategies, priorities and actions.

Due to the significant impact from COVID-19, the Emergency Preparedness Report Steering Committee have determined not to release the Annual and Preparedness Report Capability Survey for 2020. It is expected that the 2021 survey will go ahead in April next year.

- Local Emergency Management Committee Business Plan

The State Emergency Management Committee (SEMC) has identified the need to review and update the Business Plan template completed by LEMCs and DEMCs annually, in line with their Strategic Plan. Once the new template becomes available, the 2020-2021 LEMC Business Plan will be prepared and presented to the Committee for endorsement.

- State Emergency Management Committee (SEMC)

The State Emergency Management (EM) Policy and Plan have been amended to facilitate the State Government approved whole of government approach to Western Australia's recovery from the COVID-19 pandemic. The amendments were approved by the SEMC on 21 July 2020 (SEMC Resolution Number 42/2020).

The SEMC approved the inclusion of the below statement as an Appendix (AA) to both the State EM Policy and Plan:

#### APPENDIX AA: COVID-19 RECOVERY

1. The following five sections of the State Emergency Management Framework are amended such that they do not apply for a period of 12 months retrospectively from the 15 July 2020 for recovery activities undertaken by the pandemic caused by virus COVID-19:
  - i. State Emergency Management Policy 6.2 Role of Controlling Agency
  - ii. State Emergency Management Plan 6.4 Commencement of Recovery
  - iii. State Emergency Management Plan 6.4.1 Impact Statement

- iv. State Emergency Management Plan 6.5 Role of Local Government in Recovery
- v. State Emergency Management Plan 6.8 State Level Recovery Plan

2. These five sections continue to apply for all other emergencies.

In addition to the above amendments, the SEMC recently approved (SEMC Resolution Number 40/2020) a revised State Support Plan – Emergency Welfare (Interim). It is acknowledged that further work and consultation will be undertaken on the Plan following the completion of the Department of Communities emergency services review.

The fundamental principles of the Plan remain unchanged, the main alterations include:

- Naming of the State Welfare Incident Coordination Centre.
- Re-designation of the Department of Communities, Emergency Services Coordinator to the Welfare Emergency Controller.
- Further details regarding scope and responsibilities pertaining to emergency food provision.
- New roles and responsibilities and process flow of activation of the AUSRECPLAN.
- Delegation capacities of the State Welfare Coordinator and Welfare Emergency Controller and emphasis towards scale-ability.
- Other minor expansions of explanation of scope, roles and responsibilities and statement of fact changes.

All documents are now available on the SEMC Website [State EM Policy](#) [State EM Plan](#) [State Support Plan - Emergency Welfare](#).

- Seasonal review – fire season preparedness

Refer DFES report if applicable.

- Seasonal review – storm season preparedness

Refer DFES report if applicable.

## 8.2 Title: Agency Reports – Various

*Reporting Department: Various*

*Reporting Officer: Various*

*Legislation: Local Government Act 1995  
Emergency Management Act 2005*

*(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)*

### Background

Each agency is invited to provide the meeting with a report of their activities for the benefit of the committee.

- **Office of Emergency Management – Vik Cheema**

#### **Policy Updates**

The State Emergency Management (EM) Policy and Plan have been amended to facilitate the State Government approved whole of government approach to Western Australia's recovery from the COVID-19 pandemic. The amendments were approved by the SEMC on 21 July 2020 (SEMC Resolution Number 42/2020).

The inclusion of appendix AA in State Emergency Management Policy and Plan permits the State Recovery Controller to continue leading the whole of government approach to Western Australia's recovery from COVID-19, whilst removing the responsibility of the HMA/Controlling Agency and Local Governments recovery functions as prescribed in the State Emergency Management Framework. The implemented changes are a consequence from a Ministerial direction issued to the SEMC, which fundamentally is a result from a Cabinet decision. Local Governments will continue to collate data and monitor progress for COVID-19 recovery activities at the request of the State Recovery Controller.

As outlined by Erin, the SEMC approved the inclusion of the below statement as an Appendix (AA) to both the State EM Policy and Plan.

#### **WA Recovery Plan COVID-19**

WA government has launched a \$5.5 billion WA Recovery Plan with the vision for Western Australia to get back on the road to becoming a thriving and innovative community in which to live, work, visit and do business. Central to the plan is restoring business and consumer confidence, getting people back into work and rebuilding the economy.

The plan is set around 21 priority streams, ranging from new technologies, local manufacturing and training through to tourism, patient care and the environment. Within each stream is a range of initiatives that may include capital works, grants, programs and projects.

This plan also outlines the commitments in the priority streams for those areas and people most impacted by the pandemic – regional WA, remote Aboriginal communities, women and young people.

For further details please check <https://www.wa.gov.au/government/wa-recovery>

#### **SEMC Strategic Plan 2020-2023**

A new SEMC strategic plan for 2020-2023 is currently progressing for approval from the WA state government and it will be released shortly.

The previous State Emergency Management Committee (SEMC) Strategic Plan was published in August 2017. It set the strategic direction in a context far different from the one in which the SEMC and the broader emergency management environment operate in today.

The past three years have seen vast changes in emergency management across Australia. The significant impacts of the recent and unprecedented national bushfire and cyclone seasons and the COVID-19 pandemic have tested existing emergency management frameworks.

While the full extent of these emergencies will take some time to be realised, the proposed Strategic Plan will reflect a renewed foundation for the WA emergency management sector to build a better prepared, more resilient and safer State.

### **District – South West**

The South West emergency management stakeholders including local government zone representatives, have been actively engaged in the COVID-19 Operational Area Support Group meetings. The last COVID-19 OASG held on 28 July. WA is currently in [Phase 4](#) of COVID-19 restrictions. Based on the latest health advice, Phase 5 of the WA COVID-19 roadmap, due to be implemented on Saturday, 1 August, has been delayed. The new tentative date will now be Saturday, 15 August. The final decision on whether Phase 5 can proceed is yet to be decided. For latest updates, please check <https://www.wa.gov.au/organisation/departments/premier-and-cabinet/covid-19-coronavirus-latest-updates>

Planning is underway to facilitate the next SW DEMC meeting (TBC). Additional planning is required to conduct regional level preparedness workshops for the upcoming fire season and DEMA SW is planning to facilitate EM overview, recovery, exercise and lesson management framework. The preparedness workshop will be facilitated for the LEMC Executive Officer, local government recovery coordinators and key EM stakeholders.

### **Local**

- Correspondence from SEMC Chair to the local government CEO, strongly encourages emergency management meetings and business as usual activities, such as risk workshops, consultation and emergency management arrangement development, to resume.
- Letter received from the State Recovery Coordinator to the local government CEO, thanking for the ongoing contribution towards the State's recovery from the impacts of the COVID-19 pandemic.
- A copy of the COVID-19 South West District Impact Statement was emailed to the local government CEOs and Recovery Coordinators.
- The State Recovery Plan COVID-19 has been published: <https://www.wa.gov.au/government/publications/wa-recovery-plan>
- There is funding available to support recovery activities.
- Meetings between the 12 local government recovery coordinators is parked for the meantime until it is clearer what is required moving on.
- There is 10 weeks until the next bushfire season. This is the time to discuss opportunities for exercises in preparation for the upcoming season.
- NDRP and AWARE funding will be made available shortly and will offer the opportunity to receive funds from a pool of a couple of million dollars. When available Vik will communicate to Erin. An invitation to all CEOs to attend future OASG meetings has been considered. SWALGA have previously nominated three CEOs, however an invitation to CEOs will be sent out in the near future.

### **• Department of Communities - Roma Boucher**

1. The Department has been busy with planning and arrangements in support of activation of the State Hazard Plan Human Biosecurity and State Emergency Welfare Plan (SEWP) with the following activities:

- SW OASG meetings with HMA, Dept of Health and DEMC agencies on Tuesdays @ 10am (commenced weekly, then monthly and moving forward, anticipate going back to fortnightly during the current period) ;
  - Fortnightly SW Recovery Group Meetings, convened by Vik Cheema, District Advisor, SW LG's and various agencies on every 2nd Thursday @ 2pm – postponed until the State Recovery plan was released;
  - Fortnightly (previously weekly) ES Unit meeting with DC Director of Emergency Services, unit staff and DESOs;
  - There has been much work being done by Metro DESOs at Perth airport, isolation stations and setting up the COVID Helpline call centre. Some work in the Goldfields and Kimberley with border closures and people required to complete isolation/quarantine.
  - Variety of phone calls re SW LG issues – transient travellers, homelessness, welfare issues etc.
  - Earlier work identifying accommodation facilities and food supply in the SW.
2. During the last quarter, I have on some occasions worked with other agencies to arrange accommodation, food supply and welfare support for people requiring quarantine in the South West. This work has presented some interesting issues and I suspect most people aren't aware people do quarantine in the local District.
3. Recently there have been two items released by the SEMC –
- WA State Recovery Plan for CoVid-19; and
  - Advice regarding the amendments to sections of the State Emergency Management Framework and a revised State Support Plan – Emergency Welfare (interim)

The Dept of Communities boundaries now align with the South West Development Commission and DFES boundaries.

*Discussion:*

*Mr Vik Cheema advised that community planning for evacuation is currently being looked at. Evacuation plans sit with the asset owner - sites such as nursing homes and the vulnerable within the community, need to be planned for. It is recommended that a list of plans sit within the local emergency arrangements. Vik confirmed that information will be provided to Erin, together with templates. Funding will be made available to assist with this process.*

• **Department of Fire & Emergency Services – Daryn Rowland**

*COVID-19 Update*

Phase 4 of the WA Government's COVID-19 roadmap has come into effect. This saw most of the restrictions removed in Western Australia, although the two-square-metre rule has remained in place, and major venues are restricted to 50 per cent capacity. Phase 5 has been delayed with a new tentative date of 15 August due to current situation on eastern seaboard.

While the DFES Facilities and Vehicle Cleaning Guidelines for COVID-19 will remain in place, the Incident Response Team have authorised the removal of additional facility sanitisation from 1 July 2020. Normal facility, fleet and equipment cleaning regimes should continue, as should personal hygiene practices.

*Seasonal Outlook*

The BOM have released their seasonal outlook for August to October. Access to this forecast is available via this link - <http://www.bom.gov.au/climate/outlooks/#/overview/video>

- Wetter than average three month period for Mid to Lower west coast of WA

- Less chance in NW of WA
- Warmer than average days & nights in NW of WA

#### *\$6 Million to Assist Local Governments Reduce Bushfire Risk*

Twenty-one local governments across Western Australia have been granted a total of \$6.05 million in State Government assistance to help reduce bushfire risks in their communities.

Under the first round of the 2020-21 Mitigation Activity Fund (MAF) Grants Program, 612 mitigation activities will be carried out on Crown lands that are managed by local government and deemed to be at high risk of bushfire.

Local Government	Allocated Amount	Number of Treatments
City of Bunbury	\$302,868.00	42
Shire of Collie	\$131,235.00	22
Shire of Dardanup	\$492,880.00	39

#### *Bushfire Centre for Excellence*

Construction of the new BCoE has commenced with completion due in December 2020.

<https://www.dfes.wa.gov.au/bushfirecoe>

#### *DFES Region Name Changes*

- District Officer Murray – now District Officer Wellington
- Area Officer Harvey Hills – now Area Officer Preston
- Area Officer Bunbury – now Area Officer Forrest

#### *DFES Regional Office Staffing*

- Superintendent Peter Norman - PSL due to knee replacement
- Acting Superintendent - Andrew Wright
- Acting District Officer Bunbury - Ian Joseph
- Acting District Officer Emergency Management - Daryn Rowland
- Acting District Officer Wellington - John Carter

- **Department of Fire & Emergency Services – John Carter, Acting District Officer Wellington**

- DFES are planning a RUI exercise with the bushfire brigades. They will also be running an exercise with the bushfire brigade leaders.
- Burnsmart campaign will be run again this year.
- There has been a decrease in house fires over winter, however there has been an increase of lithium battery fires which is concerning.
- DFES worked with Local Government throughout COVID and will again look at operational capabilities if brigades are impacted with future outbreaks.

- **Department of Agriculture & Food**

- **Department of Biodiversity, Conservation and Attractions - Darren Harvey**

Shire of Dardanup are on schedule with planned controlled burns.

- **WA Police**

WAPol (Australind) are still offering resources to Kalgoorlie to assist with the hard border, otherwise business has returned to normal.

- **Western Power**



- **Main Roads WA**
- **Department of Transport**
- **Water Corporation**
- **WA Country Health Service**
- **TransWA**
- **Aqwest**
- **Atco Gas**
- **Australian Rail Group**
- **St John Ambulance**
- **Telstra**

<b>9. NEW BUSINESS OF AN URGENT NATURE</b>
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None.

<b>10. CLOSURE OF MEETING</b>
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The Chairperson advises that the date of the next Local Emergency Management Committee Meeting will be **Wednesday 11 November 2020**, commencing at 10.00am at the Shire of Dardanup - Administration Centre Eaton.

There being no further business the Chairperson declared the meeting closed at 10.40am.