



MINUTES

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

Held

13th November 2024

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

This document is available in alternative formats such as:

- ~ Large Print
- ~ Electronic Format [emailed]
Upon request.

VISION STATEMENT

“The Shire of Dardanup is a healthy, self-sufficient and sustainable community, that is connected and inclusive, and where our culture and innovation are celebrated.”

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Members of Local Emergency Management Committee

- Cr. T Gardiner - Elected Member
- Cr. E Lilly - Elected Member
- Cr. A Jenour – Elected Member
- Cr. M Hutchinson – Elected Member
- Coordinator Emergency & Ranger Services – Staff
- Representative(s) – WA Police (Deputy Chairperson(s))
- Representative – Department of Communities
- Representative – Department of Primary Industries and Regional Development
- Representative – Department of Biodiversity, Conservation & Attractions
- Representative – WA Country Health Service
- Representative – Main Roads WA
- Representative – Department of Fire & Emergency Services – Fire
- Representative – Department of Transport
- Representative – Water Corporation
- Representative – Western Power
- Representative – Aqwest
- Representative – St Johns Ambulance WA
- Representative – Telstra Australia
- Representative – ATCO Gas
- Representative – Moore Road Emergency Response Group
- Representative – Harvey Water

Terms of Reference

The Terms of Reference for this Committee are located in the Tardis records system – refer to the following link:
[2023 - ToR - Local Emergency Management Committee](#)

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 e.g. 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 (e.g.: 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 FOR THE SHIRE OF DARDANUP LEMC MEETING TO BE HELD ON WEDNESDAY, THE 13TH OF NOVEMBER 2024, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE EATON, COMMENCING AT 10.12AM.

1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

Note: The Chairperson and the Deputy Chairperson were not in attendance at the start of the meeting. The Committee agreed to appoint Cr E Lilly as Chairperson for the meeting.

The Chairperson Cr E Lilly declared the meeting open, at 10:12am 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 and pay our respects to their elders, past, present and emerging. The Shire of Dardanup also respects and celebrates all cultures of all our residents and visitors to our Shire.

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 muster point located at the front of the building where we will meet (and complete a roll call).

Note: Cr T G Gardiner joined the meeting via Teams at 10:14am.

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

2.1 Attendance

Cr T Gardiner	-	Shire President [Via Teams 10:14am]
Cr E Lilly	-	Deputy Shire President
Mr Stephen Loiterton	-	Coordinator – Emergency & Ranger Services
Mrs Erin Hutchins	-	Department of Fire & Emergency Services
Mr Ricky Southgate	-	Department of Fires & Emergency Services
Mr Dean Italiano	-	Water Corporation
Mr Steve Collins	-	Water Corporation
Mr Chris Hathaway	-	Main Roads WA
Mr Jewell Crossberg	-	Dept of Biodiversity, Conservation & Attractions.
Mr Tim Stevens	-	Dept of Primary Industries and Regional Development

Observers

Mr André Schönfeldt	-	Chief Executive Officer
Mr Ashwin Nair	-	Director Sustainable Development
Mrs Donna Bailye	-	Manager Governance
Mrs Renée Thomson	-	PA to Director Sustainable Development
Mr Neil Nicholson	-	Principal Environmental Health Officer
Ms Tahnia Creedon	-	Communications Officer
Mr Garth Grinsley	-	Dept of Biodiversity, Conservation & Attractions

2.2 Apologies

Cr T Jenour	-	Elected member
Cr M Hutchinson	-	Elected member
Ms Renee Flaxman	-	Department of Communities
Ms Ceri Elliot	-	WA Country Health Services – SW
Cameron Norris	-	Harvey Water
Representative	-	Department of Police – Capel Police Station
Representative	-	Aqwest
Representative	-	Moore Road Emergency Response Group
Representative	-	WA Police (Australind)

Discussion

Chief Executive Officer, Mr André Schönfeldt advised the Committee that a quorum was not achieved, but not required for the LEMC meeting to continue.

3 PRESENTATIONS

None.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Local Emergency Management Committee Meeting Held on the 14th August 2024

OFFICER RECOMMENDED RESOLUTION

LEMC 05-24

MOVED Cr E Lilly

SECONDED Cr T G Gardiner

THAT the Minutes of the Local Emergency Management Committee Meeting held on 14th August 2024, be confirmed as true and correct subject to no corrections.

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 DECLARATIONS OF INTEREST

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences."

Discussion:

Chairperson, Cr E Lilly asked the Committee members if there were any Declarations of Interest to be made.

There were no Declarations of Interest made.

8 REPORTS OF OFFICERS

8.1 Title: Update Report from Shire of Dardanup

Reporting Department	<i>Sustainable Development Directorate</i>
Reporting Officer	<i>Stephen Loiterton - Coordinator – Health, Emergency & Ranger Services</i>
Legislation	<i>Local Government Act 1995 Emergency Management Act 2005</i>
Attachments	

8.1.1 Emergency Management Officer

Mr Dallas Brennan has commenced as the Shire of Dardanup's new Emergency Management Officer.

8.1.2 Local Evacuation Support Plan

A Local Evacuation Support Plan (Appendix LEMC: 8.1.2) has been developed, facilitated by the All Western Australians Reducing Emergencies grant program for 2022/23.

The purpose of the plan is to support the Department of Communities to manage emergency evacuation centres, especially if the department's resources are stretched and deployed elsewhere.

A familiarisation training activity was undertaken in early December 2023 ahead of the Christmas/New Year break to raise familiarity with the draft plan. There have been three activations of an evacuation centre in the Shire while this plan was in draft. The responses to these activations were guided by the content of the draft plan. In both cases the preparation of the Shire for evacuation centre management was positively noted by the Department of Communities.

From the three activations, lessons have been identified, which have been incorporated into the draft plan. The plan is the result of consultation within the Shire of Dardanup and with the Department of Communities, the lead agency for local evacuations. The plan has been written to fit within the Local Emergency Management Arrangements and to support the Local Emergency Relief and Support Plan.

To complement the plan, a small store of equipment has been put aside for use during future evacuations and will be supplemented as new lessons arise from training, exercises or future activations.

A report and acquittal will be prepared and submitted as soon as practicable.

Discussion

Coordinator – Emergency & Ranger Services, Mr Stephen Loiterton spoke to the report and provided the Committee with a summary of the establishment of the Local Evacuation Plan.

Department of Fire & Emergency Services, Mrs Erin Hutchins requested, that as a result of the late delivery of her Agenda, the resolution be tabled so as to allow time for a full review of the Local Evacuation Support Plan

Chief Executive Officer, Mr André Schönfeldt proposed that the Committee endorse the current resolution, with an amendment, to allow for the Shire of Dardanup to receive late submissions

from the Committee, prior to the matter being presented to Council for endorsement at the 20th November 2024 Ordinary Council Meeting.

Mrs Erin Hutchins advised that she would review the document and forward her comments to the Shire of Dardanup by Friday 15th November 2024. Any amendments would be presented to Council.

OFFICER RECOMMENDED RESOLUTION AND LOCAL EMERGENCY MANAGEMENT COMMITTEE RESOLUTION

LEMC 06-24 MOVED - Mr Stephen Loiterton SECONDED – Cr Ellen Lilly

THAT the Local Emergency Management Committee recommends that Council adopts the Shire of Dardanup Local Evacuation Support Plan, (Appendix LEMC 8.1.2), with further feedback from Local Emergency Management Committee members by close of business on Friday 15th November 2024.

CARRIED

8.1.3 Mitigation Activity Funding

The Shire of Dardanup has been granted \$242,350 to assist in undertaking 27 bushfire mitigation activities. Mitigation activities include mechanical treatments to reduce fuel levels, the creation of firebreaks and planned burns.

Table of Approved Treatments

25974 Mechanical works	Gavins Gully, West Dardanup	To be completed
27010 Planned burn	Marri Reserve, Tulip Grove Eaton	To be completed
27011 Chemical works	Marri Reserve, Millard St, Eaton	To be completed
27012 Mechanical works	Reserve, Hale Street, Eaton	In Progress
27013 Mechanical works	Reserve, Charterhouse Street, Eaton	In Progress
27014 Mechanical works	Reserve, Charterhouse Street, Eaton	In Progress
27027 Fire access way	Millar Creek Reserve, Hazelgrove Cr, Millbridge	To be completed
27037 Mechanical Works	Millars Creek Reserve, Primrose Vista, Millbridge	In Progress
27038 Mechanical works	Eaton Foreshore Reserve, Pratt Rd, Eaton	To be completed
27039 Mechanical works	Reserve, Charolais Mews, Eaton	To be completed
27040 Mechanical works	Reserve, Charolais Mews, Eaton	To be completed
27041 Mechanical works	Reserve, Bailey Loop, West Dardanup	In Progress
27042 Chemical works	Verges, Fire Access Way, The Dress Circle, Henty	To be completed
27058 Fire access way	Reserve, Bailey Loop, West Dardanup	In Progress
27059 Fire access way	Reserve, Bailey Loop, West Dardanup	In Progress
27060 Fire access way	Reserve, Vera Place, West Dardanup	In Progress
27061 Mechanical Works	Reserve, Dardanup Rd, West Dardanup	In Progress
27062 Fire access way	Reserve, Dardanup Rd, West Dardanup	In Progress
27063 Fire access way	Leicester Reserve, Collie River, Eaton	To be completed
27069 Planned burn	Wellington Pine Plantation, King Tree Road Wellington Mills	Completed
27070 Planned burn	Wellington Mills Road Wellington Mills	Completed
27071 Planned burn	Wellington Mills Road Wellington Mills	Completed

27085 Planned burn	Fire Access Way, Padbury Road West Dardanup	In Progress
27340 Planned burn	Joshua Creek Rd Crooked Brook	To be completed

8.1.4 Bushfire Risk Management Plan

The Shire of Dardanup's BRMP was developed in 2019 and is due for review in 2024. Another driver to updating is that one of the key eligibility requirements under the MAF grants program is for the Shire to have a Bushfire Risk Management Plan (BRMP) endorsed by the Office of Bushfire Risk Management.

The 2023 Guidelines for reviewing a BRMP were recently released and provide a clear process for the Shire to update their Plan. It is to be noted that the previous 5-year endorsement and review process has been changed to every 2 years to ensure information in the BRMP remains current and accurate.

8.1.5 Local Government Grant Scheme

The Shire of Dardanup has been granted \$230,554 through the Local Government Grant Scheme to contribute to maintaining the operational preparedness of the Shire's Bush Fire Brigades.

This year's grant also included the scheduled replacement of the Burekup 1.4 appliance, and upgrade of the Dardanup Centrals 2.4 appliance to a 3.4 appliance. Due to supply chain issues the actual delivery dates are uncertain, with several other appliances still awaiting replacements from previous years.

The Shire of Dardanup has also been awarded funding for two capital projects, to upgrade the Ferguson station and to install a bore at the Waterloo station. Plans for the Ferguson Station upgrade is being finalised in preparation for going to tender. Similarly, plans are being prepared for tendering for the bore and application for water extraction.

8.1.6 Bushfire Brigades

The annual service of Brigade vehicles is underway in preparation for the bushfire season. The contract for this service expires at the end of the year, and a Request for Quote has been prepared to enter into a new contract for the next two years.

8.1.7 Fire Prevention Order

The most recent Bush Fire Advisory Committee meeting endorsed the exemptions for fire breaks, recommended by Brigade Fire Control Officers, in accordance with the Fire Prevention Order.

8.2 Title: Agency Reports

Reporting Department	<i>Various Agencies – Listed Below</i>
Reporting Officer	<i>Refer to Individual Report</i>
Legislation	<i>Local Government Act 1995 Emergency Management Act 2005</i>

(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.

8.2.1 WA Police – Snr Sgt Heath Soutar (Australind) & Sgt Chris Page (Capel)

No report.

8.2.2 Department of Fire & Emergency Services – District Emergency Management Advisor – Mrs Erin Hutchins

Mrs Erin Hutchins has provided the following report:

Emergency Management Advisor Report - 2nd Quarter 2024-2025

- *STATE NEWS*

The last meeting of the State Emergency Management Committee (SEMC) was held on the 2nd October 2024. SEMC Communiques can be found here.

2024 and 2025 SEMC Meeting Schedule

- 4 December 2024
- 13 March 2025
- 8 May 2025
- 7 August 2025
- 9 October 2025
- 4 December 2025

- *STATE EMERGENCY MANAGEMENT DOCUMENTS*

State EM Document Amendments

The State EM Policy Branch of the Department of Fire and Emergency Services (DFES) administers the review and consultation of the State emergency management documents in consultation with relevant stakeholders.

To maintain accuracy and currency of the documents, they are reviewed annually for statement of fact changes and must undergo a comprehensive review every 5 years.

To assist with our ongoing review of the documents please advise the State EM Policy Branch if you have identified any errors in a State EM document [here](#).

- *CONSULTATION UPDATES*

State Hazard Plan – Fire

The Department of Fire and Emergency Services (DFES) has recently undertaken a significant comprehensive review of the State Hazard Plan - Fire. The Plan was redrafted to address initial consultation feedback and to align with the review's guiding principles:

- Establish a strategic level emergency management plan (not an operational plan).
 - o Remove agency specific initiatives or procedures; and
 - o Remove duplication.
- Provide clarity of roles and responsibilities across the hazard of fire.
- Provide stability of arrangements – ability to withstand changes in the legislative & regulatory environment.
- Identify and address gaps.
- Align with State Emergency Management Framework.
- Provide necessary statement of fact changes.

The following amendments (not exhaustive) were proposed to address relevant initial consultation feedback captured and to align with the review's guiding principles:

- Introduced collective responsibility and roles across sectors of society. These main sectors are used throughout the structure of the plan: 'Individuals and Communities', 'Industry and Public Sector', and 'Public Authorities/Agencies'.
- Introduced jurisdiction, areas of responsibility and tenure concept to align with current operations, provide clarity and emphasize the State EM principle of shared responsibility. Removed arrangements structured by fire type (bush fire vs. structure fire).
- Resourcing Responsibilities (**of note for LG**).
- Transfer of Control.

As significant portions of the Plan were restructured to align with the review principles, please review the entire proposed State Hazard Plan – Fire draft for a detailed understanding of the proposed arrangements prior to submitting feedback.

The DFES State Emergency Management Policy Branch is now seeking broad stakeholder feedback on the proposed Plan. Consultation will be open from 17th September 2024 to 9th December 2024. Please submit your feedback by close of business on **9 December 2024**.

You can view all current and past consultations on the [Engage WA EM consultation homepage](#)

- *SEMC STRATEGIC PLAN*

The development of a new strategic plan is underway, with consultation occurring with SEMC Subcommittees and District Emergency Management Committees to test five priority actions, which emerged from SEMC's strategic planning workshop:

- Explore what a statewide systemic approach to risk would look like in practice, through sector wide and interjurisdictional engagement and research.
- Influence the State EM Framework and other policy instruments to elevate prevention and preparedness.
- Emphasise the specific role of all government agencies in EM in the new strategic plan and future policy and integrate key agencies into governance.
- Lead a whole-of-sector initiative to map the current capabilities and capability needs across the sector, and plan for its development.

- Review Local Emergency Management Committees and other multi-agency community development mechanisms to better strengthen local capability and resilience.

It is expected that a draft Strategic Plan will be presented to SEMC for consideration in December 2024.

- *DISTRICT NEWS*

The next *District Emergency Management Committee* (DEMC) will be held on Tuesday 18th March 2025.

- *SECTOR UPDATES*

Australian Warning System (AWS) Training

The Australian Warning System (AWS) is a national approach to emergency information that delivers consistent warnings to Australian communities, so people know what they need to do to stay safe in an emergency, no matter where they are.

The AWS features standardised hazard warning icons and colours, with warnings supported by clear action statements.

Changes to cyclone, flood, storm and bushfire warnings were rolled out in Western Australia on Monday 15th July, 2024.

AWS Awareness is an online module available on the DFES Mobilise Me platform - <https://dfes.mobilise-me.com/> and provides an overview of the Australian Warning System and how it is applied in Western Australia.

If users have previously undertaken training on the DFES Mobilise Me platform, they can use their credentials to log in and find the AWS courses. For new users, they will need to create an account and select Australian Warning System under the "Learning Category" when they are registering their details. Alternatively, if you were interested in uploading these modules into your own eLearning platform, please contact the DFES Public Information Branch via email statepublicinfo@dfes.wa.gov.au.

Discussion

Department of Fire & Emergency Services, Mrs Erin Hutchins advised that once the SEMC Strategic Plan is endorsed, it may lead to changes to the LEMC business plans, and should this occur, the Committee would be updated. –

Mrs Erin Hutchins reported on the Local Recover Exercises recently held in the South West, and that participants from this exercise were available to assist Local Government LEMC's prepare their Local Recovery Plans. Should the Committee be interested in taking up the opportunity, please contact the Department and arrangements can be made for the new year.

8.2.3 Department of Fire & Emergency Services – Mr Brian Penman

Note: The following report was provided to the Committee as further information prior to the meeting.

CLIMATE OUTLOOK (issued 31 October 2024)

The long-range forecast for November to January shows:

- Above average maximum and minimum temperatures are likely to very likely (60% to greater than 80% chance) across most of Australia.

- Southwest WA experienced its driest six-month period (October - March) since records began in 1910, with the summer of 2023-2024 being one of the hottest and driest on record. May 2024 (Autumn) was the hottest on record.
- Although native plant species in the southwest are adapted to periods of drought and extreme conditions, the prolonged hot and dry summer led to widespread die-off of foliage and canopy in forests, woodlands, heaths and shrublands.
- The higher proportion of dead flammable fuels available to burn may have significant implications for fire mitigation and bushfire suppression operations.

NEW DFES SUPERINTENDENT SOUTH WEST

The DFES Superintendent Andrew Wright has been promoted and has taken up a new role based in Perth. Superintendent Matt Folini will commence in the Bunbury Office from the 26th November. Brian Penman will be acting Superintendent in the interim.

PLANNING FOR BUSHFIRE SEASON

- In preparation for the coming Bushfire Season, a major bushfire exercise was held in early October. The exercise simulated a Level 2 bushfire and was managed with combined personnel from DFES South West and Lower South West regions, and staff from DBCA, WA Police and other agencies.
- Pre-season Volunteer Leaders Forum was held on the 11 October to discuss the coming season and to refresh bushfire operating procedures.
- The SW region will soon be receiving a high season firefighting fleet of appliances to provide additional resources for the coming season. The fleet will be made up of 10 x Light Tankers, 4 x Heavy Tankers, a 1.4 and will be distributed to various Local Government Brigades.
- The DFES Community Preparedness Officer has been busy with preparing the community through a series of workshops and presentations.

EMERGENCY WA

- The Emergency WA app is in development and on track to launch in early December. User testing began in October to ensure the app is ready to go public.
- Australian Warning System training is ongoing, with more than 1,200 staff and volunteers and 550 external stakeholders completing the e-learning modules.

Discussion

Department of Fire and Emergency Services, Mr Ricky Southgate, as proxy for Mr Brian Penman advised that Mr Matt Folini had commenced on the 22nd November 2024.

8.2.4 Department of Communities – Ms Renee Flaxman

October 2024 to December 2024 inclusive

- *Emergency Relief and Support (ERS) Sector Partners*

Over the past 12 months, ERS has delivered a series of engagement sessions and circulars to the ERS Sector Partners to:

- share knowledge across the sector ;
- build connections between organisations; and
- increase engagement in the activities of ERS and the emergency management sector outside of activations.

ERS Sector Partners include organisations that deliver services under the State Support Plan, key State agency stakeholders, and sector peak bodies.

- Since October, ERS has delivered to the Sector Partners:
 - Four communiques;
 - Three activation-specific written updates; and
 - Three presentations co-delivered with partners.

The last engagement session for 2024 was a pre-season forum held on 17th October 2024. The purpose of the session was to build knowledge and connections with a focus on preseason preparedness. The program included a pre-season weather briefing delivered by the Bureau of Meteorology, a presentation on ERS specific pre-season preparedness activities, and a short workshop to facilitate feedback from Sector Partners.

- *Centre for National Resilience Perth*

Ahead of the high threat season, Communities is working with the Department of Premier & Cabinet to finalise MOU negotiations with the Commonwealth for the Centre for National Resilience Perth.

- *State Support Plan*

- Communities has conducted an Annual Review of the State Support Plan – Emergency Relief and Support and is proposing minor changes following the implementation of its enhanced structure.
- As part of this process, Communities is undertaking consultation to formalise its role in providing support services to people impacted by local level (Level 1) incidents when ‘tasked by a HMA and/or controlling agency’.

- *Strategic Procurement Framework*

- ERS is developing a Strategic Procurement Framework to enable effective and efficient decisions about procurement strategies. The Framework provides a comprehensive approach to engaging suppliers and sector partners in the preparedness, response, and recovery phase of emergencies.

- The Framework is intended to simplify the engagement of partners during peak high threat periods to enable rapid engagement in emergency incidents.

- *Medium – Long Term Accommodation Strategy*

- Communities is collaborating with the Department of Fire and Emergency Services to define the State responsibilities for medium and long-term temporary accommodation for impacted residents and workers following a disaster.
- This Project has four objectives:
- Establish a clear policy position for the delivery and management of post-disaster accommodation in WA.
- Define roles, responsibilities and funding arrangements and other enabling arrangements across State and local government in relation to post-disaster accommodation.
- Develop tools and resources to support decision-making and planning for the prompt delivery of post-disaster accommodation.
- Progress the development of streamlined statutory approval pathways for post-disaster accommodation.

- *Western Australian Post-Disaster Cultural Outcomes Framework*

- Communities has developed the first iteration of the Western Australian Post-Disaster Cultural Outcomes Framework, which will continue to be refined to ensure appropriateness and effectiveness.
- The Framework includes a list of specific indicators that can be used to measure whether cultural outcomes are being achieved through the recovery process and can be used to support early recovery planning, as well as the evaluation of recovery programs.
- The Framework includes outcomes that are applicable across different communities, and can be adapted to the circumstances, needs and priorities of individual communities.
- It can be used by anyone working in an Aboriginal community after a disaster, and can be implemented by Local and State Government, as well as non-government organisations.
- The next iteration of the Framework will be finalised following a sector-wide consultation process which ends October 2024.

- *Local EM Information*

1. Evacuation Centre Training

To date five training sessions have been completed since the start of October. Sessions were held at the South West Sports Centre (primary evacuation centre in Bunbury) and were very well attended by City of Bunbury- and Communities team members.

Future sessions conducted in gazetted evacuation centres are being explored and LEMC to be advised of upcoming sessions. Communities would like to request that all LEMC members please identify staff that require training if required.

2. Exercising

In preparation for the upcoming season, Communities was invited to- and participated in several LGA exercises relating to emergency management including:

- i) CoBusselton Local Government Recovery Workshop & Exercise.
- ii) Volunteering WA Spontaneous Volunteers training.
- iii) SoAMR Annual LEMC Evacuation Centre- and ISG Exercise.
- iv) CoCoburn – Evacuation Centre Training.
- v) Water Corporation Dam Safety Emergency Desktop Exercise.

vi) Bridgetown – Annual Exercise – Recovery.

Please ensure that the Department is invited to any exercises relating to EM. We would be happy to consider an inject to this exercise if it is appropriate.

3. Preparedness Activities

Ongoing planning and preparedness activities, internal exercising and training continues to be a high priority such as:

- Development of Regional Preparedness Plans, which includes key information relating to pre-positioning of equipment and identifying commercial accommodation and key regional support providers.
- Reviewing and updating Evacuation Centres information continues. Currently there are 420 evacuation centres across the state. The South West has 21 primary and 14 secondary centres. Centres.
- Evaluating and revising equipment supplies and trialling proposals to standardise, streamline and upgrade equipment as well as to reduce procurement timeframes across the state. An example of such is testing the viability of On Track Meals – a complete pre-packaged 1 day meal kit to be handed out to evacuees staying over in centres.

8.2.5 Department of Primary Industries and Regional Development – Mr Tim Stevens

Note: The following report was provided to the Committee as further information prior to the meeting.

- *List of emergency management prevention and preparedness activities your agency has completed since the last meeting. Examples are exercises, training, courses, resources, funding, grants, reviews, mitigation etc.*

DPIRD Bunbury office (to include Waroona in the north, east to Collie, Manjimup, Bridgetown and south to Augusta/Walpole) have finalised the following Hazard Season and Biosecurity arrangements:

- Reviewed and updated DPIRD Local Emergency Management Committee (LEMC) representation for the next 12 months.
- Reviewed and confirmed DPIRD South West, Biosecurity First Response Team (FRT) appointments and roles for the next 12 months.
- Confirmed staff availability over the DPIRD Xmas/NY closure period if there is a requirement to support Biosecurity or State EM Arrangements for the Dec 24 and Jan 25 period.
- *Any emergency management response (level 2 or 3) activities conducted or supported since the last LEMC meeting? Examples are activation of internal, local or regional response, attendance at Incident Support Group (ISG) or Operations Area Support Group (OASG) meetings.*
 - DPIRD is aware of LG requests for information from a number of shires regarding the current Polyphagous Shot-Hole Border (PSHB) Biosecurity Response.
 -
 - See **attached** DPIRD Industry Update dated August 2024 for further information. Note: PSHB has not been detected outside the Perth Metropolitan area.

- *Any emergency management recovery activities conducted or supported since the last LEMC meeting? Examples are initiating initial recovery at the local or regional level, preparation of Impact Statement, for local governments - activation of local recovery arrangements etc.*
 - Nothing significant to report.
- *Any emerging risks that your organisation would like to flag for LEMC awareness? New risks which may impact people, economy, public administration, social setting and environment.*
 - DPIRD is currently managing a number of Biosecurity incidents in relation to plant pests/diseases and aquatic pests/diseases. Nil animal pest/disease incidents. Summary as follows:
 - African Black Sugar and Browsing Ant (Perth); PSHB (Perth); Red Dwarf Honey Bee (Karratha); Carpet Sea Squirt (Australian Marine Complex). Further information is available at Biosecurity | Agriculture and Food
 - Responses to outbreaks of H7 high pathogenicity avian influenza is currently underway in Victoria, New South Wales, and the ACT. Note that this is not the H5 strain that are currently causing concern globally. DPIRD is monitoring the situation and undertaking preparedness activities.

Discussion

Department of Primary Industries and Regional Development, Mr Tim Stevens advised the Committee that a webinar on the Shothole Borer was presented on Thursday 7th November and that a report from this was available and could be provided to the Committee upon request.

8.2.6 Department of Biodiversity, Conservation and Attractions – Mr Allan Madgwick

Discussion

Department of Biodiversity, Conservation and Attractions, Mr Jewell Crossberg advised that there was nothing to report in the Shire of Dardanup district. Spring operations had now concluded and the Department was in the prime, prepare and ready for the season.

8.2.7 WA Country Health Service – Ms Leigh Hall

No report

8.2.8 Main Roads WA – Mr Bruce Hancock

Discussion:

Main Roads WA, Mr Chris Hathaway updated the Committee on the Corporate Crises Workshop recently undertaken and reported that it was a well-run and received exercise, with good collaboration and teamwork. The Main Roads WA Christmas Roster has been completed, and extra crews have been deployed to compliment the opening of the BORR in December.

8.2.9 Department of Transport – Mr Peter Westgate

8.2.10 Water Corporation – Mr Steve Collins

Discussion

The Committee discussed the Bridge around Moore Road. Water Corporations, Mr Dean Italiano advised that he would investigate and report back to the Committee on the matter.

8.2.11 Western Power – Mr Scott Fitzgerald

No Report.

8.2.12 Aqwest – Mr Caleb Maquire

No Report.

8.2.13 St John Ambulance WA – Mr Charles Wilkes

No Report.

8.2.14 Telstra – Ms Debra Leverington

No Report.

8.2.15 Atco Gas – Mr Mick Sheaf

No Report.

8.2.16 Moore Road Emergency Response Group – Mr Graeme Offer

No Report.

8.2.17 Harvey Water – Mr Cameron Norris

No Report.

9 MATTERS BEHIND CLOSED DOORS

10 CLOSURE OF MEETING

The Chairperson advises that the next date of the Local Emergency Management Committee Meeting will be advised

There being no further business the Chairperson declared the meeting closed at 10.30am.