



A P P E N D I C E S

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

Held on

Wednesday, 8th of November 2023

Commencing at 10.00am

At

ADMINISTRATION CENTRE EATON

1 Council Drive - EATON

This document is available in alternative formats such as:
~ Large Print
~ Electronic Format [emailed]
Upon request

(Appendix LEMC 9.1.1A)

Place and Community Events Schedule

EAT = Events Assessment Team

Date	Topic	Type	Directorate	Times & Duration	Location	Shire Rep Required	Audience
	NOVEMBER						
1	Digital Connection Program (intergenerational: Seniors and ECC Mentors)	Shire event	PACE	11.30am – 1.30pm	Boomers pavilion	Yes	Seniors and Youth – Registrations required
6	Aulsan Choir Workshop	Shire Event	PACE		ERC Meeting room	Yes	
8	Digital Connection Program (intergenerational: Seniors and ECC Mentors)	Shire event	PACE	11.30am – 1.30pm	Boomers pavilion	Yes	Seniors and Youth – Registrations required
9	Poppy Project Installations	Shire event	PACE	3 Days	Eaton, Burekup and Dardanup	No	South West
11	Shannons Southern Coffee Cruise Twilight Series	Community Event	EAT	4pm – 7pm	Eaton Foreshore	No	South West

(Appendix LEMC 9.1.1A)

Date	Topic	Type	Directorate	Times & Duration	Location	Shire Rep Required	Audience
13	Auslan Choir Workshop	Shire event	PACE	4.30 – 5.30	ERC Meeting Room	Yes	
15	Digital Connection Program (intergenerational: Seniors and ECC Mentors)	Shire event	PACE	11.30am – 1.30pm	Boomers pavilion	Yes	Seniors and Youth – Registrations required
17	Seniors week celebration	Shire event	PACE	10am – 1pm	Eaton Foreshore	Yes	Seniors
19	Ferguson Valley Visitors Centre Xmas Fete	Community Event	EAT	10am – 3pm	Dardanup	No	Shire of Dardanup
20	Auslan Choir Workshop	Shire event	PACE	4.30 – 5.30	ERC Meeting Room	Yes	
22	Digital Connection Program (intergenerational: Seniors and ECC Mentors)	Shire event	PACE	11.30am – 1.30pm	Boomers pavilion	Yes	Seniors and Youth – Registrations required
23	Talison Community Meeting	Community Meeting	Exec	5.45pm – 7pm	Dardanup Hall	Yes	Talison and Main Roads

(Appendix LEMC 9.1.1A)

Date	Topic	Type	Directorate	Times & Duration	Location	Shire Rep Required	Audience
24	Eaton Fair – Xmas Carnival with Fireworks	Community Event	EAT	Fireworks 730pm	Eaton Fair	No	South West
25	Official Opening of R & J Fishwick Pavilion	Civic Event	Mel & Maddie	TBA	Pratt Road	Yes	Invite Only
27	Auslan Choir Workshop	Shire event	PACE	4.30 – 5.30	ERC Meeting Room	Yes	
29	Digital Connection Program (intergenerational: Seniors and ECC Mentors)	Shire event	PACE	11.30am – 1.30pm	Boomers pavilion	Yes	Seniors and Youth – Registrations required
	DECEMBER						
1	SIYP: Tai Chi	Shire Event	PACE	1 hour	Eaton Foreshore	No	South West
4	Auslan Choir Workshop	Shire event	PACE	4.30 – 5.30	ERC Meeting Room	Yes	
6	Digital Connection Program (intergenerational: Seniors and ECC Mentors)	Shire event	PACE	11.30am – 1.30pm	Boomers pavilion	Yes	Seniors and Youth – Registrations required

(Appendix LEMC 9.1.1A)

Date	Topic	Type	Directorate	Times & Duration	Location	Shire Rep Required	Audience
10	Southern Coffee Cruise	Community Event	EAT	3 hours	Eaton Foreshore	No	South West + Peel
11	Auslan Choir FINAL PRACTICE Workshop	Shire Event	PACE	4.30pm – 5.30pm	ERC Meeting Room	Yes	
13	SIYP: Yoga in the Park	Shire Event	PACE	1 hr	Eaton Foreshore	No	South West
16	SIYP: Movies by Moonlight	Shire Event	PACE	3 hours	Burekup	Yes	South West
19	SIYP: Parkour with X5 Academy	Shire Event	PACE	2 hours	Dardanup	No	South West
	JANUARY 2024						
10	SIYP: Parkour with X5 Academy	Shire Event	PACE	2 hours	Burekup	No	South West
13	Shannons Southern Coffee Cruise Twilight Series	Community Event	EAT	4pm – 7pm	Eaton Foreshore	No	South West
13	SIYP: Movies by Moonlight	Shire Event	PACE	3 Hours	Dardanup	Yes	South West

(Appendix LEMC 9.1.1A)

Date	Topic	Type	Directorate	Times & Duration	Location	Shire Rep Required	Audience
13-27	Sunflowers (The Paddock)	Community Event	EAT + Dardanup CBFCA	15 days	Private property event – 677 Boyanup-Picton Road, Boyanup	No	South West, Peel and Metro
16	SIYP: Kids Crafts with Kate	Shire Event	PACE	2 Hours	Dardanup	No	South West
19	SIYP: Summer Sounds	Shire Event	PACE	2 hours	Eaton	Yes	South West
20	SIYP: Yoga in the Park	Shire event	PACE	1 hour	Dardanup	No	South West
22	SIYP: Family Fun Day with the Leschenault Scouts	Shire Event	PACE	2 hours	Eaton	No	South West
26	Australia Day Breakfast	Community Event	EAT	7:30am – 11:00am	Burekup	Yes	Shire of Dardanup
26	Australia Day Breakfast	Community Event	EAT	7:30am – 11:00am	Dardanup	Yes	Shire of Dardanup
26	Australia Day Breakfast	Community Event	EAT	7:00am – 11:00am	Eaton	Yes	Shire of Dardanup
26	WA Citizen of the Year Award & Citizenship Ceremony	Shire Event	Mel & Maddie	7:00am – 11:00am	Eaton	Yes	Shire of Dardanup

(Appendix LEMC 9.1.1A)

Date	Topic	Type	Directorate	Times & Duration	Location	Shire Rep Required	Audience
	FEBRUARY 2024						
2	SIYP: Summer Sounds	Shire Event	PACE	2 hours	Burekup	Yes	South West
9	SIYP: Summer Sounds	Shire Event	PACE	2 hours	Dardanup	Yes	South West
11	Shannons Southern Coffee Cruise	Community Event	EAT	8:30am – 11:30am	Eaton Foreshore	No	South West
16	SIYP: Tai Chi	Shire Event	PACE	1 hour	Burekup	No	South West
18	SIYP: Learn to fish with Whitey's Tackle & Camping. Incl RecFish West, Fishabilities and Dept of Transport (lifejacket workshop)	Shire Event	PACE	2 hours	Eaton	No	South West
22	SIYP: Possum Night Walk	Shire Event	PACE	2 hours	Eaton	No	South West
24	SIYP: Movies by Moonlight	Shire Event	PACE	3 hours	Eaton	Yes	South West
	MARCH 2024						

(Appendix LEMC 9.1.1A)

Date	Topic	Type	Directorate	Times & Duration	Location	Shire Rep Required	Audience
9	Shannons Southern Coffee Cruise Twilight Series	Community Event	EAT	4:00pm – 7:00pm	Eaton Foreshore	No	South West
22	Official Opening – New Building	Civic Event	Mel & Maddie	6:00pm – 8:30pm	Eaton	Yes	Invite only
23	Community Open Day	Civic Event	Sam & Will	11.00am-2.00pm	Eaton	TBA	South West

DPIRD Preparedness for the 2023-2024 Natural Hazards Heightened Threat Period

The Department of Primary Industries and Regional Development (DPIRD) has existing initiatives in place, and also undertakes additional activities, to assist in organisational preparedness for the natural hazards heightened threat period.

State Support Plan – Animal Welfare in Emergencies

The State Emergency Management Committee (SEMC) has formally assigned the role and responsibility for coordinating animal welfare in emergencies to the Department of Primary Industries and Regional Development.

The owner or person responsible for caring for an animal (the carer) is responsible for the welfare of that animal. The owner or carer's ability to address animal welfare issues may be hampered, or prevented, due to the nature of the emergency. In these circumstances, local arrangements, such as the local government's plan for animal welfare in emergencies (PAWE), may assist. If local arrangements do not exist, are inadequate or have been exhausted, the controlling agency or hazard management agency (HMA) may determine the need to access the arrangements under the State Support Plan.

The controlling agency or hazard management agency (HMA) may determine the need to activate the arrangements under the State Support Plan where:

- animal welfare is beyond the capacity and capability of the owners or carers, and
- any local or district arrangements are no longer sufficient or effective; or
- no local or district arrangements exists.

In addition, DPIRD may recommend activation of the State Support Plan to the Incident Controller.

Approval to activate the State Support Plan – Animal Welfare in Emergencies is by the DPIRD Executive Director - Biosecurity.

Note: DPIRD may support local arrangements for animal welfare prior to the activation of the State Support Plan through the provision of advice, communication and providing connection to animal welfare stakeholders or service providers.

DPIRD's responsibilities may include:

- liaise with the relevant controlling agency or HMA as a liaison officer and/ or member of the incident support group (ISG) or operational area support group (OASG);
- coordinates the activation of the DPIRD internal operational plan in line with this Plan;
- contribute to public information released during the emergency;
- provide situational reports to the CAWE on animal welfare in the emergency;

- establish the Animal Welfare in Emergences (AWEG) to consult on actions undertaken by DPIRD in coordinating animal welfare services for an emergency;
- liaise with the local government and other organisations to coordinate response activities including:
 - providing support and advice on transportation for evacuating animals;
 - identifying the availability of locations to house evacuated animals;
 - managing displaced or stray animals; assisting owners and carers to obtain Restricted Access Permits, where applicable;
 - assessing and triaging impacted animals;
 - identifying/administering treatment;
 - performing/assisting with transportation for euthanasia or perform on-site; advising on/arranging for disposal of deceased animals;
 - identifying/providing emergency food / water / shelter; and
 - identifying and reuniting animals with their owners or carers.
- Coordinate arrangements to best utilise volunteers and donations relevant to DPIRD animal categories;
- coordinate the reporting and future investigation of animal welfare complaints arising as a consequence of the emergency;
- liaise with and advise Local Government and other organisations about suitable temporary containment and other welfare needs of animals.

Business Continuity Plan

DPIRD has a business continuity plan to assist in maintaining delivery of its critical functions.

DPIRD First Response Teams

DPIRD has first response teams (FRTs) to assist with a response in relation to its role as the HMA for animal and plant biosecurity incidents and emergencies, and its support responsibilities in relation to animal welfare in emergencies.

The DPIRD first response teams (FRTs) provide the Department with teams across the State, which may be activated to undertake required actions in relation to response and recovery.

Emergency management training

DPIRD has an ongoing schedule to deliver emergency management training and exercises.

Biosecurity Emergency Response Training Australia

Relevant DPIRD staff are currently completing the Certificate IV in Public Safety (Biosecurity Emergency Response Leadership).

DPIRD emergency management workshop for DEMC/LEMC representatives and FRT members

The DPRID Incident and Emergency Management Branch (IEMB) will be delivering emergency response training to its district and local emergency management committee (DEMC/ LEMC) representatives, and first response teams across the state.

Sessions include:

- FRT activation, functional roles and responsibilities
- DEMC and LEMC representatives' operational role on an ISG and/or an OASG
- Use of DPIRD information and mapping systems during incidents and emergencies
- Hybrid desktop/functional emergency management exercise

On call arrangements

DPIRD appoints on call officers during the DPIRD heightened threat period – 1 November to 31 March, annually.

Incident and Emergency Management Branch On Call Coordinator:

The Incident and Emergency Management Branch (IEMB) staff undertake the role of On Call Coordinator from 1 November to 31 March, annually.

The IEMB On Call Coordinator supports local DPIRD staff;

- by monitoring weather conditions, and incidents and emergencies across the state
- in their role on an Incident Support Group (ISG) or Operational Area Support Group (OASG);
- who undertake a role on a First Response Team.

Regionally based on call officers:

Regionally based on call officers fulfil this function from 25 December 2023 to 15 January 2024.

Regionally based officers:

- monitor weather conditions, and incidents and emergencies in their region
- are the Department's Liaison Officer on an ISG or OASG

DPIRD on call operates:

Monday to Sunday – **7am to 8pm**

Important Disclaimer

The Chief Executive Officer of the Department of Primary Industries and Regional Development and the State of Western Australia accept no liability whatsoever by reason of negligence or otherwise arising from the use or release of this information or any part of it.

Copyright © State of Western Australia (Department of Primary Industries and Regional Development), [2023].