



CONFIRMED

MINUTES

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

Held

Wednesday, 12th February 2025

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 – 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
- Representative – Aurizon

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 HELD ON WEDNESDAY, THE 12TH FEBRUARY 2025, AT ADMINISTRATION CENTRE EATON, 1 COUNCIL DRIVE, EATON, COMMENCING AT 10.01AM.

1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

The Chairperson to declare the meeting open, welcome those in attendance and refer 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).

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

2.1 Attendance

Cr T Gardiner	-	Shire President
Cr E Lilly	-	Deputy Shire President
Cr T Jenour	-	Elected member
Mr Stephen Loiterton	-	Coordinator – Emergency & Ranger Services
Mr. Matt Folini	-	Superintendent Department of Fire and Emergency Services
Mrs Erin Hutchins	-	Department of Fire & Emergency Services
Mr Ricky Southgate	-	Department of Fire & Emergency Services
Mr Steve Collins	-	Water Corporation
Mr Bruce Hancock	-	Main Roads WA
Ms Ceri Elliot	-	WA Country Health Services – SW [via Teams]
Mr Steve Collins	-	Water Corporation
Mr. Scott Fitzgerald	-	Western Power
Mr. Heath Soutar	-	Australind Police [via Teams 10:30am]
Mr. Tim Rainer	-	Capel Police [via Teams]
Mr. Daniel Wilson	-	Aurizon
Graeme Offer	-	Hexion

Observers

Mr André Schönfeldt	-	Chief Executive Officer
Mr Ashwin Nair	-	Director Sustainable Development
Mrs. Rebecca Hobby	-	PA to Director Corporate & Governance
Mrs Renée Thomson	-	PA to Director Sustainable Development
Mr Neil Nicholson	-	Principal Environmental Health Officer
Mr. Patrick Hughes	-	Manager Development Services

2.2 Apologies

Ms Katrina Willians	-	Salvation Army
Cr. Stacey Gillespie	-	Elected Member
Cr M. Hutchinson	-	Elected Member
Mr. Cameron Norris	-	Harvey Water
Mr Jewell Crossberg	-	Dept of Biodiversity, Conservation & Attractions.

3 PRESENTATIONS

None.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Local Emergency Management Committee Meeting Held on the 13th November 2024

Officer Comment

Item 8.2.2 Report from Department of Fire & Emergency Services – District Emergency Management Advisor – minutes of Mrs Erin Hutchins’ discussion are required to be amended with regards to the naming of the item.

OFFICER RECOMMENDED RESOLUTION

LEMC 01-25

MOVED Cr E Lilly

SECONDED Cr T.G. Gardiner

THAT the Minutes of the Local Emergency Management Committee Meeting held on 13th November 2024, be confirmed as true and correct subject to the following corrections:

- **Correction to the naming of the Item, Amendment is provided in red font:**

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.

TO READ

Mrs Erin Hutchins reported on the Local Recovery Exercises recently held in the South West, and that ~~participants from this exercise were available to assist~~ Local Government’s and their LEMC’s now have an opportunity to exercise ~~prepare~~ preparing a Local Operational Recovery Plan with relevant LEMC members and Shire Officers ~~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

CARRIED UNANIMOUSLY

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

"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 T.G Gardiner 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	<i>Appendix LEMC: 8.1.1 – 2025 LEMC Membership Appendix LEMC: 8.1.2 - Local Evacuation Support Plan Appendix LEMC: 8.1.3 – Bushfire Risk Management Plan</i>

8.1.1 Committee Membership

The Shire will be reviewing the Terms of Reference of the LEMC. It is good practise to review the document to ensure up to date membership to reflect community needs and importantly alignment with legislative changes. Through the review, the Shire will be generally considering the following:

- Membership to the LEMC;
- Altering the quorum; and
- Explicitly appointing a Council nominated Chairperson (aligning with the intent of recent changes to the *Local Government Act 1995*).

Once the document is reviewed it will be circulated to LEMC members and then presented to Council at a future meeting for consideration and approval.

The Shire will also be undertaking a review of its LEMC contact list for all members to ensure the information is correct. Members are requested to review the list and provide up-to-date information. A membership list is attached (Appendix LEMC 8.1.1) for review.

Discussion:

Mrs Erin Hutchins queried whether LEMC is a committee of council querying the reference to the Local Government Act 1995 as part of the ToR review for LEMC. Mr André Schönfeldt replied that it is and in caution to follow the same process as council.

Mr Stephen Loiterton informed the committee that the handbook states 50% attendance is required for a quorum. Invites previously have not been received by the correct people so quorum was not met. Mr Loiterton asked attendees to check the names on list and to have a proxy available in their absence.

8.1.2 Local Evacuation Support Plan

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

The plan was put to the committee at the November 2024 meeting, but a quorum was not achieved. Council considered the plan in November 2024 and was supportive, however, without formal endorsement from this committee the plan remains in draft.

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 whilst 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:

Mr Stephen Loiterton stated the importance of the Local Evacuation Emergency Plan being accepted to go to Council while a quorum was present. Renee Flaxman Department Communities highlighted minor administration changes that would need to be made. Mr Loiterton requested the report be accepted as it is and changes made at a later date as there is a grant resting on this decision.

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

LEMC 02-25

MOVED Cr E. Lilly

SECONDED S. Loiterton

THAT the Local Emergency Management Committee recommends that Council approves the Shire of Dardanup Local Evacuation Support Plan (Appendix LEMC 8.1.2) subject to minor administrative amendments.

CARRIED UNANIMOUSLY

8.1.3 Bushfire Risk Mitigation Plan

The Shire of Dardanup's Bushfire Risk Management Plan (Appendix LEMC 8.1.3) was developed in 2019 and is due for review by May 2025. Another driver for updating the plan is that one of the key eligibility requirements under the Mitigation Activity Fund Grants Program is for the Shire to have a Bushfire Risk Management Plan endorsed by the Office of Bushfire Risk Management.

The 2023 Guidelines for reviewing such plans 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 reduced to every 2 years to ensure information in the Plan remains current and accurate.

A review was conducted late 2024 and a draft plan put to the Office of Bushfire Risk Management. Some comments were received. In submitting the Plan, it was noted that consultation was quite limited, hence the plan is now being put to members of the committee for consultation. A revised final draft will be prepared and put to both the Office of Bushfire Risk Management, and this committee, prior to Council approval being sought.

Discussion:

Feedback had been received for the Bushfire Risk Management Plan but need to seek further consultation. Please inform Mr Stephen Loiterton by 28th February 2025 if you have any further comments as it will need to go to Council in March.

8.1.4 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	Completed
25975 Mechanical works	Maquire Place, Dardanup West	Completed
27010 Planned burn	Marri Reserve, Tulip Grove Eaton	Not commenced
27011 Chemical works	Marri Reserve, Millard St, Eaton	Not commenced
27012 Mechanical works	Reserve, Hale Street, Eaton	Completed
27013 Mechanical works	Reserve, Charterhouse Street, Eaton	Completed
27014 Mechanical works	Reserve, Charterhouse Street, Eaton	Completed
27027 Fire access way	Millar Creek Reserve, Hazelgrove Cr, Millbridge	In progress
27037 Mechanical Works	Millars Creek Reserve, Primrose Vista, Millbridge	Completed
27038 Mechanical works	Eaton Foreshore Reserve, Pratt Rd, Eaton	In progress
27039 Mechanical works	Reserve, Charolais Mews, Eaton	In progress
27040 Mechanical works	Reserve, Charolais Mews, Eaton	In progress
27041 Mechanical works	Reserve, Bailey Loop, West Dardanup	Completed
27042 Chemical works	Verges, Fire Access Way, The Dress Circle, Henty	Not commenced
27058 Fire access way	Reserve, Bailey Loop, West Dardanup	Completed
27059 Fire access way	Reserve, Bailey Loop, West Dardanup	Completed
27060 Fire access way	Reserve, Vera Place, West Dardanup	Completed
27061 Mechanical Works	Reserve, Dardanup Rd, West Dardanup	Completed
27062 Fire access way	Reserve, Dardanup Rd, West Dardanup	Completed
27063 Fire access way	Leicester Reserve, Collie River, Eaton	In progress
27069 Planned burn	Wellington Pine Plantation, King Tree Road	Completed
<i>Wellington Mills</i>		
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	Completed
27340 Planned burn	Joshua Creek Rd Crooked Brook	Not commenced
27816 Access gate	Cormo Court, Eaton	In progress
37359 Planned burn	Gnomesville, Wellington Mill	Completed

8.1.5 Fire Prevention Order

During the Summer season the Ranger Services have been conducting inspections to ensure compliance with the Shire's Fire Prevention Order. The order requires qualifying (rural) landowners to construct a suitable fire break around their properties.

The rangers have issued 59 'work orders' requesting improvements and issued 30 infringements for failing to comply with the Fire Prevention Order.

Discussion:

In terms of Fire prevention orders, there are a few infringements outstanding, Mr Stephen Loiterton.

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 reports are 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)

*Snr Sgt Heath Souter – Australind Police Station joined the meeting by Teams at 10:30am
Mr Souter gave his apologies for the late entry and advised there was nothing to 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 – 3rd Quarter 2024-2025

STATE NEWS

The last meeting of the **State Emergency Management Committee (SEMC)** was held on the 4 December 2024. SEMC Communiques can be found [here](#).

2025 SEMC Meeting Schedule

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

CONSULTANT REQUESTS

- State Recovery Arrangements – public consultation period to be announced in 2025
- You can view all current and past consultations on the [Engage WA EM consultation homepage](#)

SEMC STRATEGIC PLAN UPDATE

It is expected that a draft Strategic Plan will be presented to SEMC for consideration in 2025.

LEMA IMPROVEMENT PLAN UPDATE

- The LEMA Improvement Program is a sector-led reform to address the findings and recommendations of the [LEMA Review Project](#).

- The aim of the Program is to design and develop new processes and tools to streamline and enhance the efficiency of preparing LEMA, ensuring they are more suitable for local governments.
- The LEMA Improvement Program Board provides strategic oversight and consists of representation from across State government and the WA Local Government Association (WALGA).
- The project team comprises of a Project Officer employed by WALGA and a Director, Project Manager and supporting staff from DFES.
- The [Local Emergency Management Arrangements \(LEMA\) Guideline](#) was recently updated to comply with State guidelines for publishing accessible digital documents. This update does not reflect the work of the LEMA Improvement Program and will be further updated when the Program is complete.
- Local governments are not required to take action due to the LEMA Guideline update.
- WALGA will commence piloting newly proposed LEMA tools and templates in 2025, via an expression of interest.
- Work has also commenced to develop a LEMA maturity assessment model to provide local governments with a pathway to develop and improve their emergency management capability and maturity.
- It is anticipated that new resources will be available in the first half of 2026.
- Until the reform of LEMA, if your local government's LEMA is scheduled for review, proceed as planned to maintain your obligations under the *Emergency Management Act 2005*.
- Keep up to date by visiting the [SEMC website](#) or the [WALGA website](#).
- WALGA has received valuable feedback from Local Governments, which has informed the LEMA Improvement Program. WALGA extends their gratitude to all members for their contributions.
- WALGA is facilitating a LEMA Working Group with representatives from 10 local governments who are providing advice to the project team and will co-design new templates and supporting resources.
- The project teams and local government LEMA working group have been working collaboratively to design and develop new LEMA tools to streamline and enhance the efficiency of preparing LEMA, ensuring they are more suitable for local governments.

Pilot Program for LEMA Tools:

The proposed tools for LEMA approaches will be piloted with the broader Local Government sector. This will help inform the SEMC's rollout of a more fit-for-purpose LEMA model.

Expression of Interest for Pilot Participation:

- The pilot will be advertised as an expression of interest via WALGA communications
- Initial selection criteria will include:
 1. One Local Government from each band.
 2. LEMAs that are overdue or due for renewal.
 3. Local Governments that have not received AWARE funding for LEMA review.
 4. Local Government commitment and capacity to support the pilot and progress to council endorsement.

- Keep an eye on the WALGA webpage and their network links for updates. The trial is expected to last 3 to 4 months.
- For additional information, please contact Catherine Feeney in the Emergency Management Policy team at WALGA or via the DEMAs.

DISTRICT NEWS

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

LOCAL NEWS

LOCAL OPERATIONAL RECOVERY PLAN (LORP) EXERCISE

A Local Operational Recovery Plan (LORP) is an action plan developed by local governments after an emergency, which identifies the outcomes and activities required to effect recovery in an impacted community.

A LORP is:

- Unique to each incident.
- Operational in nature.
- Flexible, based on changing recovery needs.

A LORP can assist local governments with their coordination of recovery activities by:

- Providing a process for considering known impacts and planning activities.
- Ensuring that recovery efforts are not duplicated across recovery partners/agencies.
- Fostering collaboration across internal local government teams and externally with community members/groups and recovery partners/agencies.

If you would like the opportunity to draft a LORP with relevant Local Emergency Management Committee (LEMC) members and Local Government staff, as well as meet your annual exercising responsibilities, please reach out to me to schedule it in 2025.

SECTOR UPDATES

EMERGENCY WA MOBILE APP

The State Government and Department of Fire and Emergency Services has now launched the new Emergency WA mobile app. The Emergency WA app will deliver faster, personalised emergency information, empowering you to make decisions to protect yourself, your property and your family. With the app, you can:

- Create customised watch zones to receive notifications about relevant alerts and warnings straight to your devices.
- Access and listen live to ABC emergency broadcasts.
- Use a read aloud tool to listen to warnings.
- Upload and store documents in one place, such as your Bushfire Plan.

The app will be the fastest and most accurate way for the Western Australian community to get trusted alerts and warnings for hazards across the State. A [toolkit](#) is available with shareable resources.

Below are some helpful resources to help you understand the app and its features:

- [Introduction to Emergency WA](#)
- [Creating a Watch Zone](#)

- FAQs located in the app, under 'More information'

If you have any questions, feel free to reach out to statepublicinfo@dfes.wa.gov.au.

UPCOMING DISASTER READY FUND – ROUND THREE

The Disaster Ready Fund (DRF) Round Three is now open for applications. Project Proposals must be submitted via the online [application portal](#) on the DFES website by 5 pm (AWST) on **2nd April 2025**. **Late submissions will not be accepted.**

The DRF is offering \$200 million in funding nationwide and is currently the most significant funding source for Local Government disaster resilience and risk reduction projects. The DRF will focus on building community resilience through disaster prevention, rather than response and recovery. It will support the planning and construction of infrastructure and systemic disaster risk reduction projects. WA Local Governments were successful in securing funding for 26 projects in Round 2 of the DRF, ranging from community safety Australian Fire Danger Rating signs to supporting community connectivity in times of disaster and evacuation centre upgrades and redevelopments.

As part of DRF Round Three, NEMA introduced a [number of changes](#). Please read the Round Three Guidelines in their entirety to ensure you are familiar with all the requirements before submitting a Project Proposal. For further information and examples of previously successful projects please visit the [DFES website](#).

PREMIERS NATURAL DISASTER RECOVERY FUND

- In partnership with Lotterywest, the new Premier's Natural Disaster Recovery Fund aims to provide timely relief for communities impacted by emergencies
- Up to \$20,000 available for households, community groups and local businesses following an emergency and will bridge the gap between immediate emergency assistance and insurance payouts, which are often provided at a later stage.
- In addition to the existing Premier's Relief Payments

Funds will be distributed by partners Australian Red Cross and the Western Australian Council of Social Service.

Information on the *Premier's Natural Disaster Recovery Fund* is available at WA.gov.au/premiersrecoveryfund.

VIDEO GUIDES FOR DISASTER RECOVERY FUNDING ARRANGEMENTS FOR WESTERN AUSTRALIA

DFES has produced videos to help Local Governments and State agencies understand how Disaster Recovery Funding Arrangements for Western Australia (DRFAWA) work and the different types of assistance available. Access the video modules by filling out this registration [form](#).

If you are already a MobiliseME account, email DFES to have the module assigned to your profile.

Contact the DFES Recovery Team on drfawa@dfes.wa.gov.au or 1800 920 659 for DRFA assistance.

Officer Comment

The following update and factsheets were received on 03 February 2025 from Mrs. Erin Hutchins for tabling at the February LEMC meeting. These have been included as appendices as follows:

Appendix LEMC 8.2.2A – Review of State Recovery Arrangements

Appendix LEMC 8.2.2B – State Emergency Management Framework

Appendix LEMC 8.2.2C – Proposed New Model for State Involvement in Recovery

Discussion:

Matt Folini Superintendent Department of Fire and Emergency Services expressed commitment through the fire season to regional and interstate firefighters required for emergencies in other states.

Ricky Southgate informed the committee of 5 ignitions reported since Christmas in the Dardanup area that have had suspicious circumstances and are being investigated.

Chief Executive Officer, Mr André Schönfeldt advised his support for CESM. Matt Folini Superintendent Department of Fire and Emergency Services responded and informed the committee that CESM was in caretaker mode and on pause in terms of numbers. Combining forces of Local Government and DFES will be a great asset.

Mrs. Hutchins also informed the committee that Telstra has requested all invites and correspondence be sent to their generic email address to assure correct contact and attendance.

8.2.3 Department of Communities – Renee Flaxman

Emergency Relief and Support - LEMC REPORT FOR DISTRIBUTION 3rd quarter 2024-2025

Local ERS contacts

Activation via Communities Emergency Operations Coordinator

M: 0418 943 835 and Email: emergencyservices@communities.wa.gov.au

Regional Manager: Mark Schorer

Regional Coordinator/s: Renee Flaxman

Regional Officer: Jo Spadaccini

Local Government: Shire of Dardanup

Preparedness

- ERS is continuing to monitor the risks of the high threat season, combined with ongoing preparedness activities that support the event activation process. As part of ERS seasonal preparedness, we have identified new locations for the pre-positioning of ERS equipment trailers to support rapid ERS deployment and response capabilities.
- ERS continues to review local support services, such as accommodation providers and well-being services, that can be called on to support the needs of those people impacted by an emergency
- The team will re-commence ERS Evacuation Centre training from Quarter 4 (April) across most regions. LEMC members are asked to identify staff or partners that may benefit from this training.
- The Local Emergency Response and Support Plan LERSP details the operational management and coordination of ERS under the Western Australian (WA) Local Emergency Management Arrangements (LEMAs). The LERSP has been revised to ensure the content is more concise, and the structure more aligned to the State Support Plan.
- All local governments will / have been asked for feedback and inputs to the LERSP prior to being tabled at the LEMC for endorsement.
- Preparedness lessons learnt and future opportunities

Local ERS contacts

- Continued monitoring of high-risk weather conditions particularly in those seasonal high tourism locations and the impact on availability of accommodation providers.
- Development of a variety of opportunities for the pre-positioning of ERS equipment across LEMC areas taking into consideration LGA or commercial options.

Evacuation Centre Audits – with a view to supporting LGAs with DRF applications. DRF can be utilised to upgrade Evacuation centres with work such as:

- Improvements to local evacuation centres including support to improved electrical connectivity for power sources and the purchasing of generators.
- Upgrades to kitchens, bathrooms and ablutions to support capacity requirements.
- Installation of NBN satellite connection devices and;
- Cyclone rated upgrades.
- Exercising with LEMC partners more in 2025 and leading discussions around the utilisation of evacuation centres by mining companies, schools, aged care facilities.

Response

Activations Quarter 3 November to 23 January 2025

- Pilbara Storm –Tom Price | November
- Wedge Island Bushfire – Jurien Bay | November
- Mount Adams Bushfire – Port Denison | December
- Carter Road Bushfire - Northam | January
- Green Range Bushfire - Albany | January
- Donnybrook Bushfire - Capel | January
- Myrup Bushfire - Esperance | January
- Karrakup Bushfire – Serpentine Jarrahdale | January

The **State Support Plan – Emergency Relief and Support** (SSP ERS) was approved by the State Emergency Management Committee at their meeting on 4 December 2024 with Statement of Fact changes.

This change includes information on Plan Activation for Level 1 Incidents.

For Level 1 Incidents: “Communities may be tasked by a HMA and/or Controlling Agency to provide ERS services to people impacted by this level of event within a single government or district area”.

Aerodrome Learnings

Local ERS contacts

- The use of regional airports for in flight responses and diversions is becoming more frequent.
- The Department of Communities Emergency Relief and Support can be activated by the HMA, WA Police in the case of an air crash (State Hazard Plan Crash Emergency 4.2.1).
- The welfare of the passengers is the responsibility of the Airline unless the crash is declared by the HMA to be a level 2 or 3 incident.
- Aircraft mechanical faults, diversions, extended delays, and cancellations that affect passengers remain outside of Department of Communities ERS remit.
- Further information on ERS activation, deployment responsibilities and remit within the State Hazard Plan Crash Emergency is available from the Regional Coordinator.

Recovery

Kimberley Floods Recovery Program

- During Quarter 3 and 4 of the final year of the Kimberley Floods Recovery Program, Communities' key focus remains on supporting the Return to Home Journey for impacted community members.
- In addition to the Return to Home Journey, we continue to support impacted community members with financial assistance claims and practical, personal and wellbeing supports, that have been sourced from local providers.
- ERS continues to deliver consistent messaging to impacted community members and referrals to support services.

Bunbury Storms Recovery Program

- During Quarter 3 and 4 of the final year of the Bunbury Storms Recovery Program, Communities' remains focused on delivering financial assistance to allow impacted persons to replace essential household goods that were damaged during the storms.
- The Recovery Team also continues to support ongoing referrals for personal and wellbeing support services.

Western Australian Post-Disaster Cultural Outcomes Framework

- 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.

Recovery

- 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.

Discussion:

Renée Flaxman Department of Communities informed the committee that the new plan had undergone changes and would be sent through with the state support plan, for review and feedback.

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

No report

8.2.5 Department of Biodiversity, Conservation and Attractions – Mr Jewell Crossberg

No report

8.2.6 WA Country Health Service – Mrs Ceri Elliot

Discussion:

Mrs. Ceri Elliot updated the committee on activities at the WACHS campus, including commencement of building the 8-story extension. Highlighting car park and emergency services vehicles being affected as trucks and cranes were in place. Gate will be maned 24/7 and water access for emergency services is good. This is a busy time for WA Country Health.

8.2.7 Main Roads WA – Mr Bruce Hancock

Discussion:

Mr Bruce Hancock reminded the committee to please call 138 138 to report any main roads assets that might be at risk. Timely advise is very helpful.

8.2.8 Department of Transport – Mr Peter Westgate

No report

8.2.9 Water Corporation – Mr Steve Collins

Discussion:

Mr Steve Collins noted there was nothing to report, update on the Moore Road Bridge which is now complete and has no limitations.

8.2.10 Western Power – Mr Scott Fitzgerald

No report

8.2.11 Aqwest – Mr Caleb Maquire

No report

8.2.12 St John Ambulance WA – Mr Chris Smith

No report

8.2.13 Telstra – Representative

No representative present

8.2.14 Atco Gas – Mr Mick Sheaf

No report

8.2.15 Moore Road Emergency Response Group – Mr Graeme Offer

Mr Graeme Offer stated that there was nothing to report.

8.2.16 Harvey Water – Mr Cameron Norris

No report

9 MATTERS BEHIND CLOSED DOORS

None

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 to declare the meeting closed at 10:34am.

CONFIRMATION OF MINUTES

"As the person presiding at the meeting at which these Minutes were confirmed on the 7th May 2025 I certify that these Minutes have been confirmed as a true and accurate recording of proceedings".

Signature:



Email:

tyrell.gardiner@dardanup.wa.gov.au