



UNCONFIRMED

MINUTES

FOR THE

**LOCAL EMERGENCY
MANAGEMENT
COMMITTEE MEETING**

HELD

3rd June 2026

AT

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

Voting

Cr. T Gardiner – Elected Member
Cr. A L Webster – Elected Member
Cr. B S Farrant – Elected Member (Proxy)
Cr. K A Lauretsch – Elected Member (Proxy)

Representative – WA Police (Deputy Chairperson(s))
Representative – Department of Communities/Department of Child Protection and Family Services
Representative – Department of Primary Industries and Regional Development
Representative – Public Transport Authority
Representative – Department of Water and Environmental Regulation
Representative – Department of Biodiversity, Conservation and Attractions
Representative – Department of Health
Representative – Main Roads WA
Representative – Department of Fire and Emergency Services (DFES)

Non-Voting

Chief Executive Officer – Staff
Director Development Services – Staff
Coordinator Emergency & Ranger Services – Staff
Community Emergency Services Manager (CESM) – Staff
Executive Officer – Staff

Representative – Water Corporation
Representative – Department of Fire and Emergency Services (additional officer)
Representative – Western Power
Representative – Aqwest
Representative – St Johns Ambulance WA
Representative – Telstra Australia
Representative – Bethany Fields
Representative – South West Educational Institutes
Representative – Moore Road Emergency Response Group
Representative – Harvey Water
Representative – Australian Rail Group

Terms of Reference

The Terms of Reference for this Committee are located in the Tardis records system – refer to the following link:
[2025 - 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 LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY, 3RD OF JUNE 2026, AT THE ADMINISTRATION CENTRE EATON, 1 COUNCIL DRIVE, EATON, COMMENCING AT 10.00AM.

1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

The Chairperson Cr Tyrell Gardiner declared the meeting open at 10.02am, 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).

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

2.1 Attendance

Voting

Cr T G Gardiner	-	Shire President [Chairperson]
Cr A L Webster	-	Elected Member
Cr B S Farrant	-	Elected Member [Proxy]
Snr Sgt Tim Rainer	-	Capel Police – WA
Mr Jewell Crossberg	-	Department of Biodiversity, Conservation and Attractions [Teams]
Mr Kohdy Flynn	-	Department of Fire and Emergency Services [DFES]
Mr Tim Stevens	-	Department of Primary Industries and Regional Development

Non-voting

Sgt John Rowley	-	Australind Police
Mr Steve Collins	-	Water Corporation [Teams]
Ms Melissa Howard	-	Department of Fire and Emergency Services [DFES] [Teams].
Mr Robert Tuckey	-	Bethany Fields
Ms Melissa Van Blerk	-	Aqwest [Teams]
Mr André Schönfeldt	-	Chief Executive Officer
Mr Ashwin Nair	-	Director Development Services
Mr Stephen Loiterton	-	Executive Officer / Local Recovery Coordinator

Observers

Mrs Rochelle Dodds	-	EA to Director Development Services [Minutes]
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2.2 Apologies

Ms Ceri Elliot	-	Department of Health
Ms Renee Flaxman	-	Department of Communities
Mr Peter Westgate	-	Department of Transport and Major Infrastructure
Mr Garth Grimsley	-	Department of Biodiversity, Conservation and Attractions
Mr Josh Rosair	-	Department of Water Environmental Regulation
Mr Bruce Hancock	-	Main Roads
Mr Rod Johnson	-	Harvey Water
Brian Young	-	Telstra
Mr Grahem Offer	-	Moore Road Emergency Response Group

2.3 Contact Register

No amendments required.

3 PRESENTATIONS

None.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Local Emergency Management Committee Meeting Held on 11th February 2026.

LEMC 04-26

MOVED – Cr A L Webster

SECONDED – Cr T G Gardiner

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

THAT the Minutes of the Local Emergency Management Committee Meeting held on 11th February 2026, 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. T Gardiner asked Committee Members if there were any Declarations of Interest to be made.

There were no Declarations of Interests made.

8 REPORTS OF OFFICERS

8.1 Update Report from Shire of Dardanup

Reporting Department	<i>Sustainable Development Directorate</i>
Reporting Officer	<i>Stephen Loiterton – Coordinator Emergency & Ranger Services</i>
Legislation	<i>Local Government Act 1995 Emergency Management Act 2005</i>
Attachments	<i>8.1.1A – LEMC Business Plan 8.1.2A – Local Emergency Management Arrangements 8.1.2B – Local Evacuation Support Plan</i>

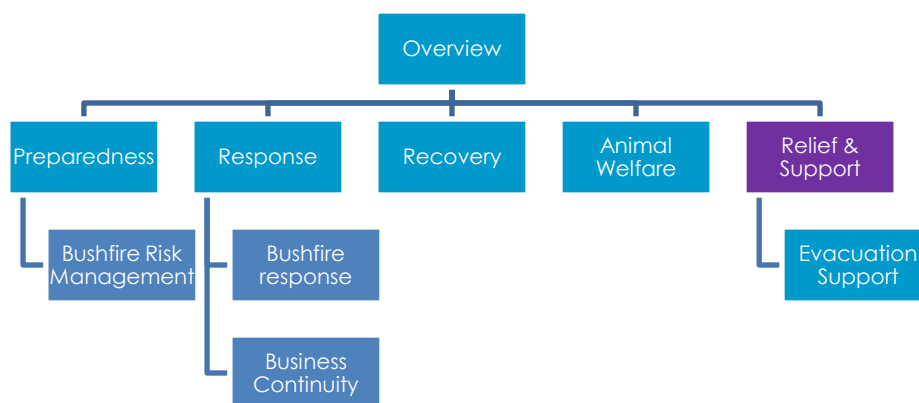
8.1.1 LEMC Business Plan

The State Emergency Management Procedure (s3.7) requires the Executive Officer to coordinate the development of an annual business plan. The business plan has elements that ensure the committee, and through the committee, the Shire, meets legislative requirements. The Procedure also recommends that strategies in the business plan be reviewed, and progress noted, as a standing agenda item for committee meetings.

The business plan contained within (Appendix LEMC: 8.1.1A) includes updated status indicators and actions.

8.1.2 Review of Local Emergency Management Arrangements

Several components of the Shire's Local Emergency Management Arrangements (Appendix LEMC: 8.1.2A) are due for review by the end of 2026 (light blue in figure below). The Local Evacuation Support Plan (Appendix LEMC: 8.1.2B) will require review in Feb 2027 and will need to commence in 2026. Experience from the review of the Bushfire Risk Management Plan and the introduction of the Local Evacuation Support Plan, suggests any one plan may take as much as a year to review.



The Overview is complete. Work on the Recovery plan has been delayed, but the plan nears completion. The Evacuation Support Plan has been reviewed ahead of schedule. Drafts have been attached for the Committee to consider within (Appendix LEMC: 8.1.2B). Comments on the Overview, draft Recovery Plan and draft Evacuation Support Plan may be made at any time to the Executive Officer.

The current LEMA arrangements do not expire until later this year. The new Overview has some provisions of the current document removed and replacements to be included in sub-ordinate plans that have yet to be approved. Also, the Overview refers to plans that have not been fully developed to date. So, it is recommended that the amended Local Emergency Management Arrangements not be put to Council for approval until all key provisions can be approved together.

8.1.3 Mitigation Activity Funding

The Western Australian government has established the Mitigation Activity Fund Grants Program (MAFGP) to reduce bushfire hazards that present a high risk to assets throughout the State. The program supports local governments with endorsed Bushfire Risk Management Plans to treat bushfire risk in their communities on State land that they manage.

The Shire has been granted \$612,720 to fund 85 bushfire mitigation treatments over 3 years to mid-2028. The 3-year program should enable a little more flexibility with treatment scheduling. Table 1 shows the status of those treatments as of 7 April 2026.

TABLE 1: TREATMENT COUNTS			
	<i>Not commenced</i>	<i>Commenced</i>	<i>Completed</i>
Mechanical	30	3	0
Chemical	29	4	0
Access track	13	0	0
Access gate	1	0	0
Planned burn	2	1	0
Maintain firebreak	2	0	0

Discussion:

Mr Stephen Loiterton advised that the updated Local Emergency Management Arrangements (LEMA) is planned to be presented to the Local Emergency Management Committee (LEMC) for endorsement at its next meeting on 12th August 2026.

Committee members were requested to review the draft Evacuation Support Plan and LEMA Overview and provide any feedback to the Coordinator Emergency & Ranger Services by 31st July 2026, to allow comments and proposed amendments to be considered for incorporation into the agenda and supporting documentation for the August 2026 LEMC meeting.

8.2 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>

Note: 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 Scott Starkie (Australind) & Sgt Tim Rainer (Capel)

No report.

8.2.2 Department of Fire & Emergency Services – District Emergency Management Advisor – Mr Kohdy Flynn - Area Officer Preston and Ms Melissa Howard A/District Emergency Management Advisor – South West (incl. LSW)

1. SW/LSW Report - 4th Quarter 2025-2026

State News

The last meeting of the State Emergency Management Committee (SEMC) was held on the 12th March 2026. SEMC Communiques can be found [here](#).

2026 SEMC Meeting Schedule

- 21 May 2026
- 30 July 2026
- 01 October 2026
- 03 December 2026

SEMC Annual Report

The [SEMC Annual Report 2024/25](#) was tabled in Parliament on 12 March 2026 and is available online. The Annual Report demonstrates the work undertaken by the members of the SEMC, its Subcommittees and Reference Groups and the District and Local Emergency Management Committees over the reporting period. It shows the achievements and the dedication of the WA Emergency Management sector to ensure that WA's Emergency Management Framework remains contemporary and at the required capability.

Fuel Crisis

Fuel supply continues to operate effectively, but localised supply disruptions are occurring. All states and territories, including WA, remain at **Level 2** on the [National Fuel Security Plan](#), which allows the WA Government to gather timely data and information from the industry.



The Department of Energy and Economic Diversification (DEED) is seeking localised insights into supply availability and Local Governments are encouraged to send relevant updates via email epwa-emergencymanagement@deed.wa.gov.au or alternatively complete the [Intelligence Submission Form/ Survey](#)

To view the WA Government Weekly Fuel Update – [Click Here](#)

State Emergency Management Framework

Comprehensive Review Schedule

The following State Emergency Management documents are planned for comprehensive review and broad consultation in 2025/2026:

- WA Community Evacuation in Emergencies Guideline
- State Hazard Plan – Cyber Security Incident
- Local Recovery Guidelines
- State Hazard Plan – HAZMAT Annex A Nuclear Powered Warship (NPW)
- State Hazard Plan – Animal and Plant Biosecurity
- State Hazard Plan – Hostile Act
- State Hazard Plan – Collapse
- State Hazard Plan – Earthquake
- State Hazard Plan – Maritime Environmental Emergencies
- State Hazard Plan – Tsunami
- State Support Plan – Emergency Public Information
- Impact Statement Guideline and Template
- WA Managing Exercising Guideline
- State EM Policy and Plan

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

WALGA Emergency Management Forum 2026

Tuesday, 26 May 2026 (8:30am - 3:30pm) - Murdoch University, 90 South Street, Murdoch, Perth

Local Government Attendee \$180.00

Non-Local Government Attendee \$195.00

- Learn how community connection drives resilience – Discover how local knowledge, engagement and volunteering can positively influence emergency management outcomes and help build safer, stronger communities.
- Stay ahead of emerging trends and challenges – Learn about the latest changes in WA's emergency management landscape, and how Local Governments can prepare for evolving risks, new responsibilities, and community expectations.
- Contribute your voice to a statewide conversation – This forum provides a collaborative space for shared learning, peer exchange, and robust sector dialogue. Your experience and input help enrich collective understanding.

To register, please click [here](#).

Local Emergency Management Arrangements Project Update

The Local Emergency Management Arrangements (LEMA) Improvement Program is continuing to work toward a more capable and resilient community, through a local approach to emergency management. The Western Australian Local Government Association (WALGA) partnered with DFES to deliver the improvement program.

Three key products will be completed by 15 April 2026:

- LEMA Development Model – tiered approach to define four progressive levels of LEMA maturity – Insufficient, Essential, Established, Optimal.
- Revised LEMA templates – three new templates, the Emergency Management Plan, Incident Support Handbook and Emergency Management Work Plan.
- Local Government Emergency Management Knowledge Hub (EM Hub) – available for local governments to use.

SEMC acknowledges the work of the participating local governments during the LEMA Pilot program, their efforts and contributions through this review.

2026 Resilient Australia Awards

The [2026 Resilient Australia Awards](#) recognise and promote efforts that make communities safer, more connected and better prepared for natural hazards. Nominations are open until 2 June 2026 for

the seven awards (Business, Community, Government, Local Government, Mental Health and Wellbeing, Photography and School). Further details are available on the Resilient Australia Awards website.

District News

The last meeting of the District Emergency Management Committee (DEMC) was held on the 17 March 2026.

Key Presentations

- Presentation provided by the UCI Gravel World Championships organisers who will be holding a large-scale international event in the Shire of Nannup **10-11 October 2026**.
- Telstra presented on communications capability and future network considerations relevant to emergency management and the South West District.

Key Discussions

- DFES's Strike Force Vulcan officers in partnership with Collie Police charged a man in relation to a bushfire that occurred in the Collie area.
- DBCA burn program to commence late April, with seasonal planning shared.
- Polyphagous Shot-Hole Borer (PSHB) has transitioned from eradication to management phase, with ongoing resourcing implications and stakeholder engagement.
- Department of Communities outlined new recovery roles under State EM Arrangements, with a focus on strengthening locally led recovery.
- The DEMC Work Plan template is currently being developed by SEMC to streamline and simplify reporting.

2026 DEMC Meeting Schedule

- 17 March 2026
- 20 October 2026

Funding Opportunities

- *All West Australians Reducing Emergencies (AWARE) program* – This competitive annual grant program aims to enhance West Australia's emergency management arrangements by investing in capacity building and preparedness activities at a local level. Only Western Australian local governments are eligible to apply for AWARE grants. Applications are expected to open **July 2026**. Applicants can apply for between \$2,500 and \$35,000 (no GST applied) per application including local level risk assessment projects. The grant request can only account for up to 75% of the total project cost, in-kind contributions are acceptable.

- *Disaster Ready Fund (DRF) – Round Four –*
The Disaster Ready Fund (DRF) is the Australian Government’s flagship disaster resilience and risk reduction initiative, designed to support a comprehensive portfolio of resilience and mitigation projects across Australia. Round Four application guidelines are expected to be released shortly; however, key anticipated changes include a requirement for infrastructure projects to be shovel-ready, with pre-planning costs no longer eligible for funding, and project delivery timeframes reduced from five years to three years. Round Four is expected to open in early-mid 2026, with around \$200 million available nationally.

Volunteer Recruitment Campaign

The South West and Lower South West Digital Volunteer Recruitment Campaign officially went live as of 1 April 2026.

You may start to see these ads appearing across various digital platforms. We would really appreciate your support in helping maximise the reach of this campaign. If you come across the ads online, please take a moment to like, share, or engage with them where appropriate. This significantly improves visibility and helps us connect with more people in our communities. By working together, we can continue to strengthen our volunteer numbers across the region.

National Volunteers Week

National Volunteer Week (18–24 May 2026) is an opportunity to recognise and thank the dedicated volunteers who support our communities before, during and after emergencies. Their commitment strengthens resilience across the South West and plays a critical role in keeping our communities safe.

2. Superintendent Report

As we mark the close of the High Threat Period for the South West, I would like to acknowledge the outstanding efforts of all agencies, Local Governments, and Bushfire Brigades who have worked tirelessly to protect our communities throughout the fire season. The level of preparedness, coordination and on-ground response this year reflects a strong, collaborative approach across the district, and your commitment has not gone unnoticed.

As we transition into the mitigation phase, prescribed burning and other risk reduction activities remain critical to reducing future bushfire impacts. Programs such as the Mitigation Activity Fund Grants Program (MAFGP) continue to play a vital role in enabling Local Governments to deliver targeted, strategic treatments across the landscape. I also acknowledge the valuable contribution of Bushfire Risk Mitigation Coordinators across the region and welcome the Shire of Waroona to the program. I commend and encourage those Local Governments actively participating, as your investment in mitigation today directly strengthens community resilience tomorrow.

Training remains a cornerstone of our collective capability, and I encourage continued participation in the range of opportunities offered by DFES and Local Governments to support our bushfire volunteers. This year presents an additional opportunity to strengthen our volunteer base, with the Digital Volunteer Recruitment Campaign officially launching on 1 April 2026. I encourage all agencies to

leverage this initiative to boost recruitment and ensure our brigades remain well-resourced and supported into the future.

Finally, with National Volunteer Week taking place from 18–24 May 2026, we are reminded of the invaluable contribution our volunteers make to emergency management across the South West. I extend my sincere thanks to all participating Local Governments and Bushfire Brigades for your ongoing dedication, and I encourage everyone to take the time to recognise and celebrate the efforts of our volunteers during this important week.

Discussion:

Mr Kohdy Flynn mentioned that the recovery and clean-up activities following the recent storm event have largely been completed.

Mr Kohdy Flynn also noted that although the fire season is drawing to a close and transitioning from the response phase into the training and preparedness phase there continues to be a number of deliberately lit fires occurring across the region. Community members are encouraged to report any suspicious activity to Crime Stoppers.

Ms Melissa Howard provided an update on upcoming funding opportunities, including the Disaster Ready Fund. Further information and briefings regarding Round 2 funding opportunities are expected shortly.

Mr André Schönfeldt provided an update on the ongoing efforts to secure funding through the Disaster Ready Fund (DRF) to upgrade the Dardanup Hall and reinstate it as the Shire's primary Emergency Evacuation Centre.

Mr André Schönfeldt noted that the Dardanup Hall was previously designated as the primary evacuation centre; however, due to the kitchen and amenities no longer meeting current requirements, the facility was removed from the Department of Communities' approved list. As a result, the Eaton Recreation Centre is currently the primary evacuation centre.

Mr André Schönfeldt noted that activation of the Eaton Recreation Centre as an evacuation centre causes significant disruption to community sport, recreation programs and business operations. Recent emergency events, including the Eaton Fire, Australind Fire and Bunbury tornado, highlighted the operational impacts associated with multiple evacuations over a relatively short period.

The Dardanup Hall is considered strategically important due to its proximity to the Dardanup Equestrian Centre, which serves as the local animal welfare facility during emergencies, as well as the adjacent oval which could accommodate overflow requirements. The nearby Shire administration building could also provide support as a command or coordination facility if required.

Mr André Schönfeldt noted that the Shire has unsuccessfully applied for funding on two occasions despite receiving positive feedback on the merits of the application. Support from

DFES and letters of support from LEMC member agencies would be welcomed to strengthen future funding applications.

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

LEMC report – 3rd Quarter 2025/2026

DPIRD's On-Call Coordinator Duty Phone – If needing to activate the State Support Plan: Animal Welfare in Emergencies or require assistance in the DPIRD support role of another Hazard Management Agency's incident, the contact number is **08 9368 3132**.

DPIRD's role in emergency management:

- DPIRD is the Hazard Management Agency (HMA) for animal and plant pests and disease incursions. Refer to the [State Hazard Plan: Animal and Plant Biosecurity](#) for information on DPIRD's legislated roles and responsibilities.
- DPIRD is the executor of the State Support Plan for Animal Welfare in Emergencies. This includes livestock, horses, and companion animals. Refer to the [State Support Plan: Animal Welfare in Emergencies](#) for information on DPIRD's legislated roles and responsibilities.
- DPIRD may from time to time provide support to other agencies where requested. This includes administering some components of the [Disaster Recovery Funding Arrangements WA](#).

Emergency Management Directorate

DPIRD Prevention and Preparedness Activities:

- Commenced structured review of DPIRD natural hazard high threat period arrangements (activation processes, surge capacity, policy alignment and sustainability);
- Progressed implementation of the revised State Support Plan – Animal Welfare in Emergencies (SSP-AWiE), including Local Government engagement on PAWE planning;
- Commenced planning for Exercise Assisi (May 2026) to validate SSP-AWiE arrangements through a multi-agency discussion-based exercise – to be held in Perth;
- Continued Emergency Animal Disease preparedness activities, including monitoring of national HPAI developments and internal / industry capability workshops; and
- Ongoing coordination and preparedness activities associated with Level 1 and Level 2 biosecurity incidents (including PSHB and Red Dwarf Honey Bee).

Emergency Management response (level 2 or 3) activities:

- No Level 2 or Level 3 emergency management activations occurred within the Shire of Dardanup- South West region during the reporting period requiring DPIRD response, ISG/OASG attendance, or SSP-AWiE activation.

Emergency Management recovery activities:

- No emergency management recovery activities were conducted or supported by DPIRD within the Shire of Dardanup - South West region during the reporting period.

Emerging risks (may impact people, economy, public administration, social setting and environment):

- Ongoing national outbreaks of High Pathogenic Avian Influenza (HPAI), increasing the risk of incursion and potential impacts to poultry industries, supply chains and regional economies; and
- Sustained resource requirements associated with Level 2 biosecurity incidents (including PSHB and Red Dwarf Honey Bee), which may affect surge capacity if concurrent natural hazard events occur.

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.

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Discussion:

Mr Tim Stevens provided an update on DPIRD's response activities, including a recent Queensland Fruit Fly outbreak in the South Perth and Como areas. While not directly impacting the Shire of Dardanup, the information was provided for awareness.

A query was raised regarding the risk of Polyphagous Shot-Hole Borer (PSHB) and the sourcing of firewood sold within the South West. Concerns were raised about whether firewood originating from outside the region, particularly from metropolitan areas, may present a biosecurity risk.

Mr Tim Stevens advised that he was not aware of the specific controls relating to retail firewood sales but noted that extensive public awareness and education campaigns regarding PSHB are currently underway. DPIRD to seek further information from the PSHB response team and provide clarification to Mr André Schönfeldt regarding existing controls and monitoring arrangements.

8.2.4 Department of Communities – Department of Child Protection & Family Services – Ms Renee Flaxman

Emergency Relief and Support

LEMC REPORT FOR DISTRIBUTION 4th Quarter 2025 - 2026

Regional Emergency Relief and Support contact

Activation of Emergency Relief and Support (ERS) services is via
Communities Emergency Operations Coordinator (EOC)

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

Regional Manager	Mark Schorer
Regional Coordinator	Renee Flaxman
Regional Manager	Jo Spadaccini
Local Government:	Shire of Dardanup

Emergency Relief and Support update

The Department of Communities (Communities) Emergency Relief and Support (ERS) continued to support impacted people and communities over the high threat season by assisting with evacuation centres, providing immediate accommodation, and coordinating early recovery planning in alignment with local government.

- **A range of new initiatives** have been introduced across the season, including updated Go Bags - packs for accommodation including air mattress, pillow and sleeping bags, and hygiene packs. Throughout the season, feedback has been overwhelmingly positive. The hygiene packs are proving particularly popular, and the air bed, pillow, and sleeping bag bundle has been widely appreciated as a practical take home pack.
- A pilot project has been undertaken in response to the Boddington Newmont bushfire in December 2025. The purpose of the pilot was to test the feasibility and scalability of post evacuation centre engagement, with the aim of supporting social and emotional wellbeing during the early recovery period. The project also sought to capture structured feedback on evacuation centre operations to inform service improvements and strengthen continuity between response and early recovery. Findings are being reviewed to assess feasibility and scalability across future emergencies.

Identification of Evacuation Centres

Under the State's Emergency Management Arrangements, Local Governments are required to identify evacuation centres suitable for relevant hazards and/or communities.

- When identifying potential evacuation centre locations, it is the responsibility of the local government, in collaboration with the Local Emergency Management Committee (LEMCs) and relevant emergency management agencies, including the Department of Communities, to determine that the facilities are appropriate for hazards that are high risk to the area.
- Section 2.3 of the Location Planning of the Western Australia Evacuation Community in Emergencies Guidelines states:

LEMCs should consult with relevant emergency management agencies (including local governments, HMAs, Controlling Agencies, support organisations, and the Department of Communities) to determine the evacuation centres suitable for relevant hazards and/or communities. LEMCs should also identify possible options for refuge sites depending on the nature of the emergency.

- Communities maintains a record of all evacuation centres in the State and provides this to Controlling Agencies and/or HMAs as required.

Communities encourage local governments and LEMCs to ensure that only approved and assessed evacuation centres, as documented in the Local Emergency Relief and Support Plan, are included in the LEMA.

To support this process, Communities will be tabling an agenda item at LEMCs to seek confirmation of the centres on the State register.

Emergency Relief and Support Training

As we move into the preparedness and capability development season, Communities will be rolling out updated training across local government, partner organisations, and our internal staff group. This 2.5-hour session (which can be adapted to suit local needs) is designed to support local government staff who may be allocated to open and facilitate the operation of an evacuation centre prior to Communities' arrival.

This practical based training builds knowledge of key processes, common challenges, and the adaptations required for different cohorts and scenarios. Multiple scenarios and exercises targeting local government preparedness are included.

ERS staff in your region will be in contact to arrange dates for this training.

Exercising

Local governments are encouraged to include ERS early in all hazard emergency exercise planning to strengthen coordination across response and recovery.

Response ERS activations - January to March 2026

Significant events during the reporting period included Tropical Cyclone Mitchell, Severe Tropical Cyclone Narelle, flooding in the Kimberley, and multiple bushfire incidents across metropolitan, regional, and remote locations.

Across the previous quarter January to March 2026 Communities were activated:

- 13 times for Bushfires: January (7 evacuation centres) February (4) and March (2).
- 3 times for Cyclones: January TC Luana (2 evacuation centres)
February TC Mitchell (5 evacuation centres)
March TC Narelle (5 evacuation centres)

The State Support Plan – Emergency Relief and Support was activated on 26 March, as a result of Severe Tropical Cyclone Narelle with 5 evacuation centres opened and more than 180 people supported. Exmouth experienced widespread damage to homes and critical infrastructure, prolonged power and water disruptions, telecommunications outages and flooding, while Carnarvon experienced major flooding affecting homes and plantations.

Communities have been leading the State Social Recovery Domain, coordinating welfare and early recovery activities in partnership with relevant government and non-government organisations. Key community needs identified include housing damage, increased costs and limited availability of essentials, requests for financial and wellbeing support, limited face-to-face services, and heightened environmental health concerns.

The AUSRECPLAN — the Commonwealth plan that supports the repatriation of Australian citizens and approved foreign nationals following a critical incident overseas — was placed into ALERT phase in March as a result of the Middle East conflict.

Other updates

Disaster Ready Fund - Opportunity to upgrade applicable facilities

The National Emergency Management Agency has confirmed that the next round (Round Four) of the Disaster Ready Fund (DRF) is expected to be open by mid-2026. [Disaster Ready Fund | NEMA](#)

Local governments could consider opportunities to:

- Identify facilities that may require alternative or backup power generation to remain functional during emergencies.
- Assess facilities that could support incident coordination agencies, emergency services, and key stakeholders during a crisis.
- Develop or refine plans, scoping documents, or proposals for renovations and upgrades to community facilities so they can better support evacuation operations, including improvements to accessibility, capacity, safety features, and emergency functionality.

The Communities team is happy to talk through your ideas and can also prepare a letter of support to strengthen your application.

Monitoring Fuel supply and availability

Communities continues to oversee statewide fuel supply availability in response to District Emergency Coordinator requests. A structured weekly reporting process is now in place to support consistent monitoring and information sharing.

Noted

[8.2.5 Department of Biodiversity, Conservation and Attractions – Mr Jewell Crossberg](#)

Wellington District Report

1. Prescribed Burning

- DBCA Wellington District's Autumn Burn Program has commenced. To date, approx. 7000ha treated.
- Planned burns within Shire of Dardanup: WTN_149 Falcon still on the Burn Options Program for this autumn. Approx. 1850ha.
- The link below is a good source to identify potential prescribed burns currently in the DBCA Burn Options Program (BOP).

- When inquiring about a specific area, use the prescribed burn number listed in the website. For example, WTN_146.

[Burn Options Program | Department of Biodiversity, Conservation and Attractions](#)

2. Bushfires

- As at 22/04/2026, 104 bushfires recorded on DBCA managed tenure since the start of the 2025/2026 season, 11 within the Shire of Dardanup.
- Thank you to the Brigades for all your efforts with your local fires and the essential assistance with other DBCA and DFES fires.

3. Staff/ Staff Changes

- District Fire Coordinator Collie – Jewell Crossberg. (0427 412 828).
- Fire Operations Officer – Darren Harvey (0428 552 793).
- Fire Operations Officer – Garth Grimsley until 14/05/2026.
- A/Fire Operations Officer – Jacoba Webb (commencing March 2026).

Discussion:

Mr Jewell Crossberg provided an update on DBCA activities, noting that the autumn prescribed burning program has now concluded. A total of approximately 24,000 hectares was treated across DBCA-managed land during the program.

Mr Jewell Crossberg also reported attending 130 bushfires across its tenure to date. Consistent with observations across the region, approximately 85% of these incidents are believed to have been the result of deliberate ignitions.

[8.2.6 Department of Health \(WA Country Health Service\) – Mr. Glenn Gates](#)

No report.

[8.2.7 Main Roads WA – Mr Bruce Hancock](#)

1. General

Main Roads South West Region is committed to supporting the relevant agencies involved in Emergencies and Incidents.

It has recently reviewed and restructured its resources to be more responsive to the increasing number of Emergencies and Incidents.

We endeavour to have a representative in attendance at the Oct-Dec and Apr-June LEMC meetings. We will also have a representative at the DEMC meetings and a minimum of 2 at any Exercise. This ensures our sustainability, rapport and knowledge is spread through the team and does not become person dependent.

We have a Customer Information Centre which is resourced 24 hours a day. They can be contacted on 138 138 for all Emergencies and Incidents.

This team will immediately notify the region of any Emergency/Incident by contacting our 24hr on Call Duty Manager.

The Duty Manager will dispatch resources as required/requested to the Emergency/Incident. Should the situation warrant, the Duty Manager will activate the On Call Incident Manager.

The Incident Manager may then take charge as the point of contact with IC for the Incident and will activate other resources as required.

2. Resources

Incident Managers:

- Main Roads South West Region have 6 Incident Managers (IM) that it can call upon to respond to, manage and support the IC.
- Large complex Incidents involving a number of roads may require 2 x IM's to manage the Incident.

On Scene Liaison Officers:

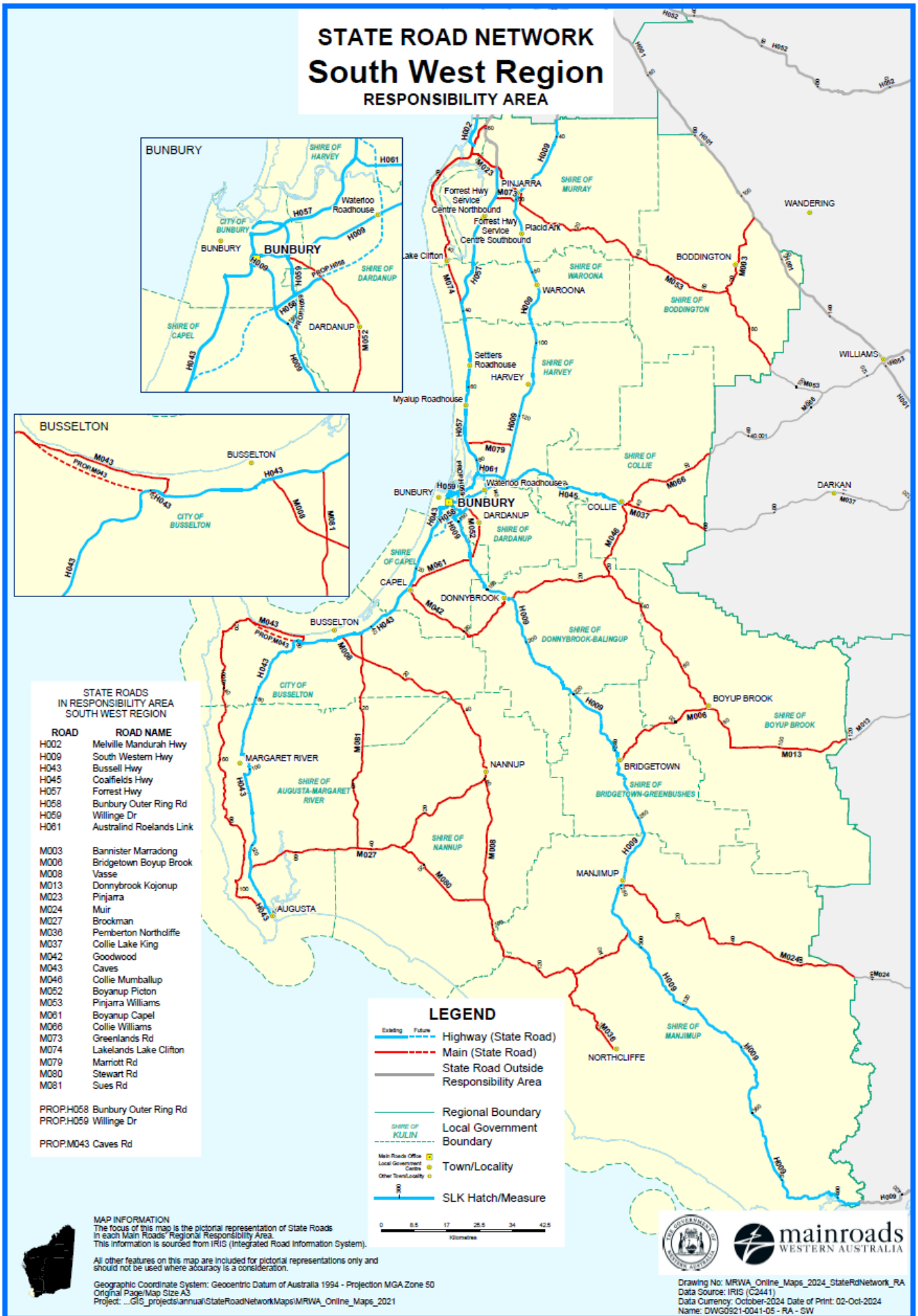
- Main Roads South West Region has 12 On Scene Liaison Officers (OSLO) to call upon. The OSLO's are generally dispatched to an Incident to make first point of contact with the IC, assess the situation and report back to the MRWA Duty Manager or IM.
- The OSLO's can also assist initially by implementing a VCP as required.
- They will also support our Vehicle Control Point (VCP) personnel when they are established for the duration of the Emergency/Incident.

Rapid Response Crews:

- Main Roads South West Region has 3 Rapid Response Crews (RRC) to call upon. The RRC's are a 2 person crew. They are designed to respond to Emergencies and Incidents and set up the initial VCP control with limited signage.
- They will also support our Vehicle Control Point personnel as required.

Traffic Management Crews:

- These are contract resources, Main Roads South West Region generally has 3 of these crews engaged on a daily basis. Further to these crews Main Roads is able to call on additional crews from its Contract Traffic Control providers.
- There are 3 companies Main Roads generally uses but can also call on resources outside our Region depending on the scale and location of the Incident.
- These crews form the backbone of our VCP resources. Initially Main Roads will operate crews on 12-hour shifts and if the Incident is likely to extend beyond 3 days will reduce the shifts to 8hrs to manage fatigue.
- Each VCP would require 4 resources for a 12-hour shift and 6 resources for an 8 Hr shift.



8.2.8 Department of Transport – Mr Peter Westgate

No report.

8.2.9 Water Corporation – Mr Steve Collins

Discussion:

Mr Steve Collins noted that Water Corporation experienced a busy weekend due to recent storm activity. Recovery efforts are continuing, with damage to infrastructure still being assessed and addressed.

8.2.10 Western Power – Mr Scott Fitzgerald

No report.

8.2.11 Aqwest – Ms Melissa Van Blerk

Discussion:

Ms Melissa Van Blerk reported experiencing some operational limitations following the recent storm event. These impacts are currently being managed, with damage assessments and recovery activities ongoing.

8.2.12 St John Ambulance WA – Mr Chris Smith

No report.

8.2.13 Telstra – Ms Debra Leverington

No report.

8.2.14 Moore Road Emergency Response Group – Mr Graeme Offer

No report.

8.2.15 Harvey Water – Mr Rod Johnson

No report.

8.2.16 Bethany Fields – Mr Robert Tuckey

Discussion:

Mr Robert Tuckey reported that Bethany Fields lost one tree during the storm over the weekend in the South West with no other damage.

8.2.17 South West Education Institute Representative

No report.

9 MATTERS BEHIND CLOSED DOORS

None.

10 CLOSURE OF MEETING

The Presiding Member, Cr T G Gardiner, advised that the next date of the Local Emergency Management Committee Meeting will be held on Wednesday, 12th of August 2026.

There being no further business, the Presiding Member declared the meeting closed at 10:22am.