



CONFIRMED

MINUTES

FOR THE

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

Held

7th May 2025

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

- Cr. T Gardiner - Elected Member
- Cr. E Lilly - Elected Member
- Cr. A Jenour – Elected Member
- Cr. M Hutchinson – Elected Member
- Coordinator Health, 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 OF THE SHIRE OF DARDANUP LEMC MEETING HELD ON WEDNESDAY, THE 7th MAY 2025, AT ADMINISTRATION CENTRE EATON, 1 COUNCIL DRIVE, EATON, COMMENCING AT 10.00AM.

1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

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

Acknowledgement of Country

The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region 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 M Hutchinson		Elected Member
Mr Stephen Loiterton	-	Coordinator – Health, Emergency & Ranger Services
Mr Bruce Hancock	-	Main Roads WA
Mr Steve Collins	-	Water Corporation
Mr Andrew Cove	-	Aqwest
Mr Stephen Reid	-	Aurizon
Mr. Tim Rainer	-	Capel Police
Ms Renee Flaxman	-	Department of Communities
Mr Brian Penman	-	Department of Fire and Emergency Services

Observers

Mr André Schönfeldt	-	Chief Executive Officer
Mr Ashwin Nair	-	Director Sustainable Development
Mrs. Amy Bywaters	-	EA to the CEO and Shire President
Mrs. Ashlee Docking	-	Executive Support Officer – Development Services
Mrs Renée Thomson	-	PA to Director Sustainable Development
Mr Dallas Brennan	-	Emergency Management Officer/Ranger

2.2 Apologies

Mrs. Erin Hutchins	-	Department of Fire and Emergency Services
Mr. Tim Stevens	-	Department of Primary Industries and Regional Development
Mr. Neil Nicholson	-	Shire of Dardanup – Principal Environmental Health Officer
Cr. A Jenour	-	Elected Member

3 PRESENTATIONS

None.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**4.1 [Local Emergency Management Committee Meeting Held on the 12th February 2025.](#)****OFFICER RECOMMENDED RESOLUTION**

LEMC 03-25 MOVED - Cr E Lilly

SECONDED – Ms Renee Flaxman

THAT the Minutes of the Local Emergency Management Committee Meeting held on 12th February 2025, be confirmed as true and correct.

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

None.

6 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

7 DECLARATION OF INTEREST

“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

Sustainable Development Directorate

Reporting Officer

Stephen Loiterton - Coordinator – Health, Emergency & Ranger Services

Legislation

Local Government Act 1995

Emergency Management Act 2005

8.1.1 **Bushfire Risk Mitigation Plan**

The Shire of Dardanup's Bushfire Risk Management Plan was developed in 2019 and is due for review by May 2025. Reinforcing the need to update the plan is that one of the key eligibility requirements of the Mitigation Activity Fund Grants Program is for the Shire to have a current 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 our Plan. It is to be noted that the previous 5-year endorsement and review process has been changed to every 2 years to ensure information in the Plan remains current and accurate.

A review was conducted late 2024 and a draft plan put to the Office of Bushfire Risk Management. The plan was also put to the Bush Fire Advisory Committee and this Committee. Several comments were received.

With recent endorsement of the Office of Bush Fire Risk Management, the plan now requires endorsement by the Committee before being put to Council for acceptance.

OFFICER RECOMMENDED RESOLUTION TO LOCAL EMERGENCY MANAGEMENT COMMITTEE

LEMC 04-25 MOVED - Cr E Lilly

SECONDED –

Cr M Hutchinson

THAT the Local Emergency Management Committee recommends that Council approves the Shire of Dardanup Bushfire Risk Management Plan.

CARRIED

8.1.2 **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	<i>In progress</i>
27011 Chemical works	Marri Reserve, Millard St, Eaton	<i>Not commenced</i>
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
	Wellington Mills	
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	In progress
27816 Access gate	Cormo Court, Eaton	In progress
37359 Planned burn	Gnomesville, Wellington Mill	Completed

RECEIVED

8.1.3 Local Government Grant Scheme

The Department of Fire and Emergency Services has made an initial offer for the 2025/26 budget. The offer has been rejected and a counter proposal put that would better enable the Shire to manage the Brigade stations. The application was submitted on 28 March. The outcome of the assessment of the application is not expected before mid-June.

RECEIVED

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)

advised there was nothing to report, it is business as usual for WAPOL.

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

Mrs Erin Hutchins has provided the following report:

DISTRICT EMERGENCY MANAGEMENT ADVISOR

STATE NEWS

The last meeting of the State Emergency Management Committee (SEMC) was held on the 13 March 2025. SEMC Communiques can be found here.

2025 SEMC MEETING SCHEDULE

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

STATE EMERGENCY MANAGEMENT FRAMEWORK

AMENDMENTS LIST MARCH 2025

On 13 March 2025, the State Emergency Management Committee (SEMC) approved amendments to State Hazard Plan – Human Biosecurity (resolution number 17/2025) following a comprehensive review undertaken by the Department of Health. A new version was published on 27 March 2025.

On 13 March 2025, the SEMC approved amendments to State Support Plan – Animal Welfare in Emergencies (resolution number 18/2025) following a comprehensive review undertaken by the Department of Primary Industries and Regional Development. A new version was published on 24 March 2025.

The State Hazard Plan - Fire was also approved for a comprehensive review extension until August 2025 to allow for further consideration of consultation feedback (resolution number 11/2025). A minor version number update has been allocated to acknowledge the review extension; however, all content remains the same.

Amendments are summarised in the attached. Due to the comprehensive nature of both of these reviews and a large number of amendments, specific tracked changes are unable to be shown. Please email semc.policylegislation@dfes.wa.gov.au to provide feedback or comment.

Comprehensive Review Schedule

The following State EM documents are planned for comprehensive review and broad consultation in 2025:

- WA Community Evacuation in Emergencies Guideline
- Local Recovery Guideline
- Impact Statement Guideline and Template
- State Hazard Plan – HAZMAT Annex B Space Re-entry Debris (SPRED)
- State Hazard Plan – Cyber Security Incident
- State Support Plan – Freight and Supply Chain

You can view all current and past consultations on the Engage WA EM consultation homepage.

Radiation Escape from Nuclear Powered Warship – Change of Hazard Management Agency

Currently, the Hazard Management Agency (HMA) for Radiation Escape from a Nuclear Powered Warship (NPW) is the Commissioner of Police. In response to the future AUKUS arrangements, the SEMC endorsed the transfer of HMA responsibility to the Fire and Emergency Services (FES) Commissioner. A working group has been established with membership from across State government to plan for AUKUS and to ensure the State Hazard Plan is fit-for-purpose.

SEMC STRATEGIC PLAN UPDATE

The SEMC Strategic Plan for 2025-28 features six measurable, strategic objectives and has been independently reviewed to ensure it reflects priorities identified by the SEMC and is consistent with similar jurisdictions.

Once approved by the Minister for Emergency Services, the Plan will be published on the SEMC website and shared with stakeholders. The SEMC Business Unit will then work with emergency management stakeholders, including the SEMC subcommittees, to implement the strategy.

This will inform DEMC and LEMC Business/Work Plans and capture how their outcomes and focus areas contribute to the overall strategic direction of emergency management in Western Australia.

LEMA IMPROVEMENT PLAN UPDATE

- The LEMA Improvement Program is a sector-led initiative responding to findings from the LEMA Review Project. Its goal is to develop streamlined processes and tools to improve LEMA preparation, making them more relevant for local governments.
- The LEMA Improvement Program Board, consisting of State government and WALGA representatives, oversees the program.
- The project team includes a WALGA Project Officer and staff from DFES (Director, Project Manager, and support).
- The Local Emergency Management Arrangements (LEMA) Guideline was updated to meet State digital accessibility standards, but this update is separate from the Program's work and will be revised later. Local governments are not required to take action based on the Guideline update.
- WALGA is piloting new LEMA tools and templates with selected local governments.

- A LEMA maturity assessment model is being developed to help local governments enhance emergency management capabilities.
- New resources are expected in the first half of 2026.
- Local governments should continue their scheduled LEMA reviews to comply with the Emergency Management Act 2005.
- WALGA thanks local governments for their feedback, which has helped shape the Program.
- A LEMA Working Group, with 10 local governments, is advising on new templates and resources. The Program is collaborating with the Working Group to design tools that make LEMA preparation more efficient for local governments.
- The new tools will be piloted sector-wide to inform the SEMC's updated LEMA model.
- Keep up to date by visiting the SEMC website or the WALGA website. For more details, contact Catherine Feeney at WALGA or via the DEMA.

DISTRICT NEWS

The next District Emergency Management Committee (DEMC) will be held on Tuesday 21 October 2025.

REGIONAL NEWS – SUPERINTENDENT UPDATE

DFES South West has continued to remain busy for the latter months within the high threat summer bushfire season. There has been exceptional response from all Fire Brigades to incidents, namely Dardanup Brigades as their area of operations has been an especially busy locality. I thank then all for their ongoing commitment.

Please see the below information.

- DFES has been appointed with a new Minister for Emergency Services. The Hon Paul Papalia MLA. Minister Papalia has strong ties to the SW Region and would envision sound interest in our operations and all the great things that DFES South West Region delivers.
- DFES has provided a letter of support for the Shires Disaster Ready Fund application. This project is a key mechanism for Response planning.
- DFES South West continues to support State Wide conversations with the DFES CESM Co-ordinator, providing merit to the Shire's intent of being included into the program.
- The South West will reduce some response arrangements post the Easter period, as the weather and environmental conditions allow.
- A range of deliberate and suspicious fire have been reported within the Shire, Recently, a high-level proactive media campaign was released with myself and the Superintendent from WA Police, to raise the Communities awareness of Arson (Bushfires) and we hope that further information from the community leads to current investigations.
- The planning for Storm Preparedness activities is well under way, and DFES is always looking for opportunities to improve the Communities preparedness actions in a range of forums.

OPERATIONAL NEWS – DISTRICT OFFICER UPDATE**Operations**

Area Officer Ricky Southgate will be acting in District Officer Brett Finlay's position until September. The replacement for Ricky is to be advised.

State Emergency Service Assistance (Call 132 500)

SES volunteers will:

- Undertake temporary repairs to make the area safe and help reduce the risk of further damage, if possible and safe to do so.
- Will assist if a large tree has fallen on a house or driveway.

SES volunteers will not:

- Fix storm damage. Owner/Occupiers will need to contact a qualified tradesperson and/or your insurance company.
- Fix fallen or damaged powerlines or power poles – contact Western Power on 13 13 51.
- Remove any green waste. Contact your Local Government.
- Fix damaged fences.

Weather Outlook - Autumn 2025 Long-Range Forecast

- Most of Western Australia is likely to have rainfall in the typical range for autumn.
- Average autumn rainfall in recent decades has been between 50 and 300 mm for most of the South West Land Division.
- Warmer than usual autumn temperatures are likely across the state.

Preparedness

- DFES Country South held a Pre-Season Storm Forum in March to discuss interregional preparedness and support arrangements for severe weather events.
- The DFES SW Region is conducting a Level 2 Incident Management Team flood exercise on Thursday 8 May.
- DFES held a community preparedness event for the anniversary of the Bunbury storms on the 5 April as reminder for people to be prepared for the coming season.
- Monthly topic email for Storm Preparedness sent to BGU's in April for them to send to their community in May. Also goes to LG's and other stakeholders who have registered to receive the emails.
- Pre-emptive information sharing to BGU's. When severe weather is forecast, tailored content is developed and provided to the relevant BGUs to share on their BGU Facebook pages and in local community groups. SMS messaging is also sent to key stakeholders advising of severe weather alerts.

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8.2.3 Department of Communities – Renee Flaxman

LEMC REPORT FOR DISTRIBUTION 4TH Quarter 2024 – 2025

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 Officer:	Joanne Spadaccini

ERS Preparedness

- As we transition between the high and lower threat season, ERS continues to monitor and prepare for event activation.
- In addition, ERS will utilise this period to improve preparedness including:
 - Collating and analysing the lessons learnt from recent activations and developing procedures to streamline our practises.
 - Identifying opportunities for locations of pre-positioning of ERS equipment trailers to support an efficient and timely deployment and response capability.
 - Continued mapping across the state for local support services and partners that can support the provision of the ERS functional domains
 - Provide ERS Evacuation Centre training with local government and Communities staff, across the regions.
 - Finalise the endorsement of the refined Local Emergency Response and Support Plan (LERSP) in each of the LEMCs. The LERSP details the operational management and coordination of ERS under the Western Australian (WA) Local Emergency Management Arrangements (LEMAs).
 - Developing exercising to test the LERSP across local government areas
 - Supporting local government LEMA exercising and providing feedback to LEMA reviews.
 - Continuing annual evacuation centre audits for each of the 380 evacuation centres in the state.

Response

Activations January 2025 – April 10, 2025

- Carter Road Bushfire - Northam | January
- Green Range Bushfire - Albany | January
- Donnybrook Bushfire - Capel | January
- Myrup Bushfire - Esperance | January
- Karrakup Bushfire Complex - Serpentine Jarrahdale | January
- Marble Bar Storm | January
- Northam Bushfire - Northam and Bruce Rock | January
- Arthur River Bushfire Complex | January
- Dalyup Bushfire – Esperance | February
- Tropical Cyclone Zelia – Pilbara | February
- Dunsborough Bushfire – Busselton | February
- Bindoon Bushfire – Chittering | February
- Perth Hills Storm | February
- Chesapeake Bushfire – Manjimup | March
- Ledge Point Bushfire – Lancelin | March
- Nilgen Bushfire – Lancelin | March

In addition, ERS enacted alert phase preparedness and planning to support pre-positioning of staff and resources for:

- Tropical Cyclone Sean – Pilbara | January
- Shothole Canyon Bushfire – Exmouth | March
- TL 28U Kimberley | March
- Jurien Bay Bushfire | April

Recovery

Social Recovery Reference Group

- The Emergency Relief and Support Directorate is a key member of the National Social Recovery Reference Group. This group has been established to guide and support the review process of the

National Principles for Disaster Recovery to ensure they remain relevant, effective, and responsive to contemporary challenges, emerging trends, and diverse community needs in disaster recovery contexts.

- These principles are designed to serve as a guide to best practices in recovery efforts across the nation, ensuring a consistent and scalable approach to disaster recovery.

Marble Bar Recovery Program

- Communities' remains focused on supporting impacted persons of both the Marble Bar Storm and Cyclone Zelia with financial assistance to replace lost household goods and personal wellbeing support.

Kimberley Floods Recovery Program

ERS continues to engage with stakeholders, impacted community members and local Aboriginal organisations and community leaders to address recovery concerns and provide support regarding the return to home journey process.

ERS continue to support impacted community members with practical supports to move home:

Supporting with replacement of essential household items under financial assistance measures, with over \$740k provided to date.

Referrals to wrap around personal, practical, psychosocial and wellbeing services.

Engaging across staff from Recovery Program agencies and Local Government to ensure consistent messaging for impacted community members and referral pathways for support services.

Communicating with impacted residents and chairpersons of communities.

Since the Return to Home Journey began in September 2024, ERS have facilitated and supported moving 37 families into their long-term homes and/or other residences, with a total of 26 Temporary Accommodation Units (TAUs) vacated to date.

Bunbury Storms Recovery Program

- The DFRAWA Recovery Support program for the 2024 Bunbury Storms will officially close on 30 June 2025. During this time, Communities' will continue to deliver financial assistance to support impacted persons with the replacement of essential household items damaged during the storms and with financial assistance for essential building repairs to impacted residential properties.
- Communities' will also continue to support ongoing referrals for personal and wellbeing support services including psychological support and Financial Counselling.
- A Bunbury Community Recovery and Resilience Connection Day was held on Saturday 5th April 2025 run by the Lions Club and supported by Communities, DFES, Salvation Army, Red Cross, Anglicare Financial Counselling Bunbury and various local and support groups.

Discussion:

Renee Flaxman Department of Communities, advised they had yet to receive feedback on the new plan submitted in April. DOC are seeking endorsement for the plan submitted in April and will present for endorsement at the upcoming LEMC meeting.

8.2.4 Department of Primary Industries and Regional Development – Mr Tim Stevens**DPIRD EMERGENCY MANAGEMENT OVERVIEW**

Emergency Coordination Overview	
Reporting Period:	4 th Quarter
Emergency Activations and Declarations	
Emergency Declarations	Nil

Incident Coordination Overview				
Animal and Plant Based Biosecurity				
Incident Title		Location	Date	Incident Level
African Black Sugar Ant		Perth Metro	Since Jan 2020	Level 1
Polyphagous Shot-Hole Borer		Perth Metro	Since Sep 2021	Level 2
Carpet Sea Squirt		Perth Metro	Since Jan 2023	Level 1
Red Dwarf Honeybee		Pilbara Region	Since Jul 2023	Level 2
Queensland Fruit Fly		Perth Metro	Since Nov 2024	Level 2
Starling		Great Southern	Since Nov 2024	Level 1
Support to Animal Welfare in Emergencies				
Incident Title	Region	Date	HMA	Details
Nil				
Support to Natural Hazards				
Incident Title	Region	Date	HMA	Details
TC Zelia	Pilbara	14-19 Feb 2025	DFES	DPIRD liaison to DFES during response and ongoing recovery, and facilitation of feed supply to impacted station although SSP was not activated.
Windy Harbor Fire	Southwest	18 Feb 2025	DFES	DPIRD liaison to DFES

- DPIRD Emergency Coordinator Comments and Outlook**

- DPIRD continues to manage three level 2 incidents. Support was also provided support to TC Zelia during February. The Browsing Ant incident that was being managed has now achieved eradication.
- As part of improved Emergency Coordination efforts in DPIRD, the role of Assistant Director – Response in the Emergency Response Directorate has commenced filling the role of Operational Area Manager to improve coordination across the three level 2 incidents and as part of that is organising the meeting of an Operational Area Support Group on 21 March 2025.
- DPIRD Biosecurity and Emergency Management is monitoring the developing situation in Victoria related to High Pathogen Avian Influenza Outbreaks

LEMC & DEMC report – 4th Quarter 2024 - 2025**Emergency Management Directorate****Learning & Development**

The Learning & Development section of Emergency Management delivered AIIMS 2017 Foundations and Biosecurity Response Fundamentals to staff in the Kimberley area. Further training to promote AIIMS and Biosecurity within DPIRD is planned for April, May, and July.

EAD Preparedness

DPIRD has held internal workshops over the last several months to build education, awareness, governance, response mechanisms, and how recovery will look in an emergency animal disease incident. This project is ongoing, ensuring DPIRD is well prepared if there is an outbreak.

National alerts and investigations

Avian Influenza

CURRENT STATUS in WA: Absent – no known detections

Responses to outbreaks of H7 high pathogenic avian influenza are currently underway in Victoria, New South Wales, and the ACT. Note that this is not the H5 strain currently causing concern globally. DPIRD is monitoring the situation and undertaking preparedness activities. Also, DPIRD is providing personnel and resources to support jurisdictions with confirmed outbreaks. Poultry producers and owners are encouraged to view our [avian influenza page](#) for information on preparedness and detection.

Tomato brown rugose fruit virus

CURRENT STATUS IN WA: Absent – no known detections

A highly contagious plant virus affecting tomatoes, capsicums, and chillies. It has been detected in South Australia in August 2024. It presents a significant risk to growers and the industry if established. No known detections in Western Australia currently. Industry and backyard growers are encouraged recognise and report signs and symptoms of the virus if found. Information is available on our [tomato brown rugose fruit virus page](#).

Animal Welfare in Emergencies

DPIRD is the executor of the State Support Plan for Animal Welfare in Emergencies (AWiE). Please note the following important notices regarding AWiE for district and local representatives:

- Please refer to DPIRD's [animal welfare](#) section of our website for resources, support, and contacts. Local governments can reach out to our Incident and Emergency Management Branch if they require advice and support for the development of their PAWE (contact emergencymanagement@dpird.wa.gov.au).
- DPIRD's Incident and Emergency Management Branch is undertaking preparedness and response activities where activated under the [State Support Plan - Animal Welfare in Emergencies](#).
- DPIRD is working with the SEMC to finalise responses to feedback on the proposed improvements to the [State Support Plan - Animal Welfare in Emergencies](#). The review is scheduled to be finalised in late 2025.

RECEIVED

8.2.5 Department of Biodiversity, Conservation and Attractions – Mr Jewell Crossberg**DBCA, Parks and Wildlife Service, Wellington District Report****1. Prescribed Burning Planned Autumn 2025**

- The Wellington District's Autumn burn program is currently underway.
- There are a total of seven prescribed burn options falling within the Shire of Dardanup.
- 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 22/04/2025, 114 bushfires recorded on DBCA managed tenure since the start of the season, 17 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 (0460 621 431).

Fire Operations Officer – Afie Jazreen (0437 806 867).

RECEIVED

8.2.6 WA Country Health Service – Ms Leigh Hall

None.

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 Senior Officer in attendance at every LEMC/DEMC meeting 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 an Emergency Contact Centre which is resourced 24 hours a day. They can be contacted on 138 138.

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.

2. Resources

2.1 Incident Managers

Main Roads South West region has 7 Incident Managers (IM) that it can call upon to respond to, manage and support the IC.

Each Incident will generally require 2 x IM's to manage any 1 Incident.

2.2 On Scene Liaison Officers

Main Roads South West Region has 6 On Scene Liaison Officers (OSLO) to call upon. The OSLO's are generally dispatched to an Incident to make first point of contact with IC, assess the situation and report back to the MRWA IM.

The OSLO's can also assist initially by implementing a VCP' as required.

They will also support our Vehicle Control Point (VCP) personnel.

2.3 Rapid Response Crews

Main Roads South West Region has 4 Rapid Response Crews (RRC) to call upon. The RRC's are 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.

2.4 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.

	Quick Glance Positions (may change month to month)	REGIONAL MANAGEMENT	INCIDENT MANAGER	OPERATIONS OFFICER	PLANNING /LOGISTICS OFFICER	LIAISON OFFICER	ROAD INSPECTION		ONSCENE LIAISON OFFICER	COMMUNICATION OFFICER	LOG KEEPER
Title											
DSWO	ROB BARNSELY	1									
MAMO	BRUCE WALKER	2									
MPM	BRUCE HANCOCK		1	1		1					
MM	ANTHONY WILLETS		2	2	4	2					
DMM	CHRIS HATHAWAY		3	3	5	3					
VMM	STEVE SHARP		4	4		4	1				
AMO	MICHAEL JORDAN		5	5		5					
AMM	CATHERINE MILLS		6	6		6					
MM	AARON MILNE		7	7		7					
MC	JOHN TRELA				1						
RRRCS	KERRIE MCNEVIN				2					5	
WS	JORDAN PILLAR				3						
VCO	BLAIR BLOOMEFIELD						2				
RMWM(S)	RON AITKEN							1			
RMWM(N)	BEN PAYNE							1			
NI(S)	BILL LISHMAN							2			
WS	STEWART BRAND							3			
NI	PAUL HILLIS							5			
MRWA	CIC OFFICER									1	4
MA	TRACEY TAME									2	1
AMO	KAREN HOGAN									3	2
CSM	EVETTE MCFARLANE									4	3

Discussion:

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

Cr Hutchinson asked what the average response time is and if there is an expectation in place of how long the average wait time should be.

WAPOL added they have experienced 40 minute wait times between the hours of 11pm and 2am when calling to report.

Mr Bruce Hancock advised the call center is not operated in the region however there is the ability to keep your place in the queue for a call back. Mr Bruce Hancock advised they have an extensive area of 16 LGA's to coordinate.

8.2.8 Department of Transport – Mr Peter Westgate

None.

8.2.9 Water Corporation – Mr Steve Collins**8.2.10 Western Power – Mr Scott Fitzgerald**

None.

8.2.11 Aqwest – Mr Caleb Maquire

None.

8.2.12 St John Ambulance WA – Mr Chris Smith

None.

8.2.13 Telstra – Ms Debra Leverington

None.

8.2.14 Atco Gas – Mr Mick Sheaf

None.

8.2.15 Moore Road Emergency Response Group – Mr Graeme Offer

None.

8.2.16 Harvey Water – Mr Cameron Norris

None.

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 13th August 2025.

There being no further business the Chairperson to declare the meeting closed at 10:15am.



CONFIRMATION OF MINUTES

"As the person presiding at the meeting at which these minutes were confirmed on 13th August 2025, I certify that these minutes have been confirmed as a true and accurate record of proceedings.

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke.

Signed:
(Chairman or Shire President or Other Presiding Officer)