



MINUTES

FOR THE

**LOCAL EMERGENCY
MANAGEMENT
COMMITTEE MEETING**

Held

9th of August 2023

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.”

TABLE OF CONTENTS

1	DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS.....	1
2	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED	2
2.1	<i>Attendance.....</i>	2
2.2	<i>Apologies.....</i>	2
3	PRESENTATIONS	3
4	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	3
4.1	<i>Local Emergency Management Committee Meeting Held on the 10TH of May 2023.....</i>	3
5	ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED.....	3
6	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN.....	3
7	DECLARATION OF INTEREST	3
8	REPORTS OF OFFICERS	4
8.1	<i>Title: Update Report from Shire of Dardanup.....</i>	4
8.2	<i>Title: Agency Reports</i>	6
8.2.1	<i>WA Police – Snr Sgt Heath Soutar (Australind) & Sgt Chris Page (Capel).....</i>	6
8.2.2	<i>Department of Fire & Emergency Services – District Emergency Management Advisor.....</i>	6
8.2.3	<i>Department of Fire & Emergency Services – Mr Brian Penman</i>	9
8.2.4	<i>Department of Communities – Ms Roma Boucher.....</i>	10
8.2.5	<i>Department of Primary Industries and Regional Development – Mr Tim Stevens</i>	12
8.2.6	<i>Department of Biodiversity, Conservation and Attractions – Mr Darren Cooper.....</i>	20
8.2.7	<i>WA Country Health Service – Ms Leigh Hall.....</i>	20
8.2.8	<i>Main Roads WA – Mr Dave Smith.....</i>	20
8.2.9	<i>Department of Transport – Mr Peter Westgate.....</i>	20
8.2.10	<i>Water Corporation – Mr Steve Collins.....</i>	20
8.2.11	<i>Western Power – Mr Scott Fitzgerald.....</i>	20
8.2.12	<i>Aqwest – Mr Ian Prosser</i>	20
8.2.13	<i>St John Ambulance WA – Mr Charles Wilkes.....</i>	20
8.2.14	<i>Telstra – Ms Debra Leverington</i>	20
8.2.15	<i>Atco Gas – Mr Mick Sheaf.....</i>	21
8.2.16	<i>Moore Road Emergency Response Group – Mr Graeme Offer.....</i>	21
9	MATTERS BEHIND CLOSED DOORS	21
10	CLOSURE OF MEETING	21

Members of Local Emergency Management Committee

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

Terms of Reference

The Terms of Reference for this Committee are located in the Tardis records system – refer to the following link: [2021 - 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	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. 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.

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 9TH OF AUGUST 2023, AT ADMINISTRATION CENTRE EATON, 1 COUNCIL DRIVE, EATON, COMMENCING AT 10.00AM.

1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

The Chairperson, Cr. M T Bennett 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
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2.1 Attendance

Cr Michael Bennett	-	Shire President (Chairperson)
Cr Mark Hutchinson (Proxy)	-	Elected member
Mr Stephen Loiterton	-	Coordinator – Emergency & Ranger Services
Mrs Erin Hutchins	-	Department of Fire & Emergency Services
Mr John Carter	-	Department Fire & Emergency Services
Ms Roma Boucher	-	Department of Communities
Mr Graeme Offer	-	Moore Road Emergency Response Group
Mr Allan Lindley	-	Moore Road Emergency Response Group
Mr Dean Italiano	-	Water Corporation
Mr Ian Prosser	-	Aqwest – [Teams]
Snr Sgt Heath Soutar	-	WA Police (Australind) (Deputy Chairperson)
Sgt Chris Page	-	WA Police (Capel) – [Teams]

2.2 Observers

Mr André Schönfeldt	-	Chief Executive Officer
Mrs Michelle Edwards	-	PA Director Special Projects & Community
Mrs Donna Bailye	-	Manager Governance
Mrs Michelle Dennis	-	Manager Development Services
Mr Robert Dempster	-	Manager Eaton Recreation Centre

2.2 Apologies

Cr Ellen Lilly	-	Elected Member
Cr Patricia Perks	-	Elected Member
Mr Darren Cooper	-	Depart of Biodiversity, Conservation & Attractions
Mr Neil Nicholson	-	Principal Environmental Health Officer
Mr Tim Stevens	-	Dept of Primary Industries & Regional Development
Mr Charles Wilkes	-	St Johns Ambulance WA
Ms Debra Leverington	-	Telstra
Ms Leigh Hall	-	WA Country Health Service
Mr Mick Sheaf	-	Atco Gas
Mr Peter Westgate	-	Department of Transport
Mr Dave Smith	-	Main Roads WA
Mr Scott Fitzgerald	-	Western Power

3 PRESENTATIONS

None.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Local Emergency Management Committee Meeting Held on the 10TH of May 2023

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

LEMC 03-23 MOVED - Cr M Bennett SECONDED – Cr M Hutchinson

THAT the Minutes of the Local Emergency Management Committee held on the 10th of May 2023, 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 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 M Bennett 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>Mr Stephen Loiterton - Coordinator - Emergency & Ranger Services</i>
Legislation	<i>Local Government Act 1995 Emergency Management Act 2005</i>

8.1.1 Shire of Dardanup and Local Community Events Calendar

Events Calendar for information purposes is attached (Appendix LEMC 8.1.1 A).

8.1.2 Local Government Grants Scheme Application

The Shire has received notification of the outcome of the application for the Shire's eight bushfire brigades for 2023/24. The Shire was successful in gaining a small increase in funding.

8.1.3 AWARE Project

Further work has progressed on the Emergency Welfare Project being undertaken under the All Western Australians Reducing Emergencies grant program for 2022/23. A draft Local Emergency Welfare Support plan has been written. The next step is an exercise; with planning underway for a September exercise.

8.1.4 Mitigation Activity Funding

The Shire is progressing works in relation to the Bushfire Mitigation Activity Fund with the following updates:

AREA	ITEM	STATUS
Henty Reserve	Installing an access point off the Dress Circle emergency fire access way including gate	In progress
	Installing fire access way suitable for a Light Tanker, including turn around circle and drain crossing.	In progress
	Removing non-natives where possible to do so.	In progress
	Undertake fuel reduction works across the reserve using hand crew.	Pending
	Quotations to upgrade fence around Ferguson Fire Shed.	In progress
	Grinding of stumps due to regrowth post removal of non-native trees lining fire access way.	In progress
Millars Creek	Upgrade access point off Hunter Circle Park including tree removal.	Complete
	Quotations to upgrade existing fire access way from Hunter Circle to Castlereagh Vista with limestone surface.	In progress
	Thinning vegetation between Castlereagh Vista and creek line.	In progress
	Quotations to spray woody weeds and remove any non-natives across remaining treatment areas.	In progress
	Quotations to slash long dry grass on river plain adjacent to the Eaton Drive Bridge.	In progress
	Creation of a 10m buffer area around Millbridge Blvd Bridge.	In progress
Warburton Road	Investigating mechanical works option instead of a prescribed mosaic burn in Autumn with local bushfire brigades	In progress
	Follow-up chemical spray to be carried out post treatment	Pending
West Dardanup Fire Access Way	Removing trees from fire access way that are restricting access	In progress
	Resurfacing entire fire access way between Travencore and Stonefield	In progress

8.1.5 Ferguson Water Tank acquittal

The project has been completed and the acquittal has been submitted to DFES.

8.1.6 Bushfire Brigades

The most recent Bush Fire Advisory Committee meeting endorsed the Shire's Fire Prevention Order and the names of the Fire Control Officers, which has subsequently been endorsed by Council.

The Fire Control Notice has been published in the Government Gazette and will be published in the local newspaper in August. A community awareness campaign is intended to be similar to previous years.

The names of the appointed Fire Control Officers have been published in the Government Gazette and local newspaper.

The Shire, in consultation with DFES and the Brigades, are reviewing the minimum training requirements of the Brigades. Changes are proposed to existing Council policies to ensure our Brigades are ready for this and future fire seasons and that the Shire is meeting its Work Health and Safety obligations.

8.1.7 Review into District and Local Emergency Management Committees

As previously circulated, the State Emergency Management Committee (SEMC) is undertaking a review of District Emergency Management Committees and Local Emergency Management Committees to evaluate the effectiveness of the committees in achieving the strategic objectives of the SEMC. The Coordinator Emergency & Ranger Services intends to nominate for a focus group as part of this review.

Due to this review, an abbreviated annual audit has been completed into LEMC activity, with the audit mostly concentrating on meetings and exercises scheduled.

Discussion

A discussion was held on the LEMC meeting objectives and the aim to have consistency over all LEMC Committees.

The Committee discussed the review and focus groups as provided for in Item 8.1.7 is to set out clear roles and responsibilities in State Emergency Management and to create effective and efficient outcomes within the emergency management sector.

Cr M Bennett requested that the Focus Group information be forwarded to him.

It was discussed that LEMC meetings should be a chance for agencies to bring issues and concerns, build relationships of Emergency Management Committees, look for new ideas. There should be presenters and discussing first hand experiences and learnings.

It was agreed that LEMC meetings are good for information sharing, and the Committee will work on ways to make it more exciting and interesting for committee members to want to attend. It was also agreed that meeting 4 times a year is sufficient.

Membership was also discussed and the Committee agreed that Harvey Water be included in the Shire of Dardanup Local Emergency Management membership.

8.2 Title: Agency Reports

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

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

Background

Each agency is invited to provide the meeting with a report of their activities for the benefit of the committee.

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

Snr Sgt Health Soutar advised there was nothing to report.

Sgt Chris Page advised there was nothing to report.

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

Ms Erin Hutchins has provided the following report:

STATE NEWS

The next meeting of the **State Emergency Management Committee (SEMC)** was on the 2 August 2023. SEMC Communiques can be found [here](#)

2023 SEMC MEETING SCHEDULE

- 5 October 2023
- December 2023

STATE CONSULTATION REQUESTS

Note – This item will be dealt with confidentially by the Committee.

*Please refer to **Confidential Attachment A** – Under separate cover (Tardis Link: [MEE-R1425868](#))*

DISTRICT NEWS

The next meeting of the **District Emergency Management Committee (DEMC)** will be held on Tuesday 10 October 2023.

LOCAL NEWS

Local Emergency Management Committee Annual Report Survey

In accordance with Section 40 of the Emergency Management Act 2005 (EM Act), Local Emergency Management Committees (LEMCs) are required to submit an annual report on activities undertaken by it during the financial year. In previous years, this reporting requirement was fulfilled by Local Governments' participation in the Annual and Preparedness Report Capability Survey.

This year, with the finalisation of the State Risk Project and the forthcoming revised State Emergency Management Capability Framework, LEMC reporting requirements were fulfilled by completing the LEMC Annual Report Survey circulated to CEOs and LEMC Executive Officers.

The information that was gathered from the survey has been collated and sent to the State Emergency Management Committee (SEMC) Business Unit (BU) and provided opportunity to highlight the important contributions made by Local Governments and LEMCs to emergency management in Western Australia.

Thank you for your contribution.

Local Emergency Management Arrangements

A copy of the Local Emergency Management Arrangements – Status Report is attached (Appendix LEMC 8.2.2 A). Please check the due date for the five-yearly LEMA reviews and allow a minimum of six months to complete the LEMA review process. Funding opportunities are available to assist with LEMA reviews.

Local Emergency Management Arrangements (Lema) Review Outcomes and Next Steps

The [Local Emergency Management Arrangements \(LEMA\) Review](#) is a partnership between the Department of Fire and Emergency Services (DFES) and WALGA, initiated in response to reports that current LEMA requirements are not fit-for-purpose for Local Government and that a new LEMA model is needed. From April to December 2022, WALGA engaged 100 Local Governments to identify LEMA strengths, weaknesses, and improvement opportunities in a consultation that included 10 in-depth interviews, 10 interactive workshops and an online survey.

WALGA's [LEMA Review Consultation with Western Australian Local Governments: Project Summary and Recommendations Report](#) summarises the key findings of this engagement process. A more detailed overview of the consultation process and outcomes are presented in [WALGA's LEMA Review Issues Paper](#), [LEMA Review Survey Report](#) and an independent [LEMA Review Workshop Consultation Report](#) prepared by agdots.

Informed by WALGA's consultation with Local Government, DFES prepared a Draft LEMA Improvement Plan that responded to each of WALGA's LEMA Review recommendations. During April and May 2023, WALGA then tested the Draft Plan's proposed objectives, key activities and timeframes with 30 diverse Western Australian (WA) Local Governments to evaluate the level of support from the sector and to identify any issues or gaps. WALGA's [Draft LEMA Improvement Plan: Local Government Testing Outcomes Report](#) outlines the key findings of this testing process and presents several revision suggestions that informed the development of the Final LEMA Improvement Plan.

The final LEMA Improvement Plan, which includes implementation actions has been endorsed by the LEMA Review Steering Committee and will be submitted to the State Emergency Management Committee (SEMC) for endorsement in August 2023.

Find out more about the LEMA Review Project on [WALGA's website](#) or email WALGA's LEMA Review Project Lead, [Simone Ruane](#).

Review To District and Local Emergency Management Committees

At the May 2022 SEMC meeting, members approved a review of the roles of District Emergency Management Committees and Local Emergency Management Committees to evaluate the effectiveness of the committees in achieving the strategic objectives of the SEMC.

Aim of the Review

- To establish clear roles and responsibilities, functions, and governance for DEMCs and LEMCs in achieving the strategic objectives of SEMC.

- Identify improvement opportunities to the governance arrangements and capabilities to increase effective and efficient emergency management outcomes.
- Create a shared understanding of SEMC expectations of DEMCs and LEMCs within the emergency management sector.

Scope

- Review the existing activities carried out by DEMCs and LEMCs and whether they support SEMC strategic objectives, legislation and SEMC desired outcomes.
- Assess the existing model for DEMCs and LEMCs to identify where modifications, exclusions or inclusions are required to meet expectations of stakeholders.
- Assess the requirement for key resourcing and capabilities for the committees and ascertain what is required to deliver outcomes in an efficient manner.
- Review roles and responsibilities of the SEMC structure that enable DEMCs and LEMCs, and clearly delineate responsibilities between all parties.
- Propose recommendations for the improvement and/or changes to governance arrangements and capabilities to increase effective and efficient emergency management outcomes.

Consultation Approach

An independent consultant has been engaged to review the current governance arrangements and obtain input from targeted stakeholders.

Reporting

On completion of consultation the consultant will provide:

- A report with supporting recommendations and evidence, including clear governance for DEMCs and LEMCs for SEMC consideration with a complementary implementation plan to achieve the delivery of recommendations.
- Propose recommendations for the improvement and/or changes to governance arrangements and capabilities to increase effective and efficient emergency management outcomes.

Grant Program Updates

The State Emergency Management Committee (SEMC) oversees the distribution of grant funding to support activities that reduce disaster risk and enhance WA's resilience to disasters.

All West Australians Reducing Emergencies (AWARE) program

AWARE is an initiative of the Western Australian Government that invests in building capacity and preparedness activities at a local level, through a competitive grant. Only local governments are eligible to apply for an AWARE grant.

The 2023 AWARE grant round will distribute a total of \$238,000 for projects to:

- Further the emergency risk management process
- Facilitate capability-based exercises
- Assist in reviewing Local Emergency Management Arrangements
- Deliver emergency management training
- Host or facilitate emergency management events or forums.

Projects may apply for between \$2,500 and \$35,000 grant funding. Local level risk assessment projects can request a maximum of \$6,000. Applicants must contribute 25 per cent of the total project cost in cash or in-kind. A local government may submit multiple projects for funding.

All applications must be submitted through the [online portal](#).

Applicants are encouraged to submit their applications at the earliest opportunity to enable a quality assessment and to address any recommendations for amendments if required.

Applications for next round of the AWARE grant program will open on 16 August and close on 20 September 2023. Assessments will take place in October 2023 with an anticipated announcement date in January 2024.

More information can be found [here](#).

Disaster Ready Fund

The Department of Fire and Emergency Services (DFES) is inviting [Expressions of Interest](#) (EOIs) from government and non-government organisations who have projects that will build resilience in the Western Australian community and prepare for future natural hazard impacts.

If you would like to share in \$200 million of emergency management grant funding for a project or initiative that will make WA more resilient to disasters and will deliver benefits to your community, submit your [EOI](#) by 15 November 2023.

Submit your EOI [here](#).

DRF Round Two is expected to open for applications in early 2024. Further information on the timeframes, Guidelines and application process will be made available once the Australian Government announces Round 2.

Information on funding opportunities can be found [here](#).

Please contact semc.grants@dfes.wa.gov.au for further information on the grant programs.

Discussion:

At the next DEMC meeting on 10th of October there will be opportunity to provide comments to plans.

Discussion was around grant opportunities: Disaster Ready Fund are looking for expressions of interest. They will be providing an opportunity for agencies if they need guidance or help with grant applications. Further information around this and percentage of funding shared will be coming out.

8.2.3 Department of Fire & Emergency Services – District Officer Emergency Management – South West Region - Mr John Carter

Mr John Carter has provided the following report:

STORM SEASON 2023

The region is yet to experience any significant storms this winter season.

WAFES CONFERENCE 2023

The WAFES Conference will be held on Friday 8th and Saturday 9th September. The theme for this year's conference is *Working together to make a difference*. It highlights how working together at all levels across all services and all agencies, we not only create a safer State but also make a difference in the lives of the Western Australian community. Keynote speakers include Justin Langer, Australia Test cricketer and coach, and Rabia Siddique, international humanitarian lawyer, retired British Army senior officer, former war crimes and terrorism prosecutor and hostage survivor.

CLIMATE OUTLOOK (issued 20 July 2023)

- For August to October, below median rainfall is likely to very likely (60% to greater 80% chance) for most of Australia.
- For August to October, above median maximum temperatures are very likely (greater than 80% chance) for almost all of Australia.
- For August to October, minimum temperatures are likely to very likely (60% to greater than 80% chance) to be above median for almost all of Australia.
- This forecast is influenced by several factors, including likely El Niño development, the potential development of a positive Indian Ocean Dipole, and record warm oceans globally.

DFES INDUSTRIAL ACTION

Due to industrial action, there have been a number of exercises and training programs that have been postponed or cancelled. Where possible, these will be rescheduled once the industrial action ceases.

COMBINED EMERGENCY SERVICES LEGISLATION

The draft combined emergency services legislation should be out for public consultation before the end of the year. There will be an opportunity to provide feedback with the final legislation not likely to be implemented until at least 2025.

Discussion:

The Committee discussed a need for recovery training programmes and that these tasks could be allocated to different members. Secondly, what risks face the Shire, what impacts would these have and what other instances could be an emergency.

Mr John Carter advised that there is South West component of the Tsunami Inundation project, which shouldn't have too much impact on Shire of Dardanup – IOWave23 which is planned for 18th of October and will be a desktop exercise.

8.2.4 Department of Communities – Ms Roma Boucher

Ms Roma Boucher provided the following report which was tabled at the meeting:

- **Review of the State Support Plan** - Communities have now successfully completed a comprehensive review and rewrite of the State Support Plan – Emergency Welfare (Interim). The draft State Support Plan – Emergency Relief and Support (the State Support Plan) has been endorsed by the SEMC Response Policy Sub-Committee and will be presented to the SEMC for approval on 4 October 2023.
- **Capability Audit** – Communities has procured Nous Group to conduct an audit of Western Australia's emergency relief and support capability. Communities is engaging with its community sector partners via the State Welfare Emergency Committee and the State Welfare Emergency Committee – Operations to seek their input into the audit.

- **Disaster Victim Identification (DVI)/Mass Fatality** – Communities is engaging with WAPOL and the State Coroner’s Office to strengthen its response to a potential major emergency, where mass DVI processes are required.
- **Audit of Evacuation Centres** - DESOs have been requested by our head office to do a comprehensive review of our statewide evacuation centres by 30 November 2023. We have an updated form and will also need to notate the wind region in relation to when the building was built to determine cyclone suitability.

Note: I wouldn’t anticipate any buildings in the south west to have a cyclone rating.

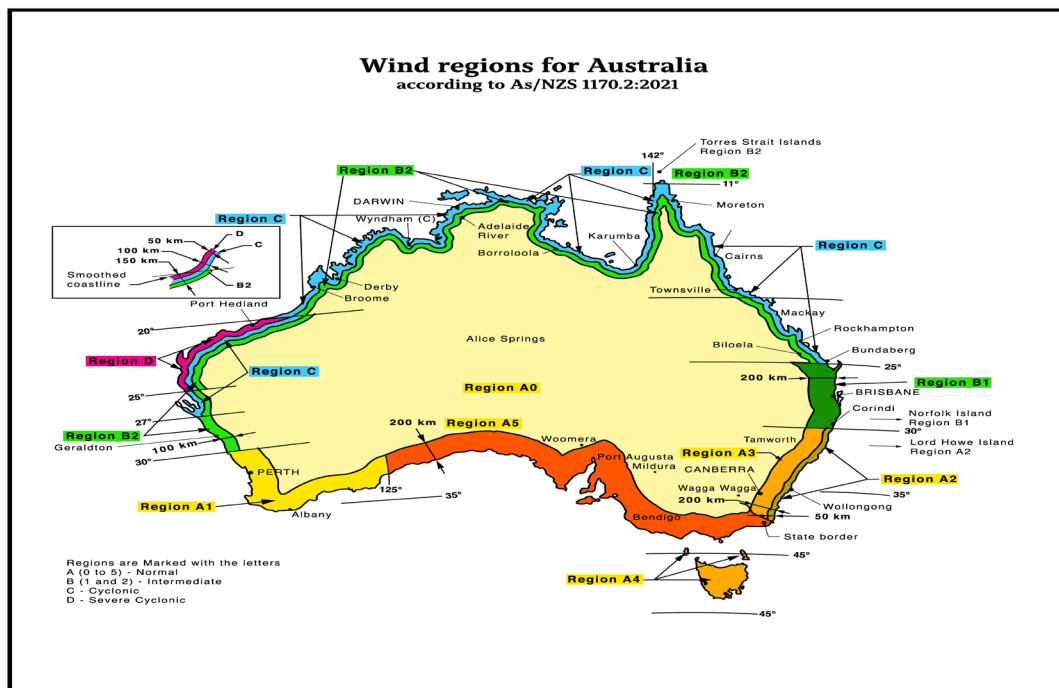
Fyi – I’ve attached the map of Wind Regions for Australia according to As/NZs 1170.2:2021

- It has been decided we will remove all secondary or alternative potential evacuation centres from the Local Emergency Welfare Plans (LEWPs), particularly where there are no ablutions (toilets and/or showers) at the facilities. I have previously kept the detail in the plans as these facilities would be useful as recovery/one stop shop type facilities, i.e. no overnight requirements and as an activation decreases. The details of these facilities can be included in your LEMAs/Recovery plans and facilities would be provided by the Local Government as appropriate to the community needs.
- I will liaise regarding a mutually convenient time to review the Eaton Recreation Centre and have provided the form to Stephen and Michelle for additional detail (e.g. year built).

- **Training, Exercises, Webinars** - On going welfare centre training will be provided to department staff and interest stakeholders will be planned this quarter, dates to be advised.

Response to the Kimberley Floods

- The Department of Communities (Communities) is providing emergency relief and support services to residents impacted by the Kimberley Floods.
- As of 04 July 2023:
 - 90 people are currently in Phase 1 Temporary Accommodation.
 - Since the Disaster Response Hotline (DRH) opened on the 11 January 2023 until 4 July 23, Communities has responded to a total of 1,936 calls for assistance.
 - Communities has assisted DFES with the activation of 302 Premier’s Grants cards.
 - 27 Category 3 Assistance applications have been initiated. Two have been approved, two not approved and two have been withdrawn and are not eligible.



Discussion:

Mrs Roma Boucher discussed evacuation centres within the regions and how over time some facilities are unsuitable to be used as evacuation centres as they do not have ablutions or showers. There was discussion around how smaller buildings and halls are being kept for the local community so that they can use them for recovery so that they do not need to travel to a recovery centre.

The Chairperson, Cr M Bennett advised that Fishwick and Wells Recreation Centre could possibly be used to support other facilities, to help ease the pressure of other Shire centres, but would require upgrading.

The Chief Executive Officer, Mr André Schönfeldt advised that information would be provide to Mrs Roma Boucher on the Wells Centre – identified as a future place as an evacuation centre.

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

Mr Tim Stevens has provided the following report:

1. Declared incidents which DPIRD is managing:

- Seven (7) declared level 1 and 2 incidents in relation to plant pests/diseases and aquatic pests/diseases
- Nil animal pest/disease incidents

Queensland fruit fly

The Department of Primary Industries and Regional Development (DPIRD) is working to stem the spread of the significant invasive pest, Queensland fruit fly (Qfly), after a recent confirmed detection in Bayswater.

A level 2 incident was called on 1 March 2023 after several male Qfly were detected in a residential part of Bayswater, Perth. No Qfly have been detected in commercial areas or outside of the Perth metropolitan area at this time.

Qfly is one of the most serious pests of fruit and vegetables in Australia, attacking over 300 species of fruit and vegetables and impacting a range of horticulture industries and access to valuable markets. While Qfly has been found in other areas of the country, Western Australia has remained free of the pest.

Quarantine Area

The Quarantine Area (QA) covers a 15 km radius from the Qfly detection points and includes Perth, Belmont, Gosnells, Kalamunda, Vincent, Joondalup, Swan, Wanneroo, Melville, Canning, Bayswater, South Perth, Subiaco, Stirling, Nedlands, Bassendean, Belmont, Claremont, Victoria Park, Cambridge and Mundaring. The full Quarantine Area Notice can be accessed at: <https://www.agric.wa.gov.au/plant-biosecurity/biosecurity-alerts-queensland-fruit-fly-updates>.

Link to video with Qfly eradication response Bayswater: [Advice for residents living within the Qfly Corrective Action Zone | Agriculture and Food](#)

The QA is divided into two main zones: the **Corrective Action Zone** and the **Export Assurance Zone**.

Corrective Action Zone

The Corrective Action Zone is the 1.5 km area surrounding each detection point.

Residents located within this zone are required to comply with the following QA requirements:

- Qfly host fruit cannot be removed from or moved within any part of the Corrective Action Zone, unless treated or processed (cooked, frozen or solarised).
- All ripe or ripening host fruit on plants or trees must be picked, and all fallen host fruit must be removed every three days.
- Fruit can be eaten, or must be treated, bagged and then binned in residential waste bins.
- Residents must provide DPIRD personnel access to their premises to inspect and bait host plants twice a week until further notice

Export Assurance Zone

The **Export Assurance Zone** covers the area in a 15 km radius from the detection point - the area of the QA that is not part of the Corrective Action Zone. The area will act as a buffer zone to further prevent further spread of the pest.

The requirements for the management of Qfly host fruit for this area are less stringent but commercially grown Qfly host fruit cannot move either within the QA or outside the QA unless it is treated.

Advice for residents living within the Qfly Correction Action Zone: [Advice for residents living within the Qfly Corrective Action Zone | Agriculture and Food](#)

Advice for Growers in Qfly Export Assurance Zone: [Advice for Growers in Qfly Export Assurance Zone | Agriculture and Food](#)

Further information is available at: [Queensland fruit fly \(Qfly\) updates | Agriculture and Food](#)

Didemnum vexillum (Carpet sea squirt)

Didemnum vexillum (Carpet sea squirt) has been detected in Western Australia (WA) for the first time.

Carpet sea squirt (CSS) is a highly invasive marine invertebrate animal that can overgrow and smother native species. It can overgrow rocks, shellfish, sea sponges and man-made structures such as wharves, jetty pylons, pontoons, buoys and vessels.

A level 2 incident was declared on 25 January 2023 in response to the detection of CSS in WA.

On 17 March 2023 a Quarantine Area Notice was put in place for the waters adjacent to the Australian Marine Complex Common User Facility at Henderson South.

The aim of the QAN is to:

- Manage the movement of vessels into the QA to minimise the spread of the pest.
- Strengthen the requirements for biofouling inspections and treatments for vessels that regularly operate in the Quarantine Area or have been in the Quarantine Area for a period of six days or more.

CSS has the potential to impact oyster and mussel aquaculture, marine environments, dive tourism industries as well as increasing maintenance costs for commercial and recreational vessels.

The aquatic pest has been detected in two locations in WA; Garden Island and at a marine facility in Henderson. The detection at Garden Island was the first confirmed detection in Australia.

[Biosecurity alerts: Carpet sea squirt | Agriculture and Food](#)

Polyphagous shot-hole borer

Polyphagous shot-hole borer (PSHB) *Euwallacea fornicatus* is a beetle native to Southeast Asia. The beetle attacks a wide range of plants by tunnelling into trunks, stems and branches.

DPIRD continues to respond to the confirmed detections of an exotic beetle Polyphagous Shot-Hole Borer in the Perth metropolitan area.

Response activities include:

- Conducting surveillance to determine the distribution of PSHB
- Containing the pest to prevent further spread to non-infested regions within Western Australia
- Providing advice and information to residents, industry and other stakeholders
- Ensuring that all response activities are conducted safely, consistently and efficiently

To stop the spread, a Quarantine Area Notice (QAN) is in place to support the Department of Primary Industries and Regional Development's ongoing surveillance program to determine the spread of the pest.

The Quarantine Area covers 25 local government areas. The new areas added to the expanded QAN on 21 March 2023 are:

- Beckenham, Canning Vale, Huntingdale, Kenwick, Langford, Maddington and Thornlie in the City of Gosnells
- Duncraig, Greenwood, Marmion, Sorrento and Warwick in the City of Joondalup
- Alexander Heights, Girrawheen, Koondoola and Marangaroo in the City of Wanneroo
- Ballajura, Beechboro, Bennett Springs, Dayton, Hazelmere, Kiara, Lockridge, Malaga, Middle Swan, Midland, Viveash, West Swan and Woodbridge in the City of Swan
- Forrestfield, High Wycombe, Perth Airport and Wattle Grove in the City of Kalamunda

Link to information about [Polyphagous shot-hole borer | Agriculture and Food](#)

2. State alerts and investigations

DPIRD is investigating three (3) pests or diseases.

Red dwarf honey bees – Report sightings of Red dwarf honey bees

DPIRD is investigating the detection of the exotic pest red dwarf honey bee (*Apis florea*) discovered on the Burrup Peninsula near Karratha.

Red dwarf honey bees are known to be a vector for numerous exotic bee pests, including brood diseases, internal and external mites, and bee viruses.

The department is calling on the State's beekeepers and land managers to monitor their area for any unusual bees or nests.

Current situation:

- In late March 2023, DPIRD received a report from Pilbara Port Authority via MyPestGuide® Reporter of suspect exotic bees observed at the Dampier wharf, WA.
- The Commonwealth Department of Agriculture Fisheries and Forestry (DAFF) and DPIRD entomologists morphologically confirmed bee samples as *Apis florea*
- A joint survey between DAFF and DPIRD was undertaken at multiple sites on the Burrup Peninsular near Karratha.
- Four new detection sites were located in mid-June 2023. Three detections were of single bees and the fourth detection was of an established nest located in vegetation on a rocky outcrop.

- An ethanol wash of the bees from the nest resulted in the detection of brood mites (*Euvarroa sinhai*) associated with worker bees.
- DAFF and DPIRD are planning additional surveillance to ensure no further red dwarf honey bees are present in the area.
- Red dwarf honey bee has previously been detected and eradicated from the Perth suburb of Forrestfield in 2021.

Impact:

Red dwarf honey bees are social bees which live in colonies of approximately 3,000 insects. They migrate, swarm, and abscond readily, making them a major threat for exotic incursions and to the Australian environment.

One of the major risks for Australia is that red dwarf honey bee (*Apis florea*) is host to a range of bee brood diseases, parasites, and viruses that may impact European honey bees.

The red dwarf honey bee can carry *Euvarroa* mites (*Euvarroa wongsirii* and *Euvarroa sinhai*) both of which are close relatives to the destructive *Varroa* mites. The species can also carry *Tropilaelaps* mites (*Tropilaelaps clareae*) which is a known pest of European honey bees.

Red dwarf honey bees may also compete with other bees for floral resources.

Reporting:

Early detection is key to protecting Western Australia's valuable bee and horticultural industries. Immediately report any unusual bees or nests.

Members of the public and workers in the area are encouraged to report sightings of any exotic bees in the area to assist in ensuring no further red dwarf honey bees are present.

If you work at a port or transport imported goods and shipping containers, you must report any sighting of bees associated with these goods. Exotic bees are a pathway for bee pests and viruses so they must be reported

DPIRD Pest and Disease Information Service

- +61 (0)8 9368 3080
- padis@dpird.wa.gov.au

3. National alerts & investigations

DPIRD, and other state jurisdictions, continue to monitor reported outbreaks of African swine fever, Lumpy skin disease and Foot and mouth disease in other countries.

Information regarding Foot and Mouth Disease prevention is available on the WA government website: [Foot-and-mouth disease advice for Western Australians \(www.wa.gov.au\)](http://www.wa.gov.au)

Information is also available on the DPIRD website:

[Foot-and-mouth disease: prevention and preparedness | Agriculture and Food](#)

Emergency animal disease preparedness included in the 2023-2024 State Budget:

The WA State government announced \$10.4 Million, in the State Budget, to enhance preparedness for Emergency Animal Disease (EAD).

Key activities include:

- Enhancing EAD preparedness by focussed incident management training, emergency disease exercises and finalising policies and procedures for incident response.
- Enhancing communications with industry and community stakeholders to increase awareness of Emergency Animal Diseases and improve preparedness and likelihood of early disease detection and reporting.
- Building and developing a veterinary reserve and enhancing veterinary student exposure to rural veterinary opportunities.
- Enhancing veterinary capacity
- Enhancing the diagnostic laboratory capability and capacity by upgrading the laboratory information management system, including automation of tasks and enhanced sample tracking and security.

Important: There are, currently, no known incidences of these diseases in Australia.

4. Kimberley Floods – January 2023

DPIRD is providing support to affected communities, in relation to its areas of responsibility, in the recovery from the January flooding in the west Kimberley.

- The State Support Plan – Animal Welfare in Emergencies was formally activated on 9 January 2023 and remained activated until 3 May 2023 to provide support to the local government in relation to the coordination of animal welfare.

Recovery:

- Substantive Wheatbelt Development Commission CEO, Rob Cossart, has been appointed as the State Recovery Coordinator for the Kimberley floods.
- The State recovery structure, across the four recovery environments of Social, Economic, Built and Natural environment, has been formalised with appropriate State Government agencies leading the domains:
 - Social: Department of Communities
 - Economic: DPIRD
 - Built: Department of Treasury and Main Roads WA
 - Natural environment: DWER

DPIRD has appointed liaison officers to sit on the social, built and natural environments State-level committees

- The Shire of Derby West Kimberley has established its local recovery group and relevant subcommittees which are:
 - Media
 - Getting Home
 - Cadjebut Airport
 - Pastoral
 - Social/Wellbeing

DPIRD has provided a departmental representative on the Shire of Derby West Kimberley's local recovery group and relevant subcommittees.

DPIRD has secured funding for an Industry Recovery Officer to be embedded with the Kimberley Pilbara Cattleman's Association (KPCA).

- Dedicated DPIRD web page for affected primary producers outlining available assistance: [Kimberley flood recovery | Agriculture and Food](#)

Disaster Recovery Funding Arrangements WA (DRFAWA):

Support measures are designed to assist in meeting the needs of primary producers whose assets or primary production business has/have been affected by a disaster for which DRFAWA has been invoked. Category B - Assistance measures for primary producers may include grants for:

- Professional advice
 - Reimbursement of fees (maximum \$1,500) to obtain professional advice directly related to addressing issues arising from the declared natural disaster event
- Freight subsidy (reimbursement) Primary producers can claim a maximum of 50% of the costs to the producer of transporting any of the following items as a direct result of a natural disaster:
 - Livestock;
 - Fodder or water for livestock; or
 - Building or fencing equipment or machinery.
- Fencing (for livestock producers only)

Primary producers can claim 100% of the costs associated with any of the following:

 - Restoration/replacement of fencing (to pre-disaster standard) where the fencing has been deliberately dismantled or damaged due to counter disaster operations activities undertaken in order to combat the eligible natural disaster event; and/or
 - Reimbursement of the costs of materials only (to pre-disaster standard) to repair/replace boundary fencing damaged/lost as a direct result of the eligible natural disaster event. The measure is only available where the fencing adjoins a major road/rail transport corridor and where the roaming of livestock may present a danger to the travelling public (i.e., the aim being to preserve public safety).

The applicant must demonstrate to DPIRD's satisfaction that, at the time of the natural disaster event, the property was being used to hold or agist livestock.

- Expression of interest for interest subsidy on a new loan to recover

An interest rate subsidy may be available to primary producers for new loans:

 - To repair/replace assets lost or damaged / repair damage caused by the natural disaster event
 - For carry on purposes to implement the next season's production program
 - Or to replace livestock lost in the disaster for which the assistance measures under the DRFAWA have been activated

Link to further information regarding available funding and relevant conditions:

<https://www.agric.wa.gov.au/emergency-response/disaster-recovery-funding-arrangements>

Category D – Exceptional circumstances:

Freight Assistance Program

- Purposes: The Commonwealth and WA State Government jointly funded Freight Subsidy Program is to assist with the ongoing exceptional freight requirements for businesses impacted by ex Tropical Cyclone Ellie (DRFA AGRN1044).
- Eligible applicants: Businesses located in, or delivering to, the four (4) DRFAWA activated local government districts which are the Shire of Broome, Shire of Derby West Kimberley, Shire of Halls Creek and the Shire of Wyndham East Kimberley
- Funding duration: All claims must be submitted no later than two (2) months after a suitable road connection is re-established. Claims may be backdated for all freight movement that occurred on, or after, 1 January 2023
- DPIRD is the designated delivery agency for this funding

FAQs including details of eligibility: [Publications \(dfes.wa.gov.au\)](https://www.dfes.wa.gov.au/publications)

DRFAWA Cat B and D assistance, the Department has approved as at 9 June 2023:

DRFA Measures	Under assessment	Approved	Approved \$
Category B	1	2	\$ 47,717.50 (ex GST)
Category D	18	158	\$1,466,424 (ex GST)

5. Severe Tropical Cyclone Seroja (Recovery funding)

DPIRD, through its Rural Business Development Unit, is managing Disaster Recovery Funding Arrangements WA assistance to primary producers impacted by TC Seroja.

DRFAWA Cat B and C assistance the Department has approved as at 9 June 2023:

DRFA Measures	Under assessment	Approved	Approved \$
Category B	22	36	\$ 560,676.75 (Expended)
Category C	51	121	\$2,337,818.20 (Expended)

6. Severe Tropical Cyclone Ilsa – 9 April 2023

Local government districts subject to DRFAWA proclamation: Shire of Broome, Shire of East Pilbara and Town of Port Hedland

Disaster Recovery Funding Arrangements WA:

Category B: Assistance measures for primary producers may include grants for:

- Interest rate subsidy may be available to primary producers for new loans to repair/replace assets that have been damaged or destroyed
- Freight subsidy - reimbursement (livestock, fodder or water for livestock and building or fencing or machinery)
- Fencing subsidy (where fencing adjoins a major road/rail transport corridor)

To date, only one (1) Category B application has been received for TC Ilsa and this is currently, under assessment.

Ex TC Ellie and TC Ilsa – DRFAWA Category C – Primary Producer Recovery Grant

On 7 July, 2023, the Minister announced that Category C – Primary Producer Grant would be available for Ex TC Ellie and TC Ilsa.

Grants of up to \$75,000 are available to assist pastoralists with out-of-pocket clean-up and reinstatement costs incurred as a direct result of the flooding associated with Ex TC Ellie and TC Ilsa. The grant covers activities such as the removal and disposal of debris, damaged infrastructure and equipment, deceased livestock; salvaging crops; and repairing damaged infrastructure and equipment.

To be eligible for this assistance, primary producers must be operating a primary production enterprise in one of the local government districts subject to the DRFAWA proclamation.

- Shire of Broome
- Shire of Derby West Kimberley
- Shire of Halls Creek
- Shire of Wyndham East Kimberley
- Shire of East Pilbara
- Town of Port Hedland

7. Animal welfare in emergencies training for local governments

DPIRD has partnered with Muresk Institute to provide training for local government officers, in relation to animal welfare during emergencies, as part of the Animal welfare in emergencies grant program 2023. The training aims to enhance local government officers' skills and knowledge in safely dealing with animals during an emergency. Focus areas are: livestock health, fauna handling, containment and transport, and includes a workshop about how to develop local animal welfare in emergencies plans.

Training dates:

June 7 - 9

June 14 - 16

August 9 - 11

August 16 - 18

8. Staff emergency management training:

DPIRD has an ongoing schedule to deliver emergency management training and exercising in both metropolitan and regional areas.

The non-accredited training focusses on both the Department's Hazard Management Agency responsibilities in relation to animal and plant biosecurity and its support role to other HMAs in relation to animal welfare during emergencies.

Animal Health Australia and Plant Health Australia online training:

DPIRD staff are encouraged to undertake suitable online training which is available on the Animal Health Australia (AHA) and Plant Health Australia (PHA) websites.

Links to AHA and PHA:

[Home - Animal Health Australia](#)

[Plant Health Australia](#)

DPIRD's role in emergency management

DPIRD plays an important role in emergency management in Western Australia.

- Hazard Management Agency (HMA) for animal and plant biosecurity with responsibilities across prevention/mitigation, preparedness, response and recovery. Link to State Hazard Plan – Animal and Plant Biosecurity: [State Hazard Plan Animal and Plant Biosecurity \(www.wa.gov.au\)](http://www.wa.gov.au)
- Provision of support to other HMAs by:
 - coordinating animal welfare for other hazard emergencies including during bushfires, cyclones and floods;
 - contributing to the Controlling Agency's impact statement in relation to impacts to primary producers, and other economic impacts through its regional development commissions across the state

- managing eligible assistance for primary producers under the Disaster Recovery Funding Arrangements WA and providing advice to primary producers in relation to this funding
- providing professional expertise to primary industry producers and small business in a regional context

Animal Welfare in Emergencies

Local governments are encouraged to develop a plan for animal welfare in emergencies (PAWE) which forms part of the local emergency management arrangements (LEMA).

For tools and resources to assist local governments to develop a local PAWE [click here](#) and for assistance in completing the PAWE template, speak to your LEMC or DEMC representative/s.

8.2.6 Department of Biodiversity, Conservation and Attractions – Mr Darren Cooper

None

8.2.7 WA Country Health Service – Ms Leigh Hall

None

8.2.8 Main Roads WA – Mr Dave Smith

None

8.2.9 Department of Transport – Mr Peter Westgate

None

8.2.10 Water Corporation – Mr Steve Collins

Discussion:

Mr Dean Italiano advised the Committee that there was nothing to report.

8.2.11 Western Power – Mr Scott Fitzgerald

None

8.2.12 Aqwest – Mr Ian Prosser

Discussion:

Mr Ian Prosser advised the Committee that water quality incident will be conducted later this month. All trained in SCBA.

8.2.13 St John Ambulance WA – Mr Charles Wilkes

None

8.2.14 Telstra – Ms Debra Leverington

None

8.2.15 Atco Gas – Mr Mick Sheaf

None

8.2.16 Moore Road Emergency Response Group – Mr Graeme Offer

Discussion:

Mr Graeme Offer advised the Committee that there was nothing to 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 Wednesday 8th of November 2023 commencing at 10.00 am at the Shire of Dardanup – Administration Centre Eaton.

There being no further business the Chairperson declared the meeting closed at 10:54am.